



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

MINUTES
SPECIAL MEETING [BUDGET]
OF MUNICIPAL COUNCIL
WEDNESDAY, MARCH 23, 2011

5:45 P.M.
COUNCIL CHAMBERS

PRESENT:

Mayor Barbara Desjardins
Councillor Meagan Brame
Councillor Randall Garrison
Councillor Alison Gaul
Councillor Lynda Hundleby
Councillor Bruce McIldoon
Councillor Don Linge

STAFF:

Laurie Hurst, Chief Administrative Officer
David Ward, Fire Chief
Barbara Snyder, Director of Development Services
Jeff Miller, Director of Engineering & Public Works
Scott Hartman, Director of Parks & Recreation Services
Karen Blakely, Director of Financial Services
Mary Turner, Deputy Director of Financial Services
Marlene Lagoa, Sustainability Coordinator [Recording Secretary]

1. **CALL TO ORDER**

Mayor Desjardins reconvened the March 22, 2011 recessed Special Meeting of Council at 5:45 pm.

2. **2011 BUDGET – OPTIONS**

Capital Requests

Deputy Director of Financial Services provided an overview of the 2011 Budget capital requests. Capital requests total \$4.9 million dollars and remains the same for all budget scenarios. Capital requests funding sources include reserve funds, grant monies, Casino Funds, Community Works Fund, donations, and only \$35,000 from tax revenue.

Discussion followed on the 2010 – 2015 Reserve Fund Balances. Staff explained the funding of reserve funds, what reserve fund monies can be used towards, and how spending from the reserve funds is approved. Staff noted that the interest earned on monies in the reserve funds are transferred back to the same fund.

Chief Administrative Officer stated that a report will be coming back to Council on the Park Land Acquisition Reserve Fund.

General Government:

Director of Engineering & Public Works presented the General Government capital requests and responded to Council's questions.

- Mayor would like to see public consultation take place before demolition of the two residential homes within the Esquimalt Village Plan (EVP).
- Remediation of EVP site covers the cost of developing a remediation work plan for the site and not for the remediation itself. The actual remediation will not occur until the site is being developed.

Information Technology:

Director of Financial Services presented the Information Technology capital requests and responded to Council's questions. Staff noted that deferring the audiovisual equipment would not impact the operation of the Emergency Operations Centre in Council Chambers.

Protective Services:

Fire Chief presented the Protective Services capital requests and responded to Council's questions.

- Municipal Hall, Public Works Yard Building, and Public Safety Building each have a generator for emergencies but they can not be shared with other facilities.
- Lighting upgrade in the Public Safety building is for the apparatus bay and not the police area.

- Public Safety Building has a capacity for 57 individuals of which there are 7 on duty firefighters at all times.

Transportation Services/Public Works Yard/Roads and Streets/Bus Shelters/Sidewalks/Storm Sewers/Street Cleaning/Traffic Signals/:

Director of Engineering & Public Works presented the Engineering & Public Works capital requests and responded to Council's questions.

- Machinery and equipment that were budgeted in 2010 but not purchased last year appear again on the 2011 capital requests.
- Staff is looking for green vehicles when they go out to purchase.
- Easement is a one time expense for the municipality to purchase the legal right to access the storm sewer for maintenance on Lampson Street.
- A report will be coming back to Council on the Sidewalk Master Plan.
- Members of Council commented on the visual value of banners and noted that the Centennial Celebration Committee was also ordering banners.
- Deferred traffic controller would be for the intersection of Esquimalt Road and Head Street.

