

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Minutes of the **ADMINISTRATION AND FINANCE COMMITTEE** Meeting
Tuesday, November 14, 2006, at 9:28 p.m.
Central Saanich Municipal Council Chamber

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

ABSENT: Councillor King

APPROVAL OF THE AGENDA:

1224.06 MOVED BY COUNCILLOR GARRISON
NO SECONDER
That the Agenda for the Administration & Finance Committee Meeting held on November 14, 2006, be approved as circulated.
CARRIED UNANIMOUSLY

1. Items Referred from the October 16, 2006, Regular Council and October 23, 2006, Committee Meetings

a) 2007 Grant in Aid Requests

The Committee overviewed the "Schedule of Grant in Aid Requests and Recommendations – Revised November 8, 2006".

1225.06 MOVED BY COUNCILLOR THOMPSON
NO SECONDER
That It Be Recommended To Council:

That the following 2007 Grant in Aid applications be approved in the amounts indicated:

- *Community Arts Council of the Saanich Peninsula – \$500.00*
- *Silver Threads Service (Meals on Wheels) –\$2,500.00*
- *Navy League of Canada Saanich Peninsula Branch – \$500.00*
- *Saanich Peninsula Piranhas Swim Club – \$500.00*
- *Boys and Girls Club – \$20,000.00*
- *Saanich School District No. 63 (School Crossing Guard Program) – \$8,432.00*
- *Saanich Pioneer's Society – \$17,500.00*
- *Habitat Acquisition Trust – \$500.00*
- *NEED Crisis and Information Line – \$1,500.00*
- *Peninsula Community Services (Youth Employment Program) – \$5,000.00*
- *Peninsula Community Services Volunteer Centre & Seniors Info/Referral Service (Hotline) – \$2,000.00*
- *Peninsula Streams – \$10,000.00*
- *Saanichton Family Place Society – \$1,900.00*
- *Volunteer Victoria – \$150.00*
- *Brentwood Bay Revitalization Committee – \$2,500.00*

And that the following 2007 Grant in Aid applications be declined:

- *Ballet Victoria*
- *Saanich Peninsula Foundation Society*
- *Tourism Victoria*
- *Victoria Ride Share Co-op*
- *Peninsula Cross Roads Community Justice Program*
- *Peninsula Celebrations Society*

CARRIED UNANIMOUSLY

b) Comprehensive Fees & Charges Review 2006

- i) Staff Memorandum from the Management Group dated October 3, 2006, entitled "Comprehensive Fees and Charges Review 2006"

The Acting Administrator, Hope V. Burns, overviewed the Staff Memorandum and answered questions from the Committee.

A discussion occurred from the Committee regarding some minor changes that are required to the fees schedule.

The Acting Administrator, Hope V. Burns, advised the proposed fee changes outlined in the Staff Memorandum will be brought forward under separate Bylaws.

1226.06 MOVED BY COUNCILLOR GARRISON
 NO SECONDER

That It Be Recommended To Council:

That Staff be instructed to prepare the necessary Bylaws to implement the proposed fee changes as outlined in the Staff Memorandum dated October 3, 2006, from the Management Group entitled "Comprehensive Fees and Charges Review 2006" with the following suggested changes:

- *Under Sign Permit Fees – for a Major (APC and Council approval required) application, the fee remain at \$250.00.*
- *The cost of providing the Official Community Plan Bylaw be increased to \$50.00, with the consideration of posting the Bylaw with maps on the District of Central Saanich website.*

CARRIED UNANIMOUSLY

2. 2007 Strategic Planning Process/Workshop – Timeframe and Desired Process

1227.06 MOVED BY COUNCILLOR THOMPSON
 NO SECONDER

That It Be Recommended To Council:

That the following items be added to the Referrals for the 2007 Strategic Planning Process:

1. *Communications with the public in terms of process;*
2. *Walkable communities;*
3. *Economic development;*
4. *Developing an Agricultural Area Plan; and,*
5. *Affordable Housing*

CARRIED UNANIMOUSLY

1228.06 MOVED BY COUNCILLOR BRYSON
 NO SECONDER

That It Be Recommended To Council:

That Staff be instructed to seek a new facilitator for the 2007 Strategic Planning Session.

CARRIED UNANIMOUSLY

ADJOURNMENT:

On motion, the Administration & Finance Committee Meeting held on November 14, 2006, adjourned at 9:50 p.m.

Councillor Chris Graham, Chair

Recorded by: Sara C. Ribeiro
Municipal Clerk