



MINUTES OF THE BUDGET MEETING OF COUNCIL FOR THE CORPORATION OF THE VILLAGE OF BURNS LAKE HELD IN COUNCIL CHAMBERS ON Monday, April 15, 2019 AT 6:00 PM

PRESENT

Mayor D. Funk
Councillor H. Wiebe
Councillor K. White
Councillor D. Hill
CAO DIRECTOR Worthing
Director of Finance DIRECTOR Meeds
Deputy Corporate Officer V. Anderson

GUESTS

None

PUBLIC

No members of the public

MEDIA

None

CALL TO ORDER

Mayor Funk called the meeting to order at 6:02 p.m.

APPROVAL OF AGENDA

It was moved and seconded by Council

2019-04-15: 156

THAT the agenda for the Budget Meeting of Council be approved as presented.

CARRIED

PUBLIC AND STATUTORY HEARINGS; AND READINGS OR ADOPTIONS None

REPORTS

Introduction, *Director of Finance, S.Meeds, verbal*

- Staff presented an overview of tonight's process.

Work in Progress from 2018, *Director of Finance, S. Meeds*

- There were items from 2018 that were not completed. Staff would like to add the items to the 2019 budget.

It was moved and seconded by Council.

2019-04-15: 157

That the following work in progress be carried forward from the 2018 budget to the 2019 budget, along with the associated funding:

- **Community goodwill donations \$12,830**
- **Campground expansion \$8,022**

- Firehall energy efficiency upgrade \$25,000
- Rod Reid Trailhead re-alignment \$10,000
- Christmas lights \$5,000
- Fire Department gear racks \$13,661
- Asphalt grinder \$20,000
- Economic Diversification project \$60,252

CARRIED

2019 Budget increases funded from 2018 underspends – *Director S. Meeds*

- Staff explained that the underspends will be spent by the various departments in 2019.

It was moved and seconded by Council.

2019-04-15: 158

That the 2019 budget be increased as follows, to be funded by departmental underspends set aside from 2018:

- Snow clearing \$6,191
- Recreation instructor insurance \$700
- Fire equipment maintenance \$3,600
- Fire personnel travel to inspect new truck \$4,000
- Architectural drawings for the curling rink -\$3,000
- Architectural drawing for the Multiplex roof - \$3,000

CARRIED

Miscellaneous Budget Adjustments

- Council discussed business licenses and the number that were written down.

It was moved and seconded by Council.

2019--04-15: 159

THAT the 2019 budget be adjusted as follows:

Revenue increases:

PNG Franchise Fee \$4,200
BC Hydro folio grants \$6,941
Interest on Arrears Taxes \$2,000
Interest on Investments \$2,000

Revenue reductions:

Business License Fees \$3,500
Property Taxation \$1,400

Expenditure increases:

CN Lease for Dog Park \$2,500
FCM attendance by Mayor \$4,000
Strategic Planning Facilitator \$4,000
Exempt staff wages \$ 6,798

Expenditure reductions:

Transfers to capital reserve \$ 7,057

CARRIED

Additional Paving and Parking Lot

- CAO Worthing discussed strategic planning.
- Council suggested to at least get the ground work done this year for the municipal parking project.

It was moved and seconded by Council.

2019-04-15: 160

THAT an additional \$350,000 be added to the paving budget for 2019 for the paving of the municipal parking lot on Highway 16 from the Northern Capital Planning Grant Reserve, contingent on a partnership agreement with Skin Tyee Nation to complete the paving project.

CARRIED

Flag Pole Christmas Tree

- Staff explained why the project should be moved to 2020.

It was moved and seconded by Council.

2019-04-15: 161

THAT the 2018 budget of \$10,000 for a flag pole Christmas tree at Pioneer Park not be carried forward to 2019, but be re-considered during the 2020 budget process.

CARRIED

Transfers to Remove Accounts

- Director Meeds explained that we don't budget for Comfor dividend because we never know what the amount will be.
- Council discussed reserve accounts and reserve funds.

It was moved and seconded by Council.

2019-04-15: 162

THAT the 2019 budget for transfers to reserve accounts be increased by \$722,000, to be funded by contributions from Comfor \$577,000 and Federal Gas Tax \$145,000.

CARRIED

Funding for Asset Management Implementation

- Director Meeds explained grant funding options for funding.
- The UBCM grant funding if successful will provide funds to complete the data process.

It was moved and seconded by Council.

2019-04-15: 163

THAT the 2019 budget for funding of Asset Management implementation be amended as follows: Grant funding reduced by \$8,000, transfer from prior year surplus increased by \$8,000.

CARRIED

2019 Property Tax Rates

It was moved and seconded by Council

- Director Meeds gave an overview of the process of collecting taxes.
- We determine how much tax needs to be collected, the total amount of the tax is called a levy.
- BC Assessment classifies and assigns the value to the property.
- The municipality then sets tax rates to reach the levy.
- Tax rate times the assessed value/1,000 to give you the rate per thousand.
- When assessments going up significantly, municipalities usually adjust their tax rate. Set your levy and work backwards
- Council discuss the stagnate real-estate market in the Lakes District.
- Director Meeds explained Tax Rate Ratios.
- Director Meeds explained the supplement assessment from 2018. BC Assessment reduced several properties so it is being accounted for this year.
- Council discuss non-market changes, which is provided by BC Assessment.
- Director Meeds shared a ranking by Canadian Independent Business and the BC Taxes and Charges on a Representative House.
- Director Meeds provided a historical look at municipal taxes in Burns Lake, years 2000 to 2019.
- Director Meeds explained what would happen using several different scenarios.
- CAO Worthing explained the history behind the business ratio.
- Director Meeds explained the residential class has seen increases to offset the decrease in the ratio for the business sector.
- The shift in the assessment for residential was much higher than for business. Residential was 9.3% and 3.4% for business.

- Director Meeds presented three options to set the tax rates with no increase for the business property class.
- Council requested a fourth option for setting property tax rates for 2019: that the business class will see an increase of approximately 1/3 as much as the residential class, in order to correlate with the difference in market movement between the classes.

BUSINESS ARISING None

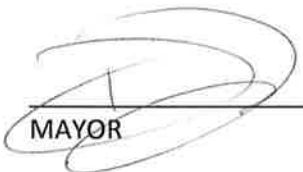
NEW BUSINESS None

PUBLIC COMMENT None

ADJOURNMENT It was moved and seconded by Council

2019-04-15: 164 **THAT the April 14, budget meeting be adjourned at 7:05 p.m.**

CARRIED



MAYOR



CORPORATE OFFICER

Certified to be a true copy of the minutes of the Budget Meeting of Council for the Corporation of the Village of Burns Lake held on Monday, April 15, 2019.