Recreation Centre/Sports Centre/Parks:

Director of Parks & Recreation Services presented the Parks and Recreation Services capital requests and responded to Council's questions:

- Installation of solar panels for domestic hot water at the Recreation Centre is still going forward and is part of the Recreation Centre's enhancements and upgrades project which received early approval.
- There were no 2011 capital requests made from the Sustainability Reserve Fund. The Sustainability Reserve Fund can only be used to fund sustainability initiatives.
- Deferred waste/recycle collection stations at the Sports Centre would be phased in over several years.
- Deferred battery powered zamboni still raises concerns with staff regarding longevity and payback.
- Staff is investigating the opportunity to gather community sponsors to help fund the deferred Seniors Fitness Equipment.
- Director of Engineering & Public Works spoke to the decommissioning of the Dellwood seawall. The capital request calls for the elimination of a public access point from the Dellwood cul-de-sac. Staff responded to Council member's questions regarding riparian restoration, notification and consultation of local residents, and municipal liability.
- Additional capital request - \$10,000 from the Capital Projects Reserve Funds for establishing another community garden bringing the total recommended capital requests up to \$4,928,349 and lowering the projected ending balance of the Capital Reserve Funds to \$476,277.

- Council members enquired about a final report on community gardens, a street light between Drake Ave and Rockcrest Heights, and fencing for dogs at Captain Jacobsen Park.
- Deferred Esquimalt Gorge Park Master Plan will be managed by staff.

RECESS Council took a short recess at 7:34 p.m.

RECONVENE Council reconvened the meeting at 7:42 p.m.

Capital Requests (Continued)

MOTION: That Council approve of \$4,928,349 in 2011 capital requests as presented by staff. **MOVED/SECONDED.** Councillor Garrison/Councillor Brame. **CARRIED UNANIMOUSLY.**

Supplemental Requests (Continued from March 22, 2011)

Discussion followed on specific supplemental requests that were flagged by Council members on March 22, 2011.

Council Remuneration per Special Committee Report:

Special Committee Report will be coming back to the April 4, 2011 Regular Meeting of Council for a decision. Chief Administrative Officer recommended that the 2011 Council Remuneration budget request be left in the budget as is.

New Staff Positions:

Discussion followed on the supplemental requests for new positions or increasing hours of existing part-time positions. Staff categorized the positions as not being recommended under any tax scenario, being recommended under all tax scenarios, and only being recommended at a 4.43% tax scenario. The Chief Administrative Officer had received a business case for the positions that are recommended under all tax scenarios.

If both the part-time Administrative Assistant (Administration) and part-time Recording Secretary (Police Advisory Board) are approved, the roles will be combined to form one full-time position at an annual core cost of \$60,000.

MOTION: That Council approve an increase in the Archivist's position by four hours a week; the new position of part-time Administrative Assistant for Fire Services; and the new Administrative Assistant for Administration, and that these be the only positions approved as part of the 2011 supplemental budget. **MOVED/SECONDED.** Councillor Gaul/Councillor Garrison. **CARRIED UNANIMOUSLY.**

Bike Lane Study on Lampson Street:

Discussion followed on the merits of the bike lane study for Lampson Street and progress on the Admirals Road bike lane study. Council

members noted that resources should be put towards Admirals Road bike lanes and to defer the Lampson Street bike lane study to sometime in the future.

MOTION: That Council approve a bike lane study on Lampson Street as part of the 2011 supplemental budget. **MOVED/SECONDED.** Councillor Garrison /Councillor Gaul. **DEFEATED** (Councillor Garrison in favour; Mayor Desjardins, Councillors Gaul, Brame, McIldoon, Hundleby and Linge opposed).

Roadway Surfaces & Sidewalks:

Discussion followed on increasing the core budget for asphalt and concrete to the 2009 level. Council members noted the importance of maintaining roadway and sidewalk infrastructure which includes lowering longer term maintenance costs and that well maintained roads attract cyclists.

MOTION: That Council approve the 2011 supplemental requests to increase the core budget for asphalt and concrete back to 2009 levels. **MOVED/SECONDED.** Councillor Linge/Councillor Hundleby.

