Present:

Chair: Mayor Atwell
Council: Councillors Brice, Brownoff, Haynes, Murdock, Sanders, Harper, Plant and Wergeland
Staff: Paul Thorkelsson, Chief Administrative Officer; Bob Downie, Chief Constable; Michael Burgess, Fire Chief; Valla Tinney, Director of Finance; Laura Ciarniello, Director of Corporate Services; Suzanne Samborski, Director of Parks and Recreation; Sharon Hvozdanski, Director of Planning; Harley Machielse, Director of Engineering; Paul Arslan, Senior Manager, Financial Services; Sharon Froud, Deputy Legislative Manager and Jeff Keays, Committee Clerk

5280-20 2018 Budget
PUBLIC INPUT
Nil

5280-20 2018 Budget
2018 SAANICH POLICE PROVISIONAL BUDGET – RESPONSE TO COUNCIL

In response to questions from Council, the Chief of Police stated:
– The Police Board is committed to the provisional budget.
– There would need to be program cuts if the budget is reduced.

MOVED by Councillor Haynes and Seconded by Councillor Brice “That it be recommended that the Police Budget remain at 3.81%.”

Council discussion ensued with the following comments:
– Council must consider numerous services in the budget process.
– A 3.81% increase will allow for the continuation of the policing services within the District.
– Moving forward with a budget that does not support community engagement positions is not in keeping with modern police practices.
– An increase beyond 3.81% for civilian hires is supportable.
– It is not appropriate to fund increases through one-time resource requests.
– An increase over 4% is hard to accept.

The Motion was then Put and CARRIED with Mayor Atwell and Councillors Plant and Wergeland OPPOSED
CAPITAL FUNDING ALTERNATIVES

The Director of Finance provided an overview of the Capital Funding Alternatives Memo of April 3, 2018.

MOVED by Councillor Brice and Seconded by Councillor Brownoff “That it be recommended that Council maintain the capital budget increase for 2018 in line with the 2015-2018 Strategic Plan Initiative – Achieve Sustainable Infrastructure Replacement Levels and the 2018 Budget Guidelines.”

Council discussion ensued with the following comments:
- Current policy is to transfer surplus funds to the reserve funds for Facilities and Information Technology; this will be maintained going forward.
- Council made a pact with the community to maintain Saanich’s infrastructure and not let it fall into disrepair.
- Infrastructure sustainability is a long-game; the cost of delaying works over the long-term far outweigh any achieved short-term savings.
- The District already maintains an enormous amount of infrastructure, with more pressures (facilities master plan) coming on-line in the near future.
- Postponing the arrival of the full funding target by 2 years gives residents a breather.

The Motion was then Put and CARRIED with Councillors Plant and Harper OPPOSED

SENIOR’S SUBSIDY

The Director of Parks and Recreation provided an overview of the Senior’s Subsidy Memo of March 28, 2018.

MOVED by Councillor Haynes and Seconded by Councillor Harper “That it be recommended that Council maintain the current Senior’s Subsidy program.”

Council discussion ensued with the following comments:
- Ensuring that seniors remain fit and healthy, by way of accessing recreation programs and facilities, fits the District’s whole approach to recreation and demonstrates the value of the seniors in our community.
- No dramatic costs savings will be achieved; the associated revenue is negligible when compared to the potential social cost.
- Service changes would not line up with commitments made in the Older Adult Strategy.
- Programs and activities offered through the subsidy enable access to those who may otherwise be excluded.
- Changes to the subsidy program could have unintended consequences such as seniors looking elsewhere for more affordable recreation options.

The Motion was then Put and CARRIED
ANNUAL SURPLUS AND 2018 ONE TIME RESOURCE REQUESTS

The Director of Finance provided an overview of the Annual Surplus and 2018 One-time Resource Request report date April 3, 2018. The report highlights the one-time funding requests and provides options for the use of the remaining surplus.

