



Minutes

Village of Tahsis

Meeting	Committee of the Whole
Date	Thursday March 1, 2018
Time	7:00 PM
Place	Municipal Hall - Council Chambers

Present Acting Mayor Randy Taylor
Councillor Brenda Overton
Councillor Kathy Bellanger

Regrets Councillor Louis Van Solkema

Staff Mark Tatchell, Chief Administrative Officer
Deb Bodnar, Director of Finance
Janet StDenis, Finance & Corporate Services Manager

Public 4 members of the public

Call to Order

Acting Mayor Taylor called the meeting to order at 7:02 p.m. and acknowledged and respected that we are upon Mowachaht/Muchalaht Territory.

Approval of the Agenda

Overton: COW 27/18

THAT the Agenda for the March 1, 2018 Committee of the Whole meeting be adopted as presented.

CARRIED

**New
Business**

1 2018-2022 Financial Plan and Capital Plan - Public Presentation

Mark Tatchell thanked the public for attending and took the opportunity to explain the Community Charter requirements to have a public participation process in developing the financial plan. He reviewed Council's strategic priorities and budget considerations that were taken into account.

The operating revenue and expenditure budget for 2018 was presented. The proposed property tax increase was presented noting a net change over 2017 of 0.26 percent. Presentation of the 2018-2022 Capital plan followed highlighting the capital projects. After the presentation members of the public questioned various aspects of the financial plan to which Staff and Council responded.

Overton: COW 28/18

THAT the 2018-2022 Financial Plan and Capital Plan be received.

CARRIED

Adjournment

Overton: COW 29/18

CARRIED

THAT the meeting adjourn at 7:38 p.m.

Certified correct this
20th Day of March 2018



Corporate Officer



Budget Presentation

2018-2022

Village of Tahsis



Community Charter Requirements

- ▶ 5 year financial plan (budget) adopted annually by bylaw before tax rate bylaw is adopted
- ▶ Financial plan must include:
 - Proposed expenditures
 - Proposed funding sources
 - Proposed transfers between funds and accounts
- ▶ Budget must be balanced (expenditures must not exceed revenues and transfers)
- ▶ Specific requirements regarding budget details
- ▶ Public consultation on the budget before it is adopted

3



Council's Priorities

- ▶ Head Bay Forest Service Road
- ▶ Tourism and Economic Development
- ▶ Emergency Preparedness
- ▶ Asset Management
- ▶ Village Liveability, Appeal and Environmental Sustainability
- ▶ Policies and Bylaws
- ▶ Community Mental Health

Budget Considerations

- ▶ Ensure adequate funding for services and infrastructure
- ▶ Continue to access diversified sources of revenue
- ▶ Manage expenditures by –
 - Containing costs
 - Review 2017 actual expenditures for efficiencies
- ▶ Provide for contingencies
 - Manage business risks
 - Operate prudently
- ▶ Maintain Reserves



