

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 Wednesday, April 11, 2012, at 5:30 p.m.

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, M. Brennan
Municipal Clerk, L. Hilton
Municipal Treasurer, P. Walker
Director of Engineering Services, D. Marshall
Superintendent of Public Works, P. Barnett

Mayor Jensen called the meeting to order at 5:45 p.m.

OPERATING AND CAPITAL BUDGET:

A detailed review of the operating and capital budget resumed from the last Estimates Committee meeting, and following discussion on the Engineering Department budget, Mr. Marshall and Mr. Barnett left the meeting.

Underground Wiring Reserve

Attention was drawn to the reserve set up a number of years ago for underground wiring and it was suggested that although funds had not been transferred into it in the last two years, contributions should be resumed, with a policy to be developed for use of the funds in the future. The Committee agreed to transfer \$10,000 into the reserve.

Volunteer Committees

Various adjustments were made to funding for the Child and Youth Committee, the Environment Advisory Committee and the Active Transportation Committee, with the Child and Youth Committee budget being reduced to \$100, and the other two Committee's budgets being increased by \$200 each.

Tea Party Expense

Attention was drawn to the expenses related to the Tea Party, and it was noted a portion of the costs are attributed to garbage removal. It was felt that a reduction in the use of non recyclable materials for food items for community events should be encouraged.

MOVED by Councillor Copley

Seconded by Councillor Ney, That it be recommended to Council that the issue of reducing waste in relation to community events be referred to the Environmental Advisory Committee for a report and recommendations to Council in that regard.

CARRIED

REFERRALS TO ESTIMATES COMMITTEE:

There was considerable discussion regarding the various referrals to the Estimates Committee in respect to providing grants and to what level.

Maritime Museum of BC

It was noted that while additional information had been requested from the Maritime Museum of BC, it had not been received, and it was the consensus of the Committee that approval of the budgeted grant of \$2,500 not be considered until the additional information has been placed before Council.

DeMezey Memorial Abbeyfield Legacy Society

With respect to the grant request from the DeMezey Memorial Abbeyfield Legacy Society, it was felt that further information on what the grant would be used for should be obtained before considering whether or not a grant would be given. There was consensus to maintain the \$2,500 grant request amount in the budget but set it aside into a project fund that the Society would be asked to apply to in respect to a specific project.

Oak Bay Volunteer Services Society

Attention was drawn to the Society's budget request and it was noted that information in relation to the changes in the Society's case load would be helpful in evaluating the grant request in terms of its budget, which reflects the hiring of new staff.

MOVED by Councillor Herbert

Seconded by Councillor Ney, That it be recommended to Council that a grant in the amount of \$20,000 be approved, and that consideration of payment of an additional \$5,000, which is already included in the budget, be postponed pending further information from the Society with respect to statistics on case load/intakes experienced over the past five years relative to the funding being requested.

CARRIED
(Councillor Kirby against the motion)

YES BC – Bowker Creek Pennant Printing Workshop

Councillor Green indicated a conflict of interest in that the applicant representative is a former colleague and personal friend, and left the meeting at 10:17 p.m. while the grant request was being considered.

MOVED by Councillor Ney

Seconded by Councillor Copley, That it be recommended to Council that a grant in the amount of \$500 be provided to YES BC for use towards the Bowker Creek Pennant Printing Workshop.

CARRIED
(Councillors Herbert and Murdoch against the motion)

Councillor Green returned to the meeting at 10:21 p.m.

The following decisions were made with respect to the referrals to the Committee:

<u>Description</u>	<u>Amount Requested</u>	<u>Decision</u>
1. Community Association of Oak Bay – Project Grant Request and Per Capita Grant Request	\$11,500	\$1,000
2. Maritime Museum Society of BC	\$5,000	See discussion
3. YES BC – Bowker Creek Pennant Printing Workshop	\$1,000	\$500
4. Volunteer Victoria Society	\$2,943	\$2,943
5. Vancouver Island Film & Media Commission	\$3,000	\$3,000
6. Community Social Planning Council	\$3,963	\$2,000
7. St. John Ambulance	\$1,000	\$600
8. NEED2 Suicide Prevention Education & Support	\$4,604	\$2,500
9. North Henderson Residents Association	\$500	\$500
10. DeMezey Memorial Abbeyfield Legacy Society	\$2,500	See discussion
11. Friends of Uplands Park	\$1,000	\$1,000
12. Greater Victoria Bike to Work Society	\$3,000	\$2,000
13. Oak Bay Heritage Commission	\$31,236	\$31,236
14. City of Victoria – Canada Day Celebration	\$1,500	\$1,500
15. Oak Bay Volunteer Services Society	\$26,000	\$20,000 See discussion
16. Greater Victoria Development Agency	\$10,000	--
17. Costs for Quarterly Public Meetings with Council	\$800	\$800

OPERATING BUDGET CONTINUED:

Discussion returned to various items in the operating budget that the Committee had put aside previously for further review.

It was agreed that the budgeted \$12,000 for a business continuity plan be reduced by \$6,000 and that the remaining \$6,000 be reserved and used for the creation of a plan in 2013.

Various other adjustments were made to the budget as shown in the summary below.

Transportation Infrastructure Reserve Fund

A member of the Committee proposed that a transportation infrastructure reserve fund be started for 2012, noting that Council had recently identified a need for an infrastructure renewal policy to be developed, which will be worked on by staff over the coming months. The view was expressed that it might be premature to set the funds aside in this taxation year before an actual policy was drafted and adopted, however, support overall was noted.

MOVED by Councillor Murdoch

Seconded by Councillor Herbert, That the budget be increased by an amount equivalent to .5% on the gross tax levy to be set aside for future transportation infrastructure renewal.

CARRIED

SUMMARY OF ADJUSTMENTS:

<u>Description</u>	<u>Increase to Taxes</u>	<u>Decrease to Taxes</u>
Heritage Commission	\$9,831	
Transfer to Capital Works Reserve (underground wiring)	\$10,000	
Child and Youth Committee		\$400
Active Transportation Committee	\$200	
Environmental Advisory Committee	\$200	
Emergency Program Contracts		\$6,000
Volunteer Victoria		\$59
Community Social Planning Council		\$2,002
St. John Ambulance	\$18	
NEED2 Suicide Prevention Education & Support		\$2,090
Greater Victoria Bike to Work Society	\$500	
Public Meetings	\$800	
YES BC – Bowker Creek Pennant Printing Workshop	\$500	
Expired Building Deposits		\$15,000
Police Department Legal Fees		\$15,000
Land Sale Reserve Revenue		\$5,000
Heritage Reserve Revenue		\$5,000
Transfer to Reserve for Infrastructure Renewal	\$83,400	
Sub-Total	\$105,449	\$50,551
Net Impact on Levy	\$54,898	
Pre-Meeting General and Debt Levy	\$17,372,089	
Revised General and Debt Levy	\$17,426,987	
% Change from Prior Year Levy	4.49%	

Taking into account all the budget adjustments made over the course of the Estimates Committee meetings, for the average residential dwelling, the municipal portion of the gross property tax bill, including the solid waste charge, shows an increase of 3.44% over the 2011 amount.

ADJOURNMENT:

The meeting adjourned at 10:50 p.m.

Certified Correct

Municipal Clerk

Chair