In response to questions from Council, the Director of Finance stated:
- Council adopted a Reserves and Surplus policy in 2014; the annual surpluses are to be used to fund one-time items, with any remaining balance being transferred to capital reserve.
- A variety of factors determine where a surplus may land.
- Council maintains a contingency budget; this contingency, approximately $1 million, should be the baseline for annual surplus contributions.
- There was an increase in revenue over the estimated building permit revenues in 2017.
- The District spent 98.9% of the budget in 2017.

MOVED by Councillor Haynes and Seconded by Councillor Brice “That it be recommended that Council include in the 2018 budget, $70,000 in one-time funding for the Saanich Police Department’s Summer Student Program.”

Council discussion ensued with the following comments:
- It is not appropriate to fund this program through one-time resource requests.
- This is an opportunity to maintain a valuable program through the surplus.

The Motion was then Put and CARRIED with Councillor Harper OPPOSED

MOVED by Councillor Plant and Seconded by Councillor Haynes “That it be recommended that Council:
1. Approve acquisition of listed capital resource requests totaling $529,000 funded with $479,000 from Reserve Funds and $50,000 from the 2017 annual surplus;
2. Approve the one-time resources requests funded from the surplus;
3. Retain $500,000 of the annual surplus in accumulated surplus;
4. Allocate funding from surplus to top up the Council Strategic Initiatives Fund at $1,000,000; and
5. Approve transfer of the remaining 2017 surplus to the Facility Replacement Reserve Fund.”

Council discussion ensued with the following comments:
- Maintaining the Council Strategic Initiates Fund allows Council to address emerging issues that are not listed in the Strategic Plan.
- Supporting this motion will preclude the surplus from being applied to this year’s tax increase.
- One-time requests, as listed in the report, are supportable.
- If required in the future, transferring funds from the Council Strategic Initiative Fund to the Facilities Reserve would be appropriate.
Council should set out its strategic objectives as part of the strategic planning process in the beginning of the new term; this process identifies financial requirements assigned to those priorities that is then incorporated into the Financial Plan.

The fund enables Council to deliver good governance through the remainder of the term and into the next term.

The Motion was then Put and CARRIED

**BUDGET UPDATE**

Report from the Director of Finance, dated April 10, 2018 providing an update on the impacts of the Revised Assessment Roll and Increases in Other Revenue.

MOVED by Councillor Haynes and Seconded by Councillor Brownoff

“That it be recommended that Council receive the Budget Update report, dated April 10, 2018, for information.”

CARRIED

**2018 BUDGET CONFIRMATION**

The Chief Administrative Officer provided an overview of the April 3, 2018 2018 Budget Confirmation report.

MOVED by Councillor Haynes and Seconded by Councillor Brownoff

“That it be recommended that Council receive the 2018 Budget Confirmation report, dated April 3, 2018, for information.”

CARRIED

Adjournment: On a motion from Councillor Plant, the meeting recessed at 8:10 p.m.

I hereby certify these Minutes are accurate.

CHAIR

MUNICIPAL CLERK
DISTRICT OF SAANICH
MINUTES OF THE SPECIAL COUNCIL MEETING
FINANCIAL PLAN
HELD IN THE COUNCIL CHAMBERS
SAANICH MUNICIPAL HALL, 770 VERNON AVENUE
TUESDAY, APRIL 10, 2018 AT 8:10 P.M.

Present:
Chair: Mayor Atwell
Council: Councillors Brice, Brownoff, Haynes, Murdock, Sanders, Harper, Plant and Wergeland
Staff: Paul Thorkelsson, Chief Administrative Officer; Bob Downie, Chief Constable; Michael Burgess, Fire Chief; Valla Tinney, Director of Finance; Laura Ciarniello, Director of Corporate Services; Suzanne Samborski, Director of Parks and Recreation; Sharon Hvozdanski, Director of Planning; Harley Machielse, Director of Engineering; Paul Arslan, Senior Manager, Financial Services; Sharon Froud, Deputy Legislative Manager and Jeff Keays, Committee Clerk

