



2024 Provisional Budget

David Douglas, Director of Financial Services

2024 Provisional Budget General Operations

Assumptions

Includes the best-known information to date.

Budgeted at a **similar level of service** as in previous years.

Budget does not include the costs of the additional operational requests, which are listed in their own section with business cases.

Increase in full-time equivalent staff from 2023 are now budgeted fully in 2024.

A 1% tax increase equals \$126,868.

Known or estimated inflationary and contractual increases are included **(2.7% to 8%)**

2024 Provisional Budget

Revenues

Similar to most Canadian municipalities, taxation is the District of Sechelt's largest source of revenue.

For 2023:

Taxation and Other Levies 70%

Interest and Penalties 4%

Fees, rates and sale of services 20%

Grants and Donations 6%

2024 Provisional Budget

Expenses

The District provides services to the community by incurring operating and capital costs. For each service, the capital costs of equipment, infrastructure, and facilities needed to deliver the service must be considered, in addition to the ongoing operational and labour costs of providing that service.

For 2023:

General Government 24%

Planning and Community Development 10%

Community Services 14%

Engineering and Operations 16%

Facilities 5%

Protective Services 18%

Solid Waste 11%

Interest on Debt 1%

2024 Provisional Budget

Summary of 2024 Provisional Budget (Pages 18 & 19 of the Agenda)

Garbage fees increase from \$270 in 2023 to \$303 in 2024, (12.2%)(Utilizing \$100,000 from Solid Waste Reserve)

RCMP budget includes funding for 12 municipal RCMP members.

General Operating Budget shows a deficit of \$1,162,776 a 9.17% increase

Revenue decrease; transfer from public safety reserve of \$149,147 to fund one RCMP municipal member in 2023

Revenue decrease; 2022 surplus of \$250,000 to fund 2023 operations.

Increase in taxation due to new construction \$66,000

Increase in budgeted interest on investments \$82,797. Staff expect the interest rate to start to slowly ease during the 2024 year

Increase in budgeted interest and penalties on taxes \$36,000

2024 Provisional Budget

Summary of 2024 Provisional Budget (Page 20 of the Agenda)

RCMP contract increase in expenses total \$196,670 – Increases in the RCMP contract per member and the Integrated Teams contributed to total cost

Information Technology – Software Licensing fees increase by \$191,140 this is due to the addition of several software programs; Budget software, STR monitoring software, council agenda management software, planning software and other Microsoft products, to name just a few

Increase in Salaries and benefits \$219,561 – Wage and Benefit increases and the full year funding of 2023 new staff positions

Increase in fleet costs \$35,295 – increases to maintain fleet, including fuel costs and annual inspections

Debt servicing starts in 2024 for the new Operations Centre, \$74,550.

Increase to the overall training & travel budget \$45,794. This includes both Council and staff training, all have been reviewed by senior staff for appropriateness

Increase in parks budget \$42,500 – Increase in costs for grass seed, fertilizer, doggie bags, washroom supplies and water use

Increase in Operation Centre operating costs \$65,000 – budgeting for the full year of overhead costs including hydro, natural gas, supplies, water, and maintenance

Increase in public works supplies budget \$30,000 – including salt, general supplies and an increase in garbage disposal costs

Balancing the budget General Operations

2023 Surplus usage for 2024

Savings in 2023 training & travel to cover 2024 training & travel

Transfer from operating reserves

Taxation

Fee increases

Other

2024 Provisional Budget Sewer Operations

Assumptions

Includes the best-known information to date.

Known or estimated inflationary and contractual increases are included in the budget.

Budgeted at a similar level of service as in the previous year.

A 1% increase in user Fees equals \$28,684

2024 Provisional Budget Sewer Operations

Summary of 2024 Provisional Budget

Sewer Operating Budget shows a surplus of \$483,911.

