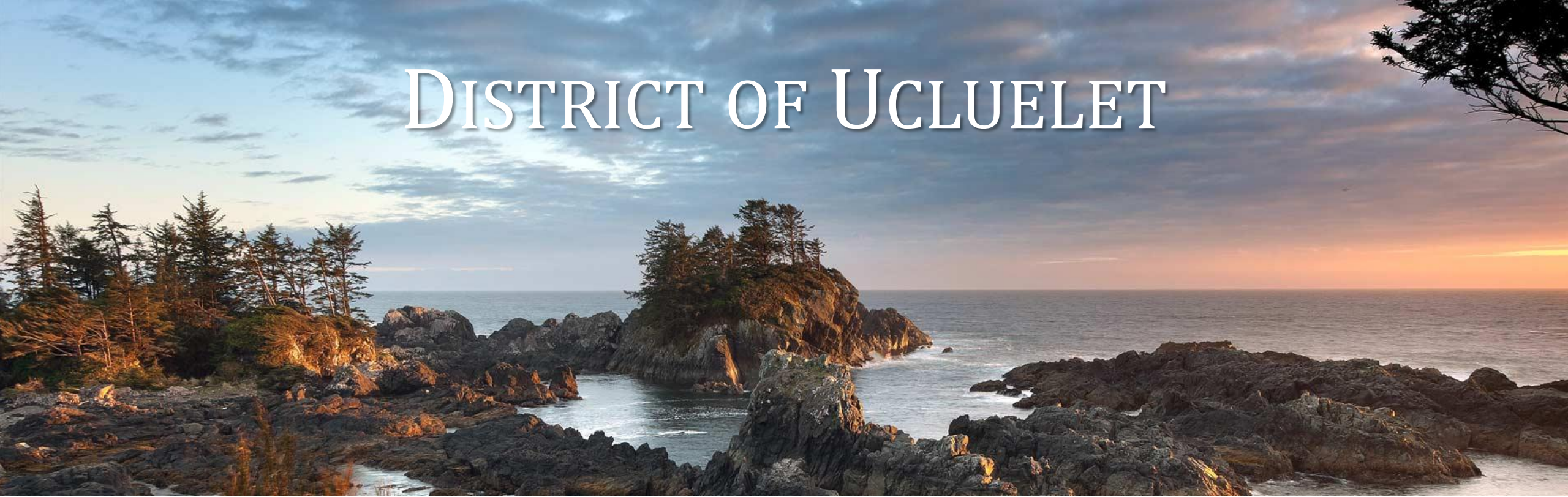


DISTRICT OF UCLUELET



2021 PROPOSED BUDGET ONLINE OPEN HOUSE



2021 BUDGET PROCESS AND TIMELINE

December 3, 2020 – April 1, 2021

Budget Presentations

April 14th

First & Seconds Readings - Five Year Financial Plan, and Tax Rates Bylaws

April 15th

Online Public Input Begins

April 26th

Deadline for submitting written public feedback to communityinput@ucluelet.ca

April 27th

3rd and Final Approval - Five Year Financial Plan Bylaw

3rd and Final Readings - Tax Rates Bylaw

Note: Bylaws MUST be adopted prior to May 15, 2021



2021 BUDGET OVERVIEW



District Budget

- \$10,033,744 million in 2020
