

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Minutes of the **SPECIAL ADMINISTRATION & FINANCE COMMITTEE** Meeting
(2008 Core Budget)

Monday, March 10, 2008, at 7:00 p.m.
Central Saanich Municipal Council Chamber

PRESENT: Councillor John Garrison, Chair
Mayor Jack Mar, Councillors Bryson, Graham, King, and Thompson
Gary C. Nason, Administrator
Sara C. Ribeiro, Municipal Clerk
Rosalyn Tanner, Director of Financial Services
Hope V. Burns, Director of Planning & Building Services
Bonnie McKenzie, Manager of Community Services
Nirmal Bhattacharya, Municipal Engineer
Brian Shields, Public Works Co-ordinator
Ron French, Fire Chief
Paul Hames, Chief Constable, Police Services
Steven Garner, Central Saanich Police Board

ABSENT: Councillor Mason

The Municipal Clerk, Sara C. Ribeiro, noted the following additions to the Agenda:

- Additional information materials to be included under Section 1(b)(iii):
 - Memorandum from Councillor King entitled "Value for Money – Opinion Poll Versus Referendum"
 - Background Materials Related to Election / Polling Station / Mobile Poll Issues that Councillor King has Requested be distributed to Council
 - Ipsos Reid Public Affairs Re: Upcoming Syndicated Study "Municipal Quality of Life and Financial Planning"

The Director of Financial Services, Rosalyn Tanner, advised of some page updates for the Agenda.

APPROVAL OF THE AGENDA:

259.08 MOVED BY COUNCILLOR THOMPSON
 NO SECONDER
 That the Agenda for the Special Administration & Finance Committee Meeting held on March 10, 2008, be approved as amended.
 CARRIED UNANIMOUSLY

1. 2008 Core Budget

Meeting Theme: (Continuation of) Review of 2008 Core Revenues and Expenses, and Discussion of "District of Central Saanich Financing Options Review Report" (previously presented)

a) Opening Comments

The Director of Financial Services, Ms. Rosalyn Tanner, advised that the purpose of this evening's meeting was to conduct a comprehensive review of the 2008 Core Revenues and Expenses, reviewing the materials in the binder previously distributed to Council.

b) Outstanding Issues Related to 2008 Core Budget – Direction Required from Council

i) Membership in Federation of Canadian Municipalities

The Administrator, Gary C. Nason, overviewed the background information to this matter and responded to questions from the Committee.

260.08 MOVED BY COUNCILLOR GRAHAM
NO SECONDER
That it be recommended to Council:

That an amount of \$2,000.00 be included in the 2008 Core Budget representing the cost of membership in 2008 of the District of Central Saanich in the Federation of Canadian Municipalities, and Staff be authorized to proceed with the application process accordingly.

CARRIED
OPPOSED: COUNCILLOR BRYSON

ii) Mailing of Community Focus Newsletter to Businesses

The Administrator, Gary C. Nason, overviewed the matter and responded to questions from the Committee.

261.08 MOVED BY COUNCILLOR GRAHAM
NO SECONDER
That it be recommended to Council:

That no additional funds be included in the 2008 Core Budget for the mailing of the Community Focus Newsletter to Central Saanich businesses.

CARRIED UNANIMOUSLY

262.08 MOVED BY COUNCILLOR THOMPSON
NO SECONDER
That it be recommended to Council:

That Council request its liaisons to the Saanich Peninsula Chamber of Commerce to discuss with the Chamber possible mechanisms and strategies to facilitate the District in its efforts to provide information to the Central Saanich business community.

CARRIED UNANIMOUSLY

iii) Potential Additional Election-Related Costs

Mobile Poll

The Administrator, Gary C. Nason, overviewed the matter and responded to questions from the Committee.

The Municipal Clerk, Sara C .Ribeiro, apprised Committee of the potential cost and a break-down of that cost, and responded to questions from Committee.

A brief discussion ensued with respect to mail-in ballot voting, and Staff responded to questions.

263.08 MOVED BY COUNCILLOR THOMPSON
NO SECONDER
That it be recommended to Council:

That an amount of \$1,700.00 be included in the 2008 Core Budget representing the approximate cost to implement both a mobile poll and a mail-in ballot process for the 2008 Civic Election.

CARRIED
OPPOSED: COUNCILLOR GRAHAM

Additional Polling Station – Keating Elementary

The Administrator, Gary C. Nason, provided a historical overview of this polling station, the rationale for closing this polling station following the 1999 election, and responded to questions from the Committee.

