



AGENDA

Committee of the Whole
to be held on January 31, 2024 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 2024-2028 Financial Plan/ Budget Meeting #4

Adjournment



Budget Presentation #4

2024 Operations Budget Plan Village of Tahsis

January 31, 2024

Topics covered today

- ▶ Review of the changes to the Operating Budget since the last meeting
- ▶ Overview of 2024 Proposed Operating Budget
- ▶ Proposed Operating Budget Savings (to reduce deficit)
- ▶ Proposed Water & Sewer Utility Rates increases
- ▶ Review Draft#2 – Capital Plan
- ▶ Overview of BC Assessment's 2024 Completed Roll Totals

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– proposed decrease in Recreation Services
- ▶ No tax increase proposed at this time – future meeting discussion– Completed BC Assessment Roll to be discussed further at the February 21, 2024 Budget meeting
- ▶ 1% tax increase equates to \$8,380

What's new since last meeting?

- ▶ 4% increase to Major and Council Stipend
- ▶ 4% increase to all employees
- ▶ Minor Changes Employee Benefits & Protective Services Budget
- ▶ Addition of EMCR grant & transfer to Reserve

Village of Tahsis

2024 - 2028 Financial Plan

H1

2024 Operating Budget - Version 4

| | | 2023 | Proposed 2024 Budget | | |
|--------------------------------------|---------------------------------|-------------------|----------------------|------------------------------|----------|
| | | 2023 Final Budget | 2024 Proposed Budget | Change in Budget Fav (Unfav) | % Change |
| <u>Operating Revenues</u> | | | | | |
| Taxation | Property taxes | 854,641 | 853,943 | (698) | 0% |
| | Grants in lieu of taxes | 80,000 | 73,000 | (7,000) | -9% |
| Fees | User fees and charges | 162,689 | 201,212 | 38,523 | 24% |
| | Water | 210,000 | 210,000 | - | 0% |
| | Sewer | 197,000 | 197,000 | - | 0% |
| | Environmental Health | 163,250 | 152,500 | (10,750) | -7% |
| | Protective Services | 4,000 | 2,000 | (2,000) | -50% |
| Other | Interest and penalties on taxes | 24,750 | 26,500 | 1,750 | 7% |
| | Grants and other governments | 1,248,840 | 864,919 | (383,921) | -31% |
| | Investment income | 7,000 | 48,000 | 41,000 | 586% |
| | Other | | 7,500 | 7,500 | 100% |
| | Prior Year Surplus | | 30,000 | 30,000 | 100% |
| Total Operating Revenue | | 2,952,170 | 2,666,574 | (285,596) | -9% |
| <u>Operating Expenditures</u> | | | | | |
| | General Government - Council | 73,931 | 75,676 | (1,745) | 2% |
| | General Government - Admin | 751,693 | 790,687 | (38,994) | 5% |
| | Protective Services | 163,808 | 197,224 | (33,417) | 20% |
| | Environmental Health | 115,764 | 120,747 | (4,983) | 4% |
| | Public Works Services | 313,834 | 320,185 | (6,351) | 2% |
| | Recreation, Cultural & Dev. | 268,969 | 326,939 | (57,970) | 22% |
| | Projects | 220,000 | 192,500 | 27,500 | -13% |
| | Water Services | 168,739 | 176,002 | (7,263) | 4% |
| | Sewer Services | 152,457 | 160,605 | (8,147) | 5% |
| | Transfer to reserve funds | 719,000 | 375,126 | 343,874 | -48% |
| | | | | - | |
| Total Operating Expenditures | | 2,948,194 | 2,735,690 | 212,504 | 7% |
| Net Operating Deficit | | 3,977 | (69,116) | (73,093) | |

Proposed Changes yet to be Included

General Operating Budget Proposed Changes:

- ▶ Proposed reduction of operating hours at the Rec Center by: 2 Days/week: savings of \$18k
or 3 Days/week: savings of \$27k
- ▶ 1–3% tax increase towards General Capital Works reserve transfers

Water & Sewer Operating

- ▶ Proposed increase to Sewer User Rate
- ▶ Proposed increase to Water User Rate

