

MINUTES of a meeting of ESTIMATES COMMITTEE of the Municipal Council of The Corporation of the District of Oak Bay, held in the Council Chambers, Oak Bay Municipal Hall, 2167 Oak Bay Avenue, Oak Bay, B.C., on Thursday, April 4, 2013.

PRESENT: Chairman, Mayor N. Jensen
Councillor P. Copley
Councillor C. Green
Councillor J. Herbert
Councillor M. Kirby
Councillor K. Murdoch
Councillor T. Ney

STAFF: Municipal Administrator, G. Nason
Municipal Clerk, L. Hilton
Municipal Treasurer, P. Walker
Fire Chief, G. Adam
Deputy Fire Chief, D. Cockle
Superintendent of Public Works, P. Barnett
Director of Engineering Services, D. Marshall

Mayor Jensen called the meeting to order at 5:15 p.m.

1. 2013-99 MUNICIPAL TREASURER, March 23, 2013
Re 2013 Municipal Budget

The Municipal Treasurer provided an overview of the 2013 budget as outlined in her memorandum to Estimates Committee. After taking into consideration an adjustment in respect to reserving funds for future wages, overall, she noted, the budget as it stands represents an increase of 3.31% in the municipal portion of the property tax bill for the average residential property, including the solid waste charge.

FIRE DEPARTMENT AND EMERGENCY PROGRAM OPERATING AND CAPITAL BUDGET:

Chief Adam and Deputy Chief Cockle were in attendance to answer questions regarding the operating budgets and the capital request.

In terms of the capital request to construct a women's washroom at the Fire Hall, through discussion it was agreed that as we are currently meeting regulatory requirements for the existing washrooms, money should be reserved in future years for its eventual construction.

Discussion turned to the request to expand the existing Emergency Manager position from half time to full time, and the Chief and Deputy Chief provided their rationale in this regard, and answered questions from members of the Committee. There was consensus to approve the inclusion of the position as full time, although it was noted that only half the amount for the increase noted for the year would need to be included in the budget, as the expanded hours would not start until June.

There was consensus to start reserving funds for a study in the future of the Public Works and Municipal Hall buildings.

CREST (Capital Region Emergency Services Telecommunications)

Citing a conflict of interest as he is a Director of the CREST Corporation, Mayor Jensen left the meeting at 7:05 for discussion in respect to the radio costs attributed to CREST.

Acting Mayor Ney assumed the Chair for the brief discussion, and staff answered questions from members of the Committee in this regard.

Mayor Jensen returned and resumed the Chair at 7:08 p.m.

OAK BAY COMMUNITY ARCHIVES

Noting that the Volunteer Archivist was present for discussion on the Archives budget, discussion turned to the \$7,000 funding request to engage a consultant to provide training and volunteer development. It emerged that members of the Committee were not opposed to the funding, and inasmuch as the funding was already included in the “provisional” budget, staff were in a position to engage a consultant.

PARKS AND RECREATION CAPITAL BUDGET

The Director of Parks and Recreation was in attendance for this item, and drew attention to three capital projects that he wished to bring forward to Council for early spending approval should the Committee be supportive of this course of action.

In the course of reviewing all the Parks and Recreation Capital requests, there was consensus to move forward with asking Council for early spending approval for the dolphin pool vacuum, the purchase and installation of turnstiles at Oak Bay Recreation Centre, and the purchase of the lunch prep table cooler at the Oak Bay Recreation Centre.

With the exception of the replacement of main floor washroom cubicles at the Oak Bay Recreation Centre, there was consensus to include all of the capital project requests in the budget for formal consideration by Council.

In respect to the replacement of the Gyro park playground equipment, there was consensus to include it in the budget on the understanding that staff would pursue outside funding sources. It was agreed that if alternate funding was not obtained, that the work would not be undertaken.

ENGINEERING DEPARTMENT CAPITAL BUDGET

In respect to the proposed replacement of the Foul Bay/Lansdowne Road traffic signal, which is not currently included in the budget, it was agreed that staff would investigate possible funding from the Insurance Corporation of BC for this project. Mr. Marshall agreed to report back on his findings at the next Estimates Committee meeting.

SUMMARY OF ADJUSTMENTS:

<u>Description</u>	<u>Increase to Taxes</u>	<u>Decrease to Taxes</u>
Police Reserve	\$35,000	
Emergency Program Manager	\$16,788	
Donation from Service Club for Gyro Park Equipment		\$13,860

Oak Bay Recreation Centre Washroom Cubicles		\$16,660
Sub-Total	\$51,788	\$30,460

Net Impact on Levy	\$21,328
Pre-Meeting General and Debt Levy	\$18,307,604
Revised General and Debt Levy	\$18,328,932
% Change from Prior Year Levy	5.18%

This resulted in an increase of 3.24% or \$88.34 for an average house.

There was consensus to conclude the meeting and continue review of the budget at the next Estimates Committee meeting scheduled for April 10, 2013.

ADJOURNMENT:

The meeting adjourned at 8:57 p.m.

Certified Correct

Municipal Clerk

Chairman