MOTION: To *amend* the motion by removing the words 'the 2011 supplemental requests to increase the core budget for asphalt and concrete back to 2009 levels' and adding 'the inclusion of the asphalt and concrete supplemental requests as a two step plan, with only \$17,000 for asphalt and \$6,500 for concrete in the 2011 budget, and the full requested amounts of \$34,000 for asphalt and \$13,000 for concrete be included in future core budgets'. Councillor Garrison/Councillor Gaul. **CARRIED** (Mayor Desjardins, Councillors Garrison, Gaul, Brame, McIldoon and Linge in favour; Councillor Hundleby opposed).

A vote was taken on the main motion as amended, with the final wording being as follows:

MOTION: That Council approve the inclusion of the asphalt and concrete supplemental requests as a two step plan, with only \$17,000 for asphalt and \$6,500 for concrete in the 2011 budget, and the full requested amounts of \$34,000 for asphalt and \$13,000 for concrete be included in future core budgets.

CARRIED (Mayor Desjardins, Councillors Garrison, Gaul, Brame, McIldoon and Linge in favour; Councillor Hundleby opposed).

Discussion followed on the allocation of asphalt capital funds to road maintenance. Staff noted that capital expenditure was only intended for new projects but with Council's direction could be put towards road maintenance as well.

MOTION: That Council provide direction to the Director of Engineering & Public Works to allocate asphalt capital expenditure to either road overlay or roadway repair at the Director's discretion. **MOVED/SECONDED.** Councillor Linge/Councillor Gaul. **CARRIED UNANIMOUSLY.**

Centennial Celebrations Committee:

Discussion followed on the Centennial Celebrations Committees supplemental request. The committee's budget request totaling \$113,711 is offset by generating \$34,600 in revenue. Chief Administrative Officer noted that revenue goes back to operating and can not be used to increase the committee's expenditures. Council members noted that a clearer presentation of the committee's budget request would have been helpful.

The key points in favour of the budget request included:

- 2011 budget request goes towards establishing the ground work for future projects and revenue generation.
- Concern that reducing the budget would limit the committee's ability to function.
- Committee would not frivolously be spending money and have been putting in a lot of work.

The main concerns with the budget request included:

- Committee was already carrying forward \$54,957 from 2010.
- Lack of clarity on the overlap of projects in the 2011 supplemental request and a grant application presented to Council at the March 21, 2011 Regular Meeting of Council.
- The request of \$5,000 for miscellaneous items which were not identified.
- The scholarship budget was to be referred to the Local Grant Committee.

MOTION: That Council approve the Centennial Celebration Committee's 2011 supplemental budget request, less \$500 for scholarship which is to be referred to the Local Grants Committee, and less \$50,000. **MOVED/SECONDED.** Councillor Hundleby/Councillor Brame. **CARRIED** (Councillors Hundleby, Brame, Garrison and Gaul in favour; Mayor Desjardins, Councillors Linge and McIlldoon opposed).

Tax Scenarios:

Chief Administrative Officer noted that if there were no other items Council wished to examine individually, a decision to approve a 4.43% or 3.79% budget scenario could be made.

MOTION: That Council approve the 3.79% tax increase scenario for the 2011 budget, plus the addition of the \$17,000 for asphalt and \$6,500 for concrete supplemental requests. Councillor McIlldoon/Councillor Hundleby. **CARRIED** (Councillors Hundleby, Brame, Garrison, Gaul, Linge and McIlldoon in favour; Mayor Desjardins opposed).

3. **PUBLIC INPUT**

Mayor Desjardins called for public input.

Emmy Labonte of Dunsmuir Road thanked staff and Council for their work in preparing and presenting the budget.

4. **ADJOURNMENT**

MOTION: That the Special Meeting of Council be adjourned at 9:22 p.m. MOVED/SECONDED. Councillor Brame/Councillor Hundleby. **CARRIED UNANIMOUSLY.**

MAYOR OF THE CORPORATION OF THE
TOWNSHIP OF ESQUIMALT
THIS 4TH DAY OF APRIL, 2011

CERTIFIED CORRECT:

LAURIE HURST
DEPUTY CORPORATE ADMINISTRATOR