



# **CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

**MINUTES  
SPECIAL MEETING  
OF MUNICIPAL COUNCIL  
MARCH 18 and 19, 2013**

**5:45 P.M.  
COUNCIL CHAMBER, MUNICIPAL HALL**

**PRESENT:**

Mayor Barbara Desjardins  
Councillor Meagan Brame  
Councillor Dave Hodgins  
Councillor Lynda Hundleby  
Councillor Robert McKie  
Councillor Tim Morrison  
Councillor David Schinbein

**STAFF:**

Laurie Hurst, Chief Administrative Officer  
Jeff Miller, Director of Engineering and Public Works  
Bill Brown, Director of Development Services  
Scott Hartman, Director of Parks & Recreation Services  
Ian Irvine, Director of Financial Services & IT  
David Ward, Fire Chief  
Anja Nurvo, Manager of Corporate Services/Recording Secretary

**1. CALL TO ORDER**

Mayor Desjardins called the Special Meeting of Council to order at 5:45 pm on Monday, March 18<sup>th</sup>, 2013.

**2. LATE ITEMS**

There were no late items.

**3. APPROVAL OF THE AGENDA**

**MOTION:** Moved by Councillor Brame/Councillor McKie:  
That the Agenda be approved as circulated.

**CARRIED UNANIMOUSLY.**

**4. MOTION TO GO *IN CAMERA***

**MOTION:** Moved by Councillor Schinbein/Councillor Hundleby:  
That Council convene *In Camera* pursuant to Section 90 of the *Community Charter* to discuss:

- Labour relations or other employee relations;
- The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

in accordance with Section 90 (1) (c) and (i) of the *Community Charter*, and that the general public be excluded.

**CARRIED UNANIMOUSLY.**

**5. RECESS SPECIAL MEETING OF COUNCIL TO GO *IN CAMERA***

The Special Meeting of Council recessed at 5:46 pm on March 18, 2013.

**6. RECONVENE SPECIAL MEETING OF COUNCIL AT 6:15 P.M.**

The Special Meeting of Council reconvened at 6:18 pm on March 18, 2013 with all members of Council present.

**7. 2013 BUDGET – POLICY REVIEWS**

- (1) Revenue, Tax, Budget and Financial Sustainability Policies and Objectives, Schedule A, Bylaw 2789, 2012

The Director of Financial Services gave a PowerPoint presentation on the Financial Plan objectives and policies for 2012. He reviewed permissive tax exemptions, Capital projects, Reserves and Debt Management, proposed options for revisions to Council policies, and answered questions from Council.

**Council Comments** (*Staff comments in italics*):

- Regarding potential options re: Permissive Tax Exemptions, look at what Saanich has done; *Any changes to Permissive Tax*

*Exemptions won't take effect until 2014;*

- Should review organizations receiving tax exemptions as some may be “double dipping” by also receiving a Local Grant; *Need to provide adequate notice regarding any changes;*
- Don't agree with phasing out exemptions at this time; *Will be rolling tax exemptions into the Economic Development Strategy;*
- Include minimum balances for Capital Asset Reserves in the Budget document;
- Overruns to also be shown in the Budget document, with certain criteria proposed.

### **RECESS SPECIAL (BUDGET) MEETING OF COUNCIL**

**MOTION:** Moved by Councillor Morrison/Councillor McKie:

That the Special (Budget) Meeting of Council be recessed at 6:57 pm on Monday, March 18, 2013.

**CARRIED UNANIMOUSLY.**

### **RECONVENE SPECIAL (BUDGET) MEETING OF COUNCIL**

The Special (Budget) Meeting of Council reconvened at 5:47 pm on Tuesday, March 19, 2013 with all members of Council present.

**8.**

### **CONSIDERATION OF 2013 – 2017 SUPPLEMENTAL OPERATING AND CAPITAL REQUESTS AND FUNDING**

The CAO advised that the next step would be to review the Supplemental Requests in the 2013 Budget by individual line item and answer questions from Council. She noted that staff has put forward recommendations at 4.5%, 3.48% and 2.49% tax increase scenarios.

