



## Minutes

Village of Tahsis

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<b>Meeting</b>	<b>Committee of the Whole</b>
<b>Date</b>	<b>Tuesday February 26th, 2019</b>
<b>Time</b>	<b>7:00 p.m.</b>
<b>Place</b>	<b>Municipal Hall - Council Chambers</b>

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**Present**

Mayor Martin Davis  
Councillor Bill Elder  
Councillor Sarah Fowler  
Councillor Lynda Llewellyn  
Councillor Josh Lambert

**Staff**

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

**Public**

3 members of the public.

**Call to Order**

Mayor Davis called the meeting to order at 7:00 p.m.

Mayor Davis acknowledged and respected that Council is meeting upon Mowachaht/ Muchalaht territory

**Approval of the Agenda**

**Fowler : COW 029/19**

**THAT** the Agenda for the February 26th, 2019 Committee of the Whole meeting be adopted as presented.

**CARRIED**

**Business  
Arising**

**1 2019-2023 Financial Plan & Capital Plan - Presentation and Discussion**

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.

Deb Bodnar described the operating revenue and expenditure budget for 2019 by program area and source of revenue. Presentation of the 2019-2023 Capital plan followed highlighting the capital projects. A brief question and answer period followed.

**Fowler : COW 030/19**

**THAT** the presentation of the 2019-2023 Financial Plan and Capital plan be received.

**CARRIED**

**Adjournment**

**Llewellyn : COW 031/19**

**THAT** the meeting be adjourned at 7:43 p.m.

**CARRIED**

Certified correct this  
5th Day of March, 2019



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Corporate Officer



# Budget Presentation

2019-2023

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



# Council's Strategic Priorities

1. Watershed Protection and Forest Sustainability
2. Community Wellness
3. Asset Management
4. Economic Development
5. Community Safety



# Budget Considerations

- ▶ Ensure adequate funding for existing services and infrastructure (which are also services)
- ▶ Continue to access diversified sources of revenue
- ▶ Manage expenditures by –
  - Containing costs
  - Review 2018 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 to Citizens

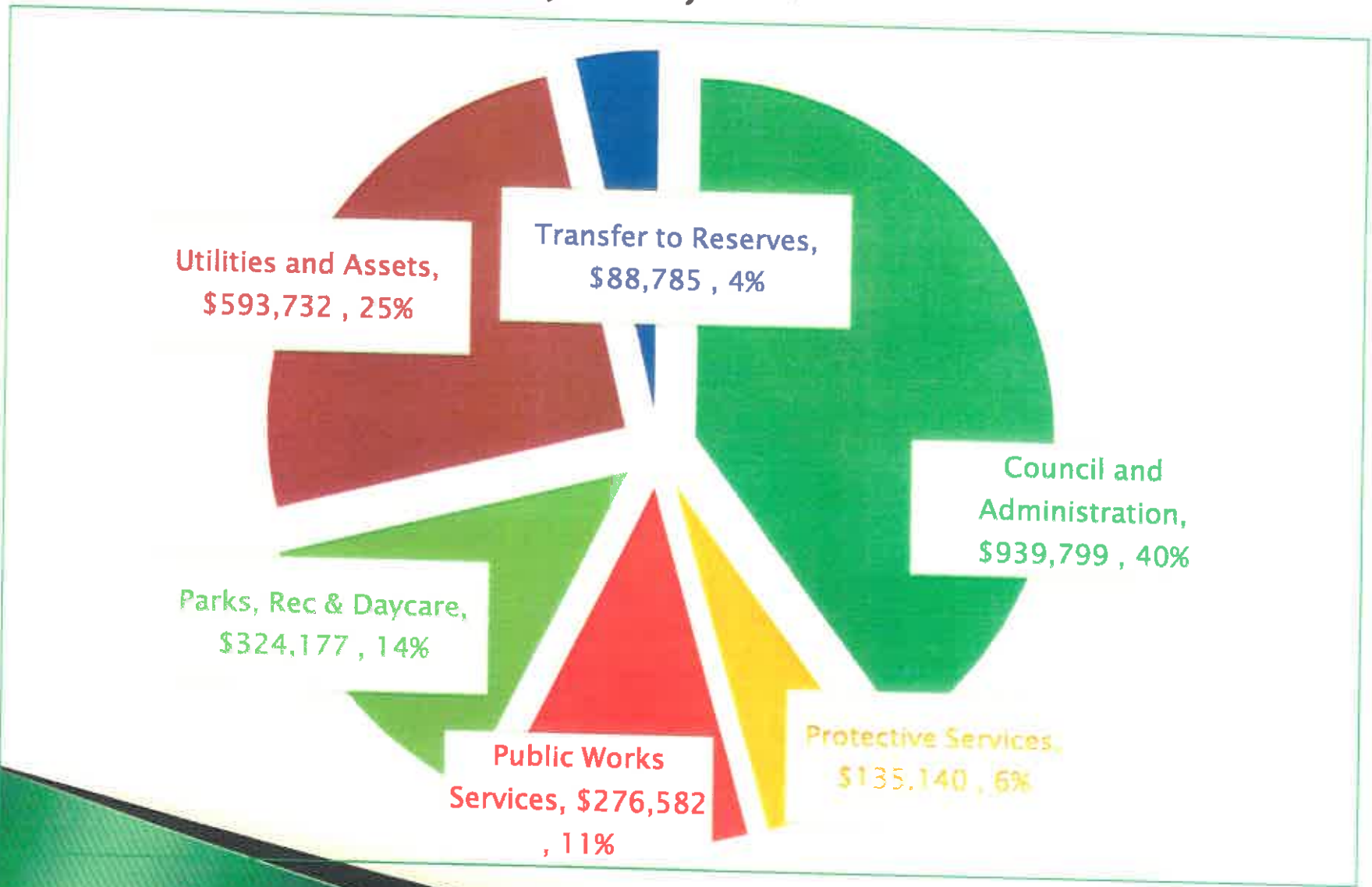
- ▶ Road maintenance, repair and snow removal
- ▶ Garbage collection and recycling
- ▶ Fire protection, suppression and rescue
- ▶ Emergency Preparedness
- ▶ Daycare
- ▶ Tourist information centre
- ▶ Boat launch and parking
- ▶ Helipad
- ▶ Wharves and docks
- ▶ Recreation Centre
- ▶ Parks and trails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