Water Utility Budget & New Proposed rates

H1

| | | | | 2024 | | | 2023 | |
|--|-------------------------------|--|--|---------|------------------------|--|-------------------|---------|
| | | | | Budget | Proposed Rate increase | | Actual (12 month) | Budget |
| Revenue | | | | | | | | |
| | Water User Fees | | | 209,000 | 216,000 | | 207,682 | 209,000 |
| | Other | | | 1,000 | 1,000 | | 19,521 | 1,000 |
| Total Revenue | | | | 210,000 | 217,000 | | 227,203 | 210,000 |
| | | | | | | | | |
| Expenditures | | | | | | | | |
| | Admin Support | | | 31,350 | 31,350 | | 31,350 | 31,350 |
| | Asset Replacement/Reserve Tsf | | | 33,500 | 40,500 | | 32,000 | 32,000 |
| | Vehicle Costs | | | 2,000 | 2,000 | | 2,000 | 2,000 |
| | Salaries | | | 48,934 | 48,934 | | 48,973 | 47,425 |
| | Payroll Benefits | | | 15,118 | 15,118 | | 14,034 | 14,763 |
| | Insurance | | | 14,500 | 14,500 | | 13,921 | 13,500 |
| | Dues & Permits | | | 1,500 | 1,500 | | 1,680 | 1,500 |
| | Courses & Seminars | | | 1,500 | 1,500 | | 1,812 | 1,500 |
| | Travel | | | 500 | 500 | | 271 | 500 |
| | Supplies & Freight | | | 1,500 | 1,500 | | 1,072 | 3,000 |
| | Contract Services | | | 13,000 | 13,000 | | 13,983 | 8,000 |
| | Utilities | | | 25,000 | 25,000 | | 24,309 | 25,000 |
| | Alarm Monitoring | | | 1,100 | 1,100 | | 965 | 1,200 |
| | Chlorine | | | 8,000 | 8,000 | | 7,260 | 7,500 |
| | Supplies - Other | | | 2,000 | 2,000 | | 1,556 | 1,500 |
| | Repair & Maintenance | | | 10,000 | 10,000 | | 17,731 | 10,000 |
| Total Expenditures | | | | 209,502 | 216,502 | | 212,916 | 200,738 |
| Less transfer to reserve | | | | 176,002 | 176,002 | | | 168,738 |
| | | | | | | | | |
| Operating Surplus / (Deficit) | | | | 498 | | | 14,287 | 9,262 |
| | | | | | | | | |
| # of users residential customers | | | | 362 | | | | |
| Previous rate | | | | \$375 | | | | |
| Current User Fee 2023 | | | | \$400 | | | | |
| Proposed 2024 Rate | | | | \$410 | | | | |
| Plus 5% increase for Commercial & frontage Rates | | | | | | | | |
| Additional revenue of \$7,000 to be added Asset Replacement/tsf to Reserve | | | | | | | | |

Sewer Utility Budget & New Proposed rates

H1

| | | | 2024 | | 2023 | |
|--|-------------------------------|--|---------|------------------------|-------------------|---------|
| | | | Budget | Proposed Rate increase | Actual (12 month) | Budget |
| Revenue | | | | | | |
| | Sewer User Fees | | 197,000 | 210,700 | 196,946 | 197,000 |
| Total Revenue | | | 197,000 | 210,700 | 196,946 | 197,000 |
| Expenditures | | | | | | |
| | Admin Support | | 35,000 | 35,000 | 35,000 | 35,000 |
| | Asset Replacement/Reserve Tsf | | 36,000 | 49,700 | 36,000 | 36,000 |
| | Vehicle Costs | | 1,000 | 1,000 | 1,000 | 1,000 |
| | Salaries | | 20,402 | 20,402 | 19,178 | 20,491 |
| | Payroll Benefits | | 7,213 | 7,213 | 6,249 | 6,466 |
| | Insurance | | 21,000 | 21,000 | 20,678 | 19,500 |
| | Dues & Permits | | 1,000 | 1,000 | 1,048 | 1,000 |
| | Freight | | 500 | 500 | 525 | 500 |
| | Contract Services | | 13,000 | 13,000 | 10,987 | 9,500 |
| | Utilities | | 44,990 | 44,990 | 43,476 | 42,000 |
| | Alarm Monitoring | | 2,000 | 2,000 | 1,725 | 2,500 |
| | WW Treatment | | 4,000 | 4,000 | 4,263 | 4,000 |
| | Supplies - Other | | 500 | 500 | 31 | 500 |
| | Repair & Maintenance | | 10,000 | 10,000 | 2,504 | 10,000 |
| Total Expenditures | | | 196,605 | 210,305 | 182,664 | 188,457 |
| Less transfer to reserve | | | 160,605 | 160,605 | | 152,457 |
| Operating Surplus / (Deficit) | | | 395 | 395 | 14,282 | 10,939 |
| | | | | | | |
| # of users residential customers | | | 362 | | | |
| Current User Fee | | | \$392 | | | |
| Proposed New rate | | | \$420 | | | |
| Plus 10% increase for Commercial & frontage Rates | | | | | | |
| Additional revenue of \$13,700 to be added Asset Replacement /Tsf to reserve | | | | | | |

