



## AGENDA

**Committee of the Whole**  
**to be held on November 14, 2022 at 1 p.m.**  
**977 South Maquinna Drive in Council Chambers and by electronic means**

### Remote Access

**To attend this meeting remotely via Microsoft Teams/ phone**  
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### Call to Order

### Land Acknowledgement

Mayor Davis will acknowledge and respect that we are meeting upon  
Mowachaht/Muchalaht territory.

### Introduction of Late Items

None.

### Approval of the Agenda

**New Business**      **M    1    2023-2027 Financial Plan/ Budget Meeting #1**

### Adjournment



# Budget Presentation #1

## 2023 Operations Budget Plan Village of Tahsis

November 9, 2022

# 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)

- ▶ 2023 Strategic Priorities
  - TBD Session scheduled for November 21, 2022

# 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
- ▶ No decision at this stage on wage rate changes for 2023, most wages were adjusted in 2022.
- ▶ Utility rates for 2023 remain the same.

# Salaries and Wages – Corporate

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

FTE Count		2023	2022	2021	2020
Admin		4.3	4.4	4.6	5.0
Engineer /Approval		0.3	0.3	0.2	0.4
Fire		0.6	0.5	0.5	0.5
PW		5.9	6.1	5.9	4.6
Rec		2.5	2.6	3.2	3.8
Daycare		0.8	0.8	0.7	1.0
2-Info Centre Workers (July 1 – Aug 30)		0.4	0.4		
Total		14.9	15.1	15.1	15.3

# Wages by Department vs 2022

Department	2023	Total Wages 2022 after adjustment	\$ Difference	% Change
Administration*	369,779	336,888	32,891	10%
Engineering / Projects	65,182	62,675	2,507	4%
Council	31,002	31,002	0	0%
Fire Department	63,346	60,522	2,824	5%
Public Works	297,648	271,759	25,889	10%
Recreation*	100,979	121,163	-20,184	-17%
Daycare**	33,157	26,732	6,425	24%
Info Centre (1/3 grant funded)	13,480	13,750	-270	-2%
<b>Total Wages after Increase</b>	<b>974,573</b>	<b>924,491</b>	<b>50,082</b>	

- \*0.4 FTE was moved from Rec to Admin to reflect their workload in each department
- \*\* \$2/hours is paid by ECE wage enhancement



# Benefits by Department vs 2022

Department	2023	2022	\$ Difference	% Change
Administration	74,570	82,995	-8,425	-10%
Engineering / Projects	9,581	8,915	666	7%
Council	1,511	1,455	55	4%
Fire Department	7,685	6,703	982	15%
Public Works	99,151	87,884	11,267	13%
Recreation	22,339	28,406	-6,067	-21%
Daycare	6,657	8,990	-2,333	-26%
Info Centre	1,898	1,743	155	9%
Employer Health Tax	13,881	12,319	1,562	13%
<b>Total Benefits</b>	<b>237,273</b>	<b>239,410</b>		

# Water Utility Operations

	2023	2022	
	Budget	Actual (10 months)	Budget
Revenue			
Water User Fees	194,000	194,696	193,500
Other		800	
Total Revenue	<u>194,000</u>	<u>195,496</u>	<u>193,500</u>
Expenditures			
Admin Support	31,250	\$ 26,125	31,350
Asset Replacement	32,000	\$ 26,667	32,000
Vehicle Costs	2,000	\$ 1,667	2,000
Salaries	48,493	\$ 36,785	61,595
Payroll Benefits	16,003	\$ 6,897	19,660
Insurance	13,300		13,300
Dues & Permits	1,500	\$ 1,495	1,500
Courses & Seminars	1,000	\$ 454	1,000
Travel	1,000	\$ -	500
Supplies & Freight	3,000	\$ 2,855	500
Contract Services		\$ 793	1,000
Utilities	25,000	\$ 22,574	25,000
Alarm Monitoring	1,200	\$ 1,199	1,300
Chlorine	8,000	\$ 5,890	5,000
Supplies - Other	1,000	\$ 513	6,000
Repair & Maintenance	20,000	\$ 18,838	12,500
Total Expenditures	<u>204,745</u>	<u>152,752</u>	<u>214,204</u>
Operating Surplus / (Deficit)	<u>-10,745</u>	<u>42,744</u>	<u>-20,704</u>
# of users residential	490	490	490
Current User Fee	375	\$346	\$346

# Sewer Utility Operations

	2023	2022	
	Budget	Actual (10 months)	Budget
Revenue			
Sewer User Fees	197,000	197,580	197,000
Total Revenue	<u>197,000</u>	<u>197,580</u>	<u>197,000</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	17,033	13,374	15,485
Payroll Benefits	5,621	2,368	5,220
Insurance	19,500	0	19,500
Dues & Permits	1,000	400	1,000
Courses & Seminars		0	
Freight	500	461	500
Contract Services	7,500	5,562	7,200
Utilities	40,000	33,485	40,000
Alarm Monitoring	2,500	2,348	2,000
WW Treatment	4,000	2,996	2,600
Supplies - Other	500	287	500
Repair & Maintenance	15,000	9,168	20,000
Total Expenditures	<u>185,154</u>	<u>142,448</u>	<u>186,061</u>
Operating Surplus / (Deficit)	<u>11,846</u>	<u>55,132</u>	<u>10,939</u>
# of users	490	490	490
Current User Fee	392	\$392	\$392

# Questions?