- \$16,374,729 million in 2021

Challenges and Highlights

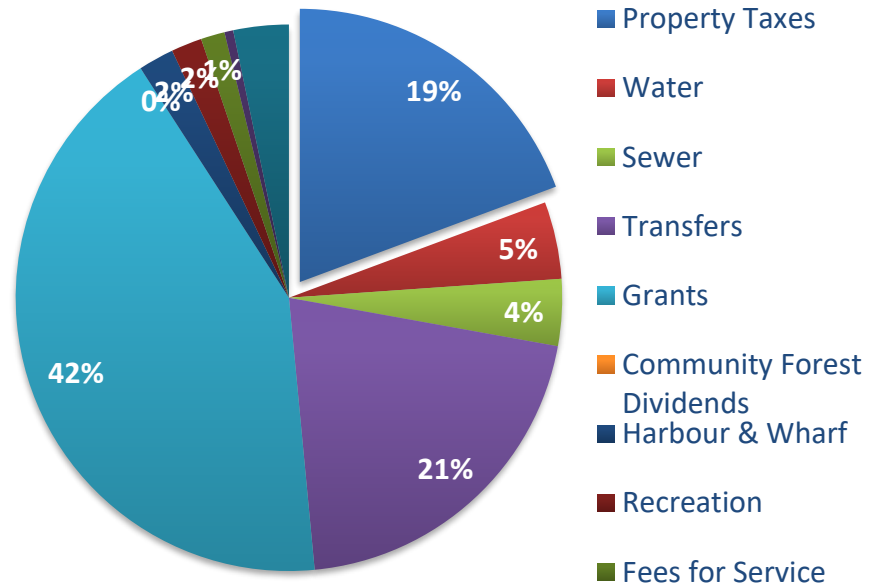
- Increase largely capital projects, carry over items from previous year, and temporary staff funded by the Covid-19 Restart grant.
- COVID-19 has created significant impacts on operational revenues and cash flows.
- 1% overall general municipal property tax proposed for operations.
- Future years are based on a 4% revenue increase in general Municipal taxation **each** year.



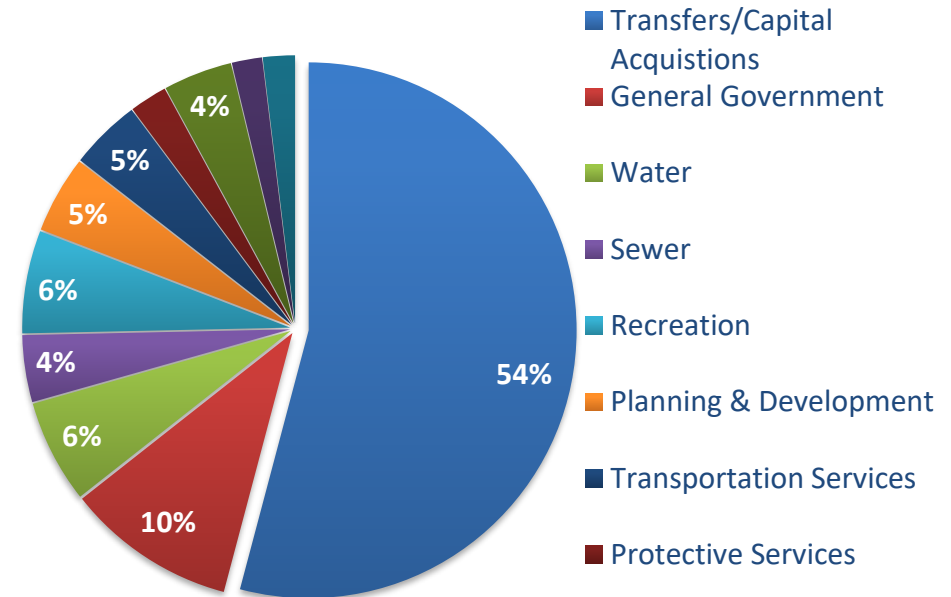
2021 REVENUES & EXPENDITURES

2021 District Budget: ~16.3 Million

Where do our dollars come from?



How are our dollars spent?



