

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 8, 2014 AT 7:30 PM

Present: **Chair:** Mayor Leonard
Council: Councillors Brice, Brownoff, Derman, Gerrard, Sanders, Wade and Wergeland
Staff: Paul Murray, Chief Administrative Officer; Valla Tinney, Director of Finance;
 and Lynn Merry, Senior Committee Clerk

PUBLIC INPUT:

G. Benko, Lindsay Street, stated:

- The proposed bridge on Wilkinson Road over the Colquitz Creek is not necessary.
- Council should consider solving the traffic issues at the intersection of Wilkinson and Interurban Roads.

5280-20
 2014 Budget

2014 DEPARTMENTAL BUDGETS – PLANNING AND INSPECTIONS

The Director of Planning presented the 2014 budget for the Planning Department/Inspections Division in the amount of \$2,351,500 which represents a 2.87% increase over 2013. The key accomplishments of 2013 and the challenges and key priorities for 2014, as shown in the 2014-2018 Draft Financial Plan, were highlighted.

5660-25
 Community
 Sustainability
 Grants

2014 COMMUNITY SUSTAINABILITY GRANTS

Referral from the March 18, 2014 Special Committee of the Whole Financial Plan meeting.

It was the consensus of Council that funds be allocated to the following organizations as indicated. The proposed grant allocations were then referred to the immediately following Council Meeting for consideration and approval.

<u>Organization</u>	<u>Project</u>	<u>Grant</u>
Victoria Car Share Co-op	Car Share Co-op Business Case	\$0
Synergy Sustainability Institute	Sustainable Business Workshops	0
Partnership for Water Sustainability in BC (PWS)	Management of Oil Tanks and Equipment in the CRD	0
Lifecycles Project Society	Sustainable Food for a Sustainable Saanich	10,000
Friends Uniting for Nature Society (FUN)	Scholarships for FUN camps	0

Capital Regional Food and Agriculture Initiatives Roundtable (CRFair)	Saanich Flavour Trails and Harvest Days Event	10,000
BC Sustainable Energy Association	Climate Change Showdown	8,000
Total:		\$28,000

 Councillor Brownoff declared pursuant to Section 85 of the Council Procedure Bylaw, that she is not entitled to participate in the discussion of the grant application for the Community Social Planning Council of Greater Victoria as she is the President of BC Healthy Communities which works on projects with the applicant organization. Councillor Brownoff then left the meeting at 8:00 pm.

Community Social Planning Council	Saanich Resilient Neighbourhoods 2014-2015	\$0
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 Councillor Brownoff returned to the meeting at 8:01 pm.

5660-35
 Neighbourhood Matched Program Grants

2014 NEIGHBOURHOOD MATCHED PROGRAM GRANTS

Referral from the March 18, 2014 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>
Royal Oak Historical Association	\$2,380
Prospect Lake and District Community Association	0
Cadboro Bay Residents Association	500
Total:	\$2,880

5660-25
 Community or Social Service Operating Grants

2014 COMMUNITY OR SOCIAL SERVICE OPERATING GRANTS

Referral from the March 18, 2014 Special Committee of the Whole Financial Plan meeting.

Council discussed the community or social service operating grant requests. The following proposed grant allocations were referred to the immediately following Council Meeting for consideration and approval.

<u>Organization</u>	<u>Grant</u>
Yes BC (Youth for Environmental Stewardship)	\$1,000
Victoria Advanced Technology Council	5,000
Victoria and VI Greek Community Society	2,000
Vancouver Island South Film & Media Commission	35,700
Swan Lake Christmas Hill Nature Sanctuary Society	40,000
St. John Ambulance	4,000
SportHost Victoria	2,500
Silver Threads Service for Seniors	59,225
Saanich Volunteer Services Society	57,909
Saanich Marine Rescue Society	2,000
Saanich Heritage Foundation	33,000
Prospect Lake Water Users Community	3,500
Peninsula Streams Society	0
Pacific Training Centre for the Blind	0
Maritime Museum of BC Society	15,000
North & South Agricultural Society	500
Lifecycles Project Society	0
Horticulture Centre of the Pacific	130,000
Hispanic Film Society of Victoria	0
Hands Up Rent Society	0
Haliburton Community Organic Farm Society	5,000
GV Volunteer Society – Volunteer Victoria	12,041
GV Visitors & Convention Bureau (Tourism Victoria)	36,000
GV Bike to Work Society	4,500
Greater Victoria Development Agency	30,000
Goward House Society – Operating	20,000
Goward House Society – Capital	0
Gorge Canada Day Picnic Committee	7,000
Crisis Intervention & Public Information Society of GV (NEED2)	10,000
Community Social Planning Council of GV	20,876
City of Victoria (Canada Day)	1,000
Cedar Hill Golf Club Ladies' Division	5,000
Burnside Gorge Community Association	0
BC Lions Society for Children with Disabilities	3,000
3005 Royal Canadian Army Cadet Corps	0
Total:	\$545,751

Goward House Society requested a grant for capital expenses in the amount of \$40,000 for energy efficiency improvements to the facility. This request will be referred to staff to discuss the eligibility for a Sustainability Grant.