The Municipal Clerk, Sara C. Ribeiro, apprised Committee of the potential cost and a break-down of that cost to add an additional polling station.

264.08 ***DEFEATED***
MOVED BY COUNCILLOR GRAHAM
NO SECONDER
That it be recommended to Council:

That an amount of \$5,520.00 be included in the 2008 Core Budget representing the cost of adding an additional third polling station at Keating Elementary School for the 2008 Civic Election.

DEFEATED
OPPOSED: MAYOR MAR, COUNCILLORS BRYSON AND GARRISON

265.08 ***DEFEATED***
MOVED BY COUNCILLOR GRAHAM
NO SECONDER
That it be recommended to Council:

That Council endorse the use of Stelly's Secondary School gymnasium as the single polling station for the 2008 Civic Election.

DEFEATED
OPPOSED: COUNCILLORS BRYSON, GARRISON, KING, AND THOMPSON

266.08 ***DEFEATED***
MOVED BY COUNCILLOR THOMPSON
NO SECONDER
That it be recommended to Council:

That on the day of the 2008 Civic Election, the District rent an appropriate mobile sign to be located at the intersection of Keating Cross Road and Central Saanich Road advising that the municipal polling stations for the election are located at the Central Saanich Cultural Centre and at the Municipal Hall.

DEFEATED
OPPOSED: MAYOR MAR, COUNCILLORS BRYSON, AND GARRISON

Referendum (PRC Pool Project and/or District Infrastructure Priorities) – Communications Plan / Public Information

The Administrator, Gary C. Nason, overviewed the matter and responded to questions from Committee.

There was significant discussion from Committee regarding this matter.

267.08 MOVED BY COUNCILLOR GRAHAM
NO SECONDER
That it be recommended to Council:

- 1) *That in conjunction with the 2008 Civic Election, the District proceed with a binding referendum on the District's possible financial participation in the Panorama Recreation Centre Pool Expansion Project;*
- 2) *That the referendum also include other comprehensive "opinionnaire" ballot questions, with the specific nature of the questions to be determined, designed to gauge the electorate's priorities and support for other major spending priorities and projects that are on the District's financial horizon; and,*
- 3) *That a maximum funding envelope of \$20,000.00 be included in the 2008 Core Budget for all costs relating to the public information and*

communications required for the referendum.

BEFORE THE QUESTION WAS CALLED, it was

268.08 MOVED BY MAYOR MAR
NO SECONDER
That the foregoing motion be severed into three parts.
CARRIED
OPPOSED: COUNCILLORS GRAHAM AND KING

Councillor Garrison vacated the Chair at 8:19 p.m.

Mayor Mar assumed the Chair at 8:19 p.m.

AMENDMENT

DEFEATED

269.08 MOVED BY COUNCILLOR THOMPSON
NO SECONDER
That part one of the foregoing motion be amended to remove the word "binding".
DEFEATED
OPPOSED: COUNCILLORS BRYSON, GRAHAM, AND KING

Councillor Garrison returned to the Council Chamber and assumed the Chair at 8:23 p.m.

THE QUESTION WAS CALLED ON PART ONE OF THE MOTION
CARRIED UNANIMOUSLY

THE QUESTION WAS CALLED ON PART TWO OF THE MOTION
CARRIED UNANIMOUSLY

THE QUESTION WAS CALLED ON PART THREE OF THE MOTION
CARRIED UNANIMOUSLY

The Chair convened a recess from 8:33 p.m. to 8:40 p.m.

iv) Additional Contributions to Both Water and Sewer Utility Reserves

The Director of Financial Services, Rosalyn Tanner, distributed a spreadsheet entitled "Schedule of 5-year Utility Consumption Data for 2008 Budget Purposes". She spoke to the material and responded to questions.

270.08 MOVED BY COUNCILLOR GRAHAM
NO SECONDER
That it be recommended to Council:

That Staff be instructed to proceed with the necessary changes to the Water and Sewer Utility Rates Bylaws to implement in 2008 an additional \$150,000.00 contribution to both the Water and Sewer Reserves.

CARRIED UNANIMOUSLY

The Committee requested that for the next appropriate Budget Meeting when Supplementary Budget Requests are to be discussed, Staff attempt to quantify the approximate tax increase that would result were the District to increase the balance of the General Reserve Funds by an additional 10% each year.

ADJOURNMENT:

On motion, the Special Administration & Finance Committee Meeting held on March 10, 2008, adjourned at 8:58 p.m.

Councillor John Garrison, Chair

Recorded By: Sara C. Ribeiro, Municipal Clerk