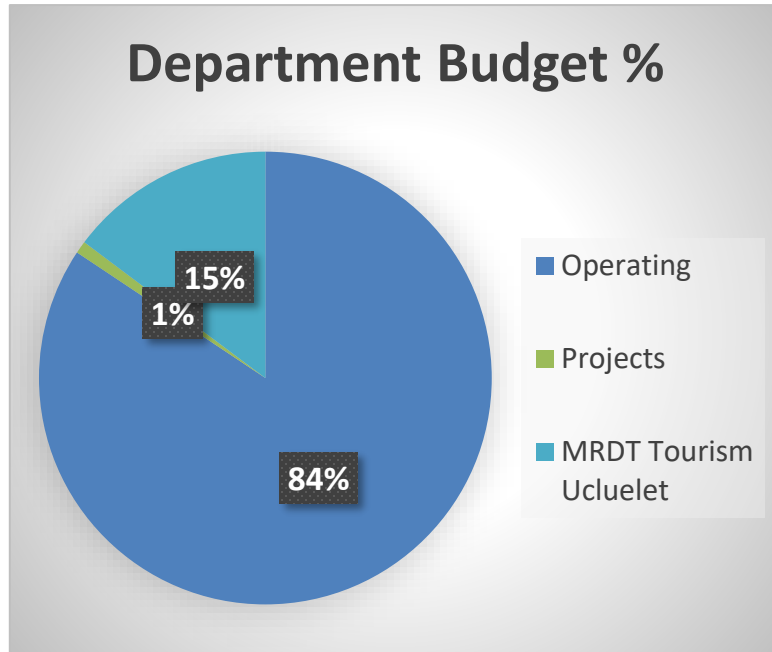
FINANCE/CORPORATE SERVICES DEPARTMENT OVERVIEW

Department Summary

2020 Budget - \$ 1,352,958

2021 Budget - \$1,694,231

Departmental Staff – 7.50 FTE



Finance Core Services

- Accounting for transactions
- Treasury
- Taxation
- Financial Planning & Budgeting
- Procurement & Purchasing
- Fiscal Management
- Support Services

Corporate Core Services

- Council & Harbour Authority Meetings
- Council Support
- Committees of Council
- Records Management
- Bylaws
- Human Resources Support
- Corporate Communications
- Information Technology - Contracted Services



FINANCE/CORPORATE SERVICES DEPARTMENT PROJECTS

2020 Carry Forward Projects

- Bylaw/Policy Gap Analysis – in progress
- Continued Indigenous Awareness training - \$3,000

2021 Proposed Projects - funded through operating budgets

- Asset Management – Facilities Master Plan - \$20,000 (Gas Tax)
- SewerWorth Implementation completion- \$2,700
- Bi-Monthly Mayor's radio address - \$2,350
- Policy updates/additions – in house (Communications, Investments, Reserves)
- Bylaw reviews/updates – in house (Fees & Charges, Business Licensing)
- ~~-Records management system review, redesign and initial implementation – \$18,000 (cut)~~
- UCC and District office server replacement and relocation to the Fire Hall – (\$15,000)



PLANNING AND BUILDING DEPARTMENT OVERVIEW

Department Summary

2020 Budget - \$675,632

2021 Budget - \$763,040

Departmental Staff – 4 FTE

Core Services

- Current Planning – Development Applications
- Long Range Planning (bylaw updates)
- Property Inquiries
- Land Files
- Subdivision
- Business Licensing Approvals
- Planning Public Realm projects (parks, pathways, roads, facilities)
- Building Permits & Inspections
- Bylaw Services