Increase in revenues \$19,000 (new construction)

Increase to Investment Income \$ 4,000

Increase in Salaries and Benefits \$16,000

Increase in debt payments \$142,307

Increase in transportation and processing bio-solids \$36,000

Increase in chemical supplies \$76,977

2024 Provisional Budget Sewer Operations

District of Sechelt's Sewer revenue

User fees 76%

Parcel Tax and other 23%

Return on Investments 1%

2024 Provisional Budget Sewer Operations

District of Sechelt's Sewer costs

Sewer Administration 12%

Collection 9%

Connection 1%

Treatment 47%

Water resource Center 4%

Interest on Debt 2%

Principle payments 26%

2024 Provisional Budget Septage Operations

The 2024 septage operating budget shows a surplus of \$0. This includes the following changes to revenues and expenses:

Decrease in septage revenue \$70,000 downward adjustment as the trend for septage revenue has been declining

Salaries and benefits increase \$4,400

Hydro increase \$2,750

Transfer to Septage Reserve \$140,476

Balancing the budget Sewer

Savings in 2023 training & travel to cover 2024 training & travel

Transfer from reserves

Fee increases

Parcel tax increase

2024 Provisional Budget

Community Associations – Beverley Smith



2024 Provisional Budget

Beverley Smith, Manager of Financial Services
Community Associations

Community Associations

- 2024 Budget Requests Overview table (page 77)
- Many requests identified as operational or bylaw issues
 - Example; Beach access esplanade below Gale Avenue South (SHORA)
- Detailed business cases provided by the community associations (page 81)

Community Associations 2024 Capital Projects

- 1) Tillicum - Pedestrian Connector at Tillicum Bay to Naylor Road
- 2) Tillicum - Pedestrian Crossing at Grey Creek Bridge
- 3) Davis Bay - Bay Road sidewalk & Streetlights
- 4) Davis Bay - Pier + Swim Float

For consideration to be included in the 5-Year Financial Plan



2024 OPERATING BUDGET

Additional Operating Requests

Erin Johnson, Accountant



Summary of Funding Sources

2024 Funding Summary

Canada Community Building Fund	\$ 365,000
Grant - BC Safe Restart (COVID)	142,000
Housing Accelerator Fund	500,000
Local Government Climate Action Plan Reserve	15,000
Surplus, Prior Year	98,000
Taxation	924,054
User Fees	112,000
Total	2,156,054

High Priority

(page 1 of 3)

Total Request = \$533,449

Funded from Taxation

- | | |
|-----------------------------------|---------------------|
| - Parks Maintenance Position 1 | 0.69 % tax increase |
| - Engineering Technologist | 0.76 % tax increase |
| - Facilities Maintenance Labourer | 0.66 % tax increase |
| - Public Works Operator 1 | 0.66 % tax increase |
| - Community Safety Coordinator | 0.73 % tax increase |
| - Parks Maintenance Position 2 | 0.69 % tax increase |

High Priority

(page 2 of 3)

Project	Funding Source	Tax Increase	Amount
Capital Reserve Contribution	Taxation	3.00 %	\$380,606
Drainage Master Plan	Canada Community Building Fund		250,000
DCC Bylaw Update	Surplus, Prior Year		20,000
Accessibility Audit	Grant - BC Safe Restart (COVID)		25,000

High Priority

(page 3 of 3)

Project	Funding Source	Tax Increase	Amount
Microsoft 365 Consulting Services	Grant - BC Safe Restart (COVID)		\$25,000
IT Corporate Training	Grant - BC Safe Restart (COVID)		5,000
Orthophoto Imagery Acquisition	Taxation	0.08 %	10,000
OCP Update	Housing Accelerator Fund		500,000

Medium Priority

(page 1 of 2)

Project	Funding Source	Amount
Mobile Ticketing Tablets and Printers	Grant - BC Safe Restart (COVID)	\$15,000
Davis Bay Wharf: Environmental Assessment	Surplus, Prior Year	30,000
Davis Bay Wharf: Archaeology (PAFR)	Surplus, Prior Year	15,000
Utility Billing Module	Grant - BC Safe Restart (COVID)	32,000
Fleet Tracking Software	Local Gov't Climate Action Plan Reserve	15,000

Medium Priority

(page 2 of 2)

Project	Funding Source	Amount
Enhanced Policing Patrols	Grant - BC Safe Restart (COVID)	\$40,000
Asset Appraisal Services	Canada Community Building Fund	20,000
Rockwood Facility Upgrades	Surplus, Prior Year	11,000
Seaside Facility Upgrades	Surplus, Prior Year	12,000
Community Services Master Plan	Canada Community Building Fund	95,000

Low Priority

Project	Funding Source	Amount
GIS Development Files	Surplus, Prior Year	\$10,000

Sewer Fund

Project	Funding Source	Amount
Environmental Impact Study	User Fees	100,000
H2S Maintenance Hole Monitoring	User Fees	12,000