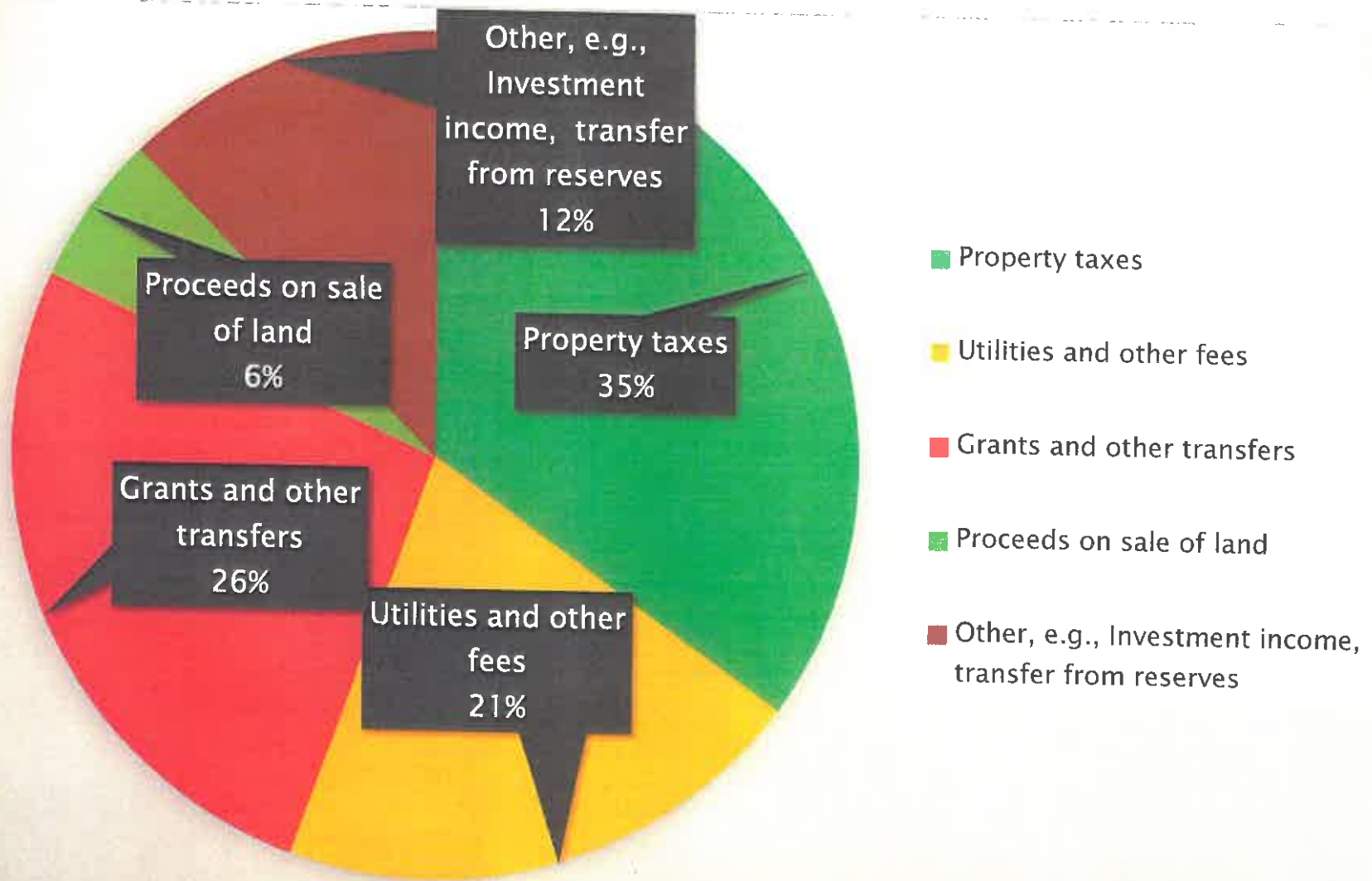
# Indirect Services Provided for the Village