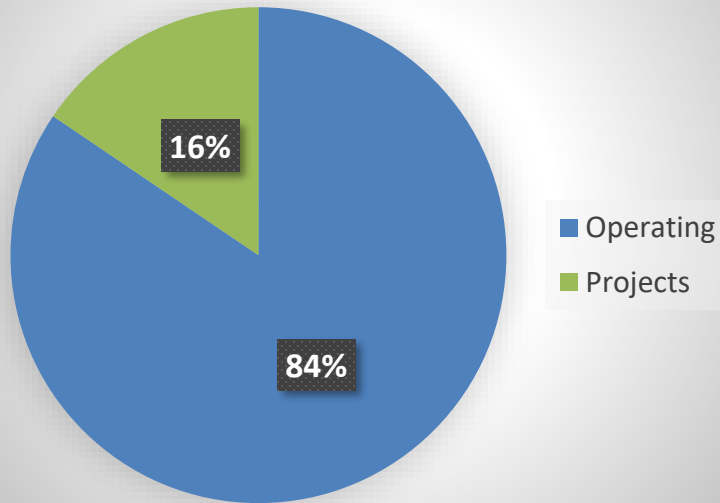
2020

- Flood Risk Assessment & Mapping - \$150,000 (Grant)
- Land-Use Demand Study (w/ Tofino) - \$120,000 (Multiple Sources)

Projects Proposed for 2021

- OCP Bylaw Adoption
- Residential Zoning amendments (B&B's/accessory cottages/etc.) - \$25,000
- Flood Plain Bylaw
- Affordable Housing Needs Assessment (w/Tofino) - \$25,000 (EcDev 2018)
- Development Cost Charges (DCC) Bylaw Update - \$18,500 (Carryover)
- Subdivision & Development Servicing Standards Bylaw - \$25,000 (Carryover)

Department Budget %



RECREATION DEPARTMENT OVERVIEW

Department Summary

2020 Budget - \$1,843,835

2021 Budget - \$2,078,859

Departmental Staff:

6 FTE + 2 temp janit/event staff

Core Services

- Community Programming
- Community Health
- Community Special Events (partnerships)
- Facilities (asset management)
- Beautification
- Projects (tourism, pathways, signage)
- Alternative Programming
- Support for community services

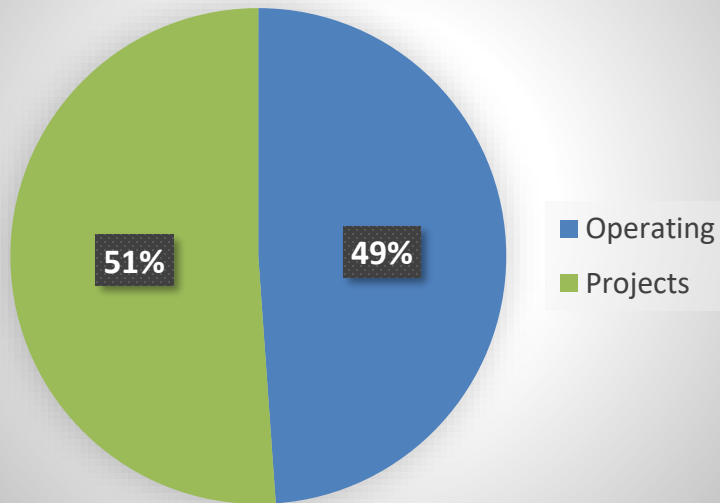
Projects for 2021

- Tourism Master Plan - \$33,416 (grant)
- Install of Water Fountain (Surfrider)
- Hard Sports Surface Facility Planning - \$50,000 (BCF)
- Junction Entrance Sign Upgrade & Lighting - \$25,000
- Lighting - Skatepark and basketball court lights - \$60,000 (taxes or grant)

Future Projects

- Emergency generator for UCC - \$90,000 (grant)
- ~~Additional Storage UCC - \$150,000 (cut)~~

Department Budget %



PARKS DEPARTMENT OVERVIEW

Department Summary

2020 Budget - \$585,047

2021 Budget - \$749,440

Departmental Staff:

5 FTE + 2 Summer

Core Services

- Community Health
- Beautification
- Playgrounds
- Trails & Green Spaces
- Projects (tourism, parks, pathways, facilities)

