

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, FEBRUARY 28, 2017 AT 7:00 P.M.
WEDNESDAY, MARCH 1, 2017 AT 6:00 P.M.
WEDNESDAY, MARCH 8, 2017 AT 6:00 P.M.

Present:

Chair: Mayor Atwell
Council: Councillors Brice, Brownoff, Haynes, Murdock, Plant, Sanders and Wergeland
Staff: P. Thorkelsson, Chief Administrative Officer; V. Tinney, Director of Finance; L. Ciarniello, Director of Corporate Services; H. Machielse, Director of Engineering K. Watson, Director of Legislative Services; S. Samborski, Director of Parks and Recreation; S. Hvozdzanski, Director of Planning; B. Downie, Police Chief Constable; M. Burgess, Fire Chief; P. Arslan, Senior Manager, Financial Services;; and P. Masse, Senior Committee Clerk

5280-20
2017 Budget

PUBLIC INPUT

A. Beck, James Heights, on behalf of Quadra Cedar Hill Community Association, stated:

- There are no outreach programs or public engagement sessions for the budget; the result is limited public input on what are complex yet overarching issues directly related to governing the municipality.
- The Financial Plan agendas are not published on the Saanich website early enough to ensure the public has time to review and provide feedback.
- The proposed budget increase of 3.95% is greater than the Consumer Price Index (CPI) of 2.1%; in the past 10 years the general operating tax budget has seen an increase of 57%, over the same time period the CPI has increased 18%.
- A sustainable financial environment should be considered and in-reserve cash should be used to reduce budgetary costs.

K. Harper, Bonaire Place, on behalf of Camosun Community Association, stated:

- More notice is needed to allow the public sufficient time to analyze the budget documents.
- Greater effort is needed to find areas to save; a budget increase of 3.95% is not acceptable.
- The public should be polled regarding the services they would be prepared to reduce or lose; only necessities should be considered.

J. Schmuck, Rock Street, stated:

- It would be ideal if public participation considerations for the 2018 budget process got underway now.

1410-04
Finance
5280-20
Xref:
2017 Budget

2017 – 2021 DRAFT FINANCIAL PLAN

Report from the Director of Finance dated February 20, 2017 providing an overview of the proposed five year financial plan and the highlights of the 2017 budget proposal.

Motion: **MOVED by Councillor Brownoff and Seconded by Councillor Plant: “That the Budget Submission Report of the Draft Financial Plan 2017-2021 from the Director of Finance dated February 20, 2017 be received for information.”**

CARRIED

5280-20
2017 Budget

2017 DEPARTMENTAL BUDGETS – COUNCIL, ADMINISTRATION AND GRANTS

The Director of Finance presented the 2017 budget for Council, Administration and Grants in the amount of \$1,873,600 which represents a 4.52% increase over 2016.

Questions from Council were answered.

5280-20
2017 Budget

2017 DEPARTMENTAL BUDGETS – CORPORATE SERVICES

The Director of Corporate Services presented the 2017 operating budget for the Corporate Services Department in the amount of \$6,184,300 which represents a 16.82% increase over 2016. The key accomplishments of 2016 and the key priorities for 2017, as shown in the 2017-2021 Draft Financial Plan, were highlighted.

Questions from Council were answered.

5280-20
2017 Budget

2017 DEPARTMENTAL BUDGETS – FINANCE

The Director of Finance presented the 2017 operating budget for the Finance Department in the amount of \$3,208,500 which represents a 4.05% increase over 2016. The key accomplishments of 2016 and the key priorities for 2017, as shown in the 2017-2021 Draft Financial Plan, were highlighted.

Questions from Council were answered.

5280-20
2017 Budget

2017 DEPARTMENTAL BUDGETS – FISCAL SERVICES

The Director of Finance presented the 2017 budget for Fiscal Services in the amount of \$7,568,200 which represents a 7.65% increase over 2016. Outstanding debt will increase to \$34.9 million by December 2017, which is significantly lower than the limit established under provincial legislation and remains well within the guideline of a maximum 7% of property tax revenue.

Questions from Council were answered.

