

**VILLAGE OF PEMBERTON
-COMMITTEE OF THE WHOLE MEETING AGENDA-**

Agenda for the **Committee of the Whole** of Council of the Village of Pemberton to be held Tuesday, February 22, 2022, at 9:00am via electronic means through a ZOOM Webinar. This is Meeting No. 224.

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Online participation is encouraged and instructions for the public to view the meeting remotely by ZOOM webinar can be found [here](#). Link to the Zoom Webinar: <https://us02web.zoom.us/j/85289071841>

Item of Business	Page No.
1. CALL TO ORDER	
In honour of the Lil'wat7ul, the Village of Pemberton acknowledges that we are meeting within the unceded territory of the Lil'wat Nation.	
2. APPROVAL OF AGENDA	1
Recommendation: THAT the Agenda be approved as presented.	
3. ADOPTION OF MINUTES	
a) Committee of the Whole Meeting No. 223, Tuesday, February 1, 2022	2
Recommendation: THAT the minutes of the Committee of the Whole Meeting No. 223, held Tuesday, February 1, 2022, be approved as circulated.	
4. 2022 Budget Session #2 - 2022 Revised Operating, Approved Capital and Project Budgets	8
Recommendation: THAT the Committee of the Whole provide direction to Staff with respect to any changes to the 2022 Draft Budget as presented.	
5. Mayor and Council Remuneration	34
Recommendation: THAT the Committee of the Whole provide direction.	
6. ADJOURNMENT	

**VILLAGE OF PEMBERTON
-COMMITTEE OF THE WHOLE MEETING MINUTES-**

Minutes for the **Committee of the Whole** of Council of the Village of Pemberton held Tuesday, February 1, 2022, via electronic means through a ZOOM Webinar. This is Meeting No. 223.

ATTENDING: Mayor Mike Richman
Councillor Ted Craddock
Councillor Leah Noble
Councillor Amica Antonelli
Councillor Ryan Zant

STAFF: Nikki Gilmore, Chief Administrative Officer
Sheena Fraser, Manager of Corporate & Legislative Services
Thomas Sikora, Manager of Finance
Tom Csima, Manager of Operations & Projects
Scott McRae, Manager of Development Services
Fire Chief Robert Grossman
Gwendolyn Kennedy, Legislative Assistant

PUBLIC: 0

MEDIA: 1

A recording of the meeting was made available to the public & media.

Prior to calling the Committee of the Whole meeting to order, Mayor Richman advised that pursuant to section 10 (a) of the Village of Pemberton Council Procedure Bylaw No. 788, 2015 this meeting will be held electronically with no in-person attendance.

1. CALL TO ORDER

At 1:04pm Mayor Richman called the February 1, 2022 Committee of Whole meeting to order

In honour of the Lil'wat7ul, the Village of Pemberton acknowledges that we are meeting within the unceded territory of the Lil'wat Nation.

2. APPROVAL OF AGENDA

Moved/Seconded

THAT the agenda be approved as presented.

CARRIED

3. ADOPTION OF MINUTES

a) Committee of the Whole Meeting No. 222, Tuesday, January 18, 2022

Moved/Seconded

THAT the minutes of the Committee of the Whole Meeting No. 222, held Tuesday, January 18, 2022, be approved as circulated.

CARRIED

At 1:06pm Thomas Sikora, Manager of Finance, joined the meeting.

4. 2022 Budget Session #1: 2022 Operating Budgets, Capital and Project Budgets, First Draft

Mr. Sikora began by presenting the assumptions underlying the draft budget, emphasizing that the draft is based on estimates of actuals as the year end and audit have not yet been completed, tax increases from other local governments are yet unknown, and the revised roll will not be received from BC Assessment until early April. Furthermore, the budget for salaries reflects an increase based on the consumer price index (CPI) for Canada of 4.8%. This will be corrected to the CPI for British Columbia of 3.9% before the next budget session.

With new expenditures included and a surplus of \$616,107.93 carried forward from 2021, the 2022 draft budget presents a deficit of \$79,518.69, which could be offset by a tax increase of 4.06%.

Mr. Sikora noted that residents have been invited to participate in the budget process. No comments or questions have been received from the public yet.

The Committee first reviewed the 2022 capital expenditures by department.

Administration

The bylaw truck purchase was discussed. CAO Gilmore clarified that this purchase is a carry-over from 2021 and that delivery of the truck is expected in March this year.

At 1:28pm Fire Chief Grossman joined the meeting.

Pemberton Fire Rescue

The lease of the truck for Firesmart was discussed. CAO Gilmore clarified that the lease option was preferred due to the timing of the two grants funding the Firesmart program from 2021 to 2023.

At 1:34pm Fire Chief Grossman left the meeting and Scott McRae, Manager of Development Services, joined the meeting.

Development Services

The Committee requested clarification regarding the \$30,000 expenditure for the Official Community Plan (OCP) update project.

At 1:36pm Mr. McRae left the meeting and Tom Csima, Manager of Operations and Projects, joined the meeting.

Public Works and Parks

CAO Gilmore informed the Committee that the Village was not successful in the second application to the BC Active Transportation Grant for funding of the Pemberton Farm Road East upgrade, including construction of this section of the Friendship Trail. Staff are preparing an option to move this project forward including the utilization of Gas Tax Funds and COVID-19 restart funds. More details will be provided at the February 15th budget session. Staff will also provide a report identifying potential cost savings for the project.

CAO Gilmore advised that debt servicing costs for large capital purchases including replacement of the Western Star (plow truck) have not been included in this draft of the budget. Approval of the electorate would be required should an extension to the borrowing term be needed, and this could be achieved through an alternate approvals process. More details regarding debt servicing costs will be available at future budget sessions.

The Committee requested an update on the One Mile Lake boardwalk replacement and maintenance. Mr. Csima explained that the project, including minor maintenance elements such as trail widening, has been delayed due to the requirement for environmental approval from the Province which may take up to two years.

Mr. Csima provided information regarding the public works building roof repair and purchases including the mower, the floating dock at One Mile Lake, and the PTO pump attachment for the tractor.

Water

Mr. Csima provided information regarding the proposed water projects including SCADA upgrades that will improve the Village's ability to monitor both the water and sewer systems. A hatch alarm has been added in response to the recent security breach at the Lil'wat water reservoir.

The Committee inquired as to the cost of the Industrial Park water looping which was noted on the project list as a future expenditure but not included in the 2022 budget.

Sewer

Mr. Csima reviewed the sewer project list, noting that the inflow/infiltration study will provide key information in managing the system. Mr. Csima noted that an increase in sewage flows from the Industrial Park make the purchase of a back-up generator for

the lift station a priority in 2022. The Walnut Lift Station design has been included in 2022. Lift Station #1 design is noted as a future project but not included in the 2022 budget.

Reserves

Mr. Sikora stated that drainage and equipment reserves have been placed for consideration and are new in 2022. Completion of the asset management study will inform capital planning, including allocation to reserves, in the future.

The Committee reviewed the operational budget worksheets.

Administration

Sheena Fraser, Manager of Corporate & Legislative Services, provided information regarding the \$30,000 budgeted for the 2022 general local election, noting that election costs are difficult to predict and will depend on factors such as the number of acclamations.

The Committee requested that Mr. Sikora provide a breakdown of contract and consultant labour (account code 01-2-108100-6103) at the next session and asked that consideration be given to reducing the allocation to administrative maintenance (account code 1-2-108200-6125) as this amount was not spent in 2021.

The Committee requested clarification of the \$60,000 variance over budget of project admin – general expense (account code 1-2-108400-6170). CAO Gilmore advised that \$60,000 has been included for the asset management project but that the amount is entirely offset by grant funding and brings no tax implications.

