

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Minutes of the **ADMINISTRATION AND FINANCE COMMITTEE** Meeting
Monday, November 29, 2004 at 8:28 p.m.
Central Saanich Municipal Council Chamber

PRESENT: Councillor Chris Graham, Chair
Mayor Allison Habkirk
Councillors: Haddon, King, Korol and Mason
Gary C. Nason, Administrator
Trish Flanders, Municipal Clerk
Hope V. Burns, Director of Planning and Building Services

ABSENT: Councillor Thompson

APPROVAL OF THE AGENDA:

The Administrator, Mr. Gary C. Nason, noted the addition to the agenda of the following late items:

- Email correspondence from Councillors Graham and Mason Re: 2005 Priorities, to be included as Item 2d) and 2e);

1391.04 MOVED BY COUNCILLOR KING
NO SECONDER

That the Agenda for the Administration & Finance Committee Meeting held on November 29, 2004 be approved as amended.
CARRIED UNANIMOUSLY

1. 2005 Grants-in-Aid

- a) Email correspondence dated November 18, 2004 from Councillor Christopher Graham, Chair of the Administration & Finance Committee Re: 2005 Grants-in-Aid;
- b) Memorandum dated October 25, 2004 from Councillor Christopher Graham, Chair of the Administration & Finance Re: 2005 Grants-in-Aid Requests (previously received at the November 1st, 2004 Regular Council Meeting); and
- c) Memorandum dated October 7, 2004 from Ed Sykora, Director of Financial Services Re: Year 2005 Property Tax Exemptions and Grants-in-Aid Requests (previously received at the October 18th, 2004 Regular Council Meeting).

The Chair gave an overview of his email correspondence dated November 18th, 2004 which provided a brief list of additional recommended grants-in-aid allocations for 2005.

During a discussion around the table with respect to the proposed allocation of grant funding to the Friends of AMAR-B Society, Peninsula Streams and the Victoria Car Share Co-op, members of the Committee suggested that Council conduct a future review of its grants-in-aid policy, and that all 2005 grant recipients be advised that as a result of this review, Council may be implementing future changes to its historical grant allocations to various groups and organizations.

1392.04 MOVED BY MAYOR HABKIRK
NO SECONDER
That It Be Recommended To Council:

That a 2005 grant-in-aid in the amount of \$500 be authorized to the Friends of AMAR-B Society.

CARRIED
OPPOSED: COUNCILLOR KOROL

1393.04 MOVED BY MAYOR HABKIRK
NO SECONDER
That It Be Recommended To Council:

That a 2005 grant-in-aid in the amount of \$1,500 be authorized to Peninsula Streams.

BEFORE THE QUESTION WAS CALLED, it was suggested that the applicants be afforded the opportunity to address their individual grant requests.

- 1394.04 MOVED BY MAYOR HABKIRK
 NO SECONDER
 That further consideration of the foregoing motion be tabled pending comments from the gallery.
 CARRIED UNANIMOUSLY

Mr. David R. Wilson, #42 – 1287 Verdier Avenue, advised that he was representing the Friends of AMAR-B Society and Victoria Car Share Co-op and spoke in support of the grant-in-aid applications. In regards to the Friends of AMAR-B Society, Mr. Wilson confirmed that most of the funding for the Society is obtained from outside the community. He also confirmed that with respect to the Victoria Car Share Co-op, the application for grant funding is a one-time request as the Co-op anticipates that the program, once fully operating, will be self-sustaining.

Mr. Dennis Coupland, 7219 East Saanich Road, advised that he was representing Peninsula Streams and spoke in support of the 2005 grant-in-aid application. Mr. Coupland gave an overview of the various District and Peninsula projects that have involved the work and expertise of Peninsula Streams, and advised that much of the core funding that was once received from other levels of government has been decreased and/or completely eliminated. He referred to the receipt of a \$10,000 grant from the District of North Saanich, and advised that Peninsula Streams would be thankful to receive similar funding, if possible, from the District of Central Saanich.

Mr. Peter King, 765 Harding Lane, briefly commented on the difficult financial decisions that face Council.

- 1395.04 MOVED BY MAYOR HABKIRK
 NO SECONDER
 That the motion be lifted from the table.
 CARRIED UNANIMOUSLY

THE QUESTION WAS CALLED ON THE MAIN MOTION.
THE MAIN MOTION CARRIED
OPPOSED: COUNCILLOR KING

- 1396.04 MOVED BY MAYOR HABKIRK
 NO SECONDER
 That It Be Recommended To Council:

That correspondence be forwarded to all of the 2005 grant-in-aid recipients putting them on notice that Council will be reviewing its grants-in-aid allocation policies for the 2006 grants-in-aid process, and that it is reasonable to anticipate that changes to the District's historical approvals of certain grants-in-aid may be forthcoming as a result of that review process.

CARRIED UNANIMOUSLY

2. Year 2005-2009 Financial Plan Issues

- a) Spreadsheets (2) indicating the current (2004) Major Projects and Priorities, and the Major Projects for 2005 which are currently referenced in the District's Strategic and Five Year Financial Plans;
- b) Copy of Memorandum dated October 31, 2004 from Ed Sykora, Director of Financial Services Re: Year 2005-2009 Financial Plan Issues (previously received at the November 15th, 2004 Regular Council Meeting); and
- c) Email dated November 25, 2004 from Councillor Thompson setting out his views on the priorities for 2005;
- d) Email dated November 25, 2004 from Councillor Graham Re: 2005 Priorities; and
- e) Email dated November 28, 2004 from Councillor Mason Re: 2005 Priorities.

The Administrator provided a brief overview of the Major Projects/Priorities for 2004 and the Five Year Financial Plan/Strategic Plan for 2005, and responded to questions from members of the Committee.