- ▶ Financial management
- ▶ Asset management
- ▶ Grant writing
- ▶ Compliance with provincial and federal legislation
- ▶ Project management

# 2019 Projected Operating Expenditures \$2,358,215



# 2019 Projected Operating Revenues \$2,358,215



# Property Tax Revenue



# 2019-2023 Capital Plan

## Capital Funding

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Capital grants	\$ 3,611,788	\$ 500,000	\$ 1,500,000	\$ 1,847,569	\$ -
Capital Works Reserve	217,000	87,340	342,687	618,041	243,402
Economic Reserve Fund	-	-	-	-	-
General Reserve Fund	8,500	-	3,500	28,675	3,859
Recreation Centre Reserve Fund	25,000	-	-	400,000	-
Fire Hall Reserve	-	200,000	-	-	380,000
	<u>\$ 3,862,288</u>	<u>\$ 787,340</u>	<u>\$ 1,846,187</u>	<u>\$ 2,894,285</u>	<u>\$ 627,261</u>

## Capital Expenditures

Buildings	\$ 25,000	\$ 670,000	\$ 1,500,000	\$ 2,847,569	\$ -
Drinking Water	307,651	-	100,000	-	100,000
Equipment	159,637	100,000	75,000	-	380,000
Information Technology	8,500	-	3,500	28,675	3,859
Roads	3,344,500	-	-	-	-
Sanitary Sewer	17,000	17,340	167,687	18,041	143,402
Grand Total	<u>\$ 3,862,288</u>	<u>\$ 787,340</u>	<u>\$ 1,846,187</u>	<u>\$ 2,894,285</u>	<u>\$ 627,261</u>

## Net Capital Plan

	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
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# 2019-2023 Capital Plan