RECOMMENDATIONS AND REFERALS FROM THE SPECIAL COMMITTEE OF THE WHOLE FINANCIAL PLAN MEETING OF MARCH 7, 2018

5660-35 Neighbourhood Matched Grants

5660-20 Community Association Operating Grants

2018 COMMUNITY ASSOCIATION OPERATING GRANT REQUESTS

Councillor Haynes declared, pursuant to Section 91 of the Council Procedure Bylaw, that he is not entitled to participate in the discussions of the grant applications for the Prospect Lake District Community Association Society as his wife is a member of the Board. Councillor Haynes left the meeting at 8:16 p.m.

MOVED by Councillor Plant and Seconded by Councillor Brice: “That Council approve:
A. The 2018 Neighbourhood Matched Program Grant request from the Prospect Lake District Community Association in the amount of $3,000; and
B. The 2018 Community Association Operating Grant request from the Prospect Lake & District Community Association in the amount of $1,100 plus $500 for insurance.”

CARRIED

Councillor Haynes returned to the meeting at 8:18 p.m.
MOVED by Councillor Brice and Seconded by Councillor Brownoff: “That Council approve the 2018 Community Association Operating Grants as follows:

<table>
<thead>
<tr>
<th>Organization</th>
<th>Grant</th>
<th>Insurance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blenkinsop Valley Community Association</td>
<td>$1,100</td>
<td>$500</td>
</tr>
<tr>
<td>Broadmead Area Residents Association</td>
<td>$1,100</td>
<td>500</td>
</tr>
<tr>
<td>Cadboro Bay Residents Association</td>
<td>$1,100</td>
<td>500</td>
</tr>
<tr>
<td>Camosun Community Association</td>
<td>$1,100</td>
<td>500</td>
</tr>
<tr>
<td>Cordova Bay Assn. for Community Affairs</td>
<td>$1,100</td>
<td>500</td>
</tr>
<tr>
<td>Falaise Community Association</td>
<td>$1,100</td>
<td>500</td>
</tr>
<tr>
<td>Friends of Mt. Doug Park Society</td>
<td>$1,100</td>
<td>500</td>
</tr>
<tr>
<td>Gordon Head Residents Association</td>
<td>$1,650</td>
<td>500</td>
</tr>
<tr>
<td>Gorge Tillicum Community Association</td>
<td>$1,650</td>
<td>500</td>
</tr>
<tr>
<td>Mt. Tolmie Community Association</td>
<td>$1,100</td>
<td>500</td>
</tr>
<tr>
<td>Mt. View Colquitz Community Association</td>
<td>$1,100</td>
<td>500</td>
</tr>
<tr>
<td>North Quadra Community Association</td>
<td>$1,100</td>
<td>500</td>
</tr>
<tr>
<td>P.I.S.C.E.S.</td>
<td>$1,100</td>
<td>500</td>
</tr>
<tr>
<td>Quadra Cedar Hill Community Association</td>
<td>$1,650</td>
<td>500</td>
</tr>
<tr>
<td>Residents of Strawberry Vale, Marigold &amp; Glanford Community Association</td>
<td>$1,650</td>
<td>500</td>
</tr>
<tr>
<td>Rithet’s Bog Conservation Society</td>
<td>$1,100</td>
<td>500</td>
</tr>
<tr>
<td>Royal Oak Community Association</td>
<td>$1,100</td>
<td>500</td>
</tr>
</tbody>
</table>

CARRIED

RECOMMENDATION AND REFERRALS FROM THE SPECIAL COMMITTEE OF THE WHOLE FINANCIAL PLAN MEETING OF MARCH 13, 2018

BUDGET REDUCTION OPTIONS

MOVED by Councillor Haynes and Seconded by Councillor Brownoff: “That Council:
A. Decrease the transfer to reserve funds, as listed in Strategy Option (2), by $500,000;
B. Implement the budget reduction of $17,500 to eliminate the advertising of the weekly Thursday Notice of Meetings; and
C. Implement the budget reduction of $25,000 to eliminate paper copies of the Council and Committee of the Whole agendas for Mayor, Council and staff.”