5280-20
2017 Budget

2017 DEPARTMENTAL BUDGETS – LEGISLATIVE SERVICES

The Director of Finance presented the 2017 operating budget for the Legislative Services Department in the amount of \$2,755,100 which represents a 3.17% increase over 2016. The key accomplishments of 2016 and the challenges and key priorities of 2017, as shown in the 2017-2021 Draft Financial Plan, were highlighted.

Questions from Council were answered.

5280-20
2017 Budget

2017 DEPARTMENTAL BUDGETS – PLANNING AND INSPECTIONS

The Director of Planning presented the 2017 operational budget for the Planning Department in the amount \$2,465,000 which represents a 0.75% increase over 2016. The key accomplishments of 2016 and the challenges and key priorities of 2017, as shown in the 2017-2021 Draft Financial Plan, were highlighted.

Questions from Council were answered.

Recess

MOVED by Councillor Haynes and Seconded by Councillor Brice: “That the Special Committee of the Whole Financial Plan meeting be recessed until 6:00 p.m., Wednesday, March 1, 2017.”

CARRIED

The meeting recessed at 10:57 p.m.

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
RECONVENED ON WEDNESDAY, MARCH 1, 2017 AT 6:00 P.M.

Present:

- Chair:** Mayor Atwell
- Council:** Councillors Brice, Brownoff, Haynes, Murdock, Plant, Sanders and Wergeland
- Staff:** Paul Thorkelsson, Chief Administrative Officer; V. Tinney, Director of Finance; H. Machielse, Director of Engineering; K. Watson, Director of Legislative Services; S. Samborski, Director of Parks and Recreation; B. Downie, Police Chief Constable; M. Burgess, Fire Chief; P. Arslan, Senior Manager, Financial Services;; and P. Masse, Senior Committee Clerk

5280-20
2017 Budget

PUBLIC INPUT

- P. Haddon, James Heights, stated:
 - More public input at Council budget meetings could be achieved if the associated documents were less challenging to evaluate and interpret.
 - Departmental presentations, education sessions and a longer budget cycle identifying priorities could engage the public.
- D. Wick, President, Friends of Mt. Douglas Park Society, stated:
 - The Society has an excellent working relationship with the Parks and Recreation Department; the associated budget request is supportable.
 - Due to increased usage, park degradation continues to escalate; the Society would like to see random official park presence in the park to ensure trails are utilized properly.

K. Harper, Bonaire Place, on behalf of Camosun Community Association, stated:

- Opportunities for greater efficiencies and leveraging across all Departments should be considered; for example, when the I.T. Department examines program restructuring they should also analyze how the end result will affect overall staffing levels that could result in a decreased staffing budget.

5280-20
2017 Budget

2017 DEPARTMENTAL BUDGETS – POLICE SERVICES

The Police Chief and Police Board Director of Finance presented the 2017 budget increase for the Police Department in the amount of \$1,327,900 which represents a 4.29% increase over 2016. The key accomplishments of 2016 and the challenges and key priorities for 2017, as shown in the 2017-2021 Draft Financial Plan, were highlighted.

Questions from Council were answered.

5280-20
2017 Budget

2017 DEPARTMENTAL BUDGETS – FIRE SERVICES

The Fire Chief presented the 2017 budget for the Fire Department in the amount of \$17,762,000 which represents a 3.86% increase over 2016. The key accomplishments of 2016 and the challenges and key priorities for 2017, as shown in the 2017-2021 Draft Financial Plan, were highlighted.

Questions from Council were answered.

5280-20
2017 Budget

2017 DEPARTMENTAL SERVICES – EMERGENCY PROGRAM

The Fire Chief presented the 2016 operational budget for the Emergency Program in the amount of \$421,200 which represents a 1.01% increase over 2016. The key accomplishments of 2016 and the key priorities for 2017, as shown in the 2017-2021 Draft Financial Plan, were highlighted.

Questions from Council were answered.

5280-20
2017 Budget

2017 DEPARTMENTAL SERVICES – PARKS AND RECREATION

The Director of Parks and Recreation presented the 2017 operational budget for the Parks and Recreation Department in the amount of \$15,619,700 which represents a 2.78% increase over 2016. The key accomplishments of 2016 and the key priorities for 2017, as shown in the 2017-2021 Draft Financial Plan, were highlighted.

