

DISTRICT OF SAANICH
 MINUTES OF THE SPECIAL COMMITTEE OF THE WHOLE MEETING
 FINANCIAL PLAN
 HELD IN THE COUNCIL CHAMBERS
 SAANICH MUNICIPAL HALL, 770 VERNON AVENUE
TUESDAY, APRIL 16, 2013 AT 7:30 PM

Present: **Chair:** Mayor Leonard
 Council: Councillors Brice, Brownoff, Derman, Gerrard, Murdock, Sanders, Wade and Wergeland
 Staff: Paul Murray, Chief Administrative Officer; Valla Tinney, Director of Finance; Paul Arslan, Senior Manager, Financial Services; and Andrea Park, Senior Committee Clerk

PUBLIC INPUT
 Nil

2013 GRANT REQUESTS

5660-25
 Community and
 Social Service
 Grants

2013 COMMUNITY OR SOCIAL SERVICE OPERATING GRANTS
 Referral from the March 19, 2013 Special Committee of the Whole Financial Plan meeting.

Council discussed the community and social service grant requests with the exception of the request from the Silver Threads Service and the Saanich Heritage Foundation which were considered separately due to the conflicts of interest of members present. The following proposed grant allocations were referred to the Council meeting immediately following this Committee of the Whole meeting for consideration and approval.

<u>Organization</u>	<u>Grant</u>
• Anglican Church of St. Luke-Cedar Hill	0
• BC SPCA – Wild Arc	2,500
• Big Brothers and Big Sisters	0
• Bike to Work Week	4,500
• Cedar Hill Golf Club – Ladies Division	5,000
• City of Victoria – Canada Day Celebration	1,000
• Community Social Planning Council of Greater Victoria	20,876
• Easter Seals 24 Hour Relay	3,000
• Elk-Beaver Lake Equestrian Society	0
• Gorge Tillicum Community Association	7,000
• Goward House Society	10,000
• Greater Victoria Development Agency	30,000
• Haliburton Community Organic Farm Society	5,000
• Hispanic Film Society of Victoria	0
• Horticulture Centre of the Pacific	130,000
• Maritime Museum of British Columbia	15,000
• NEED 2 Suicide Prevention Education and Support	10,000
• North & South Agricultural Society	500
• Prospect Lake and Tod Creek Water Users Community	3,500
• Prospect Lake & District Community Association	0
• Saanich Legacy Foundation – Little Spirits Garden	0
• Saanich Marine Rescue Society	2,000

- Saanich Volunteer Services Society 56,790
- Scouts Canada --30th Can. Baden-Powell Guild 0
- Shoreline Community School 0
- SportHost Victoria 2,500
- St. John Ambulance 4,000
- Swan Lake Christmas Hill Nature Sanctuary 30,000
- Tourism Victoria 36,000
- Vancouver Island South Film & Media Commission 35,700
- Victoria Advanced Technology Council 5,000
- Victoria & VI Greek Community Society 2,000
- Victoria Brain Injury Society 0
- Volunteer Victoria 12,041
- World Fisheries Trust 0
- YesBC (Youth for Environmental Stewardship) 1,000

Silver Threads Service and the Saanich Heritage Foundation

Councillor Derman declared pursuant to Section 85 of the Council Procedure Bylaw, that he is not entitled to participate in the discussion of the grant application for the Saanich Heritage Foundation as he was until recently a member of the Foundation. Councillor Derman then left the meeting at 7:55 pm.

- Saanich Heritage Foundation \$25,000

Councillor Derman returned to the meeting at 7:57 pm.

Councillor Brice declared, pursuant to Section 85 of the Council Procedure Bylaw, that she is not entitled to participate in the discussion of the Community Grant application for the Silver Threads Service as she is employed by the organization. Councillor Brice then left the meeting at 7:58 pm.

- Silver Threads Service \$57,500 (revised)

Councillor Brice returned to the meeting at 7:59 pm.

5660-30
Neighbourhood
Matched Grants

2013 NEIGHBOURHOOD MATCHED PROGRAM GRANTS

Referral from the March 19, 2013 Special Committee of the Whole Financial Plan meeting.

The grant applications were considered and the following proposed grant allocations were referred to the immediately following Council Meeting for

consideration and approval.

<u>Organization</u>	<u>Grant</u>
• Cadboro Bay Residents Association	0
• Cloverdale Traditional School PAC	0
• Cordova Bay Association for Community Affairs	2,000
• Growing Young Farmers Association	0
• Haliburton Community Organic Farm Society	0
• Mt. Tolmie Community Association	1,500
• Peninsula Streams Society	0
• Prospect Lake & District Community Association	1,500
• Raven Baroque Summer Celebration	0
• Royal Oak Historical Association	1,500

5660-25
Community
Sustainability
Grants

2013 COMMUNITY SUSTAINABILITY GRANTS

Referral from the March 19, 2013 Special Committee of the Whole Financial Plan meeting.

