



AGENDA

**Committee of the Whole
to be held on December 7, 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

Approval of the Agenda

Business Arising H 1 2022 Budget Presentation #3

Adjournment



Budget Presentation #3

2022 Operations Budget Plan Village of Tahsis

December 7, 2021

Topics covered today

- ▶ Discussion on Wage and Salary Adjustments
- ▶ Utility Rate Setting for 2022
 - (Solid Waste and Water Rates)
- ▶ Review Draft#1 – 5 Year Capital Plan

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)

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 property tax rate – awaiting BCAA property values for 2022.

Current 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 and display for museum artifacts
- ▶ Boat launch and parking
- ▶ Helipad
- ▶ Wharves and docks
- ▶ Recreation Centre programming including pool, weight room, gym activities
- ▶ Parks and trails
- ▶ Sidewalks, curbs and gutters
- ▶ Drainage systems
- ▶ Sewer systems
- ▶ Drinking water systems and drainage
- ▶ Property maintenance regulation and bylaw compliance
- ▶ Building inspection

Wage and Salary Inflator Worksheet

inflator 0%

Department	Line #	Total Wages
Administration		332,557
Engineering / Projects		62,675
Council		30,099
Fire Department		59,625
Public Works		263,844
Recreation		119,080
Daycare		25,953
Total Wages after Increase	1	893,833
Total Wages before Increase	2	893,833
Increase in \$	3	0
Increase in %	4	0.00%
Add CAO \$ Increase	5	3,414
Total increase in %	6	0.38%
Additional Benefits	7	0
Total impact wages and benefits \$	8	3,414
Total impact wages and benefits %	10	0.38%

Solid Waste Fee for 2022

Curbside collection fee - per home	\$92.53
rate last changed in 2017 - previous rate \$80.47	
Proposed new rate - per home	\$95.00
\$ Increase	\$2.47
% increase	2.67%

Water Operations Statement		
Account	Description	\$
30-1-030-1350	Water-User Rates	-179,929.87
30-1-030-1935	Other Sources	-900.00
	Revenue	-180,829.87
30-2-200-2025	Water admin - Admin support	31,350.00
30-2-200-2315	Water - Asset Replacement	32,000.00
30-2-200-2320	Water - Vehicle Ops	2,000.00
30-2-210-2242	Insurance-Water	10,556.94
30-2-212-2080	Water-Payroll Benefits	9,515.04
30-2-212-2105	Dues and permits	1,056.18
30-2-212-2110	Water-Salaries	54,254.75
30-2-212-2111	Courses & Seminars	0.00
30-2-212-2112	Travel	268.98
30-2-212-2205	Water Supplies Freight	273.14
30-2-212-2235	Contract Services	981.90
30-2-212-2245	Water-Utilities	18,795.72
30-2-212-2250	Water-Alarm Monitoring	1,255.63
30-2-212-2260	Water-Chlorine	3,854.31
30-2-212-2270	Water-Supplies	6,153.87
30-2-212-2300	Water-Repairs & Maintenance	16,500.46
	Expenses	188,816.92
	Net deficit - Nov. 30th	7,987.05
	Payroll per pp	2,657.07
	Add'l pp - 2.5	6,642.69
	Adjusted expenses to Dec. 31	195,459.61
	Forecast net deficit - Dec. 31	14,629.74
	Number of customers	516
	Rate required to breakeven	\$378.80
	Suggested water rate - 2022	\$375.00
	\$ Increase over 2021 (\$346.00)	\$29.00
	% Increase over 2021	8.38%

Sewer Operations Report - Nov. 30th		
Account	Description	Period Actual
20-1-035-1350	Sewer - User Rates	-196,819.37
	Revenue	<u>-196,819.37</u>
20-2-200-2025	Sewer Admin - Admin support	35,000.00
20-2-200-2235	Consulting Services	272.90
20-2-200-2242	Insurance - Sewer	16,817.03
20-2-200-2315	Sewer - Asset Replacement	36,000.00
20-2-200-2320	Sewer- Vehicle Ops	1,000.00
20-2-202-2010	Sewer - Salaries	12,510.66
20-2-202-2080	Sewer - Payroll Benefits	2,272.31
20-2-202-2105	Permits	2,027.65
20-2-202-2230	Contract Services	6,746.00
20-2-202-2241	Sewer - Repairs & Maintenance	25,065.98
20-2-202-2245	Sewer - Utilities	36,825.97
20-2-202-2250	Sewer - Alarm Monitoring	2,227.95
20-2-202-2260	Sewer - Waste Water Testing & Treatment	2,174.02
20-2-202-2270	Sewer - Supplies	94.94
20-2-212-2205	Sewer Supplies- Freight	389.14
	Expenses	<u>179,424.55</u>
	Net Operating Surplus - Nov. 30th	17,394.82
	Payroll cost per pay period	615.96
	Addit'l pay periods to y/e - 2.5	1,539.89
	Adjusted expenses to Dec. 31st	<u>185,964.44</u>
	Forecasted Net Operating Surplus - Dec. 31st	<u>10,854.93</u>
	Current rate of \$392 considered sufficient	

Village of Tahsis										
2022 - 2026 Capital Plan										
Revised December 1, 2021										
Category	Funding Source	Project	Description	2021	2022	2023	2024	2025	2026	Total

Funding Sources:										
Capital Grants			721,400	1,278,320	2,298,160	1,049,387	0	0	0	5,347,267
Fire Hall Reserve			0	0	40,000	200,000	0	0	0	240,000
Capital Reserves			0	220,000	1,905,000	1,950,000	20,000	0	0	4,095,000
Recreation Reserves			0	0	50,000	50,000	0	0	0	100,000
Operations Reserve			0	99,000	50,000	0	0	0	0	149,000
Long-term borrowing			0	20,000	800,000	200,000	0	0	0	1,020,000
Total			721,400	1,617,320	5,143,160	3,449,387	20,000	0	0	10,951,267

Questions?