2020 Carry Forward

Edna Batchelor Park Path - \$10,000

2021 Proposed Projects

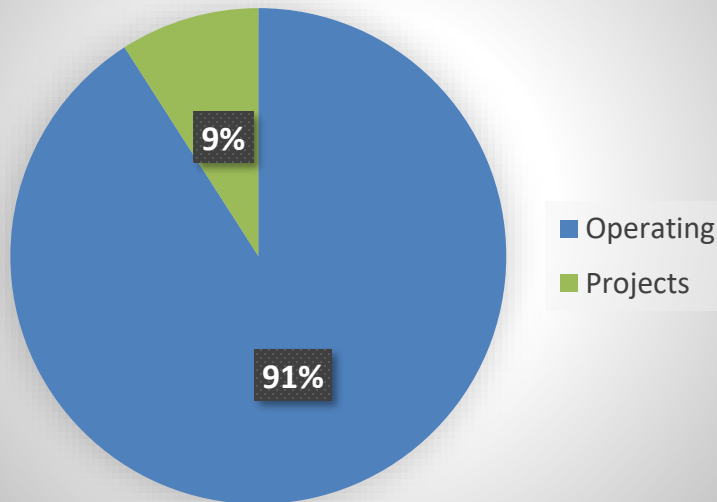
Cemetery Expansion- \$47,000

Wild Pacific Trail ~ \$50,000/year

2021 - \$21,000 Planning and Design

2022-2024 - \$180,000 Trail Upgrades
(potentially grant funded)

Department Budget %



PROTECTIVE SERVICES DEPARTMENT OVERVIEW

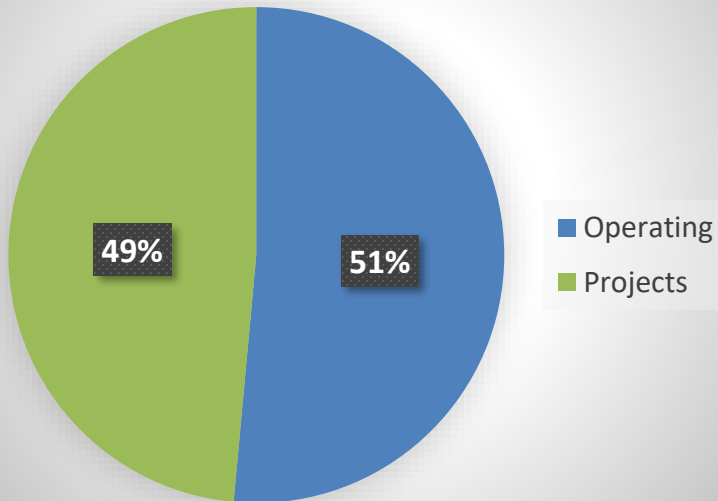
Department Summary

2020 Budget - \$489,103

2021 Budget - \$601,081

Departmental Staff – 1 FTE, 2 pt

Department Budget %



Core Services

- Volunteer Fire Brigade operation and administration
- Community emergency preparedness
- Emergency Social Services (ESS)
- Ucluelet Emergency Network
- Environmental programs
- Fire Training
- Fire Safety Inspections

2021 Proposed Projects

- Roof for ESS trailer and shipping container - \$10,000
- Fire Hall feasibility study \$30,000 (BCF funded)
- Evacuation Route Plan (UBCM grant)
- Emergency Generator at School (BCF funded, carried over)

Future Projects

- Two Tsunami Warning System Sirens \$50,000 each
- Roof replacement at fire hall - \$50,000 (optional)



