

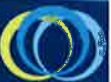
AGENDA
for the
Budget Meeting of Council



Tuesday
April 21, 2020
Council Chambers
5:30 pm

"The Village of Burns Lake is a diverse community where residents enjoy a high quality of life, supported by economic and environmental sustainability, and a vibrant community spirit."

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2020 MUNICIPAL OBJECTIVES

- 1. Strong and diverse economy with the development of tourism and a vibrant downtown**
 - Implement the recommendations in the 'Chart the Course' economic diversification plan that includes tourism
 - Implement recommendations of the branding strategy underway in 2019
 - Promote business opportunities and work towards attracting at least one immigrant business from the regional pilot program
 - Support events for recreation for example with BL Mountain Bike Association
 - Improve amenities at the local campground

- 2. Good government that is financially sustainable and invests in infrastructure to serve the community**
 - Practice good communication with the public through social media, being approachable, accountable and transparent
 - Build out infrastructure that increases livability like a splash park
 - Commit a minimum of \$1.2m to paving and improvement projects between 2020 and 2022
 - Proceed with the downtown parking lot project
 - Implement industrial site signage
 - Promote EV charging stations and encourage recycling

- 3. Exercise social responsibility, housing availability for the community's diverse population, safety for the community, and wildfire protection**
 - Continue work with the Community Wildfire Protection Plan to keep our community safe
 - Support the FireSmart Committee, encourage citizen participation and consider resources to do so
 - Support developers and not-for-profit organizations with new housing for market and subsidized multi-family dwellings; investigate local government incentive tools

- 4. Environmental stewardship with the provision of parks, recreation services**
 - Assess opportunities for lakeshore development with First Nations
 - Increase number of people using the multiplex especially from outside the community



AGENDA

Budget Meeting of Council for the Corporation of the Village of Burns Lake, held in Council Chambers on
April 21, 2020 at 5:30 p.m.

TOPIC **PAGE**

1. CALL TO ORDER

2. APPROVAL OF AGENDA

3. PUBLIC COMMENT

*When recognized by the presiding member during the Public Comment portion of any regular or special meeting of Council, and only after giving their names and addresses, persons from the audience may address Council on a matter for not more than **2 minutes**. When speaking during the Public Comment or Public Question Period, persons must address their remarks to the presiding member, use respectful language, not use offensive gestures or signs, and **only address current agenda items**. No person from the audience may address Council more than once during the Public Comment and Public Question Period.*

4. REPORTS

a) 2020 Ec Dev COVID-19 Response Budget Request **7**

Recommendation:

THAT a maximum of \$13,440 be drawn from the economic development “previous year’s surplus” to fund a temporary contract, with Ken Guenter, to assist with the COVID-19 business support response.

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

c) Work in Progress from 2019, *Director of Finance, S. Meed, verbal*

Recommendation:

That the following work in progress be carried forward from the 2019 budget to the 2020 budget, along with the associated funding:

- Curling Rink Dehumidifier \$40,000
- Community goodwill donations \$8,805
- Campground expansion \$8,022



- Firehall energy efficiency upgrade \$25,000
- Rod Reid Trailhead re-alignment \$5,550
- Planning \$18,180
- Union negotiations \$6,000
- Pavement patching and sealing \$44,500
- Brand enhancement \$ 72,633
- Under 55 housing study \$ 10,500
- Heritage Centre fob system \$8,000
- Downtown parking lot \$ 228,078
- Water treatment plant \$ 4,058,638
- Curling rink carpets \$1,000
- Firesmart Activities \$ 29,458
- Boot racks for multiplex entrance \$1,000
- SCBA air tank testing \$1,000
- Emergency preparedness \$3,635
- Emergency social services \$990
- Asset management implementation \$ 54,235
- Museum hot water tank \$1500

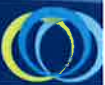
d) Budget adjustments – *Director of Finance, S. Meed, verbal*

Recommendation:

THAT the 2020 budget be adjusted as follows:

Revenue increases:

- Tsf from Comfor Reserve – Rec Building/Equip Assessment \$20,000
- CEPF grant to purchase wildland firefighting equipment \$25,000
- Rural Dividend Grant for mobile visitors centre \$70,000
- Tsf from Community Adjustment reserve for mobile visitor centre \$11,000
- Tsf from Anglican Church reserve for stained glass window repair \$50,000
- Tsf from fire operating reserve for firehall furnace \$7,000
- Burns Lake Pool Committee Donation for splash park \$50,000
- Tsf from Northern Capital Planning Grant reserve for splash park \$400,000
- Donation from LDSS for hockey “shooter tutor” \$1,000
- Contribution from LBN for 7th Avenue lift station rehab \$106,500
- BC Active Transportation grant for sidewalks \$432,000
- Contribution from LBN for sidewalks \$54,000



