



AGENDA

**Committee of the Whole
to be held on November 9, 2021 at 1:00 p.m.
977 South Maquinna Drive in Council Chambers and by electronic means**

Remote Access

To attend this meeting remotely by Zoom/ phone:

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Call to Order

Introduction of

Late Items

None.

Approval of the Agenda

New Business M 1 Budget Presentation #1 - 2022 Operations Budget Plan

Adjournment



Budget Presentation #1

2022 Operations Budget Plan Village of Tahsis

November 3, 2021

Overview of Funds

- ▶ General Fund Operations
 - Administration, Fire Department, Public Works (Roads, Parks, Solid Waste), Recreation
- ▶ Water Utility Operations
- ▶ Sewer Utility Operations
- ▶ Capital Fund (General, Water and Sewer)

Topics covered today

- ▶ Wages and Benefits – Corporately
- ▶ Water Utility Fund Operations
- ▶ Sewer Utility Fund Operations

Major Council Policies

(implications on budget)

M1

- ▶ 2022 Strategic Priorities
 - TBD Session scheduled for November 10, 2021

Budget Considerations and Assumptions

- ▶ Ensure adequate funding for existing services and infrastructure – level of service delivery
- ▶ Considered a status quo budget from an operations perspective with some reductions in Recreation programming
- ▶ No decision at this stage on wage rate changes for 2022
- ▶ No decision at this stage on utility rates for 2022.

Salaries and Wages – Corporate ^{M1}

- FTE = Full Time Equivalent (base hrs of either 2,080 PW or 1,975 Admin.)

FTE Count		2022	2021	2020
Admin		4.4	4.6	5.0
Engineer /Approval		0.3	0.2	0.4
Fire		0.5	0.5	0.5
PW		6.1	5.9	4.6
Rec		2.6	3.2	3.8
Daycare		0.8	0.7	1.0
Total		14.7	15.1	15.3

Wages by Department vs 2021

<u>Wages by Department</u>		2022		2021	Change \$	Change %
		\$		\$		
Council		30,700		30,700	(0)	0.0%
Administration		329,142		338,107	(8,965)	-2.7%
Engineer PT/ Approve / Projects		62,675		31,625	31,050	98.2%
Fire / ESS / Volunteers		60,375		72,375	(12,000)	-16.6%
Public Works		263,844		253,565	10,279	4.1%
Recreation		106,920		131,725	(24,805)	-18.8%
Daycare		25,953		22,633	3,320	14.7%
Info Centre (grant funded)		12,160		12,160	0	0.0%
Total		891,769		892,892	-1,123	-0.1%

Benefits by Department vs 2021^{M1}

<u>Benefits by Department</u>		2022		2021	Change \$	Change %
		\$		\$		
Council		1,205		1,205	0	0.0%
Administration		79,123		68,456	10,667	15.6%
Engineer PT/ Approve / Projects		8,418		3,815	4,603	120.7%
Fire / ESS / Volunteers		6,422		7,060	(638)	-9.0%
Public Works		84,327		77,797	6,530	8.4%
Recreation		27,061		36,818	(9,757)	-26.5%
Daycare		8,609		7,460	1,149	15.4%
Info Centre (grant funded)		1,520		1,430	90	6.3%
Employer Health Tax		11,442		11,492	(50)	-0.4%
Total		228,127		215,535	12,592	5.8%

Water Utility Operations

M1

	2022	2021	
	Budget	Actual (10 months)	Budget
Revenue			
Water User Fees	<u>180,000</u>	<u>179,929</u>	<u>168,350</u>
Total Revenue	<u>180,000</u>	<u>179,929</u>	<u>168,350</u>
Expenditures			
Admin Support	31,250	31,250	31,350
Asset Replacement	32,000	32,000	32,000
Vehicle Costs	2,000	2,000	2,000
Salaries	72,077	49,955	40,000
Payroll Benefits	22,522	8,783	10,238
Insurance	13,300	10,556	10,125
Dues & Permits	1,500	1,056	0
Courses & Seminars	1,000	0	1,000
Travel	500	268	250
Supplies & Freight	500	279	0
Contract Services	1,000	981	1,000
Utilities	22,000	17,635	22,000
Alarm Monitoring	2,000	1,255	1,500
Chlorine	5,000	3,646	5,000
Supplies - Other	6,000	4,306	5,000
Repair & Maintenance	<u>12,000</u>	<u>16,500</u>	<u>7,500</u>
Total Expenditures	<u>224,649</u>	<u>180,470</u>	<u>168,963</u>
Operating Surplus / (Deficit)	<u><u>-44,649</u></u>	<u><u>-541</u></u>	<u><u>-613</u></u>
# of users	490	490	490
Current User Fee	?	\$346	\$346
Potential \$ increase to balance utility	\$91		

Sewer Utility Operations

M1

	2022	2021	
	Budget	Actual (10 months)	Budget
Revenue			
Sewer User Fees	<u>197,000</u>	<u>196,820</u>	<u>187,000</u>
Total Revenue	<u>197,000</u>	<u>196,820</u>	<u>187,000</u>
Expenditures			
Admin Support	35,000	35,000	35,000
Asset Replacement	36,000	36,000	36,000
Vehicle Costs	1,000	1,000	1,000
Salaries	15,035	11,616	20,000
Payroll Benefits	5,027	2,124	5,119
Insurance	19,500	16,817	17,560
Dues & Permits	1,000	1,627	500
Courses & Seminars		400	0
Freight	500		500
Contract Services	7,200	5,672	12,000
Utilities	40,000	34,918	37,000
Alarm Monitoring	2,000	2,228	2,500
WW Treatment	2,600	2,175	2,500
Supplies - Other	500	94	2,500
Repair & Maintenance	<u>20,000</u>	<u>25,065</u>	<u>15,000</u>
Total Expenditures	<u>185,362</u>	<u>174,736</u>	<u>187,179</u>
Operating Surplus / (Deficit)	<u>11,638</u>	<u>22,084</u>	<u>-179</u>
# of users	490	490	490
Current User Fee	?	\$392	\$392

Questions?