Revenue Sources

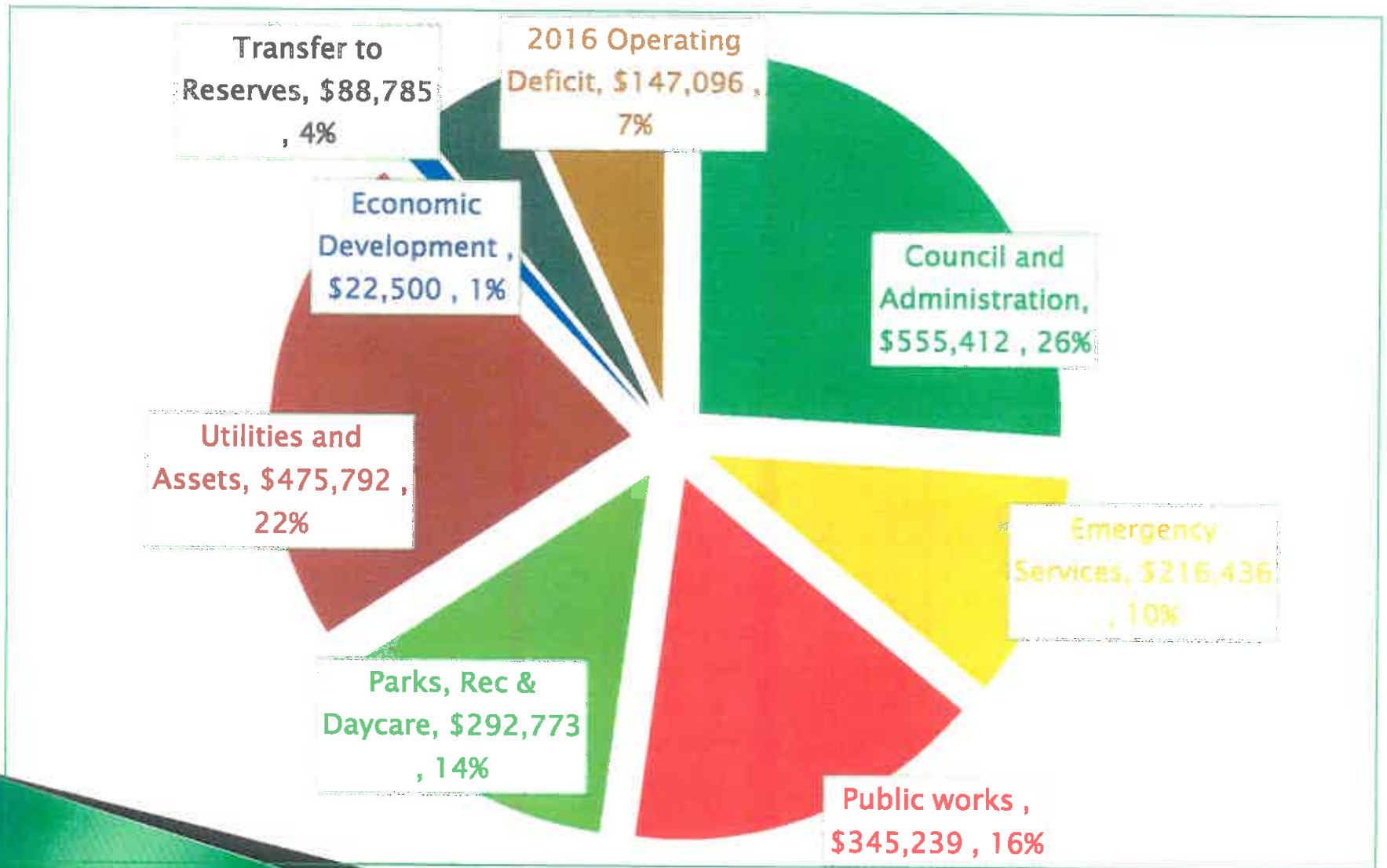
- ▶ Property Tax
- ▶ Utility user fees (water, sewer)
- ▶ Other user fees (rezoning applications, parking passes)
- ▶ Permits and licences (building permits)
- ▶ Grants from the provincial and federal government (e.g., gas tax funding)
- ▶ Reserve funds



