

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Minutes of the **SPECIAL ADMINISTRATION AND FINANCE COMMITTEE** Meeting  
Wednesday, April 25, 2005 at 5:30 p.m.  
Central Saanich Municipal Council Chamber

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**PRESENT:** Councillor Robert Thompson, Acting Chair  
Mayor Allison Habkirk  
Councillors: Haddon, King, Korol, and Mason  
Gary C. Nason, Administrator  
Ed Sykora, Director of Financial Services

**ABSENT:** Councillor Graham

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**APPROVAL OF THE AGENDA:**

The Administrator, Mr. Gary C. Nason, noted the addition to the Agenda of the draft "2005 Budget Update" document which was circulated as a late item. Mr. Nason requested the opportunity to speak briefly to the document and to seek direction from the Committee as required. Mr. Nason also advised that at the appropriate time during the Meeting Mr. Sykora would be distributing some additional late materials and analysis pertaining to property tax rate comparisons and class multiple options.

576.05            MOVED BY COUNCILLOR KING  
                      NO SECONDER  
                      *That the Agenda for the Special Administration & Finance Committee Meeting held on April 25, 2005 be approved as amended.*  
                      CARRIED UNANIMOUSLY

**1. Variable Tax Rate Analysis for 2005**

- a) Staff Memorandum dated April 21, 2005 from Ed Sykora, Director of Financial Services entitled "Variable Tax Rate Analysis for 2005".

The Administrator advised that the primary purpose of this evening's Meeting was to seek direction from Council in regards to the issues contained in the Memorandum from the Director of Financial Services dated April 21, 2005 entitled "Variable Tax Rate Analysis for 2005", which was included in the Agenda package. The Director of Financial Services, Mr. Ed Sykora, then proceeded to give a comprehensive presentation on the details of his Memorandum. Mr. Sykora reviewed the various options for adjusting the variable property tax rate multiples, the Central Saanich experience, and the trend analysis of the property tax levy by class over the past twelve years. Mr. Sykora referred in detail to the various appendices attached to his Memorandum.

During the course of Mr. Sykora's presentation, he then proceeded to distribute as a late item a spread sheet entitled "Survey of 2005 Municipal Property Tax Increases" for the various Capital Region municipalities. Mr. Sykora reviewed the contents of the spread sheet and responded to questions from members of the Committee.

Mr. Sykora further distributed an additional Appendix E which included an analysis of the property tax impacts for the residential and business classes were the class multiple for the business class to be revised upwards from 2.2 to 2.3, and the class multiple for the utility class be revised upward from 5.0 to 5.5.

An extensive question and answer period on the various materials then took place, during which time Mr. Sykora outlined the impact of the various options on the projected tax increase across various property classes.

577.05            MOVED BY COUNCILLOR KING  
                      NO SECONDER  
                      *That It Be Recommended To Council:*

*That the Staff Memorandum dated April 21, 2005 entitled "Variable Tax Rate Analysis for 2005" be received, and no changes be made with respect to adjusting the variable property tax rate multiples for general municipal purposes for 2005.*

CARRIED  
OPPOSED: MAYOR HABKIRK AND COUNCILLOR HADDON

The Administrator then referred to the draft of the proposed "2005 Budget Update" insert which it is proposed be included in the 2005 property tax notices. Mr. Nason advised that the Consultants have requested that all input and comments on the draft document be forwarded back to the Consultants by Friday, April 29, 2005. Mr. Nason requested direction from Council as to whether Council wished to include, similar to the past several years, a section in the Budget update summarizing the "Bottom Line Property Tax Impact on Residents and Businesses". Mr. Nason also requested whether Council wished, under the heading entitled "District Uses Innovative Solutions to Reduce Costs" to individually itemize and explain the various grants which the District has been successful in obtaining for various projects and programs such as Fire Smart Safety, Tsunami Preparedness, BC Hydro Regreening, West Nile Virus Program, etc.

A discussion ensued during which time the Committee discussed the contents of the draft "2005 Budget Update" document, as well as the merits of including a "Bottom Line Tax Impact" section as well as the extent of detail which should be presented in regards to the various grants which the Municipality has been successful in obtaining.

578.05            MOVED BY MAYOR HABKIRK  
                      NO SECONDER  
                      *That It Be Recommended To Council:*

*That under the heading "District Uses Innovative Solutions to Reduce Costs" only a brief title summary of each of the grants which have been received (including the dollar amount) be noted in the document, with reference also to be made to the Provincial grant funding which has recently been received for the Brentwood Bay Traffic Corridor Revitalization Project.*

CARRIED UNANIMOUSLY

579.05            MOVED BY COUNCILLOR KOROL  
                      NO SECONDER  
                      *That It Be Recommended To Council:*

*That a "Bottom Line Property Tax Impact on Residents and Businesses" section be included in the "2005 Budget Update" document similar to 2004, noting the bottom line tax impacts on both the average residential and business class properties in the District.*

CARRIED UNANIMOUSLY

**ADJOURNMENT:**

*On motion, the Special Administration & Finance Committee Meeting held on April 25, 2005 adjourned at 6:55 pm.*

Recorded by: Gary C. Nason  
                      Administrator