

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Minutes of the **SPECIAL ADMINISTRATION & FINANCE COMMITTEE** Meeting  
(2009 Core Budget)

Monday, April 27, 2009, at 7:00 p.m.  
Central Saanich Municipal Council Chamber

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**PRESENT:** Councillor John Garrison, Chair  
Councillors Bryson, Mason, Olsen, and Siklenka  
Gary C. Nason, Administrator  
Sara C. Ribeiro, Municipal Clerk  
Rosalyn Tanner, Director of Financial Services  
Steve Epp, Assistant Treasurer  
Nirmal Bhattacharya, Municipal Engineer

**ABSENT:** Mayor Mar and Councillor Kubek

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The Director of Financial Services overviewed the late items for Committee's consideration, in particular, replacement pages for the examples for the calculation of utility rates and a copy of her presentation for the Public Information Meeting.

**APPROVAL OF THE AGENDA:**

338.09      **MOVED AND SECONDED**  
*That the Agenda for the Special Administration & Finance Committee Meeting held on April 27, 2009, be approved as amended.*  
**CARRIED UNANIMOUSLY**

**1. Public Information Meeting – 2009 Annual Budget and 2009 – 2013 Financial Plan**

The Administrator, Mr. Gary C. Nason, advised that the purpose of this evening's Meeting is to overview the directions and decisions taken by Council to date in regards to the 2009 Annual Budget and 2009-2013 Financial Plan, and to give the public an opportunity to raise issues and ask questions of Council. Mr. Nason advised that the Director of Financial Services, Ms. Rosalyn Tanner, would be making a presentation on the 2009 Annual Budget.

The Director of Financial Services, Ms. Rosalyn Tanner, gave a comprehensive overview Powerpoint presentation on the 2009 Annual Budget and the 2009-2013 Financial Plan processes, and described the major fiscal challenges and decisions made by Council in this regard. Following her presentation, Ms. Tanner responded to several questions from members of the Committee.

The Chair then advised that the Meeting was open for questions from the gallery.

T Forsythe, Resident, inquired if there was any money in the budget for horse trails.

The Municipal Engineer, Mr. Nirmal Bhattacharya, noted there was money to maintain existing trails only.

No one else took the opportunity to speak at the Public Information Meeting.

i) Council Discussion and Decisions on Outstanding Budget-Related Items

a) Pedestrian Activated Cross-walk Across from Brentwood Elementary School

The Administrator overviewed the proposed Supplemental.

339.09 MOVED AND SECONDED  
*That it be recommended to Council:*

*That the additional Supplementary Budget request for the installation of a pedestrian activated cross walk at Brentwood Elementary School in the amount of \$15,000 be included in the package of approved 2009 Supplementary Budget Requests, with the source of funding to be indicated as Gas Tax.*

CARRIED UNANIMOUSLY

b) White Road Horse Pathway (Previous 2007 Supplemental)

The Administrator overviewed the 2007 Supplemental, noting 2009 cost would be approximately \$6,000.

T Forsythe, Resident, spoke to the assistance that would be offered by the Horse Owners Association, were the District to proceed with this proposed horse path.

340.09 MOVED AND SECONDED  
*That it be recommended to Council:*

*That the additional Supplementary Budget request for the White Road horse pathway in the amount of \$6,000 be included in the package of approved 2009 Supplementary Budget Requests, with the source of funding to be indicated as taxation.*

CARRIED UNANIMOUSLY

c) "Building Canada Fund" Grant Application – Brentwood Bay Water Pressure Zone Implementation

The Administrator briefly overviewed the proposed Supplemental.

***Due to a potential conflict of interest, Councillor Olsen excused himself from the Meeting at 7:48 p.m. Councillor Olsen stated he is a member of the Tsartlip First Nation and his property is within the proposed development area.***

341.09 MOVED AND SECONDED  
*That it be recommended to Council:*

*That the additional Supplementary Budget request for the Brentwood Bay Fire Protection Improvements in the total amount of \$1,400,000 be included in the District's Five Year Financial Plan for the years 2009 to 2011, in the staged amounts as indicated in the Supplemental with it to be indicated that the project will be subject to receipt of external grant funding.*

CARRIED UNANIMOUSLY

d) Stelly's Cross Road at West Saanich Road – Pedestrian Sidewalk and Crossing Upgrade – Request from Tsartlip First Nation

The Administrator overviewed the materials and recent discussion at the Community-to-Community Forum.

