

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Minutes of the **SPECIAL ADMINISTRATION & FINANCE COMMITTEE** Meeting
Monday, March 1, 2009, at 5:30 p.m.
Central Saanich Municipal Council Chamber

PRESENT: Councillor John Garrison, Chair
Mayor Jack Mar
Councillors Bryson, Kubek, Mason, Olsen, and Siklenka
Gary C. Nason, Administrator
Rosalyn Tanner, Director of Financial Services
Hope V. Burns, Director of Planning & Building Services
Deputy Chief Constable Clayton Pecknold, Central Saanich Police Service
Ron French, Fire Chief
Bonnie McKenzie, Manager of Community Services
Cathy Ounsted, Central Saanich Police Board

APPROVAL OF THE AGENDA:

142.10 **MOVED AND SECONDED**
That the Agenda for the Special Administration & Finance Committee Meeting held on March 1, 2010, be approved as circulated.
CARRIED UNANIMOUSLY

I Review of 2010 Core Revenues and Expenses

1. Introduction and General Overview

The Administrator, Mr. Gary C. Nason, briefly overviewed the purpose of this evening's budget meeting, and outlined the proposed budget meeting schedule for the Core Budget Review process.

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 2010 Core Revenues and Expenses, and reviewing the materials in the binder previously distributed to Council. Ms. Tanner reviewed the spreadsheet entitled "2010 Core Budget Increase Analysis" which included a summary breakdown of the various items which have contributed to the projected increase in the Core Budget. Ms. Tanner discussed each of the items in detail including the projected Global Tax Levy increase to fund the 2010 Core Budget before the offset of 2010 taxes from new construction. Ms. Tanner also distributed several replacement pages for insertion into the binders.

2. Review of Core Revenues and Expenses

The Director of Financial Services then proceeded to overview the core revenues and expenditures for the Central Saanich Police Service, and responded to questions from the Committee.

Ms. Cathy Ounsted from the Central Saanich Police Board and the Deputy Chief Constable, Mr. Clayton Pecknold, also responded to various questions from Committee members in regards to the 2010 Core Budget for the Central Saanich Police Service.

The Director of Financial Services and the Fire Chief, Mr. Ron French, then overviewed the core revenues and expenditures for the Central Saanich Fire Department, and responded to questions from the Committee.

The Director of Financial Services and the Director of Planning & Building Services, Ms. Hope V. Burns, then overviewed the core revenues and expenditures for the Environmental Planning and Development, Community Services, and Other Protection components of the 2010 Core Budget, and responded to questions from the Committee.

The Director of Financial Services and the Administrator, Mr. Gary C. Nason, then proceeded to overview the General Government and Fiscal Services sections of the 2010 Core Budget, and responded to questions from members of the Committee.

During the course of discussion and questions related to the 2010 Core Budget, the

Committee requested that Staff attempt to amend the presentation format for the budget so as to incorporate a comparison between the previous year's actual expenditures and the proposed budget for the next ensuing year. Discussion related to possibly incorporating a variance column showing percentage increases and decreases, and / or the elimination of the "Budget 2008" column.

In addition, the Committee requested that Staff, in conjunction with the overview of the District's water and sewer utilities, provide some commentary in regards to the possibility of the District absorbing the increase in the Capital Regional District bulk water rate so as to provide relief in particular to agricultural water users.

The Director of Financial Services advised that the next budget meeting to review the 2010 Core Budget would be held on Wednesday, March 3, 2010, at 6:30 p.m. for the purposes of reviewing in particular the Engineering and Public Works components of the budget, the Sewer and Water Utility Funds, and the proposed 2010 Contingency.

ADJOURNMENT:

On motion, the Special Administration & Finance Committee Meeting held on March 1, 2010, adjourned at 6:40 p.m.

Councillor John Garrison, Chair

Recorded By: Gary C. Nason
Administrator