PUBLIC WORKS DEPARTMENT OVERVIEW

Department Summary

2020 Budget - \$1,805,239

2021 Budget - \$3,332,092

Departmental Staff – 6.33 FTE,

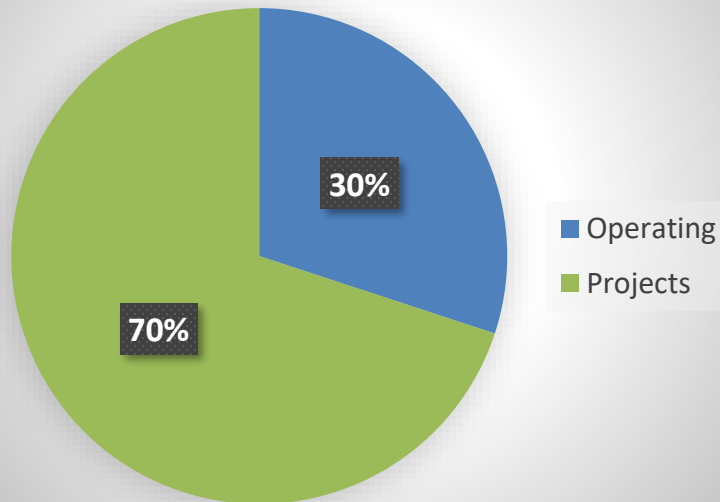
Core Services

- Maintenance of municipal roads, sidewalks and public garbage
- 24-hour emergency services for the community
- Repairs to municipal infrastructure
- Records management of municipal infrastructure and facilities
- Water and sewer systems and grounds maintenance
- Public Realm projects (parks, paths, roads, facilities)
- Data collection
- Facility maintenance
- Equipment maintenance
- Traffic Control
- Public Enquiries

2021 Planned Projects

- Public Realm and Small Craft Harbour Projects

Department Budget %



Harbour Reserves Funded

Reviewed by Harbour Authority in February 2021

2020 Completed Projects

- Defibrillator for SCH - \$2,829 actual (budget \$2k)
- New pilings at Whiskey Dock – \$29,611 actual (budget \$44k)
- Weigh Station and Signage \$1,300

2021 Proposed Projects



- Harbour Master Plan - \$12,000 additional to complete (COVID, Online platforms, extension)
- New pilings at Whiskey Dock - \$30,000
- SCH Beautification ongoing- \$10,000
- Washrooms \$12,000 painting and upgrade
- Asphalt pathways \$15,000
- Whiskey Dock ramp \$15,000
- Water's Edge walkway - \$65,000 redesign

Carry-Forward

- Cleaning Station Education Signage - \$10,000
- EV Charging Station install – RMI funded
- Boat launch design - \$10,000
- Harbour Master Boat procurement – \$20,000

Proposed/Carry-Forward Total: \$199,000

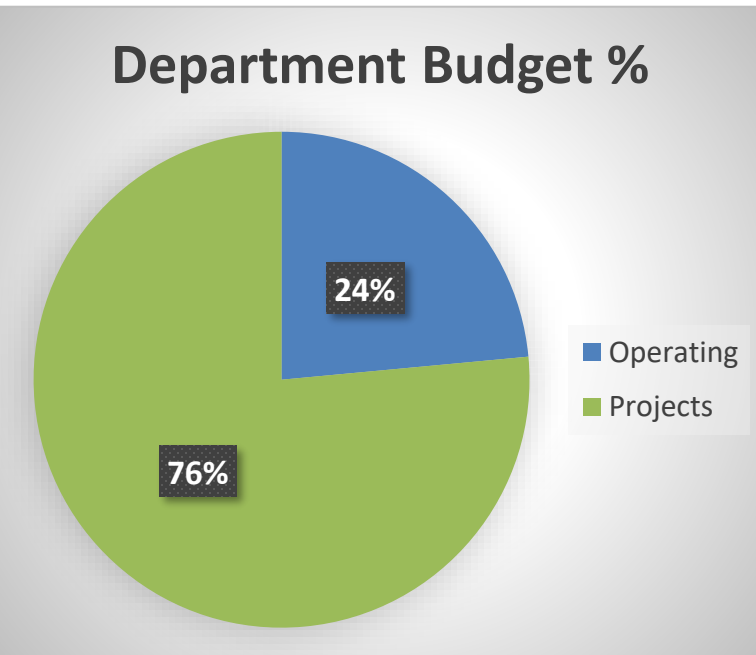


SEWER DEPARTMENT OVERVIEW AND PROJECTS

Department Summary

2020 Budget - \$1,298,989

2021 Budget - \$2,810,527



Core Services

- Testing / Monitoring
- Maintenance / Repairs / Connections
- 24 hour emergency response
- Emergency Planning
- Federal / Provincial reporting
- Facility maintenance and pump repairs
- Treatment