It was the consensus of members present that funds be allocated to the following organizations as indicated and that half of the remaining funds be made available in 2013 for a possible Saanich sustainability project and the remainder deferred for allocation in 2014. The proposed grant allocation was then referred to the immediately following Council Meeting for consideration and approval.

<u>Organization</u>	<u>Project</u>	<u>Grant</u>
• BCBN Biofuel Society	Workshops	0
• BCBN Biofuel Society	Cardlock Pump	0
• Community Social Planning Council of Greater Victoria	Resilient Neighbourhoods Program	10,000
• Cowichan Energy Alternatives Society	Carbon Footprint Assessments	0
• Cowichan Energy Alternatives Society	Waste Oil Collection Bins	0
• Lifecycles Project Society	Food access project	0
• Lifecycles Project Society	Harvest Celebration	0
• Society for Organic Urban Landcare	Workshop	0

5280-20
Financial Plan

2013 FINANCIAL PLAN PROPOSAL

Joint report of the Administrator and the Director of Finance dated April 5, 2013 recommending Council approve the 2013 Operating, Capital, Water and Sewer Financial Plans as proposed.

The joint report of the Administrator and the Director of Finance was referred to the immediately following Council Meeting for consideration and approval.

5280-20
CREST

2013 CREST LEVY

Report of the Director of Finance dated March 26, 2013 recommending Council approve the 2013 CREST Levy of \$494,706.

Councillor Wergeland declared, pursuant to Section 85 of the Council Procedure Bylaw, that he is not entitled to participate in the discussion of the CREST levy as he is a member of the CREST Board of Directors. Councillor Wergeland left the meeting at 8:29 pm.

MOVED by Councillor Brownoff and Seconded by Councillor Brice: “That it be recommended that Council approve the 2013 CREST Levy in the amount of \$494,706.”

CARRIED

Councillor Wergeland returned to the meeting at 8:30 pm.

4300-02
Council
Remuneration

2013 COUNCIL REMUNERATION

Report of the Director of Finance dated April 4, 2013 providing results of the annual survey of Council remuneration in other municipalities of similar size.

MOVED by Councillor Brice and Seconded by Councillor Wergeland: “That it be recommended to Council that the 2013 Council remuneration be approved in accordance with the survey results outlined in the report of the Director of Finance dated April 4, 2013”.

CARRIED

Adjournment

On a motion from Councillor Derman, the meeting adjourned at 8:32 pm.

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CHAIR

I hereby certify these Minutes are accurate.

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MUNICIPAL CLERK

DISTRICT OF SAANICH
 MINUTES OF THE SPECIAL COUNCIL MEETING
 HELD IN THE COUNCIL CHAMBERS
 SAANICH MUNICIPAL HALL, 770 VERNON AVENUE
TUESDAY, APRIL 16, 2013 AT 8:33 PM

Present: **Chair:** Mayor Leonard
Council: Councillors Brice, Brownoff, Derman, Gerrard, Murdock, Sanders, Wade and Wergeland
Staff: Paul Murray, Chief Administrative Officer; Valla Tinney, Director of Finance; Paul Arslan, Senior Manager, Financial Services; and Andrea Park, Senior Committee Clerk

RESOLUTION FOR ADOPTION

2120-30
 Cadboro Bay
 BIA Funding

CADBORO BAY VILLAGE BUSINESS IMPROVEMENT ASSOCIATION – ANNUAL FUNDING REQUEST AND TAXATION LEVY
 Report of the Director of Finance dated April 4, 2013 recommending Council approve the 2013 Cadboro Bay Village Business Improvement Association funding request and property taxation levy.

MOVED by Councillor Brownoff and Seconded by Councillor Wade: “That Council approve the Cadboro Bay Village Business Improvement Association 2013 funding request and property taxation levy in the amount of \$15,000.”

CARRIED

RECOMMENDATIONS AND REFERRALS

From the Special Committee of the Whole Financial Plan meeting held March 19, 2013.

5660-20
 Community
 Association
 Operating
 Grants

**2013 COMMUNITY ASSOCIATION OPERATING GRANTS
 2013 DRY GRAD GRANTS**
 From the Special Committee of the Whole Financial Plan meeting held March 19, 2013.