The Municipal Engineer overviewed the proposal for a flashing light cross-walk.

Ms. Karen Harry, Administrator, Tsartlip First Nation, spoke to the project, noting they will be submitting a grant application and would invite co-operation from the District. The portion of funds for Council's consideration is approximately 30 per cent of the entire project. The proposed cross-walk would increase traffic safety.

The Administrator noted the parameters of the project have not yet been clearly identified, and further details should be provided to the District.

Council noted receipt of a detailed package of this project would be appreciated.

342.09            MOVED AND SECONDED  
*That it be recommended to Council:*

*That the correspondence dated April 24, 2009, from the Tsartlip First Nation requesting the District's financial participation in the proposed pedestrian sidewalk and crossing update project in the vicinity of Stelly's Cross Road at West Saanich Road be received, and further consideration of this matter be postponed pending further dialogue between Staff and Tsartlip and the provision of additional details and clarification in regards to the specific components of the project and a more precise quantification of the financial cost impact to the District were this project to proceed.*

CARRIED UNANIMOUSLY

**Councillor Olsen returned to the Council Chamber at 7:59 p.m.**

## **2. Tax Policy and Tax Rates**

The Director of Financial Services overviewed the materials which were included in the Agenda package including a revised spreadsheet outlining the 2009 recommended Supplementary Requests, as well as a schedule of tax rates and class multiples options for the 2009 Budget year.

Ms. Tanner responded to various questions from members of the Committee and discussion ensued in regards to the history of Class Multiples in the District of Central Saanich.

343.09            MOVED AND SECONDED  
*That it be recommended to Council:*

*That Council endorse, for the 2009 taxation year, utilizing the "Equal Percentage" increase tax multiple option which is depicted in the spreadsheet entitled "Schedule of Tax Rates and Class Multiples for the 2009 Budget Year".*

CARRIED UNANIMOUSLY

A lengthy discussion occurred between Council regarding the use of the District's Reserves, contribution to the District's Reserves, and taxation impact. Staff responded to questions from Council.

## **3. 2009 Water and Sewer Utility rates and Fees**

The Director of Financial Services overviewed the Staff Memorandum dated April 22, 2009, from the Director of Financial Services entitled "2009 Water and Sewer Utility Rates Bylaws", and responded to questions from Council.

344.09            MOVED AND SECONDED  
*That it be recommended to Council:*

*That the Staff Memorandum dated April 22, 2009, from the Director of Financial Services entitled "2009 Water and Sewer Utility Rates Bylaws", and related financial spreadsheets data be received, and:*

- 1. The Fixed Water Rate for users residing in Central Saanich remain \$46.00 per billing period;*
- 2. The Fixed Water Charge for non-resident users remain \$96.00 per billing period;*
- 3. The Water Consumption rate be increased to \$1.1358 per cubic meter; and,*
- 4. Council proceed with the necessary readings of the required Water Utility Bylaw Amendment Bylaw at the next available Council Meeting.*

CARRIED UNANIMOUSLY

345.09            MOVED AND SECONDED  
                      *That it be recommended to Council:*

*That the Sewer user rate be changed to \$0.8806 per cubic meter, and the minimum charge per period remain at \$45.00, and Council proceed with the necessary readings of the required Sewer Utility Bylaw Amendment Bylaw to the next available Council Meeting for introduction and three readings.*

CARRIED UNANIMOUSLY

**ADJOURNMENT:**

*On motion, the Special Administration & Finance Committee Meeting held on April 27, 2009, adjourned at 8:30 p.m.*

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Councillor John Garrison, Chair

Recorded By: Sara C. Ribeiro  
Municipal Clerk