

MINUTES OF THE SPECIAL COMMITTEE OF THE WHOLE MEETING
HELD IN THE COUNCIL CHAMBERS
SAANICH MUNICIPAL HALL, 770 VERNON AVENUE
TUESDAY, JUNE 21, 2005 AT 7:30 P.M.

Present: **Chair:** Mayor Leonard
Council: Councillors Brownoff, Derman, Gillespie, Ngai (8:15 p.m.), Pickup and Wade
Staff: Tim Wood, Administrator; Paul Murray, Director of Finance; Colin Doyle, Director of Engineering; Carrie MacPhee, Municipal Clerk; Silvia Expòsito, Planner 1; and Cathy Weston, Senior Committee Clerk.

FIN120
2004 Audit report/
financial statements

2004 AUDIT FINDINGS REPORT AND 2004 AUDITED FINANCIAL STATEMENTS

Presentation by KPMG and report of the Director of Finance dated June 10, 2005 recommending Council receive the 2004 Audit Findings Report and accept the 2004 Audited Financial Statements.

Mr. L. Ross, KPMG, stated:

- The auditors were pleased with the financial statements of the Corporation.
- As part of the process, current systems and internal controls were reviewed.
- A few suggestions were made to better maximize the use of JD Edwards and implementation of a system that can be integrated directly with the financial reporting system and operational audits planned for the future.

In response to questions from Council, the Director of Finance stated:

- The new debt for the capital improvements at Cedar Hill Golf Course was incurred in 2005 and will be reflected in next year's financial statements.

Mayor Leonard stated:

- The municipality's debt management plan is working well and the debt per capita is low.
- Our reserves are more than double in relationship to the debt.
- Our financial management allows the municipality to take on considerable additional capital, thanks in part to the low interest rates.

MOTION: **MOVED by Councillor Brownoff and Seconded by Councillor Derman: "That it be recommended that Council receive the 2004 Audit Findings Report and accept the 2004 Audited Financial Statements."**

CARRIED

ADM75
2005 Annual Report

2005 ANNUAL REPORT

Presentation by the Administrator and recommendation that Council endorse the 2005 Annual Report.

The Administrator stated:

- The Annual Progress Report has five main components and meets Council's requirements under Section 98 of the *Community Charter*.

- The report was circulated to the community associations and advisory committees and staff met with a number of advisory committees and SCAN.
- Saanich is one year ahead of the *Community Charter* requirements in reporting out on measures and progress.
- The strategic plan is now connected with financial planning and the initiative deadlines and responsibilities create accountability.
- 81 initiatives were identified in 2004; at year end 53 were completed, 16 were in progress and 12 were rescheduled.
- More work is needed regarding the milestone measures versus outcome measures, cascading the strategic plan with the community/employees and staff capacity to complete initiatives and deliver regular services.
- Embedding strategic planning in the corporate culture is a long-term process.

Councillor Derman stated:

- More emphasis is needed on promoting heritage in the Healthy Community and cultural tourism in the Vibrant Economy sections.

Councillor Pickup stated:

- She supports Councillor Derman's comments regarding the lack of reference to arts, cultural and heritage activities.
- There is no reference to the proposed arts centre at Cedar Hill, the Municipal Hall Enhancement Project, public arts projects, the roles of the CRD in supporting professional arts, the Community Arts Council and the Community Arts Advisory Committee.
- She suggested benchmarks be included on the number of Saanich residents attending arts events.
- Under Healthy Community, she expressed concern about the plan to promote arts and cultural programming and facilities by encouraging private and commercial participation.
- The issue of promoting commercialism in recreation centres should be further considered.
- Under Sustainable Environment, the Bowker Creek initiative and Patrick Lucey's integrated management plan for the Colquitz River system should have been mentioned.

Councillor Brownoff stated:

- More information is needed in the sidebars on the previous year so people can easily see the progress from year to year; i.e. the statistics in the Healthy Community section, and the waste generated per single family dwelling in the Sustainable Environment section.
- It would be helpful if the initiatives completed were identified.
- In the Transportation section, it would be helpful to know how many of the 70 traffic signals have been converted to LED's.

MOTION:

**MOVED by Councillor Wade and Seconded by Councillor Gillespie:
"That it be recommended that Council endorse the 2005 Annual Report."**

CARRIEDPLD55

Tillicum-Burnside
Streetscape Action
Plan

TILLICUM-BURNSIDE STREETScape ACTION PLAN

Report of the Director of Planning dated May 13, 2005 recommending Council endorse the Tillicum-Burnside Streetscape Action Plan and include a new policy in sections 7, 9 and 10 of the Tillicum Local Area Plan stating: "Ensure future development and redevelopment conforms with the Tillicum-Burnside Streetscape Action Plan."

Ms. S. Expòsito, Planner 1, stated:

- The development of this plan started in 2001 to address land use and streetscape issues on the Tillicum Road and Burnside Road corridors.
- The focus was to create a vibrant mixed use network of urban villages.
- Urban villages are a mixture of land uses including retail, commercial, residential and recreational amenities in a pedestrian friendly environment.
- Many open houses were held throughout the process.
- Planning, engineering and parks staff worked together with an advisory committee composed of area residents and property owners.
- The Municipality partnered with SmartGrowth BC to develop a Design Charette to provide guidance to the development of the streetscape concepts proposed.
- This plan represents a long-term vision for the area.