5280-20
CREST

2014 CREST LEVY

Report of the Director of Finance dated March 31, 2014 recommending Council approve the 2014 CREST Levy of \$497,755.

 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 then left the meeting at 8:32 pm.

MOVED by Councillor Derman and Seconded by Councillor Wade: “That it be recommended that Council approve the 2014 CREST Levy in the amount of \$497,755.”

CARRIED

 Councillor Wergeland returned to the meeting at 8:33 pm.

2120-30
 Cadboro Bay
 Village Business
 Improvement
 Association

CADBORO BAY VILLAGE BUSINESS IMPROVEMENT ASSOCIATION – ANNUAL FUNDING REQUEST AND TAXATION LEVY

Report of the Director of Finance dated April 2, 2014 recommending Council approve the 2014 Cadboro Bay Village Business Improvement Association funding request and property taxation levy.

MOVED by Councillor Wade and Seconded by Councillor Derman: “That it be recommended that Council approve the 2014 Cadboro Bay Village Business Improvement Association funding request and property taxation levy in the amount of \$15,000.”

CARRIED

5280-20
 Financial Plan

2014 FINANCIAL PLAN PROPOSAL

Joint report of the Administrator and the Director of Finance dated April 2, 2014 recommending Council approve the 2014 Operating, Capital, Water and Sewer Financial Plans as proposed.

MOVED by Councillor Wade and Seconded by Councillor Gerrard: “That it be recommended that Council approve the 2014 Operating, Capital, Water and Sewer Financial Plans as proposed.”

CARRIED

4300-02
 Council
 Remuneration

2014 COUNCIL REMUNERATION

Report of the Director of Finance dated April 2, 2014.

MOVED by Councillor Gerrard and Seconded by Councillor Derman: “That it be recommended that the 2014 Council remuneration be approved in accordance with the survey results outlined on page 1 of the report of the Director of Finance dated April 2, 2014.”

CARRIED

Adjournment On a motion from Councillor Brownoff, the meeting adjourned at 8:34 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 8, 2014 AT 8:35 PM

Present: **Chair:** Mayor Leonard
 Council: Councillors Brice, Brownoff, Derman, Gerrard, Sanders, Wade and Wergeland
 Staff: Paul Murray, Chief Administrative Officer; Valla Tinney, Director of Finance; and Lynn Merry, Senior Committee Clerk

RECOMMENDATIONS AND REFERRALS FROM COMMITTEES

5660-20
Community Association Operating Grants

2014 GRANT REQUESTS – COMMUNITY ASSOCIATION AND DRY GRAD
Recommendations from the March 18, 2014 Special Committee of the Whole Financial Plan Meeting to approve the Community Association Operating Grants and the 2014 Dry Grad Grants.

5660-25
Dry Grad Grants

MOVED by Councillor Brownoff and Seconded by Councillor Derman:
“That Council approve the following:

- 1. the 2014 Community Association Operating Grants as outlined in the report from the Director of Finance dated March 10, 2014, as follows:**

<u>Organization</u>	<u>Grant</u>	<u>Insurance</u>
Blenkinsop Valley Community Association	\$1,100	\$500
Broadmead Area Residents’ Association	1,000	500
Cadboro Bay Residents Association	1,100	500
Camosun Community Association	1,100
Cordova Bay Association	1,100	500
Falaise Community Association	1,100

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	500
Mount View Colquitz Community Association	1,100	500
North Quadra Land Use Protection Association	1,100	500
P.I.S.C.E.S.	1,100
Prospect Lake & District Community Association	1,100	500
Quadra Cedar Hill Community Association	1,650	500
Residents Association of Strawberry Vale, Marigold & Glanford	1,650	500
Rithet's Bog Conservation Society	1,100
Royal Oak Community Association	1,100	500
 Total:	 \$21,900	 \$7,000

and;

2. the 2014 Dry Grad applications from the Claremont All Night Dry Grad Committee and from the St. Andrews Regional High School After-Grad Committee, up to an amount of \$2,110, as outlined in the report from the Director of Finance, dated March 10, 2014.”