CARRIED
2018 GRANT RECAP AND APPROVALS
************************************************************************************
Councillor Sanders declared, pursuant to Section 91 of the Council Procedure
Bylaw, that she is not entitled to participate in the discussion of the grant
application for the Shelbourne Community Kitchen Society as she is a
Director of the organization. Councillor Sanders left the meeting at 8:19 p.m.
************************************************************************************
MOVED by Councillor Brice and Seconded by Councillor Brownoff
“That Council approve the Shelbourne Community Kitchen Society’s
Community and Social Services Grant in the amount of $5,000.”
CARRIED

MOVED by Councillor Brownoff and Seconded by Councillor Brice
“That Council approve the Saanich Heritage Foundation Community
and Social Services Grant in the amount of $47,000.”
CARRIED

Councillor Sanders returned to the meeting at 8:21 p.m.
************************************************************************************
MOVED by Councillor Plant and Seconded by Councillor Haynes “That
Council approve the 2018 grants as follows:

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Victoria and VI Greek Community Society</td>
<td>$2,000</td>
</tr>
<tr>
<td>Vancouver Island South Film and Media Commission</td>
<td>$25,000.00</td>
</tr>
<tr>
<td>Greater Victoria Sport Host Victoria</td>
<td>$2,500.00</td>
</tr>
<tr>
<td>Silver Threads Service</td>
<td>$59,225.00</td>
</tr>
<tr>
<td>Saanich Volunteer Services Society</td>
<td>$58,368.00</td>
</tr>
<tr>
<td>Saanich Marine Rescue Society</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>Peninsula Streams Society</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>Maritime Museum of BC Society</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>Lifecycles Project Society</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>Horticulture Centre of the Pacific</td>
<td>$130,000.00</td>
</tr>
<tr>
<td>Haliburton Community Organic Farm Society</td>
<td>$13,000.00</td>
</tr>
<tr>
<td>GV Visitors &amp; Convention Bureau (Tourism YYJ)</td>
<td>$18,000.00</td>
</tr>
<tr>
<td>GV Bike to Work Society</td>
<td>$4,500.00</td>
</tr>
<tr>
<td>Greater Victoria Volunteer Society</td>
<td>$12,431.00</td>
</tr>
<tr>
<td>Goward House Society</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>Gorge Tillicum Community Association</td>
<td>$7,000.00</td>
</tr>
</tbody>
</table>
Crisis Intervention and Public Info Society of GV (NEED2) $10,000.00
Creatively United for the Planet $2,500.00
Community Social Planning Council of GV $21,000.00
City of Victoria – Canada Day $1,000.00
Cedar Hill Golf Club Ladies' Division $5,000.00
Capital Region Food & Agriculture Initiatives Roundtable $10,000.00.

COUNCIL REMUNERATION

MOVED by Councillor Brice and Seconded by Councillor Brownoff
“That Council approve the 2018 remuneration of $102,887.39 for the Mayor and $41,309.50 for Councillors, based on the average remuneration of Council members in other municipalities of comparable size.”

Council discussion ensued with the following comments:
- There is a process in place to depoliticize the decision.
- Discussion on remuneration should take place at the Finance Standing Committee.
- Legislative changes will result in the tax free allowances no longer being in place.

The Motion was then Put and CARRIED with Mayor Atwell and Councillor Harper OPPOSED

2018 CREST LEVY

MOVED by Councillor Brice and Seconded by Councillor Brownoff
“That Council approve the 2018 CREST Levy in the amount of $686,784.”

