



AGENDA

Committee of the Whole
to be held on November 28, 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

Business Arising H 1 2023-2027 Financial Plan/ Budget Meeting #2

Adjournment



Budget Presentation #2

2023 Operations Budget Plan Village of Tahsis

November 28, 2022

Topics covered today

- ▶ General Fund Operations– Detailed proposed Changes

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)

Major Council Policies

(implications on budget)

▶ 2023 Strategic Priorities

- Session held for November 21, 2022
- Some priorities from that meeting have yet to be incorporated into the budget.
- An additional \$15,000 was added for grant writing, \$35,000 for Food security plan & Regional Trail & \$4,500 was added for Bylaw Enforcement

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 changes in Recreation
- ▶ No wage rate changes projected for 2023 – most wages were adjusted in 2022.
- ▶ Adjustments have not been made where we are still awaiting council decisions such as travel rates. Council's extended health benefits are yet to be included .

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

Village of Tahsis

2023 - 2027 Financial Plan

2023 Operating Budget - Version 1

		2022 Actuals - unaudited			Final 2023 Budget		
		<u>Approved</u>	<u>Actual 10</u>	<u>Budget</u>	<u>2023 Final</u>	<u>Change in</u>	<u>%</u>
		<u>Budget</u>	<u>mos-</u>	<u>Variance</u>	<u>Budget</u>	<u>Budget Fav</u>	<u>Change</u>
			<u>Unaudited</u>	<u>Fav (Unfav)</u>		<u>(Unfav)</u>	
Operating Revenues							
Taxation	Property taxes	823,034	816,311	(6,723)	818,554	(4,480)	-1%
	Grants in lieu of taxes	47,100	82,086	34,986	80,000	32,900	70%
Fees	User fees and charges	121,530	136,465	14,935	148,339	26,809	22%
	Water	193,500	195,496	1,996	193,500	-	0%
	Sewer	197,000	197,580	580	197,000	-	0%
	Environmental Health	155,500	116,577	(38,923)	164,500	9,000	6%
	Protective Services	4,000	2,206	(1,794)	4,000	-	0%
Other	Interest and penalties on taxes	27,000	22,797	(4,203)	21,250	(5,750)	0%
	Grants and other governments	607,360	948,436	341,076	477,095	(130,265)	-21%
	Investment income	7,000	(12,302)	(19,302)	7,000	-	0%
	Other	-	4,306	4,306	-	-	
	Transfer from reserves	3,500		(3,500)		(3,500)	-100%
Total Operating Revenue		2,186,524	2,509,958	323,434	2,111,238	(75,286)	-3%
Operating Expenditures							
	General Government - Council	38,640	39,695	(1,055)	45,596	(6,955)	-18%
	General Government - Admin	777,343	599,704	177,639	757,093	20,249	3%
	Protective Services	145,555	108,097	37,458	178,588	(33,033)	-23%
	Environmental Health	106,065	47,372	58,693	110,649	(4,583)	-4%
	Public Works Services	280,524	231,182	49,342	335,285	(54,760)	-20%
	Recreation, Cultural & Dev.	264,599	220,652	43,947	281,088	(16,489)	-6%
	Projects	215,500	383,805	(168,305)	126,000	89,500	42%
	Water Services	214,204	163,643	50,561	240,406	(26,201)	-12%
	Sewer Services	186,005	142,448	43,557	179,906	6,099	3%
	Transfer to reserve funds			-		-	
	Amortization	-		-		-	
Total Operating Expenditures		2,228,436	1,936,598	291,838	2,254,610	(26,174)	-1%
Net Operating Deficit		(41,912)	573,360	615,272	(143,372)	(101,459)	

			2023 Proposed Budget			
Revenues		2022 Budget			Variance Fav/ (Unfav)	Comments
	<u>Taxation</u>					
Property taxes		801,934	801,934		-	2022 Rates TBD
					-	
Grants in lieu of taxes		68,200	96,620		28,420	Increased taxes Coast Guard
		870,134	898,554		28,420	
	<u>Fees</u>					
User fees and charges		121,530	148,339		26,809	Increase daycare program fees \$10/Day Childcare
Environmental Health		164,500	164,500		-	
		286,030	312,839		26,809	
	<u>Other</u>					
Interest and penalties on taxes		27,000	21,250		(5,750)	Decreased late payments
Grants and other governments		607,360	477,095		(130,265)	Less Grants No digital Marketing ICET
Investment income		7,000	7,000		-	Lower returns
		641,360	505,345		(136,015)	