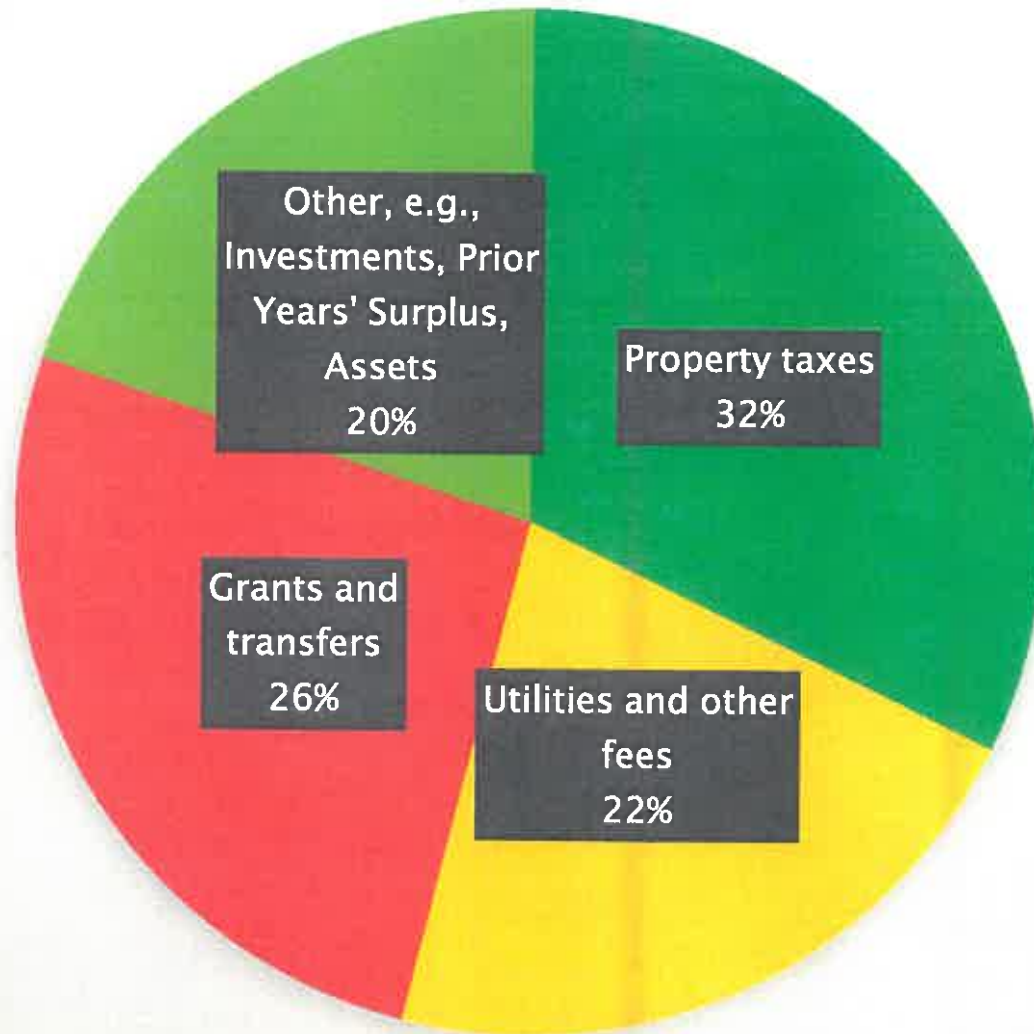
Services Provided by the Village

- ▶ Road maintenance, repair and snow removal
- ▶ Garbage collection and recycling
- ▶ Fire protection and suppression
- ▶ Emergency Preparedness
- ▶ Daycare
- ▶ Tourist information centre
- ▶ Boat launch and parking
- ▶ Helipad
- ▶ Wharves and docks
- ▶ Recreation Centre
- ▶ Parks and trails
- ▶ Sidewalks, curbs and gutters
- ▶ Drainage systems
- ▶ Sewer systems
- ▶ Drinking water systems and drainage
- ▶ Property maintenance regulation

2018 Projected Operating Expenditures \$2,144,033



2018 Projected Operating Revenues \$2,144,033



- Property taxes
- Utilities and other fees
- Grants and transfers
- Other, e.g., Investments, Prior Years' Surplus, Assets

Proposed Property Tax Increase (over 2017)

Proposed 2018 Municipal Tax	\$685,053
2017 Municipal Tax	<u>\$683,277</u>
Net change over 2017	\$ 1,776 or 0.26%