In response to questions from Council, the Director of Engineering stated:

- There is \$500,000 in the Capital Budget to implement the first phase of the work for Tillicum Major Centre (identified on Maps 2 and 3).
- Two concepts for Harriet Road between Gorge and Burnside received a favorable response following open houses. The challenge is that this is a roadway shared with the City of Victoria and discussions are continuing. There is currently nothing identified in the Capital Budget for improvements to Harriet Road.
- The proposed work identified in Map 1 is for the portion of Tillicum Road fronting Tillicum Mall; there is no money in the Capital Budget for this work presently.
- The work identified in Maps 2 and 3 (Burnside Road fronting Tillicum Mall to Albina Street) is included in the 2005 Capital Budget.
- An application for Provincial CIPP funding has been submitted for this phase of the cycling infrastructure improvements.
- The detailed design for Maps 2 and 3 includes street furniture; there are a few outstanding issues such as banners and bus stops/shelters that have yet to be worked out.

Mr. P. Gerrard, President, Gorge Tillicum Community Association, stated:

- Tillicum and Burnside Roads are important transportation corridors carrying 25,000 vehicles per day.
- Important elements being introduced are the pedestrian, cycling and transit environments.

- The plan includes enhanced landscaping, banners, hanging baskets, bike lanes and street furniture.
- The Regional Growth Strategy identifies Tillicum as a major centre.
- It is important the area be developed based on SmartGrowth principles that encourage complete communities and sustainability.
- The team that has worked on this for the past 4 years should be congratulated.
- The community is anxious for the work to commence.

Mayor Leonard thanked Mr. Gerrard and the community association for all their effort over the years.

 Councillor Ngai entered the meeting at 8:15 p.m.

Mr. R. Wickson, 2836 Inez Drive, stated:

- The Planner’s report should state that it was the community association, not the municipality, that engaged SmartGrowth BC to coordinate an urban design charrette.
- The Bicycle Advisory Committee has now endorsed the plan.
- The priority in the plan was to make the area a “people place” by enhancing the pedestrian environment, landscaping and cycling facilities.
- This was a very worthwhile process for the neighbourhood and association to be involved in.

Mr. K. Whitcroft, 1044 Inverness Road, stated:

- He is pleased to see there is a long term plan for the area.
- He suggested the buildings along Tillicum Road should be set back further.
- The plan proposes no change for the standard curb and gutters.
- There is no mention of alternative transportation routes in the Plan.

MOTION:

**MOVED by Councillor Wade and Seconded by Councillor Gillespie:
 “That:**

- 1. It be recommended that Council endorse the Tillicum-Burnside Streetscape Action Plan; and**
- 2. A Public Hearing be called to amend Section 9 (Mobility), Section 7 (Housing) and Section 10 (Commercial) of the Tillicum Local Area Plan to include a new policy stating: ‘Ensure future development and redevelopment conforms with the Tillicum-Burnside Streetscape Action Plan’.”**

Councillor Derman thanked the Gorge Tillicum Association for their hard work. It proves the benefit of having a vibrant community association.

Councillor Pickup stated:

- The community association has shown incredible leadership and she thanked them for their hard work.

- In Section 1.4 – Development Principles, the word “affordable” should be added to the bullet on increasing housing opportunities for singles, families and seniors.
- Harriet Road needs upgrading as well; it is a major road which connects two other major roads being Gorge and Burnside.

The Motion was then Put and CARRIED

Adjournment

On a motion from Councillor Derman, the meeting adjourned at 8:25 p.m.

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CHAIR

I hereby certify these Minutes are accurate.

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MUNICIPAL CLERK

MINUTES OF THE SPECIAL COUNCIL MEETING
HELD IN THE COUNCIL CHAMBERS
SAANICH MUNICIPAL HALL, 770 VERNON AVENUE
TUESDAY, JUNE 21, 2005 AT 8:26 P.M.

Present: **Chair:** Mayor Leonard
Council: Councillors Brownoff, Derman, Gillespie, Ngai, Pickup and Wade
Staff: Tim Wood, Administrator; Paul Murray, Director of Finance; Colin Doyle, Director of Engineering; Carrie MacPhee, Municipal Clerk; Silvia Expòsito, Planner 1; and Cathy Weston, Senior Committee Clerk.

RECOMMENDATIONS

From the Special Committee of the Whole Meeting held June 21, 2005.

No. 235
PLD55
Tillicum-Burnside
Streetscape Action
Plan

TILlicum-BURNSIDE STREETScape ACTION PLAN
MOVED by Councillor Derman and Seconded by Councillor Gillespie:
“That Council endorse the Tillicum-Burnside Streetscape Action Plan.”

CARRIED

No. 236
FIN120
2004 audit report

2004 AUDIT FINDINGS REPORT AND 2004 AUDITED FINANCIAL STATEMENTS
MOVED by Councillor Pickup and Seconded by Councillor Derman:
“That Council receive the 2004 Audit Findings Report and accept the 2004 Audited Financial Statements.”

CARRIED

No. 237
ADM75
2005 annual report

2005 ANNUAL REPORT
MOVED by Councillor Pickup and Seconded by Councillor Derman:
“That Council endorse the 2005 Annual Report.”

CARRIED

Adjournment

On a motion from Councillor Wade, the meeting adjourned at 8:30 p.m.

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MAYOR

I hereby certify these Minutes are accurate.

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MUNICIPAL CLERK