

**MINUTES OF THE
FINANCE STANDING COMMITTEE MEETING
COMMITTEE ROOM 2
SAANICH MUNICIPAL HALL, 760 VERNON AVENUE
MONDAY, FEBRUARY 5, 2018 at 10:00am**

Present: Chair: Councillor Vicki Sanders
Members: Councillors Brice, Wergeland and Harper, and Mayor Atwell, Ex-Officio
Staff Members: Paul Thorkelsson, Chief Administrative Officer; Valla Tinney, Director of Finance; Brent Reems, Director of Building, Bylaw, Licensing and Legal Services; Jennifer Downie, Administrative Assistant.
Guests: Paul Arslan, Senior Manager, Financial Services; Karen Coates, Acting Manager of Accounting Services; Scott Broughton, Risk Manager; and four members of the public.

MINUTES FOR ADOPTION – November 6, 2017

MOVED by Councillor Brice and seconded by Councillor Wergeland: “That the minutes of the Finance Standing Committee of November 6, 2017 be approved.”

CARRIED

REGULAR MEETING SCHEDULE

MOVED by Councillor Wergeland and seconded by Councillor Brice: “That the Finance Standing Committee continue to hold its regular meetings on the second Monday of the month at 9:00 am.”

CARRIED

PROPOSED INVESTMENT POLICY

In response to the Finance Standing Committee request of November 6, 2017:

Moved by Councillor Brice and seconded by Councillor Wergeland; “That the Finance Standing Committee refer the policy back to staff to reflect on and come back with a report on whether or not there was anything from the presentation that should be incorporated into the policy.

Carried.

The Director of Finance presented the “Investment Policy” report dated January 25, 2018.

After discussions, it was agreed that Item #2 on page 2 should be amended to read:

Pooled investment funds should have environmental, social, and governance (ESG) factors and/or United Nations principals for responsible investment (UNPRI) integrated into their portfolio analysis and holdings. (Last sentence deleted).

All agreed that this statement accurately reflects Saanich’s current practice.

MOVED by Councillor Brice and seconded by Councillor Harper: “That the “Investment Policy” report dated January 25, 2018 of the Director of Finance be amended to read:

Pooled investment funds should have environmental, social, and governance (ESG) factors and/or United Nations principals for responsible investment (UNPRI) integrated into their portfolio analysis and holdings.” (Last sentence deleted).”

CARRIED

MOVED by Councillor Brice and seconded by Councillor Harper: “That the Finance Standing Committee recommend that Council approve the “Investment Policy” report dated January 25, 2018 of the Director of Finance as amended.”

CARRIED

CLAIMS REPORT

The Director of Building, Bylaw, Licensing and Legal Services reviewed and answered questions from members on the Municipal Claims Information report dated January 29, 2018.

As outlined in the Terms of Reference, the Director of Building, Bylaw, Licensing and Legal Services provided this update.

In response to Councillor Brice, the Director of Building, Bylaw, Licensing and Legal Services noted that there are no themes or trends and that claims vary year to year.

MOVED by Councillor Brice and seconded by Mayor Atwell: “That the Finance Standing Committee receive the “Municipal Claims Information” report dated January 29, 2018 of the Director of Building, Bylaw, Licensing and Legal Services for information.”

CARRIED

Brent Reems left the meeting at 10:27
Scott Broughton left the meeting at 10:27

PUBLIC CONSULTATION ON THE FINANCIAL PLAN

The Director of Finance presented the Backgrounder – Public Consultation on the Financial Plan briefing note dated January 26, 2018. The backgrounder provides information on Council’s interest and the options provided by staff for public consultation on the annual budget deliberation process (dating back to 2015).

The Director of Finance provided a summary of recommendations and motions regarding public consultation on the budget dating back to October 19, 2015.

The Committee members discussed how best to provide education and exposure to the public on the budget process. All agreed that it is difficult to provide the public with education when there is uncertainty as to what the public wants or how they wish to be engaged.

The Director of Finance presented the “Strategic Planning and Budget Consultation Timelines”. This would be a multi year approach to be phased in after the 2018 election. This item was presented in 2015 but was never adopted.

MOVED by Councillor Brice and seconded by Mayor Atwell: “That the Finance Standing Committee forward the “District of Saanich Strategic Planning and Budget Consultation Timelines” to Council with recommendation that this form the basis of the strategic plan and budget consultation timelines for this and future Councils”

CARRIED

In response to Councillor Brice, the CAO noted that staff will provide a report to Council for consideration detailing the process, timelines, financial implications, and costs and particulars associated to the RFP for the consultant.

MOVED by Councillor Brice and Seconded by Mayor Atwell: “That the motion be amended to add: “That staff develop a report for Council based on this in principle; staff to provide more details in terms of what the RFP may look like and financial implications so that Council can make an informed decision.”

The Amendment to the Motion was CARRIED

PARTICIPATORY BUDGETING

The Director of Finance reviewed the Participatory Budgeting Victoria Steering Committee 2017: Rulebook. This process allows community members to directly decide how to spend a very small portion of the public budget. This was piloted by the City of Victoria in 2017.

MOVED by Mayor Atwell and seconded by Councillor Brice: “That the Finance Standing Committee receive the ‘Participatory Budgeting Victoria Steering Committee 2017: Rulebook’ for information.”

CARRIED

ADJOURNMENT

On the motion from Council Sanders the meeting adjourned at 11:15 am.

Chair

I hereby certify these Minutes are accurate.

Committee Secretary