2018-2022 Capital Plan

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	\$ 585,000	\$ 5,000	\$ 50,000	\$ -	\$ 450,000	\$ 1,090,000
Drinking Water	396,000	-	-	-	50,000	446,000
Equipment	136,545	40,000	-	40,000	-	216,545
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	\$ 1,860,545	\$ 1,261,340	\$ 1,748,337	\$ 61,349	\$ 541,875	\$ 5,473,446



2018-2022 Capital Plan

Category	Project	2018	2019	2020	2021	2022	Total
Roads	South Maquinna Road Upgrade	526,000	-	-	-	-	526,000
Roads	Rugged Mountain Road Upgrade	-	1,141,000	-	-	-	1,141,000
Roads	Alpine View Road Upgrade	-	-	1,677,500	-	-	1,677,500
Drinking Water	Water Meters	106,000	-	-	-	-	106,000
Drinking Water	Water Main Repairs	280,000	-	-	-	-	280,000
Drinking Water	South Pumpstation Repairs	10,000	-	-	-	-	10,000
Drinking Water	Water Main Re-direction	-	TBD	-	-	-	-
Drinking Water	Well Head Protection	-	-	-	-	50,000	50,000
Sanitary Sewer	Treatment Plant Condition Assessment & Improvement	200,000	50,000	-	-	-	250,000
Sanitary Sewer	Lift Station Pump Replacement Plan	17,000	17,340	17,687	18,041	18,402	88,470
	Sub-total	1,139,000	1,208,340	1,695,187	18,041	68,402	4,128,970

2018-2022 Capital Plan

Category	Project	2018	2019	2020	2021	2022	Total
Buildings	Tahsis Recreation Centre - Exterior Wall Replacement	355,000	-	-	-	-	355,000
Buildings	Tahsis Recreation Centre - Pool Resurfacing	75,000	-	-	-	-	75,000
Buildings	LED Light Upgrade	85,000	-	-	-	-	85,000
Buildings	Village Office Foyer	50,000	-	-	-	-	50,000
Buildings	Airline Finger and Dock	20,000	-	-	-	-	20,000
Buildings	North Reservoir and Intake Building	-	5,000	-	-	-	5,000
Buildings	Condition Assessment	-	-	50,000	-	-	50,000
Buildings	Repairs to Municipal Dock	-	-	-	-	450,000	450,000
	Sub-total	585,000	5,000	50,000	-	450,000	1,090,000



2018-2022 Capital Plan

Category	Project	2018	2019	2020	2021	2022	Total
Equipment	Purchase Utility Truck	90,000	-	-	-	-	90,000
Equipment	Replace Quad	35,000	-	-	-	-	35,000
Equipment	Replace Pickup	-	40,000	-	40,000	-	80,000
Equipment	Purchase VHF Radios	8,005	-	-	-	-	8,005
Equipment	Purchase VHF Radios	3,540	-	-	-	-	3,540
Equipment	Tsunami Siren	-	TBD	-	-	-	-
Information Technology	Public WIFI Spaces and Hotspots	-	5,000	-	-	-	5,000
Information Technology	Desktop Replacement/Addition Plan	-	3,000	3,150	3,308	3,473	12,931
Information Technology	Server Replacement/Upgrade Plan	-	-	-	-	20,000	20,000
	Sub-total	136,545	48,000	3,150	43,308	23,473	254,476
	Total Plan	1,860,545	1,261,340	1,748,337	61,349	541,875	5,473,446



Responding to Challenges

- ▶ Infrastructure deficit
- ▶ New infrastructure demand
- ▶ Aging population
- ▶ Economic development
- ▶ Environmental sustainability
- ▶ Downloading and “soft loading” of services



Ongoing & New Grant Projects for 2018

- ▶ Ongoing – Wastewater Assessment at South Treatment Plant
- ▶ Ongoing – Community Water Conservation Project
- ▶ Ongoing – Community Unity Trail
- ▶ New – ESS equipment, storage and training \$24,935
- ▶ New – Flood Risk Assessment \$126,500



QUESTIONS?