



AGENDA

Committee of the Whole
to be held on November 15, 2023 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
Join the Village of Tahsis Microsoft Teams Meeting
[Click here to join the meeting](#)
Or call in (audio only)
Toronto, Canada
+1 437-703-5480
Phone Conference ID: 693 613 527#

Microsoft Teams may be hosted on servers in the U.S., so the name you use with Microsoft Teams and metadata about how you use the application may be stored on servers outside of Canada. If you have privacy concerns: a) don't create your own account with Microsoft Teams, b) provide only your first name or a nickname when you join a session, c) keep your camera off and microphone muted, as much as you can, and d) try to avoid sharing any identifying information.

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 2024-2028 Financial Plan/ Budget Meeting #1**

Adjournment



Budget Presentation #1

2024 Operations Budget Plan Village of Tahsis

November 9, 2023

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

Council Policies and other (implications on budget)

M1

► 2024 Strategic Priorities

- Session Scheduled for November 27, 2023
- Finance is in the process of developing a Long Term Financial Plan. Recommendations stemming from this plan will support increased transfers to reserves, aiming for the Village to progress towards a long term sustainable model of capital funding.

Budget Considerations and Assumptions

- ▶ Ensure adequate funding for existing services and infrastructure – level of service delivery
- ▶ While this budget is considered a status quo budget from an operations perspective, it's worth noting that a substantial number of capital projects are presently in progress.
- ▶ Finance foresees potential budgetary challenges due inflation, including rising benefit costs, COLA wage increases, and elevated expenditures on fuel and hydro.
- ▶ No decision has been made regarding wage rate changes for 2024, although certain wage adjustments were implemented in 2023. This budget incorporates provisions for COLA increases in the salaries of employees with contractual agreements.
- ▶ Utility rates for 2024 will likely remain unchanged.

Salaries and Wages – Corporate ^{M1}

- FTE = Full Time Equivalent (base hrs of 2,080.)

Budgeted FTE Count		2024	2023	2022
Admin		4.4	4.3	4.4
Engineer /Approval		0.3	0.3	0.3
Fire		0.6	0.6	0.5
PW		5.3	5.9	6.1
Rec		2.0	2.5	2.6
Daycare		1.1	0.8	0.8
2-Info Centre Workers (July 1-Aug 30)		0.4	0.4	0.4
Projects		0.5	-	-
Total		14.7	14.8	15.1

Budgeted Wages by Department vs 2023

Department	2024	Total Wages 2023	\$ Difference	% Change
Administration*	391,687	368,011	23,676	6%
Engineering / Projects	57,408	57,408	0	0%
Council	35,099	35,098	1	0%
Fire Department	72,970	63,346	9,624	15%
Public Works	293,105	297,648	-4,543	-2%
Recreation*	91,685	87,443	4,242	5%
Daycare**	58,651	33,157	25,494	77%
Info Centre (1/3 grant funded)	13,480	13,480	0	0%
Total Wages after Increase	\$ 1,014,086	\$ 955,591	\$ 58,494	6%

- *Some Admin staff had their rates adjusted part way through the year
- ** \$10/day wage grid outlines minimum hourly wages and Daycare Admin & Finance staff time is fully recoverable.

Budgeted Benefits by Department vs 2023

M1

Department			2024	2023	\$ Difference	% Change
Administration			98,577	83,942	14,635	17%
Engineering / Projects			8,800	9,462	-662	-7%
Council			18,540	18,849	-309	-2%
Fire Department			12,103	7,868	4,235	54%
Public Works			90,994	93,290	-2,295	-2%
Recreation			17,454	24,182	-6,728	-28%
Daycare			13,565	8,841	4,724	53%
Info Centre			1,965	1,941	24	1%
Employer Health Tax			15,011	13,326	1,685	13%
Total Benefits			277,011	261,702		

Water Utility Operations

M1

			2024		2023
			Budget		Actual (10 months) Budget
Revenue					
	Water User Fees		209,000		207,682 209,000
	Other		1,000		19,521 1,000
Total Revenue			210,000		227,203 210,000
Expenditures					
	Admin Support		31,350		31,350 31,350
	Asset Replacement		35,000		32,000 32,000
	Vehicle Costs		2,000		2,000 2,000
	Salaries		45,600		38,064 47,425
	Payroll Benefits		14,850		7,048 14,763
	Insurance		14,500		5,921 13,500
	Dues & Permits		1,500		1,566 1,500
	Courses & Seminars		1,500		109 1,500
	Travel		500		271 500
	Supplies & Freight		1,500		643 3,500
	Contract Services		15,000		13,983 8,000
	Utilities		25,000		20,557 26,000
	Alarm Monitoring		1,200		839 1,200
	Chlorine		8,500		6,474 8,500
	Supplies - Other		2,000		1,556 2,000
	Repair & Maintenance		10,000		17,731 10,000
Total Expenditures			210,000		180,111 203,738
Operating Surplus / (Deficit)			0		47,092 6,262
# of users residnetial customers			363		
Current User Fee 2023			\$400		
Previous rate			\$375		

Sewer Utility Operations

Sewer Utility Operating Budget 2024						
				2024	2023	
				Budget	Actual (10 months)	Budget
Revenue						
	Sewer User Fees			197,000	196,946	197,000
Total Revenue				197,000	196,946	197,000
Expenditures						
	Admin Support			35,000	35,000	35,000
	Asset Replacement			40,000	36,000	36,000
	Vehicle Costs			1,000	1,000	1,000
	Salaries			21,900	14,227	20,491
	Payroll Benefits			7,110	4,707	6,466
	Insurance			21,000	8,678	19,500
	Dues & Permits			1,000	1,048	1,000
	Freight			500	379	500
	Contract Services			10,000	9,412	7,500
	Utilities			42,990	37,439	40,000
	Alarm Monitoring			2,000	1,414	2,500
	WW Treatment			4,000	3,259	4,000
	Supplies - Other			500	31	500
	Repair & Maintenance			10,000	97	10,000
Total Expenditures				197,000	152,689	184,457
Operating Surplus / (Deficit)				0	44,257	10,939
# of users				490		
Current User Fee				\$392		
Current User rate sufficient						

Questions?