	Expenses					
		2022 Budget	2023 Budget	Variance	Comments	
				Fav/ (Unfav)		
General Government - Council						
Wages and benefits		32,455	32,511	(55)		
Travel and Other		6,185	13,085	(6,900)	Increased Conference & Travel,	
		38,640	45,596	(6,955)	printing costs allocation	
General Government - Admin						
Wages and benefits		453,717	451,854	1,864	Wages increased, less DoF salaries & benefits	
Engineer / Projects wages		71,590	74,970	(3,379)	Increased wages	
Legal		50,000	50,000	-		
Travel		12,000	12,000	-		
Bank fees and interest		9,250	9,250	-		
Insurance		13,525	10,000	3,525		
Other		105,400	86,020	19,380	Less Grants of Assistance	
		715,483	694,093	21,389		
It Costs						
Wages and benefits		4,560	7,800	(3,240)	Increased wages -more time moved from admin	
Computer hardware		10,000	10,500	(500)		
Subscriptions and Mtncce		47,300	44,700	2,600		
		61,860	63,000	(1,140)		

Expenses cont'd				
	2022 Budget	2023 Budget	Variance	Comments
			Fav/ (Unfav)	
Fire Department				
Wages (incl. volunteers)	60,130	67,613	(7,483)	5 extra hours/Week for FC
Trucks and clothing	28,825	35,825	(7,000)	3 new sets of gear, more Equipment & tools
Building R&M, Utilities)	7,050	5,000	2,050	No permanent home
Fire - Other	33,350	48,650	(15,300)	More Courses, supplies
ESS	5,200	4,900	300	
Build inspect / bylaw enforce	11,000	16,600	(5,600)	Strategic Priorities \$4.5k
	145,555	178,588	(33,033)	
Environmental Health				
Garbage pickup	11,161	16,275	(5,114)	Wages & Benefits have increased
Landfill operations	74,295	71,383	2,912	
Composting	1,905	2,189	(284)	
Recycling	18,705	20,802	(2,097)	
	106,065	110,649	(4,583)	

	Expenses cont'd					
	2022 Budget	2023 Budget	Variance	Comments		
			Fav/ (Unfav)			
Public Works Services						
Public Works Yard						
Wages and Benefits	85,466	103,171	(17,705)	Increased Wages & Benefits		
Building Mtnce	19,250	20,250	(1,000)			
Other	35,750	36,600	(850)			
	<u>140,466</u>	<u>160,021</u>	<u>(19,555)</u>			
Fleet						
Wages and Benefits	10,320	12,631	(2,311)	Increased Wages & Benefits		
Insurance , Fuel	24,265	25,765	(1,500)			
	<u>34,585</u>	<u>38,396</u>	<u>(3,811)</u>			
Roads						
Wages and Benefits	28,020	31,588	(3,568)	Increased Wages & Benefits		
Maintenance	6,000	26,000	(20,000)	Bridge Maintenance moved from Projects to PW, PY Budget \$20k CY Budget \$25k		
Street lighting	35,000	32,000	3,000			
	<u>69,020</u>	<u>89,588</u>	<u>(20,568)</u>			
Harbours and Heli	9,915	11,106	(1,191)	Increased Wages & Benefits		
On-call wages	14,980	19,713	(4,733)	Increased Wages & Benefits		
Parks						
Wages and benefits	59,059	65,460	(6,401)	Increased Wages & Benefits		
Supplies	3,500	2,000	1,500			
	<u>62,559</u>	<u>67,460</u>	<u>(4,901)</u>			
Vehicle Recovery	(51,000)	(51,000)	0			
Total Public Works Services	<u>280,524</u>	<u>335,285</u>	<u>(54,760)</u>	Reallocated \$25k in the bridge maintenance, \$38k in increased wages & benefits		

Expenses cont'd					
	2022 Budget	2023 Budget	Variance Fav/ (Unfav)	Comments	
Recreation, Cultural & Dev.					
Recreation Centre					
Wages and Benefits	116,045	124,340	8,295	No full time director, Two life guards,	
Insurance	13,675	13,675	-	increased wages	
Utilities	41,500	44,500	3,000	Increased utility costs	
R&M	15,000	12,500	(2,500)		
Other	22,900	25,900	3,000		
	<u>209,120</u>	<u>220,915</u>	<u>11,795</u>		
Daycare					
Wages and Benefits	35,974	40,152	4,177	Wages increased in 2022	
Museum & Info					
	19,505	20,021	516	Incl. \$12K for summer students	
				\$4 Grant	
Total Rec, Cultural & Dev.	<u>264,599</u>	<u>281,088</u>	<u>16,489</u>		

Projects – \$126,000 (so far)

▶ SCADA Study	\$ 10,000
▶ FCM Asset Mgmt	\$ 41,000
▶ Consulting Services	
Food security plan &	
Regional Trail	\$ 35,000
▶ Firehall Project	\$ 25,000
▶ Grant Writing	\$ 15,000
▶ Total	<u>\$126,000</u>

Questions?