Legislative

The Committee inquired if the \$5,000 budgeted for IT/computer allowance (account code 01-2-158000-6014) be drawn from the COVID-19 Restart fund.

Mr. Sikora informed the Committee that Staff will provide a report regarding Council and Mayor remuneration at the next session.

At 2:41pm the Mayor called for a recess of the Committee of the Whole Meeting.

At 2:49pm the Committee of the Whole meeting resumed.

At 2:54pm Fire Chief Grossman joined the meeting.

Fire

CAO Gilmore advised that, under the Village's agreement with the Squamish-Lillooet Regional District (SLRD), the Pemberton Fire Rescue operational budget is reviewed by the SLRD, and that the full review has not yet been completed. Any increases above Consumer Price Index (CPI) and any capital expenditures exceeding \$100,000 are referred to the Fire Committee.

Mr. Sikora pointed out an error in the spreadsheet affecting the operational budget for Pemberton Fire Rescue. The budget lines should be shifted down one line to align correctly with the account codes. This error will be corrected prior to the next budget session.

At 2:58pm Fire Chief Grossman left the meeting.

Development Services

CAO Gilmore clarified that revenue projections are conservative as per the Village's practice and that the projections may be updated as the budget is refined.

The Committee requested a breakdown of contractors & consultants (account code 1-2-258100-6103) for the next session. CAO Gilmore noted that the \$119,650 includes the \$53,000 from the project worksheet.

At 3:06pm Tom Csimá joined the meeting.

Public Works

Mr. Sikora observed that the budget shows few adjustments from 2021. There is a minor increase to the maintenance budget.

Mr. Csimá confirmed that part of the salaries budget (account code 01-2-308000-6000) will be offset by the summer student grant.

The Committee requested clarification regarding the road maintenance budget (account code 1-2-308200-6176). CAO Gilmore advised that the surplus has been carried over from 2021.

At 3:10pm Mr. Csimá left the meeting.

Transit

CAO Gilmore provided context to the transit budget, noting that in 2021, Transit Restart Funding were made available from the Federal and Provincial governments to offset the reduced revenues due to the drop in ridership, and that an accounting error from BC Transit resulted in an increase in the 2022 budget. CAO Gilmore informed the Committee that this is the last year of the Village's three-year cost sharing agreement with the SLRD and Lil'wat Nation, under which each partner has paid one third of the costs. Negotiations are underway and there could be a change to the allocation of costs in the future, however no changes have been made to the budget to reflect any changes.

At 3:15pm Mr. Csimá rejoined the meeting.

Sewer

The Committee requested clarification regarding the increase to sewer interest expense (account code 05-2-458900-6525) be provided at the next session.

Water

Mr. Sikora noted that there is an increase in maintenance costs for 2022.

At 3:18pm Mr. Csima left the meeting.

Airport

The 2022 budget anticipates an increase in commercial revenue. Legal expenses were high in 2021 due to lease negotiations but are expected to return to normal in 2022.

Ms. Fraser provided some background regarding the potential costs of snow clearing as an airport user has asked that the runway be kept open through the winter. In 2021 the Village put out an RFP for snow clearing and received a quote of \$100,000 which was not pursued.

Due to heavy snowfall this winter, the Village has not been able to clear the runway since December 17th and has recently received a quote for \$7,200 for this work.

The Committee asked if, once the Western Star has been replaced, it could be used for snow clearing at the airport.

At 3:26pm Mr. Csima rejoined the meeting.

Mr. Csima informed the Committee that, unfortunately, the Western Star is not suited to this work, and that a grader and bulldozer would be needed.

At 3:27pm Mr. Csima left the meeting.

CAO Gilmore informed the Committee that Staff will review the Committee's comments and questions and bring the requested information to the next budget session to be held on February 15th.

Mayor Richman thanked the department managers for presenting tight budgets and thanked Mr. Sikora for his presentation.

At 3:28pm Mr. Sikora left the meeting.

5. ADJOURNMENT

Moved/Seconded

THAT the February 1, 2022, Committee of Whole meeting be adjourned at 3:29pm.

CARRIED

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

Date: Tuesday, February 22, 2022
To: Nikki Gilmore, Chief Administrative Officer
From: Thomas Sikora, Manager of Finance
Subject: 2022 Draft Budget Information Session #2

PURPOSE

To present to the Committee of the Whole the second draft of the 2022 Budget for review and comment.

BACKGROUND AND COMMENTS

The first draft of the 2022 operating and capital items worksheets were presented to the Committee of the Whole No. 223., held on Tuesday, February 1, 2022. This is the second Budget Session scheduled, and will focus on the Revised 2022 Operating, Approved Capital and Project Budget.

Of the items requested by Council, the following are attached as appendices:

- 2022 Draft Budget Details (**Appendix A**)
- Budget Account Detail Requests (**Appendix B**)
 - Admin Contractors & Consultants
 - Admin Maintenance
 - Development Contractors & Consultants

DISCUSSION AND COMMENTS

- Tax implications of the budget will be discussed in March. For the purposes of this review, taxes are shown with zero increases and Non-Market Change of \$29,307, which will be discussed during the Tax Impact deliberations after the Capital and Project budget has been reviewed;
- Taxes are shown with no increase for collections to Other Governments as taxes collected under the agreements for the Regional District, School District, Police, Sea to Sky Regional Hospital District, Municipal Finance Authority and BC Assessment are not a part of the Village of Pemberton deliberations;
- Transit is budgeted using the BC Transit estimated Revenues and Expenses from the Annual Service Agreement;
- Administration Salaries are expensed to the General Fund and reclassified to the Water, Sewer and Airport Funds as a proportionate share. The allocation to the Water Fund is 24%, the Sewer Fund is 22% and the Airport Fund is 3%. Public Works and Parks Salaries are not reclassified, they are allocated on a per hour basis for actual time spent;
- Salaries include possible merit increases and the salary grid has been updated to reflect a CPI increase of 3.9%

- Salaries updated to reflect 2022 staffing changes: CAO recruitment and interim implications and a Public Works Administrative Assistant for three quarters of the year.
- Salaries for Public Works Staff have been allocated a cost of living amount as a placeholder while the Collective Agreement is re-negotiated (expired Dec 31, 2021).
- Salaries for Council have been increased by the current Consumer Price Index (CPI) rate of 3.9% as per Council Remuneration Bylaw No. 704, 2012 as amended;
- Remuneration review for Mayor and Council will be discussed at today's session following budget deliberations.
- All Capital Projects and Key Priorities have been captured in this draft of the budget. Any changes will be calculated into the operations budget for the tax implication session at the Committee of the Whole meeting scheduled for March 8, 2022.
- Water and Sewer Capital Projects are fully funded by user fees and reserves and do not have additional tax implications. However, Staff are recommending that Council increase the Sewer rates by an additional \$40,000 to increase the Reserve Allocations. It is recommended that Water rates remain flat for 2022 until a water rates review is undertaken.

Discussion was also had at the February 1st budget session regarding the Friendship Trail Project on Pemberton Farm Road East. The Committee asked Staff to review the budget to reduce costs that would not have significant impacts on the Project. Attached as **Appendix C**, are the two cost estimates for discussion.

Operational Impacts:

The Operating Budget for 2022 is unaudited, preliminary and without reflection of tax impacts. The tax impacts will be discussed at the March 8th Session. The budget as presented at this time includes the following considerations:

- 2021 has un-audited surplus of \$482,302 which is carried over and results in a balanced budget. Again, tax implications will be shown at a future session.
- To balance the budget, Non-Market Change of \$29,307 was included.

COMMUNICATIONS

Residents will 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 8th, 2022 prior to the Regular Council meeting.

Advertisement has been placed in the Pique Newspaper as well as included in the Village's eNEWS, on the Village Website and Facebook page.

The future meetings tentatively scheduled, as approved at the Regular Council Meeting No. No. 1551, held Tuesday, December 7, 2021, are shown below:

Date	Description
Tuesday, March 1, 2022*	Committee of the Whole Meeting <ul style="list-style-type: none"> • Tax Implications of 2022 Revised Draft Budget *Likely not needed
Tuesday, March 8, 2022*	<ul style="list-style-type: none"> • Public Budget Information Session 2022 review (prior to Council)
Tuesday, March 8, 2022*	Committee of the Whole Meeting <ul style="list-style-type: none"> • Budgeting Session – 2022 Final Budget with Tax Implications and 5 Year Financial Plan review prior to Bylaws coming forward for adoption.
Tuesday, March 29, 2022 Tuesday, April 5, 2022	Committee of the Whole <ul style="list-style-type: none"> • Budget Session if required Regular Council Meeting <ul style="list-style-type: none"> • 2022 - 2026 Five Year Financial Plan Bylaw 1st, 2nd and 3rd readings • 2022 Tax Rates Bylaw 1st, 2nd and 3rd readings
Tuesday, April 5, 2022	Regular Council Meeting <ul style="list-style-type: none"> • 2022 - 2026 Five Year Financial Plan Bylaw-adoption (s 165 CC) • 2022 Tax Rates Bylaw – adoption (s. 197 CC)
Tuesday, April 26, 2022	Special Council Meeting for Adoption <ul style="list-style-type: none"> • 2022 Tax Rates Bylaw 4th & Final (S.197 CC)

IMPACT ON BUDGET, POLICY, STAFFING

Not applicable

LEGAL CONSIDERATIONS

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

ALTERNATIVE OPTIONS

There are no alternative options for consideration.

RECOMMENDATIONS

THAT the Committee of the Whole provide direction to Staff with respect to any changes to the 2022 Draft Budget as presented.

Attachments:

- Appendix A:** 2022 Draft Budget Details
- Appendix B:** Budget Account Detail Requests
- Appendix C:** Friendship Trail Bridge Cost Estimates

Submitted by:	Thomas Sikora, Manager of Finance
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer

Transfers						
	Allocate Admin General Taxation	\$1,313,711	\$1,313,711	\$1,650,996	\$337,284.89	26%
	Allocate Legislative General Taxation	\$108,273	\$108,273	\$121,363	\$13,089.98	12%
	Allocate Fire General Taxation	\$419,182	\$419,182	\$409,211	(\$9,971.00)	-2%
	Allocate Development General Taxation	\$198,731	\$198,731	\$57,433	(\$141,298.44)	-71%
	Allocate Public Works/ Parks General Taxation	\$1,263,976	\$1,263,976	\$1,465,859	\$201,883.41	16%
	Allocate Transit General Taxation	\$69,908	\$69,908	\$92,793	\$22,885.33	33%
	Allocate Rec General Taxation	\$236,030	\$236,030	\$0	(\$236,030.49)	-100%
	Allocate Water Surplus	\$284,493	\$284,493	\$0	(\$284,492.90)	-100%
	Allocate Sewer Surplus	\$650	\$650	\$0	(\$650.12)	-100%
	Allocate Airport General Taxation	\$23,671	\$23,671	\$29,701	\$6,030.24	25%
01-2-008700-6475	Transfer - School Levy	\$1,732,925	\$1,511,416	\$1,732,925	\$221,508.81	15%
01-2-008700-6476	Transfer - Police Tax	\$272,400	\$246,171	\$272,400	\$26,228.97	11%
01-2-008700-6477	Transfer - SLRD	\$1,251,611	\$1,127,825	\$1,251,611	\$123,785.73	11%
01-2-008700-6479	Transfer - STSRHD	\$42,672	\$34,893	\$42,672	\$7,778.70	22%
01-2-008700-6480	Transfer - MFA	\$261	\$227	\$261	\$33.53	15%
01-2-008700-6481	Transfer - BCAA	\$60,167	\$51,097	\$60,167	\$9,069.71	18%
01-2-008800-6501	Reclass Frontage to Water Revenue Fund	\$99,985	\$99,985	\$99,985	\$0.00	0%
01-2-008800-6502	Reclass Frontage to Sewer Revenue Fund	\$212,064	\$212,064	\$214,293	\$2,228.58	1%
01-2-008800-6504	Transfer to General - Capital	\$0	\$0	\$0	\$0.00	#DIV/0!
01-2-008800-6505	Transfer to Future Reserves - Capital	\$140,298	\$140,298	\$347,258	\$206,960.00	148%
01-2-008800-6509	Transfer to/from Future Reserves	\$0	\$206,960	\$0	(\$206,960.00)	-100%
	Total transfers	\$7,731,006	\$7,549,561	\$7,848,926	\$299,365	4%
	(Surplus)/Deficit	(\$180,210)	(\$0)	(\$0)	\$0	
	2021 (Surplus)/Deficit					
	General	(\$180,210)				
	Admin	\$62,759				
	Legislative	(\$4,005)				
	DS	(\$433,965)				
	PW	\$51,955				
	Airport	\$21,164				
	Surplus Carryforward	(\$482,302)				
	1% Tax Increase	\$19,599				
	2% Tax Increase	\$39,199				
	3% Tax Increase	\$58,798				
	4% Tax Increase	\$78,398				
	5% Tax Increase	\$97,997				
	6% Tax Increase	\$117,597				

Village of Pemberton							
2022 Budget							
as at February 22, 2022							
Administrative and Financial Services							
01-2-108000-6525	Admin - Debt Interest	\$2,414	\$2,765	\$2,765	\$0	0%	Update to debt schedule for Bylaw Truck
01-2-108000-6527	Admin - Debt Principal	\$51,250	\$59,259	\$59,259	\$0	0%	5 year financing on Bylaw Truck included
01-2-108000-6999	Penny Rounding Expense	(\$1)	\$0	\$0	\$0	#DIV/0!	
01-2-108100-6100	Admin - Accounting	\$33,075	\$30,000	\$35,000	\$5,000	17%	
01-2-108100-6101	Admin - Legal	\$57,976	\$30,000	\$35,000	\$5,000	17%	
01-2-108100-6103	Admin - Contract & Consultant Labour	\$1,140	\$25,000	\$123,000	\$98,000	392%	See Consultants Worksheet
01-2-108100-6104	Admin - Records Management	\$12,122	\$10,200	\$15,710	\$5,510	54%	RM Consultant, Storage, Destruction, Training
01-2-108200-6125	Admin - Maintenance	\$31,083	\$53,542	\$41,400	(\$12,142)	-23%	fire alarms 5K, 2 Stand up Station and Vinyl floor, cleaning and
01-2-108200-6126	Admin - Parts & Supplies	\$13,987	\$15,635	\$16,244	\$610	4%	COV D recovery
01-2-108200-6127	Admin - Hardware	\$13,159	\$9,000	\$9,351	\$351	4%	COVID 2 new IT workstations + 3 Laptops
01-2-108200-6128	Admin/Bylaw - Fuel & Oil	\$1,291	\$4,000	\$4,000	\$0	0%	
01-2-108200-6129	Admin/Bylaw - Servicing	\$0	\$3,000	\$3,117	\$117	4%	
01-2-108250-6023	Amortization Expense - General	\$0	\$0	\$0	\$0	#DIV/0!	
01-2-108300-6450	Promotions/Community Enhancement	\$4,750	\$7,500	\$7,500	\$0	0%	
01-2-108300-6451	Community Init. & Opport. Fund	\$0	\$0	\$0	\$0	#DIV/0!	moved to SLRD
01-2-108300-6454	Climate Action Carbon Tax Credits	\$0	\$2,500	\$0	(\$2,500)	-100%	CARIP grant no longer exists
01-2-108400-6175	Admin - Bylaw Enforcement Exp	\$3,787	\$6,662	\$6,662	\$0	0%	
01-2-108400-6454	Admin - Emergency Management	\$33,226	\$67,976	\$75,976	\$8,000	12%	PVDD monitoring addition (ESS Grant, EOC Grant)
Total Operating Expenses		\$1,581,447	\$1,801,856	\$1,964,695	\$162,839	9%	
Key Priorities:							
01-2-108400-6170	Project Admin - General Expense						
	Wellness Almanac	\$12,000	\$0	\$12,000	\$12,000	#DIV/0!	Recovered through PDIF
	Economic Development Strategy	\$1,140	\$3,005	\$3,005	\$1	0%	Gas Tax Funding
	Whistler Community Foundation - Flow Through Grant	\$3,700	\$0	\$0	\$0	#DIV/0!	
	UBCM CEPF 2021 Grant	\$60,000	\$0	\$0	\$0	#DIV/0!	To PVDD
	Office Renovations	\$4,960	\$0	\$0	\$0	#DIV/0!	
	Community Wildfire Protection Plan	\$0	\$125,000	\$125,000	\$0	0%	Grant Funding - UBCM
	Asset Management	\$0	\$0	\$60,000	\$60,000	#DIV/0!	Grant Funding - UBCM & FCM
Total Key Priorities		\$81,800	\$128,005	\$200,005	\$72,001	56%	
Capital Priorities:							
	HVAC Repairs	\$14,438	\$0	\$0	\$0	#DIV/0!	
	Bylaw Truck	\$23,690	\$45,000	\$21,310	(\$23,690)	-53%	
Total Capital Priorities		\$38,128	\$45,000	\$21,310	(\$23,690)	-53%	
Total Expenses		\$1,701,374	\$1,974,860	\$2,186,010	\$211,150	11%	
Reserve Objectives:							
Total Reserve Objectives		\$0	\$0	\$0	\$0	0%	
(Surplus)/Deficit		\$62,759	\$0	\$0	(\$0)		

Village of Pemberton								
2022 Budget								
as at February 22, 2022								
Governance Services								
Service Mandate:	Council							
			(Unaudited)					
			2021 YTD	2021	2022 Estimated	Variance over	Variance over	Comments
			Actual	Budget	Budget	Budget (\$)	Budget (%)	
Revenues:								
		Allocate to Governance General Taxation	(\$101,621)	(\$101,621)	(\$121,363)	(\$19,742)	19%	
		Surplus Carryforward	(\$6,652)	(\$6,652)		\$6,652	-100%	
	01-1-157600-6500	Leg - Transfer from Reserve	\$0	(\$500)	\$0	\$500	-100%	COV D Recovery Advertising
Total revenues			(\$108,273)	(\$108,773)	(\$121,363)	(\$12,590)	12%	
Operating Expenses:								
	01-2-158000-0000	Legislative Expenses - Other	\$0	\$0	\$2,100	\$2,100	#DIV/0!	
	01-2-158000-6000	Legislative - Salaries	\$99,261	\$96,283	\$96,333	\$50	0%	Addition of lunches for meetings
	01-2-158000-6002	Legislative - Benefits	\$1,826	\$1,200	\$1,200	\$0	0%	
	01-2-158000-6003	Leg. Exp. - Travel, Training & Accom.	\$2,300	\$8,000	\$13,312	\$5,312	66%	
	01-2-158000-6005	Leg. Exp. - Advertising	\$0	\$1,000	\$1,039	\$39	4%	Strategic Planning for election year
	01-2-158000-6006	Leg. Exp. - Insurance	\$0	\$1,000	\$1,039	\$39	4%	
	01-2-158000-6011	Leg. Exp. - Telephone	\$796	\$1,290	\$1,340	\$50	4%	
	01-2-158000-6014	Leg. Exp. - IT/Computer Allowance	85	\$0	\$5,000	\$5,000	#DIV/0!	
	01-2-158000-6017	Governance Expenses - Public Relations	\$0	\$0	\$0	\$0	#DIV/0!	Tablets/ Computer for new Council
Total Operating Expenses			\$104,268	\$108,773	\$121,363	\$12,590	12%	
Key Priorities:								
Total Key Priorities			\$0	\$0	\$0	\$0	0%	
Capital Priorities:								
Total Capital Priorities			\$0	\$0	\$0	\$0	0	
Total Expenses			\$104,268	\$108,773	\$121,363	\$12,590	12%	
Reserve Objectives:						\$0	#DIV/0!	
Total Reserve Objectives			0	0	0	\$0	#DIV/0!	
(Surplus)/Deficit			(\$4,005)	\$0	\$0	\$0		

Village of Pemberton							
2022 Budget							
as at February 22, 2022							
Development Services							
Key Priorities:							
01-2-258400-6170	Project Dev.- Non Capital Exp						
	Climate Action Plan	\$0	\$30,000	\$30,000	\$0	0%	Gas Tax Funds
Total Key Priorities		\$0	\$30,000	\$30,000	\$0	0%	
Capital Priorities:							
Total Capital Priorities		\$0	\$0	\$0	\$0	0	
Total Expenses		617,396	748,153	815,722	67,569	9%	
Reserve Objectives:							
Total Reserve Objectives		\$0	\$0	\$0	\$0	0%	
(Surplus)/Deficit		(\$433,965)	\$0	\$0	(\$0)		

Capital Priorities:							
	Commercial Bunker Gear Washer (Worksafe Compliance) 2 @ \$5,00	\$9,000	\$10,000	\$0	(\$10,000)	-100%	
	Commercial Bunker Gear Dryer (Worksafe Compliance)	\$3,647	\$3,850	\$0	(\$3,850)	-100%	
	Project - Cap. Mach & Equip. Exp - Fire	\$0	\$6,250	\$0	(\$6,250)	-100%	
	Upgraded Gas detectors (worksafe compliance)	\$8,648	\$10,000	\$0	(\$10,000)	-100%	
	Truck Radio Upgrades (3 @ \$2,500)	\$2,301	\$7,500	\$0	(\$7,500)	-100%	
	SCBA Tank Replacement	\$6,960	\$7,500	\$7,500	\$0	0%	
	Mini Repeater for further reach down INShuk FST	\$0	\$2,500	\$2,500	\$0	0%	
	New Security Fencing Training Ground	\$9,858	\$25,000	\$15,142	(\$9,858)	-39%	
	Structure Fire Bunker Gear	\$12,994	\$0	\$19,500	\$19,500	#DIV/0!	
	Sprinkler Protection Unit Trailer & Truck	\$0	\$0	\$324,513	\$324,513	#DIV/0!	Wildfire & WB Funding
Total Capital Priorities		\$53,408	\$72,600	\$369,155	\$296,555	408%	
Total Expenses		\$1,033,332	\$826,786	\$1,298,344	\$471,558	57%	
Reserve Objectives:							
01-2-208800-6507	Transfer to Future Reserves	\$77,065	\$83,650	\$95,752	\$12,102	14%	
	Wildfire Funds	\$244,786			\$0	#DIV/0!	
	SLRD COVID Recovery Overpayment	\$810			\$0	#DIV/0!	
	Mini Repeater for further reach down INShuk FST	\$2,500			\$0	#DIV/0!	
	Transfer to Surplus Carryforward				\$0	#DIV/0!	
Total Reserve Objectives		\$325,161	\$83,650	\$95,752	\$12,102	14%	
(Surplus)/Deficit		(\$0)	\$0	(\$0)	(\$0)		

Village of Pemberton						
2022 Budget						
as at February 22, 2022						
Public Works & Parks						
Key Priorities						
01-2-308400-6170	Walnut Street Drainage	\$0	\$6,000	\$6,000	\$0	0%
	Asset Management	\$0	\$110,000	\$50,000	(\$60,000)	-55% CCTV Asset Management remains
	Welcome Sign Touchups	\$0	\$5,000	\$5,000	\$0	0%
Total Key Priorities		\$0	\$121,000	\$61,000	(\$60,000)	-50%
Capital Priorities						
Mach & Equip.						
	Loader	\$184,100	\$275,000	\$0	(\$275,000)	-100%
01-2-308400-6551	Mini Excavator	\$97,092	\$0	\$0	\$0	#DIV/0!
	EV Charger	\$0	\$49,000	\$399,000	\$350,000	714%
	Electric Sign	\$0	\$6,000	\$8,000	\$2,000	33%
	Western Star Truck Replacement	\$0	\$0	\$300,000	\$300,000	#DIV/0!
Eng. Struct. PW		\$1,492,993	\$4,200,011	\$3,025,611	(\$1,174,400)	-28%
01-2-308400-6552	Bike Skills Park	\$11,896	\$999,258	\$1,124,258	\$125,000	13%
	Pebble Creek Road Repair	\$0	\$212,023	\$198,023	(\$14,000)	-7%
	Farm Rd East	\$0	\$306,000	\$306,000	\$0	0%
	Sidewalk	\$0	\$76,000	\$76,000	\$0	0%
	Park and Ride	\$0	\$0	\$200,000	\$200,000	#DIV/0! Engineering
Bldg & Equipment		\$42,580	\$10,000	\$0	(\$10,000)	-100%
01-2-308400-6555	Works Building Roof Repair	\$0	\$14,000	\$12,000	(\$2,000)	-14%
Eng. Struct. Parks		\$0	\$217,000	\$414,000	\$197,000	91%
01-2-358400-6552	One Mile Lake Swingset	\$40,556	\$50,000	\$0	(\$50,000)	-100%
	Dog Park Fencing	\$32,664	\$36,000	\$0	(\$36,000)	-100%
	One Mile Lake Culvert	\$3,534	\$0	\$0	\$0	#DIV/0!
	Floating Dock at One Mile	\$0	\$0	\$7,000	\$7,000	#DIV/0!
Total Capital Priorities		\$1,905,415	\$6,450,292	\$6,069,892	(\$380,400)	-6%
Total Expenses		\$3,203,943	\$7,875,381	\$7,544,583	(\$330,798)	-4%
Reserve Objectives						
Total Reserve Objectives						
		\$0	\$0	\$0	\$0	0%
(Surplus)/Deficit		\$51,955	\$0	\$0	(\$0)	

Village of Pemberton					
2022 Budget					
as at February 22, 2022					
Transit					
Capital Priorities:					
Total Capital Priorities	\$0	\$0	\$0	\$0	0%
Total Expenses	\$546,160	\$781,915	\$961,654	\$179,739	23%
Reserve Objectives:					
Total Reserve Objectives	\$0	\$0	\$0	\$0	0%
(Surplus)/Deficit	(\$63,134)	(\$0)	\$0	\$0	

Village of Pemberton							
2022 as at February 22, 2022							
as at April 12, 2011							
Water Services							
Service Mandate:							
Falls under Public Works and Parks Services							
(Unaudited)							
		2021 YTD	2022	2022 Estimated	Variance over	Variance over	Comments
		Actual	Budget	Budget	Budget (\$)	Budget (%)	
Revenues:							
Surplus Carryforward		(\$284,493)	(\$284,493)	(\$88,779)	\$195,714	-69%	
03-1-406100-132	Water - Village User Rates	(\$901,656)	(\$852,329)	(\$872,792)	(\$20,463)	2%	
03-1-406100-132	Water - Frontage Taxes Reclassified	(\$99,985)	(\$99,985)	(\$99,985)	\$0	0%	
03-1-406100-132	Water - Connection Fees	(\$41,090)	(\$20,000)	(\$20,000)	\$0	0%	
03-1-406100-132	Water - Penalties	\$0	(\$15,000)	(\$15,000)	\$0	0%	
03-1-406100-133	Water - 0B User Rates	(\$16,552)	(\$26,297)	(\$26,297)	\$0	0%	
03-1-406100-133	Water - IP User Rates	(\$35,806)	(\$75,936)	(\$75,936)	\$0	0%	
03-1-406100-133	Water - PNID User Rates	(\$64,232)	(\$129,144)	(\$129,144)	\$0	0%	
03-1-406600-145	Water - Investment Income	(\$500)	(\$500)	(\$500)	\$0	0%	
01-1-307201-167	Project Works Capital - Provincial Grant	\$0	\$0	(\$190,000)	(\$190,000)	#DIV/0!	Water Inv & Fernwood
03-1-407201-167	Capital Projects - Contributions	\$0	\$0	\$0	\$0	#DIV/0!	
03-1-407300-192	Water - Other Revenue	(\$337)	\$0	\$0	\$0	#DIV/0!	
03-1-407600-650	Water - Transfer from Reserve	(\$302,656)	(\$285,265)	(\$218,000)	\$67,265	-24%	Scada & Fernwood
Total revenues		(\$1,747,306)	(\$1,788,950)	(\$1,736,434)	\$52,516	-3%	
Operating Expenses:							
03-2-408000-000	Water - Administration	\$1,252	\$3,000	\$3,000	\$0	0%	
03-2-408000-600	Water - Salaries	\$536,798	\$536,798	\$597,389	\$60,591	11%	
03-2-408000-600	Water - Benefits	\$10,975	\$10,512	\$10,109	(\$403)	-4%	
03-2-408000-600	Water - Travel & Training	\$0	\$800	\$800	\$0	0%	
03-2-408000-600	Water - Interest & Bank Charges	\$418	\$0	\$0	\$0	#DIV/0!	
03-2-408000-600	Water - Advertising	\$1,437	\$1,200	\$1,200	\$0	0%	
03-2-408000-600	Water - Insurance	\$23,836	\$21,579	\$23,836	\$2,257	10%	
03-2-408000-601	Water - Telephone	\$3,772	\$3,977	\$3,800	(\$177)	-4%	
03-2-408000-601	Water - Hydro	\$66,064	\$64,614	\$65,000	\$386	1%	
03-2-408000-601	Water - IT/Software	\$2,073	\$2,520	\$3,500	\$980	39%	includes Scada Licence+computer
03-2-408000-601	Water - Purchases	\$60,165	\$29,271	\$55,000	\$25,729	88%	
03-2-408000-602	Water - Training	\$874	\$3,000	\$1,000	(\$2,000)	-67%	
03-2-408000-602	Water - Bad Debt Expense	\$0	\$0	\$0	\$0	#DIV/0!	
03-2-408000-602	Water - Licenses & Permits	\$0	\$3,000	\$3,000	\$0	0%	
03-2-408100-610	Water - Legal	\$0	\$2,000	\$1,500	(\$500)	-25%	
03-2-408100-610	Water - Engineering	\$0	\$0	\$0	\$0	#DIV/0!	
03-2-408100-610	Water - Contractors & Consultants	\$11,898	\$20,000	\$20,000	\$0	0%	Water Rates Study 20K
03-2-408200-612	Water - Maintenance	\$117,174	\$71,125	\$90,000	\$18,875	27%	
03-2-408200-612	Water - Parts & Supplies	\$5,245	\$4,000	\$4,000	\$0	0%	
03-2-408200-612	Water - Hardware	\$81	\$0	\$0	\$0	#DIV/0!	
03-2-408200-612	Water - Fuel	\$31,746	\$16,387	\$12,000	(\$4,387)	-27%	
03-2-408250-602	Amortization Expense - Water	\$0	\$0	\$0	\$0	#DIV/0!	
03-2-408900-652	Water - Interest Expense	\$47,961	\$51,536	\$51,536	\$0	0%	
03-2-408900-652	Water - Principal Payment	\$57,763	\$57,763	\$57,763	\$0	0%	
03-2-409100-602	Water - Contingency	\$0	\$0	\$0	\$0	#DIV/0!	
Total Operating Expenses		\$979,532	\$903,083	\$1,004,433	\$101,350	11%	
Key Priorities:							
03-2-408400-617	Project - Non Capital Exp - Water						
	Water Treatment Preliminary Investigation & Design	\$47,384	\$90,000	\$40,000	(\$50,000)	-56%	
	Water Treatment Final Design	\$0	\$0	\$50,000	\$50,000	#DIV/0!	
Total Key Priorities		\$47,384	\$90,000	\$90,000	\$0	0%	

Capital Priorities:						
03-2-408400-655:	Project - Cap. Village Core Exp - Water					
	Winch	\$4,956	\$0	\$0	\$0	#DIV/0!
	Genset	\$220,801	\$276,867	\$0	(\$276,867)	-100%
	Scada Improvements	\$0	\$70,000	\$70,000	\$0	0%
	Water Truck	\$81,855	\$60,000	\$0	(\$60,000)	-100%
	Chlorine Analyzer Eagle Drive	\$0	\$10,000	\$0	(\$10,000)	-100%
	Flow Meter Replacement	\$0	\$15,000	\$0	(\$15,000)	-100%
	Well #3 Pump head and Motor Replacement	\$0	\$40,000	\$0	(\$40,000)	-100%
	Fernwood Watermain & PRV Replacement	\$0	\$0	\$200,000	\$200,000	#DIV/0!
	Leak Detection Device	\$0	\$0	\$18,000	\$18,000	#DIV/0!
	Hatch Alarm	\$0	\$0	\$10,000	\$10,000	#DIV/0!
	Chlorine Pump Replacement	\$0	\$0	\$10,000	\$10,000	#DIV/0!
	Reservoir mixer motor	\$0	\$0	\$10,000	\$10,000	#DIV/0!
Total Capital Priorities		\$307,612	\$471,867	\$318,000	(\$153,867)	-33%
Total Expenses		\$1,334,528	\$1,464,950	\$1,412,433	(\$52,517)	-4%
Reserve Objectives:						
		324,000	324,000	324,000	\$0	0%
Total Reserve Objectives		\$324,000	\$324,000	\$324,000	\$0	0%
(Surplus)/Deficit		(\$88,779)	(\$0)	(\$0)	(\$0)	

Capital Priorities:						
05-2-458400-6553	Project - Cap. Village Core Exp - Sewer					
	Winch	\$4,956	\$0	\$0	\$0	#DIV/0!
	Surge Suppressor & Compressor	\$9,142	\$0	\$0	\$0	#DIV/0!
	Village Wide Scada Upgrades	\$3,170	\$50,000	\$50,000	\$0	0%
	Outfall Inline Flushing System	\$0	\$10,000	\$10,000	\$0	0%
	2 Variable Frequency Drives	\$0	\$10,000	\$10,000	\$0	0%
	Inflow/Infiltration Study	\$0	\$0	\$50,000	\$50,000	#DIV/0!
	Walnut Lift Station Design	\$0	\$0	\$40,000	\$40,000	#DIV/0!
		\$0	\$0	\$0	\$0	#DIV/0!
05-2-458400-6554	Project - Cap. Ind Park Exp - Sewer	\$0	\$0	\$0	\$0	#DIV/0!
	Industrial Park Generator	\$0	\$100,000	\$100,000	\$0	0%
Total Capital Priorities		\$17,269	\$170,000	\$260,000	\$90,000	53%
Total Expenses		\$1,107,698	\$1,315,351	\$1,399,940	\$84,590	6%
Reserve Objectives:						
		\$253,560	\$0	\$160,000	\$160,000	#DIV/0! Reserves used alloc to projects
Total Reserve Objectives		\$253,560	\$0	\$160,000	\$160,000	#DIV/0!
(Surplus)/Deficit		(\$116,773)	\$0	\$0	\$0	

Village of Pemberton
BUDGET WORKSHEET
For the 2022 Budget Year
as at February 22, 2022

Department: Admin	Prior Year
	\$ -
Account Name: Maintenance	

G/L Account #: 01-2-108200-6125 Page _____ of _____

Details	2021 Budget	2022 Estimate	Deferred to Priority List
Fire Alarms	5,000	5,000	
Stand Up Desks	1,400	1,400	
Vinyl Floor	5,000	5,000	
Cleaning & Maintenance	26,000	26,000	
Garbage Removal	4,000	4,000	
Misc	12,142		
TOTAL REQUEST	53,542	41,400	

Village of Pemberton
BUDGET WORKSHEET
For the 2022 Budget Year
as at February 22, 2022

Department: Admin	Prior Year
	\$ -
Account Name: Contractors & Consultants	

G/L Account #: 01-2-108100-6103 Page _____ of _____

Details	2021 Budget	2022 Estimate	Deferred to Priority List
Municipal Hall Design	25,000	25,000	
Leader's International		48,000	
Strategic Priorities Consulting		50,000	
TOTAL REQUEST	25,000	123,000	

**Table A-1: Capital Cost Summary
Pemberton Farm Road East Pathway**

February 2022

Class B Capital Cost Estimate

Item	Description	Unit	Estimated Quantity	Unit Rate	TOTAL PRICE \$	Comment
1.0	Engineering and Design					
1.01	Engineering and Design	%	\$479,615	15%	\$71,942	
1.02	Permitting & Monitoring	\$	\$1	\$ 15,000	\$15,000	Water Sustainability Act
	Engineering and Design SUBTOTAL				\$86,942	
2.0	Site Works					
2.01	Site Clearing	ha	0.44	\$ 30,000	\$13,200	
2.02	Tree Removal	ea	6	\$ 3,500	\$21,000	
2.03	Surveying	allow	1	\$ 7,500	\$7,500	
	Site Works SUBTOTAL				\$41,700	
3.0	Civil Works					
3.01	General Fill	tonne	2,835	\$ 10	\$28,350	
3.02	Subbase - 3" Minus	tonne	712	\$ 10	\$7,120	
3.03	Base - 3/4" Minus	tonne	475	\$ 14	\$6,413	
3.04	Asphalt	m2	1,875	\$ 25	\$45,938	
3.05	Trucking	hr	111	\$ 145	\$16,095	
3.06	Line Painting	allow	1	\$ 3,500	\$3,500	
3.07	Fencing	m	600	\$ 25	\$15,000	
3.08	Boardwalk/Cribbing	m	100	\$ 500	\$50,000	
	Civil Works SUBTOTAL				\$172,415	
4.0	Landscaping					
4.01	Tree	allow	1	\$ 25,000	\$25,000	
4.02	Hydroseeding	allow	1	\$ 7,500	\$7,500	
	Landscaping SUBTOTAL				\$32,500	
5.0	Electrical					
5.01	Electrical Service Connection	LS	1	\$ 15,000	\$15,000	
5.02	Conduit and Wiring	m	600	\$ 30	\$18,000	
5.03	Light Posts	ea	30	\$ 5,000	\$150,000	
5.04	Pedestrian Crosswalk Flashers				\$35,000	
	Electrical SUBTOTAL				\$218,000	
	SUBTOTAL FOR ALL TASKS				\$479,615	
	TOTAL (excl. GST and Contingency)				\$551,557	
	Contingency				20%	\$110,300
	TOTAL AMOUNT (excl. GST)				\$662,000	

**Table A-1: Capital Cost Summary
Pemberton Farm Road East Pathway**

February 2022

Class B Capital Cost Estimate

Item	Description	Unit	Estimated Quantity	Unit Rate	TOTAL PRICE \$	Comment
1.0	Engineering and Design					
1.01	Engineering and Design	%	\$299,615	15%	\$44,942	
1.02	Permitting & Monitoring	\$	\$1	\$ 15,000	\$15,000	Water Sustainability Act
	Engineering and Design SUBTOTAL				\$59,942	
2.0	Site Works					
2.01	Site Clearing	ha	0.44	\$ 30,000	\$13,200	
2.02	Tree Removal	ea	6	\$ 3,500	\$21,000	
2.03	Surveying	allow	1	\$ 7,500	\$7,500	
	Site Works SUBTOTAL				\$41,700	
3.0	Civil Works					
3.01	General Fill	tonne	2,835	\$ 10	\$28,350	
3.02	Subbase - 3" Minus	tonne	712	\$ 10	\$7,120	
3.03	Base - 3/4" Minus	tonne	475	\$ 14	\$6,413	
3.04	Asphalt	m2	1,875	\$ 25	\$45,938	
3.05	Trucking	hr	111	\$ 145	\$16,095	
3.06	Line Painting	allow	1	\$ 3,500	\$3,500	
3.07	Fencing	m	600	\$ 25	\$15,000	
3.08	Boardwalk/Cribbing	m	100	\$ 500	\$50,000	
	Civil Works SUBTOTAL				\$172,415	
4.0	Landscaping & Other					
4.01	Tree	allow	1	\$ 25,000	\$25,000	
4.02	Hydroseeding	allow	1	\$ 7,500	\$7,500	
4.03	Signage	allow	1	\$ 5,000	\$5,000	
	Landscaping & Other SUBTOTAL				\$37,500	
5.0	Electrical					
5.01	Electrical Service Connec ion	LS	1	\$ 15,000	\$15,000	
5.02	Conduit and Wiring	m	600	\$ 30	\$18,000	
	Electrical SUBTOTAL				\$33,000	
	SUBTOTAL FOR ALL TASKS				\$299,615	
	TOTAL (excl. GST and Contingency)				\$344,557	
	Contingency				20%	\$68,900
	TOTAL AMOUNT (excl. GST)				\$414,000	

Date: Tuesday, February 15, 2022
To: Committee of the Whole
From: Nikki Gilmore, Chief Administrative Officer
Subject: Mayor and Councillor Remuneration

PURPOSE

The purpose of this report is to present to the Committee of the Whole comparisons on the Mayor and Councillor remuneration.

BACKGROUND

In 2010, following a review by Council respecting remuneration for Mayor and Council at the Committee of the Whole (Finance) held on January 12, 2010, the following resolutions were passed, and this direction was incorporated into the budget but not until 2012:

Moved/Seconded

THAT Council members' salaries be established at 50% of the Mayor's salary.

CARRIED

Moved/Seconded

THAT the Mayors' salary be established at \$25,000 effective January 1, 2010.

CARRIED

In 2012, Council Remuneration Bylaw No. 704, 2012, (**Appendix A**) was adopted which set out the following:

- Mayor's Remuneration established at \$25,000/per annum with \$8,333 specified as an expense allowance
- Councillor remuneration established at \$12,500/ per annum with \$4,166 specified as an expense allowance
- Amount to be paid in bi-weekly installments
- Annual amount is increased in conjunction with and equivalent to the cost-of-living amount for non-union staff

In 2018, due to Federal government budget changes that included removing tax exemptions for non-accountable expense allowances paid to elected officials, effective January 1, 2019, the expense allowance paid became included in the elected officials' taxable income. This in effect removed the 1/3 tax free expense allowance for local government elected officials. This changed reduced the amount of take-home remuneration to Mayor and Council unless the

remuneration bylaw was amended to include the portion of tax waived by the exemption as part of the net salaries paid.

At the Regular Council Meeting No. 1474, held July 10, 2019, Council passed the following resolution and Staff proceeded to prepare a Council Remuneration Bylaw Amendment:

Moved/Seconded

THAT Council support keeping the net salaries of Council and Mayor whole within the 2019 budget.

CARRIED

At the Regular Meeting No. 1483, held Tuesday, December 11, 2018, Council Remuneration Amendment Bylaw No. 849, 2018 (**Appendix B**) was introduced which resulted in sections 2 (a) and 2 (b) being deleted and replaced with the following:

Section 2 (a):

Effective at 11:59 PM on the last day of December, 2018, the Mayor of the Village of Pemberton shall be paid Twenty-Nine Thousand Nine Hundred Fifty dollars (\$29,950) per annum.

Section 2 (b):

Effective at 11:59 PM on the last day of December, 2018, each Councillor of the Village of Pemberton shall be paid Fourteen Thousand Eight Hundred Thirty Eight dollars (\$14,838) per annum.

At that time, this change resulted in a slight increase to the budget with the Mayor's annual remuneration increasing by \$2,167 and Councillor remuneration increasing by \$947.

At the Regular Council Meeting No. 1549, held Tuesday, November 2, 2021, Council rose with report from the In Camera meeting held earlier in the day with the following resolution:

Moved/Seconded

THAT Staff be directed to research remuneration for Council members and bring forward a report for discussion during 2022 budget deliberations.

CARRIED

DISCUSSION & COMMENTS

Staff undertook research on council remuneration which included reviewing the remuneration packages provided to council members from other like sized communities. Consideration was also given to the amount of growth and development a community might be seeing at this time. This information is available through CivicInfo and is dependent on a local government submitting the information on an annual basis and the annual Statement of Financial Information (SOFI) report presented each year. In this regard, there may be remuneration information missing on the spreadsheets if a local government has not reported to CivicInfo or SOFI reports were not easily accessible. That said, the attached tables in **Appendix C** provide a relatively good comparison based on like sized communities.

Staff was also requested to include the remuneration provided to the Squamish-Lillooet Regional District Board members. This information is included but it should be noted that the remuneration will vary dependent on if a board member is the Chair, Vice-Chair, Electoral Area Director or Municipal Director. Further the compensation provided to Board members will also be adjusted dependent on the number of meetings they attend and whether they are a committee chair. The compensation to regional district board members is not really comparable to that of municipal elected officials.

COMMUNICATIONS

There are no communication requirements related to this matter.

LEGAL CONSIDERATIONS

There are no legal, legislative, or regulatory considerations.

IMPACT ON BUDGET & STAFFING

There will be budget implications depending on the direction Council provides with respect to the remuneration package for Council.

INTERDEPARTMENTAL IMPACT & APPROVAL

There are no interdepartmental impacts or approvals required at this time.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

Review of the council remuneration has no impact on other jurisdictions.

ALTERNATIVE OPTIONS

There are no alternative options provided at this time.

RECOMMENDATIONS

THAT the Committee of the Whole provide direction.

ATTACHMENTS:

Appendix A: Council Remuneration Bylaw No. 704, 2012

Appendix B: Council Remuneration Bylaw No. 849, 2018

Appendix C: Mayor and Councillors Remuneration Comparison

Submitted by:	Nikki Gilmore, Chief Administrative Officer
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VILLAGE OF PEMBERTON
BYLAW No. 704, 2012

A bylaw to provide for remuneration and expense allowances to be paid to the Mayor and Councillors.