Staff presented an overview of Budget scenarios and reviewed Supplementary requests by department, and answered questions from Council. Several items were flagged for follow up review.

**MOTION:** Moved by Councillor McKie/Councillor Brame:

That Councillor Hodgins' motion regarding Federation of Canadian Municipalities Board Appointment be laid on the table and considered by Council:

*WHEREAS the Township of Esquimalt's Mayor and Council has established a very positive and productive record of involvement with the Federation of Canadian Municipalities (FCM);*

*AND WHEREAS the Township of Esquimalt and its residents significantly benefit from the work of the FCM as it works to petitioning the Federal Government on behalf of municipalities for programs such as infrastructure enhancement opportunities through gas tax funding, Payment in Lieu of Taxes regulations, social and economic development advice and incentives as well as research, information and recommendations related to the ever increasing costs of policing;*

*AND WHEREAS having a Township of Esquimalt Council representative appointed to serve on behalf of this municipality via the FCM BC Caucus/Board including Steering Committees as assigned by FCM will ensure that there is the opportunity to directly influence FCM's recommended federal policies, programs and initiatives that are in the interest of and of benefit to Esquimalt and its residents;*

*THEREFORE BE IT RESOLVED that Council approves that Councillor Hodgins seek election at the upcoming FCM Annual General Meeting for the position of FCM BC Caucus/Board Member;*

*AND BE IT FURTHER RESOLVED that Council approves that Councillor Hodgins continue as an appointed member of FCM's Steering Committees should he not be elected to the BC Caucus/Board at the FCM's Annual General Meeting;*

*AND BE IT FURTHER RESOLVED that Councillor Hodgins be reimbursed by the Township for any and all expenses directly related to his attendance at official FCM business sessions, in accordance with the approved budget.*

**CARRIED UNANIMOUSLY.**

#### **RECESS AND RECONVENE**

The Special (Budget) Meeting recessed at 7:28 pm and reconvened at 7:35 pm.

The Director of Financial Services pointed out with respect to the Capital Requests for the 2013 Budget that the Capital projects carried forward to 2013 will also be reviewed by Council for approval.

**MOTION:** Moved by Councillor Schinbein/Councillor Hundleby:

That Council direct staff to investigate additional signs for street names in both directions and report back to Council.

**CARRIED UNANIMOUSLY.**

**MOTION:** Moved by Councillor Brame/Councillor Hodgins:

That Council direct staff to come back with 2013 Budget Capital Requests with recommendations discussed regarding minimum \$1 millions in Reserves and a review by Council prior to carry overs of Capital projects as new (financial) policy directives.

**CARRIED UNANIMOUSLY.**

Council conducted a further review of flagged items in the Supplementary Requests, and provided direction to staff.

**MOTION:** Moved by Councillor Morrison/Councillor Hodgins:

That Council direct staff to come back with Supplemental and Capital Requests for 2013 Budget that allows a tax increase of 1.5%, 2.0% and 2.5% options for Council's review.

**CARRIED UNANIMOUSLY.**

**MOTION:** Moved by Councillor Schinbein/Councillor McKie:

That Council direct staff to schedule a Special (Budget) Meeting at 5:45 pm on Monday, March 25, 2013.

**CARRIED** (Councillor Hundleby opposed).

**9. PUBLIC INPUT**

*Carole Witter, resident*, requested that Council consider the benefits of creating local redevelopment plans for Esquimalt, which would help to speed up the process of development and determine what development was appropriate in certain areas.

Mayor Desjardins commented that the Township of Esquimalt will be reviewing their Official Community Plan soon.

**10. ADJOURNMENT**

**MOTION:** Moved by Councillor Brame/Councillor Hundleby:  
That the Special (Budget) Meeting of Council be adjourned at 9:30 pm.

**CARRIED UNANIMOUSLY.**

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MAYOR OF THE CORPORATION OF THE  
TOWNSHIP OF ESQUIMALT  
THIS 25<sup>th</sup> DAY OF MARCH, 2013

CERTIFIED CORRECT:

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ANJA NURVO, CORPORATE OFFICER