Questions



2024 Provisional Budget

Beverley Smith, Manager of Financial Services
2024 Capital Project Carry Forwards

2024 CAPITAL CARRY FORWARD PROJECTS

- 2023 Capital Projects to carry forward (page 134)
- 23 Million 2023 Capital Budget
- Estimated carry forward value – 13 Million



2024 CAPITAL BUDGET

Katie Allnutt, Accountant

2024 Capital Budget Overview

New Requests

\$ 10,162,500

Funding Sources:

Airport Reserve	\$ 25,000
Canada Community Building Fund	580,000
Capital Reserve	2,072,500
Development Cost Charges - Sewer	429,700
Grant - BC Safe Restart (COVID)	242,138
Growing Community Fund	2,652,862
Housing Accelerator Fund	2,975,000
Local Government Climate Action Plan Reserve	106,000
MFA Financing	300,000
Public Safety Reserve	220,000
Septage Reserve	15,000
Sewer Capital Reserve	544,300
Total	\$ 10,162,500

VEHICLES & EQUIPMENT

Total Request = \$470,000

- Unit 5: WRC Replacement
- Unit 37: Parks Replacement
- Unit 4: Parks Flail Tractor Replacement
- New Bylaw Vehicle
- Unit 66: Public Works Replacement (additional funding)



PARKS & COMMUNITY INFRASTRUCTURE

Total Request = \$575,000

- Park/Playground Improvements
- Friendship Park Washroom Renewal
- Kinickinnick Well



FACILITIES

Total Request = \$1,876,000

- Building Facility Renewal
- JSB Roof
- DDC Operations Centre (Phase 2)
- Hall Remediation
- Districtwide Accessibility Upgrades



FACILITIES

- Non-potable Fill Station, Dusty Rd
- Seaside: Refinish Concrete Floor
- Rockwood: Drainage Repairs
- Operations Centre Lift Station Alarm System
- RCMP: Employee Building Access Upgrades



AIRPORT

Total Request = \$225,000

- Airport Fuel Pump
- Landslide Repair and Culvert Replacement



INFORMATION TECHNOLOGY

Total Request = \$127,500

- IT Infrastructure Maintenance/Enhancements
- Server Room Upgrades
- Security Enhancements



DRAINAGE

Total Request = \$925,000

- Irgens Creek Headwall Installation
- Gale Ave Slope Remediation
- Chapman Creek Flood Mitigation Phase I



GENERAL

Total Request = \$3,175,000

- Capital Engagement, Design, Planning and Permits
- Housing Accelerator Fund Projects
- Land Acquisition



ROADS

Total Request = \$1,270,000

- Paving Program
- Districtwide Transportation Safety Improvements
- Road Repair Sandy Hook
- Mermaid Street Rehabilitation



SIDEWALKS & WALKWAYS

Total Request = \$450,000

- Annual Sidewalk Maintenance
- Jasper Rd Sidewalk



SEWER COLLECTION & TREATMENT

Total Requests = \$1,040,000

- Inspect Sanitary Collection System
- WRC Annual Asset Replacement and Renewal
- Sanitary Collection System Asset Replacement and Renewal
- Replace Wood Exterior Cladding on WRC Building



SEWER COLLECTION & TREATMENT

- Sanitary Sewer Upgrade (Dolphin – Trail)
- Ebbtide Well Pumping System
- Mackenzie Marina Lift Station Rebuild
- ISCO Refrigerated Sampling Unit
- Paving at WRC



SEWER VEHICLES & EQUIPMENT

Total Request = \$14,000

- Scissor Lift



SEPTAGE

Total Request = \$15,000

- Dusty Road Septage Asset Renewal



QUESTIONS?



2024 Provisional Budget

Beverley Smith, Manager of Financial Services
Asset Report Cards

ASSET REPORT CARDS

- Transportation Network Infrastructure – Good
- Playground, Sports Fields & Benches – Fair
- Wastewater Collections System – Good
- Wastewater Treatment System – Good
- Septage Receiving Facility – Poor
- Green Infrastructure – Good
- Information Technology – Very good
- Cultural Assets – Good
- Stormwater System – Good
- Facilities – Good
- Fleet – Good