

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Minutes of the **Administration & Finance** Meeting  
Monday, December 11, 2006, at 7:51 p.m.  
Central Saanich Municipal Council Chamber

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**PRESENT:** Councillor Chris Graham, Chair  
Mayor Jack Mar  
Councillors: Bryson, Garrison, Mason, and Thompson  
Gary C. Nason, Administrator  
Sara C. Ribeiro, Municipal Clerk  
Hope V. Burns, Director of Planning & Building Services  
Rosalyn Tanner, Director of Financial Services

**ABSENT:** Councillor King

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The Administrator, Gary C. Nason, advised there is a Verbal Report on the 2007 Strategic Planning Selection of Facilitator process to be included in the Agenda after the Staff Memorandum.

**APPROVAL OF THE AGENDA:**

1347.06      MOVED BY COUNCILLOR GARRISON  
NO SECONDER  
*That the Agenda for the Administration & Finance Committee Meeting held on December 11, 2006, be amended as circulated.*  
CARRIED UNANIMOUSLY

**1. Staff Memorandum**

- a) Staff Memorandum from the Information Technology Coordinator dated December 4, 2006, entitled "Desktop Replacement Project"

The Director of Financial Services, Rosalyn Tanner, overviewed the Staff Memorandum and answered questions from the Committee.

A discussion occurred between the Committee.

1348.06      MOVED BY COUNCILLOR BRYSON  
NO SECONDER  
*That it be recommended to Council:*  
*That the Staff Memorandum from the Information Technology Coordinator dated December 4, 2006, entitled "Desktop Replacement Project" be received, and Council authorize Staff to issue an RFP to qualified vendors for the purchase of replacement computer workstations and laptops or an alternative "Thin Client" environment.*  
CARRIED UNANIMOUSLY

**2. 2007 Strategic Planning – Selection of Facilitator**

The Administrator, Gary C. Nason, overviewed a recent meeting held to discuss the selection of a facilitator, and advised the Committee there are four interviews scheduled for Friday, December 15, 2006. Due to unforeseen circumstances, Councillor King may not be able to attend the interviews on December 15, 2006.

1349.06      MOVED BY COUNCILLOR THOMPSON  
NO SECONDER  
*That it be recommended to Council:*  
*That Councillor Bryson be designated to work with the Administrator and Councillor Mason on the selection of a Facilitator for the 2007 Strategic Planning Workshop.*  
CARRIED UNANIMOUSLY

**ADJOURNMENT:**

*On motion, the Administration & Finance Meeting held on December 11, 2006, adjourned at 8:04 p.m.*

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Councillor Chris Graham, Chair

Recorded By: Sara C. Ribeiro  
Municipal Clerk