SEWER AND STORM PROJECTS	BUDGET	COMMENTS
Bay Street Duplex Elimination	\$629,000	95% complete including back-up generator
Sewer Master Plan	\$90,000	75% complete – carry forward to 2021
Storm Master Plan	\$90,000	10% complete – carry forward to 2021
Lagoon Aerators	\$25,000	80% complete – carry forward to 2021
SCADA sewer	\$35,000	50% complete – carry forward to 2021
Seaplane Base Sewer	\$995,000	Grant application submitted – 100% funded
Sanitary Sewer Auxiliary Power	\$6.6M	Grant application submitted – 100% funded
* NEW FUNDED ITEMS	\$0	

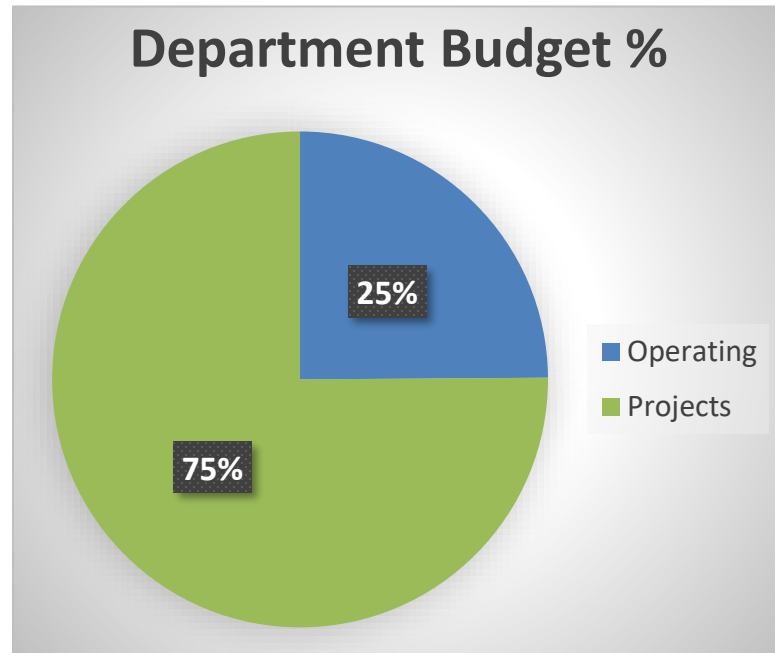


WATER DEPARTMENT OVERVIEW AND PROJECTS

Department Summary

2020 Budget - \$1,211,419

2021 Budget - \$4,098,766



Core Services

- Purveyors of Water
- Distribution and Treatment
- Testing / Monitoring / Data Collection
- Provincial Reporting
- 24 hour emergency response
- Facility Maintenance / pump repairs
- Connections / Metering
- Emergency Planning
- Flushing
- Infrastructure Repairs

WATER PROJECTS	BUDGET	COMMENTS
Matterson Reservoir Upgrade	\$30,000	Complete
Well upgrade	\$120,000	50% complete – carry forward to 2021
SCADA Water	\$55,000	50% complete – carry forward to 2021
New Water Filtration System*	\$9.6M	Awaiting grant announcement Next slides outline proposed project
* NEW FUNDED ITEMS	\$0	



Water Filtration Project Timeline - Revised

Water Filtration Project includes:

1. Filtration at Bay Street treatment plant (2022-2023)
2. Filtration at Well Field (2024-2025)
3. 3rd Reservoir (2026)

Funding

- Prov/Fed CWWF grant application deadline February 26, 2020.
 - Total estimated project cost \$9.6M, \$7M grant and \$2.6M loan.
 - Costs including loan payment require 4.5% water fee increase each year for 5 years.
 - Typical homeowner water bill will increase annually from \$300 to \$374 in 2025.