5660-25
 Dry Grad
 Grants

MOVED by Councillor Derman and Seconded by Councillor Brice: “That:

(1) Council approve the following 2013 Community Association Operating Grants in the amounts indicated to the following organizations:

<u>Organization</u>	<u>Grant</u>	<u>Insurance</u>
• Blenkinsop Valley Community Association	\$ 1,100	\$ 500
• Broadmead Area Residents’ Association	1,100	500
• Cadboro Bay Residents Association	1,100	500
• Camosun Community Association	1,100
• Cordova Bay Association	1,100
• Falaise Community Association	1,100	500
• Friends of Mount Douglas Park Society	1,100	500

• Gordon Head Residents' Association	1,650	500
• Gorge Tillicum Community Association	1,650	500
• Mount Tolmie Community Association	1,100
• Mount View Colquitz Community Assoc.	1,100	500
• North Quadra Land Use Protection Assoc.	1,100	500
• P.I.S.C.E.S	1,100
• Prospect Lake and District Community Assoc.	1,100	500
• Quadra Cedar Hill Community Association	1,650	500
• Rithet's Bog Conservation Society	1,100
• Royal Oak Community Association	1,100	500
• Residents of Strawberry Vale, Marigold & Glanford Community Association	1,650	500;

and

- (2) the 2013 Dry Grad applications from the Claremont Dry Grad Committee and from the St. Andrews Regional High School After-Grad Committee be approved up to an amount of \$1,880.”

CARRIED

RECOMMENDATIONS AND REFERRALS

From the Special Committee of the Whole Financial Plan meeting held March 5, 2013.

5660-25
Greater
Victoria Public
Library

GREATER VICTORIA PUBLIC LIBRARY BOARD – 2013 BUDGET

Report of the Director of Finance dated April 4, 2013 recommending that Council approve the 2013 Greater Victoria Public Library Operating Budget.

MOVED by Councillor Gerrard and Seconded by Councillor Wade: “That Council approve the 2013 Greater Victoria Public Library Board Operating Budget in the amount of \$4,938,870, as outlined in the report of the Director of Finance dated April 4, 2013.”

CARRIED

5660-25
Swan Lake
Christmas Hill
Nature
Sanctuary

SWAN LAKE CHRISTMAS HILL NATURE SANCTUARY SOCIETY - 2013 MANAGEMENT CONTRACT FEE

Report of the Director of Finance dated April 4, 2013 recommending Council approve the 2013 Swan Lake Christmas Hill Nature Sanctuary Society management contract.

MOVED by Councillor Brownoff and Seconded by Councillor Wergeland: “That Council approve the 2013 Swan Lake Christmas Hill Nature Sanctuary Society Management Contract in the amount of \$320,000 as outlined in the report of the Director of Finance dated April 4, 2013.”

CARRIED

RECOMMENDATIONS AND REFERRALS

From the Special Committee of the Whole Financial Plan meeting held April 16, 2013

5660-25
Community
and Social
Service Grants

2013 COMMUNITY AND SOCIAL SERVICE GRANTS
2013 NEIGHBOURHOOD MATCHED PROGRAM GRANTS
2013 COMMUNITY SUSTAINABILITY GRANTS

5660-30
Neighbourhood
Matched
Program
Grants

**MOVED by Councillor Brownoff and Seconded by Councillor Murdock: “That
1) Council approve the following 2013 Community and Social Service
Grants in the amounts and to the organizations indicated:**

5660-25
Community
Sustainability
Grants

<u>Organization</u>	<u>Grant</u>
• Anglican Church of St. Luke-Cedar Hill	0
• BC SPCA – Wild Arc	2,500
• Big Brothers and Big Sisters	0
• Bike to Work Week	4,500
• Cedar Hill Golf Club – Ladies Division	5,000
• City of Victoria – Canada Day Celebration	1,000
• Community Social Planning Council of Greater Victoria	20,876
• Easter Seals 24 Hour Relay	3,000
• Elk-Beaver Lake Equestrian Society	0
• Gorge Tillicum Community Association	7,000
• Goward House Society	10,000
• Greater Victoria Development Agency	30,000
• Haliburton Community Organic Farm Society	5,000
• Hispanic Film Society of Victoria	0
• Horticulture Centre of the Pacific	130,000
• Maritime Museum of British Columbia	15,000
• NEED 2 Suicide Prevention Education and Support	10,000
• North & South Agricultural Society	500
• Prospect Lake and Tod Creek Water Users Community	3,500
• Prospect Lake & District Community Association	0
• Saanich Legacy Foundation – Little Spirits Garden	0
• Saanich Marine Rescue Society	2,000
• Saanich Volunteer Services Society	56,790
• Scouts Canada – 30 th Can. Baden-Powell Guild	0
• Shoreline Community School	0
• SportHost Victoria	2,500
• St. John Ambulance	4,000
• Swan Lake Christmas Hill Nature Sanctuary	30,000
• Tourism Victoria	36,000
• Vancouver Island South Film & Media Commission	35,700
• Victoria Advanced Technology Council	5,000
• Victoria & VI Greek Community Society	2,000
• Victoria Brain Injury Society	0
• Volunteer Victoria	12,041
• World Fisheries Trust	0
• YesBC (Youth for Environmental Stewardship)	1,000;