Changes to 2024Capital Plan

H1

- ▶ Reduction of Fire truck by \$20K (now \$180K)
- ▶ Move Fire Command vehicle replacement to 2024 and increase budget by \$20k (now \$40k)
- ▶ Increase to the server to \$23k

Capital Plan – Draft #2 ^{H1}

Village of Tahsis

2024 - 2028 Proposed Capital Plan Version 2

Revised Jan 25, 2024

| Funding Sources: | | | 2024 | 2025 | 2026 | 2027 | 2028 | Total |
|----------------------------|--------------|---|------------------|------------------|------------------|----------------|----------------|-------------------|
| Capital Grants | | | 3,247,560 | 4,206,596 | 2,925,725 | 450,000 | 300,000 | 11,129,881 |
| Gas Tax | | | 370,000 | 320,000 | 350,000 | | | 1,040,000 |
| Fire Hall Reserve | | | 40,000 | 0 | | | | 40,000 |
| Capital Reserves | | | 183,000 | 35,000 | 160,000 | | 35,000 | 413,000 |
| Covid Restart | | | 240,000 | | | | | 240,000 |
| Recreation Reserves | | | 17,000 | | | | | 17,000 |
| Operations Reserve/surplus | | | 30,000 | 50,000 | | | | 80,000 |
| Long-term Borrowing | | | 280,467 | 751,237 | 426,764 | | | 1,458,468 |
| Growing Communities fund | | | 100,000 | 200,000 | | | | 300,000 |
| Total | | | 4,508,027 | 5,562,833 | 3,862,488 | 450,000 | 335,000 | 14,718,348 |
| Capital revenue | Sale of Lots | Alpine lots to be transferred to reserves | 240,000 | | | | | 240,000 |

BC Assessment Completed Roll

| | | | 2024 | 2023 | Chnge | | | |
|-------|-----------------------------|-------------|----------------------|----------------------|---------------------|------------|---------|--------|
| Class | Type | # of Folios | General Assessments | General Assessments | | | | |
| | Residential - Vacant | 51 | \$ 3,233,200 | \$ 3,234,200 | \$ (1,000) | | | |
| | Residential - Single Family | 304 | \$ 54,879,000 | \$ 48,298,700 | \$ 6,580,300 | | | |
| | Residential - Strata | 60 | \$ 4,829,600 | \$ 4,745,800 | \$ 83,800 | % of Total | | |
| | Residential - Other | 15 | \$ 1,660,600 | \$ 3,052,500 | \$ (1,391,900) | | | |
| 1 | Total Residential | 430 | \$ 64,602,400 | \$ 59,331,200 | \$ 5,271,200 | 92.70% | 92.39% | 0.31% |
| 2 | Utilities | 14 | \$ 975,200 | \$ 920,400 | \$ 54,800 | 1.40% | 1.43% | -0.03% |
| 5 | Light Industry | 4 | \$ 576,100 | \$ 545,500 | \$ 30,600 | 0.83% | 0.85% | -0.02% |
| 6 | Business/Other | 46 | \$ 3,021,100 | \$ 3,004,800 | \$ 16,300 | 4.33% | 4.68% | -0.34% |
| 7 | Managed Forests | 2 | \$ 307,600 | \$ 208,400 | \$ 99,200 | 0.44% | 0.32% | 0.12% |
| 8 | Recreational | 10 | \$ 209,900 | \$ 209,900 | \$ - | 0.30% | 0.33% | -0.03% |
| | Total | 506 | \$ 69,692,300 | \$ 64,220,200 | \$ 5,472,100 | 100.00% | 100.00% | |