Council Motions

THAT staff submit an application for grant funding for the Ucluelet Water Capacity and Filtration Improvements Project through the *ICIP – Green Infrastructure: Environmental Quality Sub-stream*; and

THAT Council supports the project and commits to its share up to \$2,600,000 of the project.

CARRIED Feb 20, 2020



Public Realm Projects



2019-2021 Multi-Year Projects Summary	Status	Lead	Funding
Village Green Revitalization	Ph 1 Concept design & cost estimate complete. Grant Application Submitted	Planning BG	GT/RMI/G
Peninsula Road Revitalization	Concept design & Class C cost estimates complete. MOT response pending.	Planning JT	GT/RMI/G
Cedar Road Parking	Construction completed. Final components installed soon.	Public Works WC	GT/RMI
Amphitrite House	Grant received for project. Survey work initiated.	Rec/Tourism AF	RMI/G
Amphitrite Centre	No confirmation from DFO. Survey work initiated.	Rec/Tourism AF	CF
Ucluelet Health Centre Design	Project completed. Draft report to Council on January 26, 2021	Corporate Services MB	CF
Water's Edge Walkway	<i>New Project - Design stage for causeway, path and gazebo</i>	Rec/Tourism AF	SCH



Funding Sources

GT – Gas Tax
 RMI – Resort Municipality Initiative
 G – Grant
 CF – Community Forest
 SCH – Small Craft Harbour



Strategic Plan Projects



Proposed Use of Community Forest Funds

Year	Project Allocation	Funds
2019	Unallocated Balance Forward	\$2,930,000
2020 Approved	Emergency Generator	\$180,000
	Affordable Housing Funds	\$500,000
	Amphitrite Centre	\$105,000
2020 Dividends		\$458,000
2021 Request	Tugwell Recreation Facility	\$50,000
2021 Approved	Fire Hall Options Study	\$30,000
Potential	Tugwell Recreation Facility	\$950,000
Potential	Amphitrite Centre	\$145,000
Remaining Funds		\$1,428,000

POTENTIAL PROPERTY TAX IMPACT

**1.00% overall tax
revenue increase**

Municipal Property Taxes for a representative property	2021 Average Market Value Assessment	2021 Average Property Tax Levy	2021 Property tax increase on a representative property
Residential Single Family	\$425,495	\$1,304.66	\$36.66 2.89%
Business	\$255,589	\$2,736.45	(\$55.55) (1.98%)

The most important factor is not how much your assessed value has changed, but how your assessed value has changed *relative to the average change for your property class*



Summary of Draft Schedule A

	2021	2022	2023	2024	2025
Revenue	16,374,729	16,416,336	16,531,903	16,647,982	14,742,951
Expenses	8,507,186	8,558,849	8,491,439	8,592,377	8,791,528
Add	1,167,665	1,167,665	1,167,665	1,167,665	1,167,665
Deduct	9,035,208	9,025,152	9,208,129	9,223,270	7,119,088
Financial Plan Balance	\$0	\$0	\$0	\$0	\$0

- Prior to the Covid-19 Pandemic, the goal was a 4% overall revenue increase in general Municipal taxation in 2020
- 2020 Revised budget was 0%
- 2021 budget is based on a 1% revenue increase in general Municipal taxation
- Future years are based on a 4% revenue increase in general Municipal taxation **each** year



2021 BUDGET PUBLIC INPUT

Due to restrictions on public gatherings related to COVID-19, the 2021 Budget Presentation will be available for public review **online**.

All budget materials are available at
<https://ucluelet.ca/community/finance>

Public input can be submitted by email at
communityinput@ucluelet.ca.

Submissions must be received by Monday, April 26th at 12 p.m.