Questions from Council were answered.

5500-20
Parks & Recreation
Fees and Charges

PARKS AND RECREATION – FEES AND CHARGES SCHEDULE FOR 2017/2018

Report from the Director of Parks and Recreation dated February 20, 2017 recommending that Council approve the proposed schedule of Parks and Recreation fees and charges for the period of April 1, 2017 to March 31, 2018 as outlined in the report.

Motion: **MOVED by Councillor Murdock and Seconded by Councillor Brice: “That the Parks and Recreation Fees and Charges for the period of April 1, 2017 to March 31, 2018 as outlined in the report from the Director of Parks and Recreation dated February 20, 2017 be approved.”**

MOVED by Councillor Murdock and Seconded by Councillor Brice: “That consideration of the Parks and Recreation Fees and Charges for the period of April 1, 2017 to March 31, 2018 be postponed to allow for further review of the report from the Director of Parks and Recreation dated February 20, 2017.”

CARRIED

Motion to Recess **MOVED by Councillor Haynes and Seconded by Councillor Brice: “That the Special Committee of the Whole Financial Plan meeting be recessed until 6:00 p.m., Thursday, March 2, 2017.”**

CARRIED

The meeting recessed at 9:35 p.m.

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CHAIR

I hereby certify these Minutes are accurate.

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MUNICIPAL CLERK

DISTRICT OF SAANICH
 THE SPECIAL COMMITTEE OF THE WHOLE MEETING
 FINANCIAL PLAN
THURSDAY, MARCH 2, 2017 AT 6:00 P.M.

Meeting Cancelled The Special Committee of the Whole Financial Plan meeting was cancelled due a lack of quorum. The meeting will be rescheduled to reconvene on Wednesday, March 8, 2017.

5280-20
2017 Budget

2017 DEPARTMENTAL BUDGETS – GENERAL CAPITAL PROGRAM

The Director of Finance presented an overview of the 2017 capital budget in the amount of \$34,393,200 highlighting revenue sources and progress toward infrastructure sustainability targets.

Questions from Council were answered.

5280-20
2017 Budget

2017 DEPARTMENTAL BUDGETS – OTHER CAPITAL

The Director of Finance presented an overview of the 2017 capital budget for vehicles, equipment and technology. The Director of Corporate Services outlined planned hardware and software expenditures and the Director of Parks & Recreation highlighted the budgets for parks and trails and for recreation facilities.

Questions from Council were answered.

5280-20
2017 Budget

2017 DEPARTMENTAL BUDGETS – ENGINEERING CAPITAL

The Director of Engineering presented the 2017 budget for Engineering Department capital investments, and highlighted a total budget for community facilities, transportation, and underground infrastructure requirements.

Questions from Council were answered.

5280-20
2017 Budget

2017 DEPARTMENTAL BUDGETS – PARKS AND RECREATION CAPITAL

The Director of Parks and Recreation presented the 2017 budget for Parks and Recreation Department capital investments, and highlighted a total budget for park and trail structures and recreation facility requirements.

Questions from Council were answered.

5500-20
Parks & Recreation
Fees and Charges

PARKS AND RECREATION – FEES AND CHARGES SCHEDULE FOR 2017/2018

Report from the Director of Parks and Recreation dated February 20, 2017 recommending that Council approve the proposed schedule of Parks and Recreation fees and charges for the period of April 1, 2017 to March 31, 2018 as outlined in the report.

Motion:

From the Special Committee of the Whole Financial Plan meeting of March 1, 2017:

MOVED by Councillor Murdock and Seconded by Councillor Brice: “That the Parks and Recreation Fees and Charges for the period of April 1, 2017 to March 31, 2018 as outlined in the report from the Director of Parks and Recreation dated February 20, 2017, be approved.”

CARRIED

Adjournment

On a motion from Councillor Brownoff, the meeting adjourned at 9:15 pm.

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CHAIR

I hereby certify these Minutes are accurate.

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MUNICIPAL CLERK