CARRIED

5660-25
Greater Victoria
Public Library

GREATER VICTORIA PUBLIC LIBRARY (GVPL) – 2014 BUDGET REQUEST
Referral from the March 4, 2014 Special Committee of the Whole Financial Plan Meeting that Council consider the 2014 GVPL budget request in the amount of \$5,122,315. Report of the Director of Finance dated April 2, 2014 recommending Council approve the 2014 Greater Victoria Public Library Operating Budget.

MOVED by Councillor Wade and Seconded by Councillor Gerrard: “That Council approve the 2014 Greater Victoria Public Library (GVPL) Operating Budget in the amount of \$5,122,315, as outlined in the report of the Director of Finance dated April 2, 2014.”

CARRIED

5660-25
Swan Lake
Christmas Hill
Nature Sanctuary

SWAN LAKE CHRISTMAS HILL NATURE SANCTUARY SOCIETY – 2014 MANAGEMENT CONTRACT REQUEST
Referral from the March 4, 2014 Special Committee of the Whole Financial Plan Meeting that Council consider the Society’s 2014 management fee request in the amount of \$330,000. Report of the Director of Finance dated April 2, 2014 recommending Council approve the 2014 Swan Lake Christmas Hill Nature Sanctuary contract.

MOVED by Councillor Brice and Seconded by Councillor Gerrard: “That Council approve the 2014 Swan Lake Christmas Hill Nature Sanctuary contract fee in the amount of \$330,000, as outlined in the report of the Director of Finance dated April 2, 2014.”

CARRIED

2190-30
Sidewalk
Infrastructure
Development

SIDEWALK INFRASTRUCTURE DEVELOPMENT IN SAANICH

Recommendation from the March 6, 2014 Finance, Audit and Personnel Standing Committee that the report of the Director of Engineering dated February 19, 2014 be forwarded to a Financial Plan meeting with a recommendation that staff be directed to bring forward information to a future Council meeting with respect to potential amendments to the Subdivision Bylaw; and report of the Director of Engineering dated April 2, 2014 recommending staff continue to use the existing policies and planning tools to prioritize new sidewalk capital projects (Pedestrian Priorities Implementation Plan, in conjunction with the direction contained in the Official Community Plan and Local Area Plans); and that staff revise the current engineering standards to allow for the construction of sidewalks on certain residential streets in Regional Growth Centres.

In response to questions from Council, the Director of Engineering stated:

- Changes to engineering standards may allow for construction of sidewalks on certain residential streets within Regional Growth Centres.
- Amendments to the Subdivision Bylaw could require that funding be provided for sidewalks when development is proposed within Regional Growth Centres.
- A key component of the Complete Streets program includes providing safe and comfortable walking and resting areas.
- The challenge of having the public donate money for benches is that they want them in park areas, not along residential streets.

MOVED by Councillor Brownoff and Seconded by Councillor Brice: “That Council:

1. Direct staff to:

- a. **Continue to use the existing policies and planning tools to prioritize new sidewalk capital projects (Pedestrian Priorities Implementation Plan, in conjunction with the direction contained in the Official Community Plan and Local Area Plans); and**
- b. **Revise the current engineering standards to allow for the construction of sidewalks and resting areas on certain residential streets in Regional Growth Centres; and**

2. **Provide direction to staff that the number of kilometres of new sidewalks be increased to three kilometres in the 2015-2019 Strategic Plan.”**

CARRIED

2190-30
Sidewalk
Priorities

SETTING SIDEWALK AND PEDESTRIAN PRIORITIES FOR SAANICH

Recommendation from the March 20, 2014 Bicycle and Pedestrian Mobility Advisory Committee that the report from Councillor Derman dated February 20, 2014 be forwarded to staff as part of an initiative to re-evaluate the manner in

which sidewalk and pedestrian infrastructure priorities are established in the municipality.

Councillor Derman stated:

- There is a need to determine priorities for pedestrian infrastructure with the goal of encouraging walking to identified destinations.
- When considering pedestrian infrastructure, the goal is to promote walking on a safe and comfortable route.

MOVED by Councillor Derman and Seconded by Councillor Gerrard: “That the report entitled “Setting Sidewalk and Pedestrian Priorities for Saanich” be forwarded to staff to consider.”

