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**TOWN OF SIDNEY**  
**MINUTES OF COMMITTEE OF THE WHOLE MEETING**  
**Monday, February 3, 2020**  
**Council Chambers**

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**PRESENT:** Chair: Councillor S. Duncan  
Mayor C. McNeil-Smith & Councillors: B. Fallot, S. Garnett, T. O'Keeffe, C. Rintoul and P. Wainwright

**Staff:** R. Humble, Chief Administrative Officer  
A. Hicik, Director of Corporate Services  
J. Clary, Director of Engineering  
A. Verhagen, Senior Manager of Current Planning  
C. Newcomb, Senior Manager of Long Range Planning  
M. Harman, Deputy Fire Chief  
B. Robinson, Manager of Public Works & Parks  
B. DeMaere, Manager of Engineering  
T. Restell, Manager of Finance  
S. Nelson, Corporate Officer

**1. CALL TO ORDER**

The Chair called the meeting to order at 6:00 p.m.

**2. TERRITORIAL ACKNOWLEDGEMENT**

The Chair respectfully acknowledged that this evening's meeting is being held on the traditional territory of the WSÁNEĆ people.

**3. APPROVAL OF AGENDA**

*Moved by Councillor T. O'Keeffe, seconded by Councillor B. Fallot, that the agenda be approved as presented.*

**MOTION CARRIED UNANIMOUSLY**

**4. APPROVAL OF MINUTES**

*Moved by Councillor S. Garnett, seconded by Mayor C. McNeil-Smith, that Minutes of the Regular Committee of the Whole Meeting of January 20, 2020, be approved as presented.*

**MOTION CARRIED UNANIMOUSLY**

**5. PRESENTATIONS**

**6. ADMINISTRATION & FINANCE**

**2020-2024 Financial Plan – Preliminary Discussions**

**a. Special Public Participation Period**

- 1. D. Calveley, 9655 First Street** - stated is pleased with the increased emphasis on public participation; that the proposed undertaking of a public satisfaction survey is good, but that it should be tied in with other opportunities, such as the OCP Review; and suggested that the Town consider obtaining public feedback using social media, such as Place Speak.

Public Participation Period closed at 6:04 p.m.

**b. Requests for Funding**

**i. Shaw Centre for the Salish Sea**

Janine Morris, President and Treasurer, noted the critical position of the Centre last year and thanked the Town for its continued support and approval to increase funding to the Centre for a two-year term (2019 - \$125,000 and 2020 - \$205,000).

Pauline Finn, Executive Director, advised of the progress that has been made over the past 6 months:

1. Infrastructure - all critical issues identified in the Engineering Condition Assessment Report have been addressed and a new full-time Technician is on staff to ensure ongoing infrastructure investment.
2. Financial performance - meeting financial performance and reserve targets, achieving positive financial results with attendance and revenue generation, and Centre is investing in a professional and internationally accredited team.
3. Marketing and communications - expansion of print communications, increased promotion through local business channels and new campaign is increasing membership.
4. Contributions to community - economic impact of 70,000 visitors = \$6 - \$9 million, new experiences for children and youth, new portable community touch tank and partnering with many other local organizations.

Ms. Morris noted the Centre has a strong Board of Directors and more competent staff that is better equipped to continue to move Sidney's #1 attraction forward in a positive direction. She noted that the Centre is not able to move forward without secured funding over the next five years, and requested Council to consider increasing funding to \$205,000/year to 2025 inclusive.

Committee members were impressed with the Centre's accomplishments over the past 6 months, most specifically with respect to the improvements to the capital infrastructure, and had questions regarding future infrastructure investment, connections with post-secondary institutions, outreach programs, additional funding sources, tourism and number of target visitors, risk assessment, etc.

**ii. Sidney Museum and Archives**

Peter Garnham, Executive Director, was pleased to advise that over the past two years the Sidney Museum has been experiencing positive growth in all areas of its operations. He highlighted on the new exhibits and activities during 2019 and their success in obtaining other sources of funding, noting the Museum does not charge for admission. He advised the Museum currently employs two full-time staff and has a team of 45 regular volunteers, both contributing to over 6,400 volunteer hours each year.

Alyssa Gerwing, Assistant Director, advised of some of their upcoming projects - creation of an online database with public searching capabilities, upgrading the collection storeroom to meet safety codes and professional standards, and digitization of the Peninsula News Review issues from 1912 to 2002.

Mr. Garnham requested Council to consider an additional \$40,000 of funding to the Museum (\$20,000 of which to be shared with the District of North Saanich) in order to hire Assistant Archivist/Educational Programmer, which would support the considerable increase in activities and for succession planning.

Committee members were pleased to see the increased level of activities, quality of exhibits and new funding sources, and had questions regarding capital improvements, additional programming and exhibits, future revenue projections, etc.

**c. Preliminary Discussions & Additional Budget Notes**

Andrew Hicik, Director of Corporate Services, advised that the current proposed 2020 Budget includes a general tax increase of 2.98% (i.e. approximately \$45/year for average residential property and \$173/year for average commercial property). He suggested that Council, should they wish to look at reducing the tax increase, to review the supplemental items (\$153,442) and the tax funded projects (\$317,588).

A lengthy discussion took place, along with several questions, relating to the tax funded projects.

*Moved by Councillor P. Wainwright, seconded by Councillor C. Rintoul, that the Committee recommend to Council that the Water and Sewer Operating and Capital Budgets for 2020 be approved as presented.*

**MOTION CARRIED UNANIMOUSLY**

*Moved by Councillor C. Rintoul, seconded by Councillor S. Garnett, that the Committee recommend to Council:*

- 1. That the staff report dated January 27, 2020, providing additional budget notes for the 2020-2024 Financial Plan, be received for information; and*
- 2. That \$25,000 be added to the draft Operating Budget, funded from the Boat Launch Trust.*

**MOTION CARRIED UNANIMOUSLY**

**d. Special Public Participation Period**

- 1. D. Calveley, 9655 First Street** - stated the following: 1. Sidney Museum - very well structured, established financials, successful in obtaining additional funding, etc. and suggested the Town consider providing more funding to ensure succession planning and avoid volunteer burnout; 2. Shaw Centre - fantastic job with the turnaround, however numbers are thin and \$205,000 is a lot of money; and suggested only one year of additional funding - no long term commitments; 3. Economic Development Fund - questioned the benefits of SIPP; and 4. Public Participation - suggested further opportunities for public to provide feedback on where money should be spent (through open houses, town hall meetings, etc.).
- 2. D. Gelin, 2545 Oakville Avenue** - stated was impressed with the Museum's quality of exhibits and additional funding sources, and with the Shaw Centre's accomplishments over the past 6 months, however encouraged Council to avoid any long term, high cost commitments as there are larger funding decisions to be determined (such as climate change initiatives); and suggested more opportunities be provided for the public to specifically comment on the budget.

Public Participation Period closed at 9:27 p.m.

- 7. PARKS & INFRASTRUCTURE**
- 8. PROTECTIVE SERVICES**
- 9. DEVELOPMENT & PLANNING**
- 10. OTHER BUSINESS**
- 11. NEW BUSINESS**
- 12. MOTION TO GO "IN-CAMERA" (closed meeting) - Not required.**
- 13. ADJOURNMENT**

*Moved by Mayor C. McNeil-Smith, seconded by Councillor S. Garnett, that the meeting be adjourned at 9:27 p.m.*

**MOTION CARRIED UNANIMOUSLY**