

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 15, 2009.

PRESENT: Mayor C. M. Causton (Chairman)  
Councillor H. Braithwaite  
Councillor A. R. Cassidy  
Councillor P. Copley  
Councillor J. D. Herbert  
Councillor N. B. Jensen  
Councillor T. Ney

STAFF: Municipal Administrator, W. E. Cochrane  
Municipal Clerk, L. Hilton  
Municipal Treasurer, P. Walker  
Director of Engineering Services, D. Marshall  
Superintendent of Public Works, P. Barnett

Mayor Causton called the meeting to order at 5:30 p.m.

#### OPERATING BUDGET:

##### *Volunteer Archivist*

It was noted that Council, through the Heritage Committee, had been presented with a proposal to establish a paid Archivist position for when the current Volunteer Archivist stepped down from her role.

Responding to questions, the Municipal Administrator reminded Council that no direction had been given to proceed with establishing a paid position, and unless directed otherwise, staff would advertise for a volunteer if a vacancy arose, as would be the usual practice.

##### *Heritage Committee*

Attention was drawn to the decreased budget for the Heritage Committee, as requested by the Chairman, in comparison to the 2008 budget.

It was the view of the Committee that both the supplies and sundry budget for the Heritage Committee should be increased by \$1,000 each.

##### *Community Initiatives Committee*

In anticipation of local 2010 Olympic torch relay events, it was agreed to increase the budget for the Community Initiatives Committee from \$2,500 to \$10,000.

##### *Oak Bay Child and Youth Committee*

Councillor Braithwaite drew attention to the YES (Young Exceptional Star) awards of the Child and Youth Committee, which is an award program to recognize the accomplishments of youth from grades 6-9 in the Oak Bay area, noting that she hoped a budget could be established to help cover the costs of the program.

There was consensus to add to the budget \$1,500 for the Child and Youth Committee.

*Police Tea Party Expense*

It was noted that the budget for policing the Tea Party was significantly more than last year's actual costs, and inasmuch as the Police Department would have its own auxiliary police constables working the Tea Party, there was consensus to decrease the budget by \$2,500 to be in line with the 2008 expense.

REFERRALS TO ESTIMATES COMMITTEE:

*Tourism Victoria*

Members of the Committee acknowledged Oak Bay's reduced level of involvement with Tourism Victoria since its representative on the Board was eliminated, and it was agreed that the grant amount be reduced to \$3,375.00.

*Municipal Website*

There was discussion regarding the municipal website, and while there was no appetite amongst the Committee for the complete replacement of the site, it was the view of the Committee that some improvements could be made with respect to ease of navigation and appearance. In this regard, staff was directed to approach the individual who had constructed the Centennial Committee and Heritage Committee websites to analyze the site and provide a proposal for suggested modifications.

There was agreement to include \$10,000 in the budget from the consulting reserve for future modifications to the website that may be proposed.

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

	<b>Description</b>	<b>Amount Referred</b>	<b>Decision</b>
1.	Oak Bay Restorative Justice Society Executive Director position - Request for additional grant	\$10,000	\$3,000
2.	Victoria Sketch Club - One time grant for Centennial Catalogue for exhibition of historically significant artwork of former members of the Club	\$3,000	\$2,000
3.	Oak Bay Volunteer Services Society	\$30,000	\$24,000
4.	Greater Victoria Development Agency	\$10,000	Not approved
5.	Oak Bay Heritage Foundation - Grant to off-set rental of Windsor Pavilion for Home and Garden Tour Tea	\$618	Not approved
6.	CRD pesticide use reduction education grant	\$1,500	\$1,500
7.	Tourism Victoria	\$6,750	\$3,375
8.	Greater Victoria Film Commission	\$4,000	\$3,000
9.	Maritime Museum of British Columbia Society -- request for additional grant	\$1,000	Not approved
10.	5th Garry Oak Scout Group - Scout Hall Roof	\$5,000	\$5,000

	Replacement		
11.	Oak Bay Figure Skating Club	\$1,292	Not approved
12.	Spirit of BC - Olympic Torch Relay	\$20,000	\$5,000
13.	Oak Bay Municipal Website	\$43,200	\$10,000
14.	Social Service Agencies:		
	• The Community Social Planning Council	\$4,011	\$4,011
	• Volunteer Victoria	\$2,685	\$2,685
	• Crisis Intervention (NEED)	\$5,165	\$5,165
	• St. John Ambulance	\$1,074	\$554
15.	BCSPCA Wild Arc	\$2,000	Not approved
16.	Information Technology Support Position (annual cost)	\$81,000	Not approved
17.	Royal Canadian Legion	\$250	\$250
18.	Oak Bay Lawn Bowling Club - Anderson House Roof Replacement	\$8,700	Not approved
19.	City of Victoria Canada Day Celebration	\$1,500	\$1,000

MOVED by Councillor Braithwaite

Seconded by Councillor Herbert, That the Summary of Grants included in the 2009 Estimates Budget be approved, subject to the amendments reflected in the decisions made with respect to referrals to Estimates Committee, and subject to an increase in the budget for one-time grant requests to \$2,000.

CARRIED

SUMMARY OF ADJUSTMENTS:

<u>Description</u>	<u>Increase to Taxes</u>	<u>Decrease to Taxes</u>
Heritage Supplies	\$1,000	
Heritage Sundry	\$1,000	
Community Initiatives Committee	\$7,500	
Tourism Victoria		\$3,375
Child and Youth Committee	\$1,500	
Police Tea Party Expense		\$2,500
Oak Bay Restorative Justice - Executive Director	\$3,000	
Victoria Sketch Club	\$2,000	
Greater Victoria Film Commission		\$1,000
5th Garry Oak Scouts	\$5,000	
Spirit of BC - Olympic Torch Relay	\$5,000	
Website Review and Modifications	\$10,000	
Consulting Reserve		\$10,000
Social Service Agency Grants - St. John Ambulance	\$146	\$303
One time grants	\$1,000	
Topp and Thompson		\$4,920
Juniper Hill		\$10,300
Building Permits		\$20,000

**Sub-Total** **\$37,146** **\$52,398**

Net Impact on Levy	\$(15,252)
Pre-Meeting General and Debt Levy	\$15,486,876
Revised General and Debt Levy	\$15,471,624
% Change from Prior Year Levy	4.17%

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 3.46% over the 2008 amount.

ADJOURNMENT:

The meeting adjourned at 8:45 p.m.

Certified Correct

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Municipal Clerk

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Chairman