



## Minutes

Village of Tahsis

---

<b>Meeting</b>	<b>Committee of the Whole</b>
<b>Date</b>	<b>Monday, January 12, 2018</b>
<b>Time</b>	<b>10:30 AM</b>
<b>Place</b>	<b>Municipal Hall - Council Chambers</b>

---

**Present** Deputy Mayor Randy Taylor  
Councillor Brenda Overton  
Councillor Kathy Bellanger  
Councillor Louis Van Solkema

**Regrets** Mayor Jude Schooner

**Staff** Mark Tatchell, Chief Administrative Officer  
Deb Bodnar, Director of Finance

**Public** No members of the public

### Call to Order

Deputy Mayor Taylor called the meeting to order at 10:30 a.m. and acknowledged and respected that we are upon Mowachaht/Muchalaht Territory.

### Approval of the Agenda

**Overton: COW 17/18**

**THAT** the Agenda for the January 12, 2018 Committee of the Whole meeting be adopted as presented.

**CARRIED**

Staff presented to the draft 2018 operating budget for Council's consideration. Staff noted that this essentially a status quo budget which includes a \$16,000 increase in property tax revenue over 2017. The proposed operating budget is \$1,747,497 which will be balanced against grants, tax revenues and user fees. Staff advised that the capital plan and out years of the operating budget would be presented at the Feb 2nd Budget Committee of the Whole meeting. Minor adjustments to program area budgets were noted. Council thanked staff for the presentation.

**Overton: COW 18/18**

**THAT the 2018 financial plan presentation to Council be received.**

**CARRIED**

**Adjournment**

**Overton: COW 19/17**

**THAT the meeting be adjourned at 12:08 pm**

**CARRIED**

Certified correct this  
6 Day of February 2018



Corporate Officer

**Village of Tahsis**  
**Financial Plan for 2018 - 2022**  
**DRAFT for February 2, 2018 Committee of the Whole**

Schedule "A"

	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
<b><u>Operational Revenues</u></b>					
<b>Taxation</b>					
Property Taxes	\$ 690,053	\$ 714,445	\$ 739,324	\$ 764,701	\$ 790,586
Grants in lieu of taxes	31,181	31,805	32,441	33,090	33,752
<b>Fees</b>					
User fees and charges	79,350	80,937	82,556	84,207	85,891
Water	125,000	127,500	130,050	132,651	135,304
Sewer	110,000	112,200	114,444	116,733	119,068
Environmental Health	152,000	155,040	158,141	161,304	164,530
<b>Other sources</b>					
Interest and penalties on taxes	-	-	-	-	-
Grants/other governments	529,576	529,576	529,576	529,576	529,576
Investment income	36,500	37,230	37,975	38,735	39,510
Amortization offset	243,277	257,304	277,222	277,273	288,816
Prior Years' Surplus	147,096	-	-	-	-
	<u>\$ 2,144,033</u>	<u>\$ 2,046,037</u>	<u>\$ 2,101,729</u>	<u>\$ 2,138,270</u>	<u>\$ 2,187,033</u>
<b><u>Operational Expenditures</u></b>					
General Government	\$ 577,912	\$ 589,470	\$ 601,259	\$ 613,284	\$ 625,550
Protective services	216,436	220,765	225,180	229,684	234,278
Environmental Health	21,652	22,085	22,527	22,978	23,438
Transportation services	323,587	330,059	336,660	343,393	350,261
Recreation, Cultural and Developmental services	292,773	298,628	304,601	310,693	316,907
Water services	115,316	117,622	119,974	122,373	124,820
Sewer services	117,199	119,543	121,934	124,373	126,860
Amortization	243,277	257,304	277,222	277,273	288,816
Transfers to other funds	88,785	90,561	92,372	94,219	96,103
2016 Operating Deficit	147,096	-	-	-	-
	<u>\$ 2,144,033</u>	<u>\$ 2,046,037</u>	<u>\$ 2,101,729</u>	<u>\$ 2,138,270</u>	<u>\$ 2,187,033</u>

**Village of Tahsis**  
**2018 - 2022 Financial Plan - Capital Program Summary**  
**DRAFT for February 2, 2018 Committee of the Whole**

**Summary by Funding Source by Year**

<b>Row Labels</b>	<b>Sum of 2018</b>	<b>Sum of 2019</b>	<b>Sum of 2020</b>	<b>Sum of 2021</b>	<b>Sum of 2022</b>	<b>Sum of Total</b>
Capital grants	\$ 1,467,000	\$ 1,191,000	\$ 1,677,500	\$ -	\$ -	\$ 4,335,500
Capital Works & Fire Hall Reserve Funds	-	-	-	-	-	-
Capital Works Reserve	287,000	82,340	67,687	18,041	468,402	923,470
Economic Reserve Fund	-	5,000	-	-	-	5,000
General Reserve Fund	-	3,000	3,150	3,308	23,473	32,931
Recreation Centre Reserve Fund	105,000	-	-	-	-	105,000
<b>Grand Total</b>	<b>\$ 1,859,000</b>	<b>\$ 1,281,340</b>	<b>\$ 1,748,337</b>	<b>\$ 21,349</b>	<b>\$ 491,875</b>	<b>\$ 5,401,901</b>