and

- 2) the following Neighbourhood Matched Program Grants be approved in the amounts and to the organizations indicated:

<u>Organization</u>	<u>Grant</u>
Cadboro Bay Residents Association	0
Cloverdale Traditional School PAC	0
Cordova Bay Association for Community Affairs	2,000
Growing Young Farmers Association	0
Haliburton Community Organic Farm Society	0
Mt. Tolmie Community Association	1,500
Peninsula Streams Society	0
Prospect Lake & District Community Association	1,500
Raven Baroque Summer Celebration	0
Royal Oak Historical Association	1,500;

and

- 3) the following Community Sustainability Grants be approved in the amounts and to the organizations indicated:

<u>Organization</u>	<u>Project</u>	<u>Grant</u>
BCBN Biofuel Society	Workshops	0
BCBN Biofuel Society	Cardlock Pump	0
Community Social Planning Council of Greater Victoria	Resilient Neighbourhoods Program	10,000
Cowichan Energy Alternatives Society	Carbon Footprint Assessments	0
Cowichan Energy Alternatives Society	Waste Oil Collection Bins	0
Lifecycles Project Society	Food access project	0
Lifecycles Project Society	Harvest Celebration	0
Society for Organic Urban Landcare	Workshop	0"

CARRIED

 Councillor Brice declared, pursuant to Section 85 of the Council Procedure Bylaw, that she is not entitled to participate in the discussion of the Community Grant application for the Silver Threads Service as she is employed by the organization. Councillor Brice then left the meeting at 8:35 pm.

MOVED by Councillor Derman and Seconded by Councillor Wergeland: “That the following grant be approved in the amount and to the organization indicated:

- **Silver Threads Service** **\$57,500”**

CARRIED

Councillor Brice returned to the meeting at 8:36 pm.

Councillor Derman declared pursuant to Section 85 of the Council Procedure Bylaw, that he is not entitled to participate in the discussion of the grant application for the Saanich Heritage Foundation as he was until recently a member of the Foundation. Councillor Derman then left the meeting at 8:36 pm

MOVED by Councillor Wade and Seconded by Councillor Brownoff: “That the following grant be approved in the amount and to the organization indicated:

- **Saanich Heritage Foundation** **\$25,000”**

CARRIED

Councillor Derman returned to the meeting at 8:37 pm.

5280-20
2013 Financial
Plan

2013 FINANCIAL PLAN

From the Special Committee of the Whole Financial Plan meeting held April 16, 2013.

MOVED by Councillor Wade and Seconded by Councillor Murdock: “That Council approve the 2013 Operating, Capital, Water and Sewer Budgets with an average 3.25% increase in the property tax levy, in accordance with the joint report dated April 5, 2013 from the Administrator and the Director of Finance.”

CARRIED

5280-20
CREST

2013 CREST LEVY

From the Special Committee of the Whole Financial Plan meeting held April 16, 2013.

Councillor Wergeland declared, pursuant to Section 85 of the Council Procedure Bylaw, that he is not entitled to participate in the discussion of the CREST levy as he is a member of the CREST Board of Directors. Councillor Wergeland left the meeting at 8:37 pm.

MOVED by Councillor Brice and Seconded by Councillor Derman: “That Council approve the 2013 CREST Levy in the amount of \$494,706.”

CARRIED

Councillor Wergeland returned to the meeting at 8:38 pm.

4300-02
2013 Council
Remuneration

2013 COUNCIL REMUNERATION

From the Special Committee of the Whole Financial Plan meeting held April 16, 2013.

MOVED by Councillor Murdock and Seconded by Councillor Gerrard: “That the 2013 Council remuneration be approved in accordance with the survey results outlined in the report of the Director of Finance dated April 4, 2013.”

CARRIED

Mayor Leonard, on behalf of Council, offered congratulations to staff on a job well done.

Adjournment On a motion from Councillor Wade, the meeting adjourned at 8:39 pm.

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MAYOR

I hereby certify these Minutes are accurate.

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MUNICIPAL CLERK