CARRIED
2018 CADBORO BAY VILLAGE BUSINESS IMPROVEMENT AREA FUNDING REQUEST

MOVED by Councillor Haynes and Seconded by Councillor Brownoff: “That Council approve the 2018 Cadboro Bay Village Business Improvement Association funding request and property taxation levy in the amount of $20,000.”

CARRIED

2018 SWAN LAKE CHRISTMAS HILL NATURE SOCIETY MANAGEMENT FEE

MOVED by Councillor Brice and Seconded by Councillor Haynes: “That Council approve the 2018 Swan Lake Christmas Hill Nature Sanctuary Management Fee in the amount of $378,726.44.”

CARRIED

RECOMMENDATION AND REFERALS FROM THE SPECIAL COMMITTEE OF THE WHOLE FINANCIAL PLAN MEETING OF APRIL 10, 2018

2018 SAANICH POLICE PROVISIONAL BUDGET

Council discussion ensued with the following comments:
- An increase to 3.99% would maintain the Block Watch Program and community policing without much impact to the taxpayer.
- Incorporating an increase of 3.99% takes the total overall budget increase from 3.07% to 3.12%.

MOVED by Councillor Plant and Seconded by Councillor Wergeland: “That the 2018 Saanich Police Department Provisional Budget be set at 3.99%.”

Council discussion ensued with the following comments:
- Additional information provided during the in-camera meeting made it clear that savings in the future warrant an increase now.
- 3.99% is an increase of $59,420.00 over 3.81%.
- Items taken out of this year’s budget will be put back in next year as a deferred costs, including any additional pressures.
- Three additional police items are part of the one-time requests and are not supportable at this time.

The Motion was then Put and DEFEATED with Councillors Brice, Brownoff, Harper, Haynes, Murdock and Sanders OPPOSED.
MOVED by Councillor Plant and Seconded by Councillor Haynes “That the Police Budget remain at 3.81%.”

CARRIED with Mayor Atwell OPPOSED

CAPITAL FUNDING ALTERNATIVES

MOVED by Councillor Plant and Seconded by Councillor Brownoff: “That Council maintain the capital budget increase for 2018 in line with the 2015-2018 Strategic Plan Initiative – Achieve Sustainable Infrastructure Replacement Levels and the 2018 Budget Guidelines.”

CARRIED

SENIOR’S SUBSIDY

MOVED by Councillor Plant and Seconded by Councillor Brice “That Council maintain the current Senior’s Subsidy program.”

CARRIED

ANNUAL SURPLUS AND 2018 ONE TIME RESOURCE REQUESTS

MOVED by Councillor Plant and Seconded by Councillor Brownoff “That Council:
6. Approve acquisition of listed capital resource requests totaling $529,000 funded with $479,000 from Reserve Funds and $50,000 from the 2017 annual surplus;
7. Approve the one-time resources requests funded from the surplus;
8. Retain $500,000 of the annual surplus in accumulated surplus;
9. Allocate funding from surplus to top up the Council Strategic Initiatives Fund at $1,000,000;
10. Approve transfer of the remaining 2017 surplus to the Facility Replacement Reserve Fund; and
11. Include in the 2018 budget, $70,000 in one-time funding for the Saanich Police Department’s summer student program.”

CARRIED

2018 BUDGET CONFIRMATION

MOVED by Councillor Haynes and Seconded by Councillor Brownoff: “That Council ratify the 2018 Budget.”

Council discussion ensued with the following comments:
- Saanich is a residential community, and we continue struggle to find balance between business and residential.
- Council has worked hard to achieve savings.
- No formal motion or notice of motion has been made regarding the Environmental Development Permit Area project.
– The increase in business tax revenue and development fees is encouraging.
– There is room for improvement as to how the budget process unfolds.
– Tying Strategic Planning processes to budget has been key in ensuring that projects are funded.

The Motion was then Put and CARRIED

Adjournment: On a motion from Councillor Brice, the meeting recessed at 9:00 p.m.

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CHAIR
I hereby certify these Minutes are accurate.

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MUNICIPAL CLERK