Impact on Residential Taxes –0%^{H1}

| | | | <u>2023</u> | <u>2024</u> | <u>\$ Change</u> | <u>% Change</u> | <u>Increase per mth</u> | |
|--|---------------------------------------|----|-------------|-------------|------------------|-----------------|-----------------------------|---|
| | Average Single Family assessed value | \$ | 158,877 | \$ 180,523 | \$ 21,646 | 13.6% | | 0.00% increase in property tax revenue |
| | Average Strata assessed value | \$ | 79,097 | \$ 80,493 | \$ 1,397 | 1.8% | | |
| | | | | | | | | |
| | Average Business assessed value | \$ | 65,322 | \$ 65,676 | \$ 354 | 0.5% | | |
| | | | | | | | | |
| | Average Single Family municipal taxes | \$ | 1,231.74 | \$ 1,276.87 | \$ 45.13 | 3.7% | \$ 3.76 | |
| | Average Strata municipal taxes | \$ | 613.22 | \$ 569.34 | \$ (43.88) | -7.2% | \$ (3.66) | |
| | | | | | | | | |
| | Average Business tax | \$ | 2,051.02 | \$ 1,881.38 | \$ (169.64) | -8.3% | \$ (14.14) | |

Property Tax Analysis – 2024

H1

| A | | B | C | D | E | F | G | H | I | K | |
|----------------|------------------|------------------------------------|-----------------------|-----------|------------------|----------------------|----------------------|-------------------|------------------|----------------------|----------------------|
| Property Class | | 2024 Net Taxable Value Assessments | % of Assessment Value | Multiples | Converted Values | 2024 Tax per \$1,000 | 2024 Municipal Taxes | \$ Chng from 2023 | % of Total Taxes | % increase over 2023 | 2023 Municipal Taxes |
| 1 | Residential | \$ 64,602,400 | 92.70% | 1.0000 | \$ 6,460,240 | 7.0732 | \$ 456,943 | \$ (3,038) | 54.53% | -0.7% | \$ 459,981 |
| 2 | Utilities | \$ 975,200 | 1.40% | 3.9000 | \$ 380,328 | 27.5853 | \$ 26,901 | \$ (928) | 3.21% | -3.3% | \$ 27,829 |
| 3 | Supportive Housi | \$ - | 0.00% | 1.0000 | \$ - | | \$ - | \$ - | | | \$ - |
| 4 | Major Industry | \$ - | 0.00% | 3.4000 | \$ - | | \$ - | \$ - | | | \$ - |
| 5 | Light Industry | \$ 576,100 | 0.83% | 40.0000 | \$ 2,304,400 | 282.9266 | \$ 162,994 | \$ (10,401) | 19.45% | -6.0% | \$ 173,395 |
| 6 | Business/Other | \$ 3,021,100 | 4.33% | 4.0500 | \$ 1,223,546 | 28.6463 | \$ 86,543 | \$ (7,803) | 10.33% | -8.3% | \$ 94,347 |
| 7 | Managed Forests | \$ 307,600 | 0.44% | 44.0000 | \$ 1,353,440 | 311.2192 | \$ 95,731 | \$ 23,026 | 11.42% | 31.7% | \$ 72,705 |
| 8 | Recreational | \$ 209,900 | 0.30% | 6.0000 | \$ 125,940 | 42.4390 | \$ 8,908 | \$ (856) | 1.06% | -8.8% | \$ 9,764 |
| 9 | Farm | \$ - | 0.00% | 1.0000 | \$ - | 7.0732 | \$ - | \$ - | | | \$ - |
| | | \$ 69,692,300 | 100% | | \$ 11,847,894 | | \$ 838,021 | \$ (0) | 100.00% | | \$ 838,021 |

Questions?