### DISTRICT OF SAANICH MINUTES OF THE SPECIAL COUNCIL MEETING HELD AT THE SAANICH MUNICIPAL HALL, 770 VERNON AVENUE <u>TUESDAY, JUNE 13, 2017 AT 6:00 P.M.</u>

Present:

Mayor Atwell

Chair:

- Council: Councillors Brice, Brownoff, Haynes, Murdock, Plant, Sanders and Wergeland
- Staff: Paul Thorkelsson, Chief Administrative Officer; Valla Tinney, Director of Finance (7:00 p.m.); Paul Arslan, Senior Manager Financial Services (7:00 p.m.); Troy Ziegler, Manager of Accounting Services (7:00 p.m.); and Donna Dupas, Legislative Manager

Mayor Atwell called the Special Council meeting to order at 6:02 p.m. in Committee Room No. 2.

In Camera Motion MOVED by Councillor Sanders and Seconded by Councillor Brownoff: "That pursuant to Sections 90 (1) (a), (c), (i), and (k) of the *Community Charter*, the following meeting be closed to the public as the subject matters being considered relate to personal information about an identifiable individual who holds or is being considered for a position with the District; labour relations or other employee relations; the receipt of advice that is subject to solicitor-client privilege; and negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages; and Section 90 (2)(b) as follows: the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both and a third party."

# CARRIED

Adjournment On a motion from Councillor Haynes, the meeting adjourned to In Camera at 6:05 p.m.

The regular open Special Council meeting reconvened in Council Chambers at 7:03 p.m.

Statements are a part of the Annual Report which will also be delayed due

# PUBLIC INPUT ON COUNCIL AGENDA ITEMS

to the late filing.

Public Input on Council Agenda Items <u>5550-20</u> Audit Findings	<ul> <li>A. Beck, James Heights</li> <li><u>2016 Audited Findings Report and Financial Statements:</u> <ul> <li>It is difficult for the public to comment on the financial statements because they were not made available to the public in a timely manner; Saanich could do a better job of public engagement around the financial plan in terms of giving the public adequate time to review and comment on the documents.</li> </ul></li></ul>
	<ul> <li>There is concern that the Audited Financial Statements were not submitted to the Province before the deadline of May 15<sup>th</sup>; the Audited Financial</li> </ul>

#### **RESOLUTIONS FOR ADOPTION**

1410-04 Report - Finance

# 2016 AUDIT FINDINGS REPORT AND FINANCIAL STATEMENTS

Report of the Director of Finance dated June 6, 2017 recommending that Council receive the 2016 Audit Findings Report for information and that Council accept the 2016 Audited Financial Statements.

The Chief Administrative Officer stated:

 Council was advised that the Audited Financial Statements would not be prepared by the May 15<sup>th</sup> deadline; a letter was also sent to the Office of the Inspector of Municipalities to advise.

R. Decksheimer, KPMG LLP, presented the 2016 Audit Findings Report to Council and highlighted the key issues for the municipality. He confirmed that it is common that municipalities are not able to meet the deadline.

In response to questions from Council, Mr. Decksheimer stated:

- The error on page 9 the balance amount for "useful lives of tangible capital assets" would be corrected and the report re-issued.
- He acknowledged that the bar graphs in the report could be made clearer.

MOVED by Councillor Brownoff and Seconded by Councillor Brice: "That Council receive the 2016 Audit Findings Report for information and accept the 2016 Audited Financial Statements."

CARRIED

#### 2016 FINANCIAL INFORMATION ACT SUBMISSION 1410-04 Report – Finance Report of the Director of Finance dated June 6, 2017 recommending that Council approve the 2016 Statement of Financial Information. xref: 5550-20 Financial The Director of Finance presented the 2016 Statement of Financial Information Information Act (SOFI) required under the Financial Information Act which includes individual Submission figures for employees with total compensation over \$75,000 for the year, payments to vendors for goods and services greater than \$25,000 and schedules of grants and debt. MOVED by Councillor Plant and Seconded by Councillor Haynes: "That Council approve the 2016 Statement of Financial Information." In response to questions from Council, the Senior Manager stated an example of equipment extending beyond its useful life of two years is orthophotos. The Motion was then Put and CARRIED

In Camera Motion MOVED by Councillor Brownoff and Seconded by Councillor Wergeland: "That the Special Council meeting be adjourned and Council reconvene In Camera in Committee Room No. 2 in accordance with Sections 90 (1) (a), (c), (i), and (k); and Section 90 (2)(b) of the Community Charter."

CARRIED

xref: 5550-20 Audit Findings Report & Audited

Financial

Statements

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Adjournment On a motion from Councillor Brownoff, the meeting adjourned at 7:29 p.m.

MAYOR

I hereby certify these Minutes are accurate.

MUNICIPAL CLERK