

**MINUTES OF THE SPECIAL COMMITTEE OF THE WHOLE MEETING
2007 Capital Budget Overview
HELD TUESDAY, JANUARY 16, 2007**

Committee Present: Councillor Coleman, in the Chair; and Councillors Fortin, Holland, Hughes, Madoff, Thornton-Joe, and Young.

Staff Present: M. McCliggott – Director of Finance; and L. O’Keeffe – Financial Analyst, Budget; C. Havelka – Recording Secretary.

Staff Present for a Portion of the Meeting: D. Day – Director, Planning & Development; R. Woodland – Corporate Administrator; J. Jenkyns – Acting General Manager, Conference Centre; D. Angrove – Fire Chief; D. Atkinson – Director, Parks, Recreation & Community Development; J. Daly – Manager, Research, Planning & Design; D. Oxendale – Manager, Finance & I.T., Conference Centre; G. Slater – Support Services, Acting Manager; P. O’Reilly – Director, Engineering; E. Robertson – Manager, Support Services; P. Sparanese – Deputy Director, Engineering; S. Clarke – Manager, Recreation Programs & Services; K. Neilson – Emergency Program; M. Leskiw – Manager, Parks.

1. CALL TO ORDER

The Chair called the meeting to order at 9:03 a.m.

2. OPERATING BUDGET OVERVIEW - 2007

The Director of Finance presented an overview of the 2007 Budget with the focus of this session finalizing the 2007 operating budget and reviewing and defining supplementary requests. Directors from Engineering, Planning & Development, Parks, Recreation & Community Development, Fire Department & Corporate and Regulatory Services presented their budgets and supplementary requests.

Councillor Chandler joined the meeting at 9:15 a.m.

The 2007 Supplementary Budget Requests were reviewed and the following determinations were made with consideration made for the forthcoming Police budget:

Fire Department:

- the anticipated amalgamation of fire and police dispatch which would have helped off-set costs was not realized.
- there is discussion with B.C. Ambulance of a similar sharing of dispatch facilities which would have a cost benefit.

Supplementary request:

- Firefighters – hire two in 2007 and two in 2008 – approved.**
- Deputy Director – postponed until In Camera discussion on January 23, 2007.**

Corporate and Regulatory Services

- a lot of the costs of administering new Secondary Suite policy will be off-set by revenue.
- Secondary Suite workshop is on January 25, 2007 and monitoring/administering this program will likely commence later in the year.

Supplementary request:

- 2 Bylaw Enforcement Officers and Auxiliary Clerk – taken out.**
- Process Re-engineering Project – keep in but further reporting requested.**
- Consultant or In-House Labour- Historical Records Preparation – taken out.**

Engineering

- concerns with regards to the cleanliness of sidewalks requires street cleaners using motorized equipment early in the day.

Supplementary request:

- one street cleaning position approved.**

Planning & Development

- can look at the structure of the Advisory Committees to fully utilize existing administrative support

Supplementary request:

- Auxiliary Secretary support – taken out.**
- consultants are needed to provide impartial insights into the workings of staff, to streamline the development building process.

Supplementary requests:

- Consultant, Heritage Registry – subject to availability of grant.**
- Consultant, Application Process Re-engineering – approved but further reporting requested.**

Parks, Recreation & Community Development

- when new developments require new landscaping, need to take into account the costs required by parks to maintain these areas.

Supplementary Requests:

- Railyards (Phase 2 & 3) – Parks Maintenance – approved.**
- Deputy Director – postponed until In Camera discussion on January 23, 2007.**

Additional Grants

- Economic Development Agency grant – taken out – to be funded from reserve.**
- Victoria Heritage Foundation – approved.**

The Director of Finance advised that if the Police Department's budget is kept at the forecasted level, the property tax increase will be at 5.32%. There are some unknowns that may help mitigate this increase.

3. CAPITAL BUDGET REVIEW – 2007

Committee reviewed the Capital Budget and made the following motion:

Action: Councillor Young moved that Council approve the preliminary 2007 Capital Budget, subject to annual review.

CARRIED 07/035

4. ADJOURNMENT

Action: Councillor Hughes moved that the Special Committee of the Whole meeting of January 16, 2007 be adjourned at 11:55 a.m.

Councillor Coleman, Chair