

Date: February 19, 2019
To: Nikki Gilmore, Chief Administrative Officer
From: Lena Martin, Manager of Finance and Administration
Subject: REVISED 2019 Operating, Project and Capital Expenses Budget

PURPOSE

To present to the Committee of the Whole the REVISED 2019 Operating, Project and Capital Expenses Budget for review and comment.

BACKGROUND

At the Regular Council Meeting No. 1483 held Tuesday, December 11, 2018, Council approved the 2019 budget deliberation schedule. This is the second of three sessions scheduled which will focus on the REVISED 2019 Operating, Project and Capital Expenses.

DISCUSSION AND COMMENTS

The Committee has reviewed the 2019 Budget as prepared through consultation with the Village Department Managers. Further review of closing balances and adjustments have been completed. The Budget is presented as balanced with zero tax increases with the following revisions;

- New Municipal Hall Design Plan (reduced)
- Rope rescue equipment (reduced)
- Radio Repeater Upgrade (reduced)
- Auto Extraction Combi Tool (deferred to 2020)
- Zurcher Balance Park, (deferred to 2020)
- 2020 Soccer Field and Improvements 4,500,000- Grants/Donations \$4,500,000
- Public Works Identifying Jackets - to be accommodated in regular operations

The following Strategic Priority Projects were added through recommendation by Council;

- Asset Management Phase II
- Hillside Development Standards Guidelines
- Economic Development Strategy

Funding Sources for new projects were added through Community Works Gas Tax Grants, 2018 Surplus of Community Enhancement/Community Initiative Funds and Taxation.

Additional reserves for Asset Management as Future Capital Expenditures have not yet been added.

Additional Grants in progress were also identified that do not require additional budget contributions:

- Age Friendly Grant - Housing Needs Assessment
- Rural Dividend Fund

Staff were asked to present the Total Debt Outstanding at December 31, 2019

Village of Pemberton		
Total Debt		
Year Ending December 31, 2019		
	Balance Outstanding	Year Completed
Vadim Software	\$20,000.00	2020
Land and Buildings	\$277,424.77	2021
Zone 4 Rockfall	\$47,380.00	2021
Flail Mower	\$30,843.62	2021
Photocopier	\$8,414.21	2022
Water Well	\$142,038.37	2022
Admin Phone System	\$13,564.44	2023
Admin Vehicle	\$21,517.79	2023
Admin Vehicle	\$21,517.79	2023
Duty Truck	\$43,990.58	2023
Backhoe	\$124,640.09	2023
Poplar Sewer	\$148,194.76	2024
Sewer Treatment Plant	\$803,010.79	2025
Fire Truck	\$472,163.33	2036
Water Line	\$287,907.80	2036
Industrial Park Sewer	\$1,130,161.61	2036
Reservoir	\$1,070,142.50	2040
	\$ 4,662,912.45	

The future meetings tentatively scheduled, as approved at the Regular Council Meeting No.1483 held Tuesday, December 11, 2018 are shown below.

Date	Description
Tuesday, March 5 5:30 PM	Budget Information Session (prior to Council)
Tuesday, March 5	Committee of the Whole Meeting <ul style="list-style-type: none"> • 2019 Tax Implications from the Revised Roll
Tuesday, March 19 5:30 PM	Regular Council Meeting <ul style="list-style-type: none"> • Council Budgeting Session #3 – 2019 Tax Implications and Five Year Financial Plan Review
Tuesday, April 2 5:30 PM	Regular Council Meeting <ul style="list-style-type: none"> • 2019 - 2023 Five Year Financial Plan 1st, 2nd and 3rd readings (S.165 Community Charter)

Tuesday, April 16 5:30PM	Regular Council Meeting <ul style="list-style-type: none">• 2019 - 2023 Five Year Financial Plan 4th & Final• 2019 Tax Rates Bylaw 1st, 2nd, and 3rd readings
Tuesday, May 7 5:30PM	Regular Council Meeting <ul style="list-style-type: none">• 2019 Tax Rates Bylaw 4th & Final (S. 197 Community Charter)

COMMUNICATIONS

An advertisement has been placed in the Pique Newspaper on Thursday, February 14th, 2019, as well as included in the Village's eNEWS, on the Village Website and Facebook page.

As well, residents will again be able to participate in the budget process by submitting their questions to the Village at budget@pemberton.ca which can be found on the Village website as a link. The answers will be summarized and included in the Budget Information Session to be held on Tuesday, March 5, 2019 prior to the Regular Council meeting.

LEGAL CONSIDERATIONS

The development and review of the annual budget meets with the requirements as set out in legislation.

IMPACT ON BUDGET & STAFFING

The development of the annual budget is a component of the day to day operations of the Finance Department and has been incorporated into the annual work plan.

INTERDEPARTMENTAL IMPACT & APPROVAL

The Finance Department coordinates with Managers on each department budget and will move forward with the projects as approved by Council.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

Development of the 2019 draft budget has no impact on the region or neighboring jurisdictions at this time.

ALTERNATIVE OPTIONS

There are no alternative options for consideration.

POTENTIAL GOVERNANCE CONSIDERATIONS

The development of the 2019 Draft Budget meets with Strategic Theme Two: Good Governance being an open and accountable government and to fiscal responsibility. As well, it meets with Strategic Theme Three: Excellence in Service by continuing to deliver quality municipal services.

RECOMMENDATIONS

THAT the Committee of the Whole provide direction to Staff with respect to any changes to the 2019 Draft Budget as presented.

Attachments:

Appendix A: Revised 2019 Draft Budget Worksheets

Submitted by:	Lena Martin, Manager of Finance and Administrative Services
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer