



Minutes of the Special (Budget) Meeting of the Council of the Village of Chase
held in the Council Chamber of the Village Office at 826 Okanagan Avenue
on Monday, April 23, 2018, at 4:00 p.m.

PRESENT: Mayor Rick Berrigan
Councillor Nancy Egely
Councillor David Lepsoe
Councillor Ali Maki
Councillor Steve Scott

FINAL

In Attendance: Joni Heinrich, Chief Administrative Officer
Sean O'Flaherty, Corporate Officer
Joanne Molnar, Chief Financial Officer
Tim Perepolkin, Manager of Public Works
Brian Lauzon, Fire Chief

Public Gallery: 7
Press: 0

1. CALL TO ORDER

Mayor Berrigan called the meeting to order at 4:00 p.m.

2. ADOPTION OF AGENDA

Moved by Councillor Scott
Seconded by Councillor Maki

“That the April 23, 2018 Village of Chase Special (Budget) meeting agenda be adopted as presented.”

CARRIED

2018/04/23_SP001

3. NEW BUSINESS

3.1 2018 General Fund Operational Budget Review

The Chief Financial Officer presented information and touched on:

- The General operational budget are the services that are paid for through general taxation – these are annual costs and no capital projects are shown in this budget area
- Administrative (management) wages had previously been distributed throughout all budget areas – in 2018 the wages have all been placed into the budget areas specific to those functions – wages shown in parks, community hall, public works general are associated with ‘boots on the ground’ or specific administration staff costs to administer that particular service
- Wharf, Dikes, Rental Property (Other Functions) were reviewed, as was recreation facilities costs, Cemetery and Community Hall

Mayor Berrigan stated that in relation to the cleaning contract for the Community Hall, he has been asking Administration to put this contract out to RFP for over a year.

The CFO offered that the 2018 budget needed to be prepared in order to truly see the cost associated with that and other contracts – past budgeting was done a bit differently and it was less clear how much these specific functions cost the Village. The 2018 budget as presented provides more clarity to enable Council and Administration to review the costs and determine if there might be other options besides having the cleaning services contracted out. For example, there may be opportunities to have the service done in-house with other tasks, possibly saving money for the Village.

- The CFO reviewed the Parks and Recreation budget, and storm drainage

Councillor Scott queried whether the Arena drainage issue has been budgeted and if so, why not showing in the Storm drainage budget area. Mayor Berrigan added that this issue has been a problem for some time, and he has been asking that it be fixed.

- The CFO confirmed that the storm drainage budget area does not include the Arena property
- The Manager of Public Works added that the drainage issue at the Arena is more complicated than it appears, and it is being regularly monitored
- The CFO reviewed the Transportation Services budget and the Public Works General Services budget – she noted that the Manager of Public Works had applied for and received funding to purchase trees to be planted at Centennial Park near the Skatepark and at the Sewer Treatment Plant property

Mayor Berrigan asked why trees will be supplied by the Village for the Skatepark when he thought there was a promise by the Society to provide trees.

- The CFO noted that there is no cost to the Village for the subject trees
- The CFO reviewed the Fleet budget area for Public Works – she noted that showing the entire fleet in this manner helps Administration and Council see the ages of the fleet and costs associated with repairs and maintenance

Councillor Egely asked why the garbage truck is not shown in the fleet listing.

- The CFO responded that the garbage truck is shown in the Solid Waste budget area which is funded through service fees
- The CFO reviewed the Bylaw Enforcement and Animal Control service areas

Mayor Berrigan raised the issue again that the contracts should all go out to RFP every 2 years.

- The CFO added that with the budget presented in this manner, Council can then discuss whether contracting out the services is appropriate or whether there are opportunities to combine functions and hire an employee to perform those tasks
- She added that the Corporate Officer has instructed the Bylaw Enforcement Officer to begin engaging the business community to obtain feedback on how the Village could better assist the businesses and how the businesses could improve their communications with the Village

- In response to a query from Mayor Berrigan the Corporate Officer responded that there is less than \$200 outstanding on levied fines

Mayor Berrigan noted that the Village really needs to look at how we enforce our bylaws – we need to look at that whole function in a different way.

- The CFO reviewed the Economic Development service area and explained that the electric car charging station is costing the Village a large sum in the form of electricity costs

Mayor Berrigan asked that Administration set up a meeting at UBCM with BC Hydro to discuss the costs of electricity relating to car charging stations.

- The CFO reviewed the Chamber of Commerce funding, the Festival Society Events and the Advertising/Promotion which includes Council's "Community Grants" at a value of \$10,000

Mayor Berrigan asked if a fee for service agreement should be considered for the Chamber of Commerce.

Councillor Maki raised concerns about the fact that funding for the Festival Society is shown as reducing overtime – this is in contrast to other Shuswap areas that are increasing their funding for Canada Day and summer music series events.

- The CFO reviewed the Planning and Development service area and explained that the fees should eventually cover the costs of this service
- The CFO reviewed the Road Rescue service budget, noting that the cost to the Village taxpayer for a service outside of the municipal boundaries is \$25,000 annually – she noted that this is a service that Council may wish to discuss in more depth at some point – are there other options for funding contributions to make it easier to justify this service to the Village taxpayers?
- The CFO reviewed the Fire Department budget, noting that changes have been made to reallocated purchases to line items other than 'supplies' – she added that some changes will result showing more 'practice' costs as 'training'
- The CFO explained how she has reallocated wage costs so that they more truly reflect the areas to which they are attributed, and not spread throughout service areas – she added that there is a decrease in wage costs for 2018 in comparison to 2017

The CFO explained the revenues generated for the operational budget:

- Other revenues include sale of goods, fees, rental income and gain on disposal of assets
- Grant revenues include the annual Provincial Unconditional grant, asset management project grant and BC Hydro Tree Canada grant
- Tax related revenues include taxation collected for the municipality, funds collected and remitted to others (school tax, Regional District), interest on penalties, utility taxes and Payment in lieu of taxes

The CFO explained that the assessed values in Chase have increased almost 15% over the 2017 assessed values. This alone will increase the taxes collected by the Village without a change in the tax rate over 2017. The CFO is recommending that the tax rate not change in 2018.

The CFO showed some examples of typical residential properties and taxes paid in 2017 versus what will likely be paid in 2018 as a result of the increase in assessed values.

Finally, the CFO explained amortization, and suggested that while it would be great if the municipality could collect all funds required to amortize all its infrastructure, this is not practical as taxes would have to be so high, no one could afford to live in Chase. She suggested that the municipality must collect some funds for amortization to show that it is putting some funds away for infrastructure renewal – the balance of what that amortization should be is what needs to be determined in order to balance the budget.

3.2 Timing of April 30, 2018 Budget Meeting

Moved by Councillor Scott

Seconded by Councillor Egely

“That the April 30, 2018 budget meeting be held at 3:00 p.m.”

CARRIED
2018/04/23_SP002

3.3 Request for fill and delivery of fill to public water access right of way – Arbutus Street between 1026 and 1016 Arbutus Place

Moved by Mayor Berrigan

Seconded by Councillor Scott

That Public Works be instructed to move dirt from nearby strata property construction site to two small sites on the road right of way lands to facilitate the local area neighbours' efforts to more easily maintain the area.

CARRIED
2018/04/23_SP003

3.4 Two Free Tables at Trade Show – Winners of Draw

Mayor Berrigan announced that the two free tables included in the Village's sponsorship for the May 5, 2018 Trade Show were drawn for the Rotary Club and the Skatepark Society.

4. **ADJOURNMENT**

Moved by Councillor Egely

Seconded by Councillor Maki

“That the April 23, 2018 Village of Chase Special (Budget) meeting be adjourned.”

CARRIED
2018/04/23_SP004

The meeting was adjourned at 6:55 p.m.

Original Signed
Rick Berrigan, Mayor

Original Signed
Sean O'Flaherty, Corporate Officer