CARRIED

RECOMMENDATIONS

From the Special Committee of the Whole Financial Plan Meeting held April 8, 2014

5660-25
Community
Sustainability
Grants

**2014 COMMUNITY SUSTAINABILITY GRANTS
2014 NEIGHBOURHOOD MATCHED PROGRAM GRANTS
2014 COMMUNITY OR SOCIAL SERVICE OPERATING GRANTS**

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

1. Council approve the following 2014 Community Sustainability Grants in the amounts and to the organizations indicated:

<u>Organization</u>	<u>Project</u>	<u>Grant</u>
Victoria Car Share Co-op	Car Share Co-op Business Case	\$0
Synergy Sustainability Institute	Sustainable Business Workshops	0
Partnership for Water Sustainability in BC (PWS)	Management of Oil Tanks and Equipment in the CRD	0
Lifecycles Project Society	Sustainable Food for a Sustainable Saanich	10,000
Friends Uniting for Nature Society (FUN)	Scholarships for FUN camps	0
Capital Regional Food and Agriculture Initiatives Roundtable (CRFair)	Saanich Flavour Trails and Harvest Days Event	10,000

BC Sustainable Energy Association	Climate Change Showdown	8,000
Community Social Planning Council	Saanich Resilient Neighbourhoods 2014-2015	0
Total:		\$28,000

and;

2. the following 2014 Neighbourhood Matched Program Grants be approved in the amounts and to the organizations indicated:

5660-35
Neighbourhood
Matched Program
Grants

<u>Organization</u>	<u>Grant</u>
Royal Oak Historical Association	\$2,380
Prospect Lake and District Community Association	0
Cadboro Bay Residents Association	500
Total:	\$2,880

and;

3. the following 2014 Community or Social Service Operating Grants be approved in the amounts and to the organizations indicated:

5660-25
Community or
Social Service
Operating Grants

<u>Organization</u>	<u>Grant</u>
Yes BC (Youth for Environmental Stewardship)	\$1,000
Victoria Advanced Technology Council	5,000
Victoria and VI Greek Community Society	2,000
Vancouver Island South Film & Media Commission	35,700
Swan Lake Christmas Hill Nature Sanctuary Society	40,000
St. John Ambulance	4,000
SportHost Victoria	2,500
Silver Threads Service for Seniors	59,225
Saanich Volunteer Services Society	57,909
Saanich Marine Rescue Society	2,000
Saanich Heritage Foundation	33,000
Prospect Lake Water Users Community	3,500
Peninsula Streams Society	0
Pacific Training Centre for the Blind	0
Maritime Museum of BC Society	15,000
North & South Agricultural Society	500
Lifecycles Project Society	0
Horticulture Centre of the Pacific	130,000
Hispanic Film Society of Victoria	0
Hands Up Rent Society	0
Haliburton Community Organic Farm Society	5,000
GV Volunteer Society – Volunteer Victoria	12,041
GV Visitors & Convention Bureau (Tourism Victoria)	36,000
GV Bike to Work Society	4,500
Greater Victoria Development Agency	30,000

Goward House Society – Operating	20,000
Goward House Society – Capital	0
Gorge Canada Day Picnic Committee	7,000
Crisis Intervention & Public Information Society of GV (NEED2)	10,000
Community Social Planning Council of GV	20,876
City of Victoria (Canada Day)	1,000
Cedar Hill Golf Club Ladies’ Division	5,000
Burnside Gorge Community Association	0
BC Lions Society for Children with Disabilities	3,000
3005 Royal Canadian Army Cadet Corps	0
 Total:	 \$545,751.”

CARRIED

5280-20
CREST

2014 CREST LEVY

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 then left the meeting at 8:50 pm.

MOVED by Councillor Derman and Seconded by Councillor Brice: “That Council approve the 2014 CREST Levy in the amount of \$497,755.”

CARRIED

Councillor Wergeland returned to the meeting at 8:51 pm.

5280-20
Financial Plan

2014 FINANCIAL PLAN PROPOSAL

MOVED by Councillor Brice and Seconded by Councillor Brownoff: “That Council approve the 2014 Operating, Capital, Water and Sewer Financial Plans as proposed.”

CARRIED

4300-02
Council
Remuneration

2014 COUNCIL REMUNERATION

MOVED by Councillor Wergeland and Seconded by Councillor Brownoff: “That the 2014 Council remuneration be approved in accordance with the survey results outlined on page 1 of the report of the Director of Finance dated April 2, 2014.”

CARRIED

Adjournment On a motion from Councillor Wergeland, the meeting adjourned at 8:52 pm.

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MAYOR

I hereby certify these Minutes are accurate.

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MUNICIPAL CLERK