Category	Funding Source	Project	Description	2019	2020	2021	2022	2023	Total
Roads	Capital Grants	South Maquinna Road Upgrade	Road and linear replacement; 100% grant funded	526,000	-	-	-	-	526,000
Roads	Capital Grants	Rugged Mountain Road Upgrade	Road and linear replacement; 100% grant funded	1,141,000	-	-	-	-	1,141,000
Roads	Capital Grants	Alpine View Road Upgrade	Road and linear replacement; 100% grant funded	1,677,500	-	-	-	-	1,677,500
Drinking Water	Capital Grants	Water Meters	Install up to 32 meters; 83% grant funded; \$106,988 est. recovery	73,228	-	-	-	-	73,228
Drinking Water	Capital Grants	Water Main Repairs	Repair 2 sections of water mains; 83% grant funded; \$232,400 est. recovery	169,423	-	-	-	-	169,423
Drinking Water	Capital Works Reserve	South Pumpstation Repairs		10,000	-	-	-	-	10,000
Drinking Water	Capital Works Reserve	Watermain replacement	N. Maquinna between Harbour View and Strange Road and between Quadra and Rodgers	-	-	100,000	-	100,000	200,000
Drinking Water	Capital Works Reserve	Monitoring Wells	2 monitoring wells from anticipated wellhead protection plan recommendations	55,000	-	-	-	-	55,000
Sanitary Sewer	Capital Works Reserve	Sewer main replacement	N. Maquinna between Harbour View and Strange Road and between Quadra and Rodgers	-	-	150,000	-	125,000	275,000
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 2019	17,000	17,340	17,687	18,041	18,402	88,470



# 2019-2023 Capital Plan

Category	Funding Source	Project	Description	2019	2020	2021	2022	2023	Total
Buildings	Capital Grants	Tahsis Recreation Centre - Complex Renewal	Renewal is subject to 100% grant funding (est. \$3.7m cost)	-	400,000	1,500,000	1,847,569	-	3,747,569
Buildings	Recreation Centre Reserve Fund	Tahsis Recreation Centre - Address Safety Issues and Renewal Cost Overruns	Safety issues (\$25k) will be addressed in 2019; Complex renewal potential cost overruns, if any, (up to \$400k)	25,000	-	-	400,000	-	425,000
Buildings	Capital Works Reserve	Village Office Foyer	Address serious deficiencies; need to demolish and rebuild	-	50,000	-	-	-	50,000
Buildings	Capital Works Reserve	Airline Finger and Dock	Address surface deficiencies	-	20,000	-	-	-	20,000
Buildings	Capital Works Reserve	Repairs to Municipal Dock	Fire damage repair / replacement; need to demo bldg to replace damaged beams underneath	-	-	-	600,000	-	600,000
Buildings	Fire Hall Reserve	Fire Hall Project	Structural repairs to extend life 10 years	-	200,000	-	-	-	200,000
Equipment	Capital Grants	Emergency Communications Equip	100% grant funded	24,637	-	-	-	-	24,637
Equipment	Capital Works Reserve	Purchase Utility Truck	Ford F550 with blade, sander, box, etc	95,000	-	-	-	-	95,000
Equipment	Capital Works Reserve	Replace Quad	With sweeper, blade	-	-	35,000	-	-	35,000
Equipment	Capital Works Reserve	Replace Pickup	Public Works	40,000	-	40,000	-	-	80,000
Equipment	Capital Grants	Tsunami Siren	Upgrade / additional siren	-	100,000	-	-	-	100,000
Equipment	Fire Hall Reserve	Fire Engine	Crew of 6 seats, side mount pump, 1550 gpl pump, Genset, instachain; cost estimate is for new but will consider used	-	-	-	-	380,000	380,000
Information Technology	General Reserve Fund	Desktop Replacement/Addition Plan	Applied 5% each year after 2021	8,500	-	3,500	3,675	3,859	19,534
Information Technology	General Reserve Fund	Server Replacement/Upgrade Plan	Placeholder	-	-	-	25,000	-	25,000
<b>Total Plan</b>				<b>3,862,288</b>	<b>787,340</b>	<b>1,846,187</b>	<b>2,894,285</b>	<b>627,261</b>	<b>10,017,361</b>

# 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 2019

## ▶ Emergency Preparedness

- Emergency Social Services – completed early 2019
- Emergency Operations Centre & Training – 90% complete
- Flood Risk Assessment, Mapping & Mitigation planning – initiated

## ▶ Infrastructure

- Tahsis Roads Upgrade Project – initiated
- Community Water Conservation – 75% complete
- Tahsis Recreation Centre Renewal – Grant application submitted

# Ongoing & New Grant Projects for 2019

## ▶ Planning

- Tahsis Official Community Plan Renewal – initiated
- Age-Friendly Planning Project – Funding announced
- Community Child Care Space Creation Plan – Grant application submitted

## Public Health and Environmental Protection

- McKelvie Creek Community Watershed Assessment – initiated
- Community Well Protection Plan – initiated

## Community Unity Trail

- FRPA application to be submitted in early 2019



QUESTIONS?