

DISTRICT OF UCLUELET
MINUTES OF THE SPECIAL COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Tuesday, February 13, 2018 at 1:00 PM

Present: **Chair:** Mayor St. Jacques
 Council: Councillors McEwen, Oliwa, and Noel
 Staff: Mark Boysen, Chief Administrative Officer
 Carolyn Bidwell, Chief Financial Officer
 Barb Millar, Recording Secretary

Regrets: Councillor Mole

1. CALL TO ORDER

1.1 Mayor St. Jacques called the meeting to order at 1:00 p.m.

2. ADDITIONS TO AGENDA

2.1 There were no additions to the agenda.

3. PUBLIC INPUT, DELEGATIONS & PETITIONS

3.1 There were no members of the public who wished to speak.

4. REPORTS

4.1 CFO Report on District Operating Budgets

CFO Carolyn Bidwell presented an overview of the District's operating budget to Council.

Council provided staff with the following comments and questions.

Revenues:

- What are the differences between property values taxes and parcel taxes?

Surplus Funds Objective:

- When will this be decided?
- Mayor St. Jacques commented that a combination of conservative revenues and controlled Expenditures should produce a modest annual operating surplus.
- Staff explained this is done throughout the budget process and it is recommended not to carry more than 10% in surplus and that anything in addition be allocated to reserves.

Tax Allocation to Classes:

- What were the multipliers of 2017?
- What are the classes?

Permissive Tax Exemptions Objective:

- Is Council obligated to give permissive tax exemptions?
- How do schools pay taxes?
- What is the biggest permissive tax exemption?

Development Cost Charge Objectives:

- When will a DCC review be done and by whom?
- CAO noted DCC review was a priority project.

Operating Revenues:

- Why are the Transfers down?
- Did Council specifically discuss a rate change for water?
- Staff answered that Gas Tax and Small Community Grants are included.
- Why is there a decrease in Fees for Service?
- Why are revenues from property taxes down in 2018?
- What are the other taxing authority's rates for 2018 and have they gone up?
- Identify all Payments in Lieu of Taxes (PILT) properties.
- Western Diversification Fund project in 2019.

Operating Expenses:

- What is an Administrative expense?
- Why have expenses gone up \$1.4 million?
- Clarification needed on Revenue and Expenses for the Harbour and what the District pays.
- How many Bylaw Ambassador positions?
- What will the surplus for 2017 be in Protective Services?
- What is COLA (CPI) in percentage for 2017?
- What are the changes in salaries for the following positions – CAO, CFO, Planner, Deputy Municipal Clerk, Bylaw Officer?

Grants in Aid

- Keep the budget for Grants in Aid capped at \$20,000.

5. OTHER BUSINESS**5.1 PRESENTATION - Municipal Assets Insurance**

Joel Norris-Jones, Account Executive, AON Risk Solutions

Joel Norris-Jones from AON Risk Solutions addressed Council's questions regarding municipal asset insurance.

Highlights of Mr. Norris-Jones presentation included:

- Deductible for Earthquake insurance is 10% of value of asset.
- Deductible for fire and flood is \$5,000.
- Municipality may decrease premiums by: increasing the deductibles for all assets; phasing in assets; and reviewing which of the new assets listed to insure that are not brick and mortar.
- Opportunity to increase AON coverage to include a broader scope (i.e. AON does not currently insure docks).
- AON to create a plan that works in the best interest of the District.
- AON will do valuations based on the relationship established between AON and the District.
- Roads and infrastructure are not covered.
- Coverage does include volunteers.

Council directed the following questions to staff:

- Who insures the building inspector for third party liability?
- How type of assets do other municipalities cover?
- Requested that Mr. Norris-Jones send the Mayor a District claim report.

6. NEW BUSINESS

6.1 Mayor St. Jacques

- Mayor St. Jacques requested more discussion on payroll.

6.2 Councillor Noel

- Councillor Noel expressed concerns that with a reduction in the number of PW/Parks staff whether the District will be able to maintain the current level of service. Can the level of service from this department be provided 7 days a week?

6.3 Councillor Oliwa

- Councillor Oliwa noted his concerns with public washrooms, cleaning of garbage on streets, and dealing with off leash dogs.

7. QUESTION PERIOD

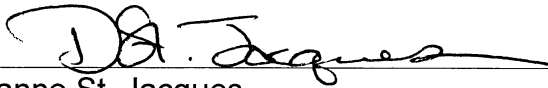
7.1

There were no member of the public who wished to speak.

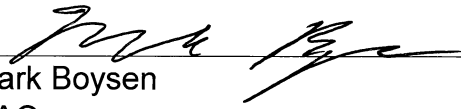
8. ADJOURNMENT

8.1 Mayor St. Jacques adjourned the regular meeting at 9:22 p.m.

CERTIFIED CORRECT: Minutes of the Special Council Meeting held on Tuesday, February 13, 2018 at 1:00 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Drive, Ucluelet 500 Matterson Road, Ucluelet, BC.



Dianne St. Jacques
Mayor



Mark Boysen
CAO