**Village of Tahsis
2022 - 2026 Capital Plan
Revised December 1, 2021**

Category	Funding Source	Project	Description	2021	2022	2023	2024	2025	2026	Total	
Drinking Water	Capital Works Reserve	Watermain replacement (linked to the sewer main replacement project)	N. Maquinna between Harbour View and Rodgers			150,000	150,000			300,000	
Sanitary Sewer	Capital Grants	Sanitary Sewer System upgrades	Upgrades are subject to 73% grant funding (27% contribution from VOT); grant application deadline February 2020	-800,000	-446,610					1,246,610	
Sanitary Sewer	Capital Works Reserve	Sanitary Sewer System upgrades	27% contribution towards upgrades following grant approval		-453,390					453,390	
Sanitary Sewer	Capital Works Reserve	Sanitary Sewer System upgrades	Upgrade S.Treatment Plant and Modernization, Decommission N. Plant			1,500,000	1,500,000			3,000,000	\$ to be confirmed with grant application
Sanitary Sewer	Capital Works Reserve	Sewer main replacement (linked to the Watermain replacement project)	N. Maquinna between Harbour View and Rodgers			200,000	150,000			350,000	
Sanitary Sewer	Capital Works Reserve	Lift Station Pump Replacement Plan	Pumps currently exceed expected 10 year life; requires replacement plan		20,000	20,000	-	20,000		60,000	
Drainage	Capital Grants	Flood Disaster Mitigation - Dike Improvement Phase 1		680,000	1,216,920					1,896,920	in progress
Eng. Structures	Operations Reserve	Perry and Tahsis Bridge Inspection/ remed	Inspection and replacements		20,000	50,000				70,000	
Eng. Structures	Capital Grants	ICIP - Tahsis Loading Pier and Boat Launch Upgrade	Rebuild			1,873,160	624,387			2,497,547	grant application , awaiting award
Buildings	Capital Grants	Tahsis Recreation Centre - Complex Renewal	Application is to the Investing in Canada Infrastructure program. Total project cost estimate is \$1,628,000. Grant request is for \$1,193,812.	-119,381	-716,287	-358,144				1,193,812	grant declined
Buildings	Recreation Reserve	Tahsis Recreation Centre - Complex Renewal	Village's share is \$434,188 plus cost overruns.	-43,419	-260,513	-130,256				434,188	
Buildings	Capital Grants	Tahsis Recreation Centre - Complex Renewal	Green and Inclusive Community Buildings Grant			250,000	250,000			500,000	grant application Jan/22, \$\$ and timing to be updated
Buildings	Capital Grants	Community Economic Recovery Infrastructure Program (CERIP)	Construct and install benches and shelters	41,400	41,400					82,800	grant awarded in progress
Buildings	Operations Reserve	Replace heat pumps	Replace heat pumps in Village office that are no longer operational		20,000	-	-			20,000	bc hydro grant?
Buildings	Operations Reserve	Village Office Foyer	Address serious deficiencies; need to demolish and rebuild		50,000	-	-			50,000	
Buildings	Capital Works Reserve	Repairs to Municipal Dock	Fire damage repair / replacement; need to demo bldg to replace damaged beams underneath	-		100,000	-			100,000	coast guard ownership
Buildings	Fire Hall LT Debt	Fire Hall Project	Construct a new Fire Hall at CMESS	-	20,000	800,000	200,000			1,020,000	awaiting estimates
Equipment	Capital Works Reserve	Replace garbage truck (used)			100,000					100,000	
Equipment	Capital Works Reserve	Replace P/U truck (new)				35,000				35,000	
Equipment	Capital Works Reserve	Replace loader (used)					150,000			150,000	
Equipment	Fire Hall Reserve	Fire chief vehicle				40,000				40,000	
Equipment	Operations Reserve	Tsunami Siren	Additional siren for South end		9,000		-			9,000	
Buildings	Capital Works Reserve	Hanger building repairs	Repair deficiencies noted by McElanney		100,000					100,000	
Buildings	Capital Grants	Museum upgrades	Repair building deficiencies			175,000	175,000			350,000	
Buildings	Recreation Reserve	Recreation centre cladding replacement	Replace exterior cladding			50,000	50,000			100,000	
Eng. Structures	Capital Grants	Community Unity Trail	Study to scope hiking/biking trail		20,000					20,000	
Equipment	Fire Hall Reserve	Fire Engine	Purchase used fire engine (between 2002-2006) as Engine 1 can remain in service as a 2nd line pumper up to 30 years old.		-		200,000			200,000	
Total Plan				721,400	1,617,320	5,143,160	3,449,387	20,000	-	10,951,267	

Funding Sources:

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Fire Hall Reserve	0	0	40,000	200,000	0	0	240,000
Capital Reserves	0	220,000	1,905,000	1,950,000	20,000	0	4,095,000
Recreation Reserves	0	0	50,000	50,000	0	0	100,000
Operations Reserve	0	99,000	50,000	0	0	0	149,000
Long-term borrowing	0	20,000	800,000	200,000	0	0	1,020,000
Total	721,400	1,617,320	5,143,160	3,449,387	20,000	0	10,951,267

For Note Purposes Only 2021 - 2025 Capital Plan

1,691,187 2,266,716 2,520,341 2,262,569 8,740,813

Increase 25%