



Minutes

Village of Tahsis

Meeting	Committee of the Whole
Date	Friday, February 2, 2018
Time	10:30 AM
Place	Municipal Hall - Council Chambers

Present

Mayor Jude Schooner
Councillor Brenda Overton
Councillor Kathy Bellanger
Councillor Louis VanSolkema
Councillor Randy Taylor

Staff

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

Public

One member of the public

Call to Order

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

Late Items

WFP harvesting and road building plans within the municipal boundary and watersheds in relation to the Vancouver Island Land Use Plan and related issues

Approval of the Agenda

Overton: COW 20/18

THAT the Agenda for the February 2, 2018 Committee of the Whole meeting be adopted as amended.

CARRIED

New Business

1 **Draft 2018-2022 Financial Plan overview and presentation to Council**

Staff presented an updated draft 2018-2022 operating budget for Council's consideration reflecting Council direction from the January 12, 2018 Budget Committee of the Whole meeting. The operating budget presented included the out years of the 5 year plan premised on a 2% annual inflationary increase. A \$5,000 net change (increase) from the draft budget presented at the January 12th budget meeting was noted by staff. The 2018 operating budget is \$2,144,033 which is balanced against tax and other revenue, grants and contributions. Minor revisions were discussed and will be incorporated into the draft to be presented at the public meeting on March 1. The 5 year capital plan was described by staff. The total 5 year plan is costed out at \$5,473,446. Staff provided Council with information on the revenue sources for the plan. Council reviewed all of the proposed capital projects and agreed to proceed with all of the projects. Staff will refine the cost estimates for some of the capital projects.

Overton: COW 21/18

THAT the draft 2018-2022 Financial Plan update presentation to Council be received.

CARRIED

**Business
Arising**

1 WFP harvesting and road building plans within the municipal boundary and watersheds in relation to the Vancouver Island Land Use Plan and related issues

Staff briefed Council on information received from MFLNRO-RD regarding the Vancouver Island Land Use Plan and WFP's mid-Island Forestry Stewardship Plan which applies to TFL 19. Staff also shared legal advice regarding Crown authority within municipalities with respect to resource extraction. Council directed staff to schedule a closed Committee of the Whole meeting in late February in order to fully consider legal advice on options and authorities.

Adjournment

Overton: COW 22 /18

CARRIED

THAT the meeting be adjourned at 1:00 pm

Certified correct this
20th Day of February 2018

A handwritten signature in black ink, consisting of a large, stylized initial 'A' followed by a horizontal line and a small flourish.

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>
Operational Revenues					
Taxation					
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
Fees					
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
Other sources					
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>
Operational Expenditures					
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

Row Labels	Sum of 2018	Sum of 2019	Sum of 2020	Sum of 2021	Sum of 2022	Sum of Total
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
Grand Total	\$ 1,859,000	\$ 1,281,340	\$ 1,748,337	\$ 21,349	\$ 491,875	\$ 5,401,901

Summary by Capital Expenditure by Year

Row Labels	Sum of 2018	Sum of 2019	Sum of 2020	Sum of 2021	Sum of 2022	Sum of Total
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
Grand Total	\$ 1,859,000	\$ 1,281,340	\$ 1,748,337	\$ 21,349	\$ 491,875	\$ 5,401,901

**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