WHEREAS the Council of the Village of Pemberton is empowered pursuant to the Community Charter to provide for the payment of remuneration, including any amount specified as an expense allowance to the Mayor and Councillors for the discharge of the duties of office;

AND WHEREAS the Council of the Village of Pemberton deems it necessary and expedient to adopt a Council Remuneration Bylaw;

NOW THEREFORE BE IT RESOLVED THAT the Council, in open meeting assembled, hereby enacts as follows:

1. CITATION

This bylaw may be cited for all purposes as "Council Remuneration Bylaw No. 704, 2012".

2. GENERAL

- (a) Effective the first day of January, 2012, the Mayor of the Village of Pemberton shall be paid Twenty-Five thousand dollars (\$25,000) per annum of which, eight thousand, three hundred and thirty-three dollars (\$8,333) shall be specified as an expense allowance;
- (b) Effective the first day of January, 2012, each Councillor of the Village of Pemberton shall be paid twelve thousand, five hundred dollars (\$12,500.00) per annum of which, four thousand, one hundred and sixty six dollars (\$4,166) shall be specified as an expense allowance;
- (c) The annual amount shall be paid in biweekly instalments throughout the year;
- (d) The annual amount shall be increased annually in conjunction with and equivalent to the cost of living amount for non-union staff.

3. REPEAL

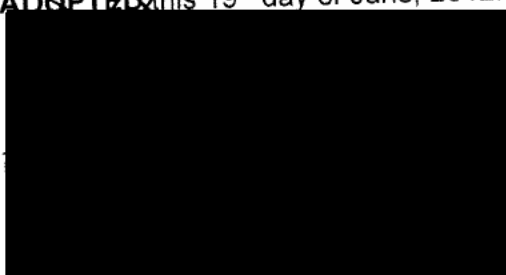
"The Village of Pemberton Council Remuneration Bylaw No. 655, 2011" and its amendments are hereby repealed.

READ A FIRST TIME this 5th day of June, 2012.

READ A SECOND TIME this 5th day of June, 2012.

READ A THIRD TIME this 5th day of June, 2012.

ADOPTED this 19th day of June, 2012.



Corporate Officer



VILLAGE OF PEMBERTON
BYLAW No. 849, 2018

A bylaw to amend Village of Pemberton Council Remuneration Bylaw No. 704, 2012.

WHEREAS the Council may amend its Zoning Bylaw from time to time;

AND WHEREAS the Council of the Village of Pemberton deems it necessary to amend the Council Remuneration Bylaw to address changes to federal income tax legislation respecting the non-accountable expense allowance paid to elected officials;

NOW THEREFORE the Council of the Village of Pemberton in open meeting assembled **ENACTS AS FOLLOWS:**

1. CITATION

This bylaw may be cited for all purposes as "Village of Pemberton Council Remuneration Amendment Bylaw No. 849, 2018".

2. GENERAL

Village of Pemberton Council Remuneration Bylaw No. 704, 2012 is hereby amended by:

i. Deleting section 2 (a) and replacing it with the following:

(a) Effective at 11:59 PM on the last day of December, 2018, the Mayor of the Village of Pemberton shall be paid Twenty-Nine Thousand Nine Hundred Fifty dollars (\$29,950) per annum.

ii. Deleting Section 2 (b) and replacing it with the following:

(b) Effective at 11:59 PM on the last day of December, 2018, each Councillor of the Village of Pemberton shall be paid Fourteen Thousand Eight Hundred Thirty Eight dollars (\$14,838) per annum.

READ A FIRST TIME this 11th day of December, 2018.

READ A SECOND TIME this 11th day of December, 2018.

READ A THIRD TIME this 11th day of December, 2018.

ADOPTED this 13th day of December, 2018.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

Mayor and Councillors Remuneration Comparison

Local Government	Population 2021	Elected Official Position	2016	2017	2018	2019	2020	2021 (CivicInfo)
Sea to Sky communities								
Pemberton	3103 (now 3407)							
		Mayor	\$25,913	\$27,382	\$28,699	\$29,741	\$29,741	\$29,733
		Councillor	\$13,032	\$13,781	13,396	\$14,711	\$14,743	\$15,405
Lillooet	2132							
		Mayor	\$13,902	\$14,152	\$14,435	\$15,426	\$15,812	\$15,986
		Councillor	\$7,577	\$7,713	\$7,867	\$8,787	\$8,904	\$9,002
Whistler								
		Mayor	\$83,045	\$85,000	\$85,037	\$100,988	\$101,992	Unreported
		Councillor	\$33,578	\$34,368	\$34,383	\$40,200	\$40,049	Unreported
Squamish								
		Mayor	\$68,548	\$74,763	\$67,805 (Partial Year)	\$87,495	\$89,884	\$10,000
		Councillor	\$31,000	\$33,842	\$36,058	\$39,541	\$40,578	\$6,000

Note: Information noted above is available in the SOFI Reports issued by each local government except for 2021. This information has been collection from the CivicInfo data base as the 2021 SOFI Reports will not be issued until June/July, 2022.

Squamish-Lillooet Regional District – based on SOFI Reports

Position	2016	2017	2018	2019	2020	2021
Board Chair	\$28,458	\$23,293	\$23,535	\$43,974	\$21,338	Unreported
Vice Chair			\$1,814	\$20,099	\$30,835	Unreported
Electoral Area Director	\$23,601 - \$26,809	\$25,377 - \$28,863	\$23,258 - \$28,756	\$21,932 - \$34,107	\$25,696 - \$43,268	Unreported
Municipal Director	\$11,908 - \$14,967	\$1,466 - \$14,907	\$11,153 - \$13,191	\$15,641 - \$15,735	\$12,784 - 15,969	Unreported

Note: Information provided from CivicInfo; blank columns indicates information not reported.

Other Communities	Population	Elected Official Position	2016	2017	2018	2019	2020	2021
Anmore	2412							
		Mayor	\$24,000		\$25,067	\$25,067	\$46,080	\$46,400
		Councillor	\$12,000		\$12,533	\$12,533	\$20,480	\$20,600
Chase	2497							
		Mayor	\$12,620			\$13,989		\$14,043
		Councillor	\$ 8,300			\$ 8,914	\$9,092	\$ 9,274
Tofino	2522							
		Mayor	\$20,125	\$20,346				\$30,690
		Councillor	\$11,651	\$11,779				\$15,345
Elkford	2716							
		Mayor	\$20,315	\$19,508	\$1,757	\$21,000	\$32,639	\$32,640
		Councillor	\$ 8,995	\$ 9,085	\$ 352	\$10,200	\$16,319	\$16,320
Princeton	3108							
		Mayor	\$22,234	\$22,901				\$24,084
		Councillor	\$11,117	\$11,450				\$12,042
Houston	3147							
		Mayor	\$15,783		\$15,783	\$18,000	\$18,396	\$18,452
		Councillor	\$7,891	\$7,892	\$7,891	\$9,000	\$9,198	\$ 9,226
Enderby	3188							
		Mayor	\$15,237	\$15,511	\$17,357	\$20,275	\$20,128	\$20,289
		Councillor	\$ 7,680	\$ 7,818	\$ 9,189	\$11,015	\$10,655	\$10,741
Lake Cowichan	3651							
		Mayor	\$20,400	\$20,808	\$21,224	\$23,386		\$24,331
		Councillor	\$12,240	\$12,248	\$12,734	\$14,032		\$14,599
Invermere	3758							
		Mayor	\$21,500		\$21,500		\$25,452	\$24,783
		Councillor	\$12,900		\$12,900		\$15,271	\$14,870
Bowen Island	3982							
		Mayor	\$22,424	\$22,919				\$30,000
		Councillor	\$11,212	\$11,458				\$15,000