In an extensive discussion around the table, various members of Council indicated their individual views with respect to, in particular, the major project priorities for 2005. The following comments were noted:

Mayor Habkirk indicated that, in her opinion, and with respect to Planning Projects in particular, priority should be given to completion of the Agri-Tourism Policies/Regulations Project and the initiation of the proposed Secondary Suite Review. Mayor Habkirk stated that, in her view, the OCP Review/Update process should not be initiated in 2005, with the exception of the mandatory requirement to adopt a Regional Growth Strategies Regional Context Statement. Rather, Mayor Habkirk suggested that prior to the 2005 civic election, Council identify to the incoming Council those issues which it considers should be included in the next OCP Review/Update process, including the recommended scope and Terms of Reference for the project.

Councillor Haddon stated that, in her opinion, first priority should be given to the OCP Review/Update which as an outcome would generate discussion with respect to the whole issue of secondary suites. Councillor Haddon stated that the Secondary Suite Review should perhaps be initiated later in the mandate, and only after significant progress has been on the OCP Review/Update.

Councillor King advised that, in his opinion, priority attention should be given to both the OCP Review/Update and the Secondary Suite Review projects.

Councillor Korol indicated that, in her view, priority attention should be given to the Secondary Suite Review project, as well as a review of the District's Water Utility Rates.

Councillor Mason advised that her preference would be that attention be given firstly to the OCP Review/Update, and that the Secondary Suite Review be left to an appropriate future date. Councillor Mason indicated that she would go along with the predominant Council view on this matter; however, she further indicated that the whole issue of traffic safety and truck routes remains a high priority for her.

Councillor Graham reiterated the contents of his email correspondence to Council dated November 25th, 2004 and indicated that his two main priorities for 2005 are Facilities Planning and the Secondary Suite Review. Councillor Graham stated that, in his opinion, the OCP Review/Update could possibly be deferred in view of the fact that a major redraft is not contemplated at this time.

1397.04 MOVED BY MAYOR HABKIRK
 NO SECONDER
 That It Be Recommended To Council:

That at this time, and subject to further discussion in conjunction with the 2005-2009 Financial Plan and Strategic Planning processes, Council indicate to Staff its view of the major Planning Projects for 2005 ranked in order of priority as follows:

1. *Brentwood Revitalization Project (c/o);*
2. *Regional Growth Strategies Regional Context Statement for Official Community Plan (OCP);*
3. *Secondary Suite Review;*
4. *Land Use Bylaw Redraft Legal Review; and*
5. *OCP Review/Update.*

CARRIED
OPPOSED: COUNCILLOR KING

1398.04 MOVED BY COUNCILLOR HADDON
 NO SECONDER
 That It Be Recommended To Council:

That at this time, and subject to further discussion in conjunction with the 2005-2009 Financial Plan and Strategic Planning processes, Council indicate to Staff its view of the major Community Services Projects for 2005 ranked in order of priority as follows:

1. *Saanichton Green Development (c/o);*
2. *Alexander Field Development (c/o);*
3. *(Permanent) Skate Park (c/o);*
4. *Newman park Management Plan Process (c/o);*
5. *Woodward/Tanner Park Design; and*
6. *Strategy/Priorities for Park/Playfield Development.*

CARRIED UNANIMOUSLY

1399.04 MOVED BY COUNCILLOR KOROL
NO SECONDER
That It Be Recommended To Council:

That at this time, and subject to further discussion in conjunction with the 2005-2009 Financial Plan and Strategic Planning processes, Council indicate to Staff its view of the major Administration and Finance Projects for 2005 ranked in order of priority as follows:

1. *Facilities Planning (c/o);*
2. *Compensation/Job Evaluation (c/o);*
3. *Water Utility Rates Review and Possible Restructure;*
4. *Servicing Agreement (Tsartlip); and*
5. *I.T. Strategic Plan Update;*

however prior to Council commencing any major review or possible restructure of the District's Water Utility Rates system, Staff be requested to present to Council a brief preliminary report on the possible ramifications and implications of converting to a Water Utility Rate billing system which is based entirely on consumption.

BEFORE THE QUESTION WAS CALLED, it was

1400.04 MOVED BY MAYOR HABKIRK
NO SECONDER
That It Be Recommended To Council:

That the foregoing motion be amended by adjusting the ranking of the proposed Water Utility Rates Review and Possible Restructure project from third to fifth, pending the receipt and review by Council of the preliminary report from Staff which is referenced in the motion.

THE QUESTION WAS CALLED ON THE AMENDING MOTION.
CARRIED UNANIMOUSLY

THE QUESTION WAS CALLED ON THE MAIN MOTION, AS AMENDED
CARRIED UNANIMOUSLY

1401.04 MOVED BY COUNCILLOR MASON
NO SECONDER
That It Be Recommended To Council:

That at this time, and subject to further discussion in conjunction with the 2005-2009 Financial Plan and Strategic Planning processes, Council indicate to Staff its view of the major Engineering and Public Works Projects for 2005 ranked in order of priority as follows:

1. *Brentwood Revitalization Construction (c/o);*
2. *Saanichton Bay Park Erosion Control (c/o);*
3. *Integrated Storm Water Management Plan (c/o);*
4. *Streets and Traffic Bylaw Redraft;*
5. *Truck Routes (Consultation); and*
6. *Moodyville Traffic/Parking/Congestion Issues (possible in 2005).*

CARRIED UNANIMOUSLY

ADJOURNMENT:

On motion, the Administration & Finance Committee Meeting held on November 29, 2004 adjourned at 9:38 pm.

Councillor Chris Graham, Chair

Recorded By: Trish Flanders
Municipal Clerk