**Summary by Capital Expenditure by Year**

<b>Row Labels</b>	<b>Sum of 2018</b>	<b>Sum of 2019</b>	<b>Sum of 2020</b>	<b>Sum of 2021</b>	<b>Sum of 2022</b>	<b>Sum of Total</b>
Buildings	\$ 595,000	\$ 25,000	\$ 50,000	\$ -	\$ 450,000	\$ 1,120,000
Drinking Water	396,000	-	-	-	-	396,000
Equipment	125,000	40,000	-	-	-	165,000
Information Technology	-	8,000	3,150	3,308	23,473	37,931
Roads	526,000	1,141,000	1,677,500	-	-	3,344,500
Sanitary Sewer	217,000	67,340	17,687	18,041	18,402	338,470
<b>Grand Total</b>	<b>\$ 1,859,000</b>	<b>\$ 1,281,340</b>	<b>\$ 1,748,337</b>	<b>\$ 21,349</b>	<b>\$ 491,875</b>	<b>\$ 5,401,901</b>

**Village of Tahsis**  
**2018 - 2022 Financial Plan - Capital Plan**  
**DRAFT for February 2, 2018 Committee of the Whole**

Category	Funding Source	Project	Description	2018	2019	2020	2021	2022	Total
Roads	Capital grants	South Maquinna Road Upgrade	Subject to receiving 100% funding as per SPF grant application	526,000	-	-	-	-	526,000
Roads	Capital grants	Rugged Mountain Road Upgrade	Subject to receiving 100% funding as per SPF grant application	-	1,141,000	-	-	-	1,141,000
Roads	Capital grants	Alpine View Road Upgrade	Subject to receiving 100% funding as per SPF grant application	-	-	1,677,500	-	-	1,677,500
Drinking Water	Capital grants	Water Meters	Install 32 meters; \$88,000 est. recovery	106,000	-	-	-	-	106,000
Drinking Water	Capital grants	Water Main Repairs	\$232,800 est. recovery	280,000	-	-	-	-	280,000
Drinking Water	Capital Works Reserve	South Pumpstation Repairs		10,000	-	-	-	-	10,000
Drinking Water	Capital Works Reserve	Water Main Re-direction		-	TBD	-	-	-	-
Sanitary Sewer	Capital grants	Treatment Plant Condition Assessment & Improvement	2018 - recover est. \$153,000; 2019 reconfiguration of sewer mains	200,000	50,000	-	-	-	250,000
Sanitary Sewer	Capital Works Reserve	Lift Station Pump Replacement Plan	Pumps currently exceed expected 10 year life; plan to replace 2 per year \$8,000 plus \$500 install each; applied 2% after 2018	17,000	17,340	17,687	18,041	18,402	88,470
Buildings	Capital grants	Tahsis Recreation Centre - Exterior Wall Replacement	Exterior Wall Replacement; subject to receiving 100% funding as per SPF grant application	355,000	-	-	-	-	355,000
Buildings	Recreation Centre Reserve Fund	Tahsis Recreation Centre - Pool Resurfacing & Repairs	Pool leak resurfacing \$75,000 and repairs \$30,000	105,000	-	-	-	-	105,000
Buildings	Capital Works Reserve	LED Light Upgrade	LED light purchase and install	85,000	-	-	-	-	85,000
Buildings	Capital Works Reserve	Village Office Foyer		50,000	-	-	-	-	50,000
Buildings	Capital Works Reserve	Airline Finger and Dock		-	20,000	-	-	-	20,000
Buildings	Capital Works Reserve	North Reservoir and Intake Building	Replace tin roof	-	5,000	-	-	-	5,000
Buildings	Capital Works Reserve	Condition Assessment		-	-	50,000	-	-	50,000
Buildings	Capital Works Reserve	Municipal Dock	Fire damage repair	-	-	-	-	450,000	450,000
Equipment	Capital Works Reserve	Purchase Utility Truck	With blade, sander, box, etc	90,000	-	-	-	-	90,000
Equipment	Capital Works Reserve	Purchase Quad	With sweeper, blade	35,000	-	-	-	-	35,000
Equipment	Capital Works Reserve	Replace Pickup	Public Works	-	40,000	-	-	-	40,000
Equipment	Capital Works & Fire Hall Reserve Funds	Purchase VHF Radios	Replace radios for Fire (10), Public Works (3) and Office (1)	TBD	-	-	-	-	-
Equipment	Capital grants	Tsunami Siren	Upgrade / additional siren	-	TBD	-	-	-	-
Information Technology	Economic Reserve Fund	Public WIFI Spaces and Hotspots	Create WIFI hotspots	-	5,000	-	-	-	5,000
Information Technology	General Reserve Fund	Desktop Replacement/Addition Plan	Applied 5% each year after 2019	-	3,000	3,150	3,308	3,473	12,931
Information Technology	General Reserve Fund	Server Replacement/Upgrade Plan	Placeholder	-	-	-	-	20,000	20,000
				1,859,000	1,281,340	1,748,337	21,349	491,875	5,401,901