- Tsf from general capital reserve for sidewalks \$54,000
- Tsf from arena operating reserve for arena toilet replacements \$6,000
- Tsf from surplus for loader/backhoe paint \$9,000
- Tsf from office furniture and equipment reserve account for used folder/insert mailing machine \$2,471

Revenue reductions:

- Grants – Rec Building/Equip Assessment \$20,000
- Tsf from sewer capital reserve for 7th Avenue lift station rehab \$106,500

Expenditure increases:

- Museum furnace \$3,600 - funded from museum reserve
- Wildland firefighting equipment - \$25,000
- Mobile Visitors Centre \$81,000
- Anglican Church stained glass windows repair \$50,000
- Firehall furnace replacement \$7,000
- Splash Park \$450,000
- Hockey “shooter tutor” \$1,000
- Sidewalks on Sus Ave, Centre St, 9th Ave and Lorne St \$540,000
- Replacement of toilets in arena \$6,000
- Sandblast and paint JD 444J backhoe/loader \$9,000
- Office furniture and equipment \$3,000

Expenditure reductions:

- Museum parking lot sealing \$2,500
- Chamber parking lot sealing \$2,500
- Library parking lot sealing \$2,500
- Computer hardware \$529



- e) 2020 Property Taxes – COVID 19 considerations – *Director of Finance, S. Meeds, verbal*

Discussion of possible taxpayer relief options:

- reduction to budgeted tax increase
- deferral of the due date
- deferral, reduction or waiver of late payment penalties

Recommendation:

THAT the property tax due date for 2020 be established as July 2, 2020;

AND THAT penalties for late payment of 2020 property taxes be set at 5% for amounts unpaid as of October 2, 2020 and a further 5% for amounts unpaid as of December 31, 2020.

Optional:

THAT the previously budgeted 2% property tax increase be reduced to 0% for 2020, to be funded by 2019 and 2020 expenditure reductions for Council attendance at the 2019 UBCM and 2020 NCLGA.

- f) 2020 Property Tax Rates – *Director of Finance, S. Meeds*

Discussion (**printed material will be available prior to the meeting**)

- Tax Rate Options for 2020

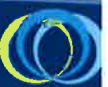
Recommendation:

THAT option _____ be approved for setting property tax rates for 2020.

5. NEW BUSINESS

6. PUBLIC COMMENT

7. ADJOURNMENT





Village of Burns Lake Council Report

Date: 17/04/2020
To: Mayor and Council
From: S. Worthing, CAO
Subject: 2020 Ec Dev COVID-19 Response Budget Request

1. ISSUE:

- 1.1. The Village's COVID-19 Economic Development Response has increased the workload considerably for the EDO.

2. RECOMMENDATION:

THAT a maximum of \$13,440 be drawn from the economic development 'previous year's surplus' to fund a temporary contract, with Ken Guenter, to assist with the COVID-19 business support response.

3. 2020 GOALS AND OBJECTIVES

- 3.1. Strong and diverse economy with development of tourism and a vibrant downtown

4. BACKGROUND

- 4.1. The EDO has taken steps to support local businesses, but we have a limited capacity to fulfil their specific needs.
- 4.2. Economic response and recovery planning will impact current economic development projects and the implementation of the Lakes District Diversification and Community Development strategy.
- 4.3. There could be financial implications if we put current projects on hold to respond to COVID-19.
- 4.4. The Village has grant obligations with associated timelines in various economic development projects that will be impacted if we put projects on hold to respond to COVID-19 full time.

5. TRIPLE BOTTOM LINE:

5.1. FINANCIAL IMPLICATIONS

Contract price for services:

20 hours per week @ \$560

6 months (max) or 24 weeks \$13,440

5.2. ENVIRONMENTAL IMPLICATIONS – n/a

5.3. SOCIAL RESPONSIBILITY IMPLICATIONS

Adding to our capacity will give the Village an opportunity to support the business community in a way that will be impactful and meaningful. Specifically, we will be able to communicate more directly with businesses.

6. DISCUSSION

6.1. The EDO held the first business support zoom meeting on Thursday, April 16th.

6.2. The meeting was well received by the business community, but not everyone that wanted was able to join in. More meetings are needed.

6.3. The purpose of the meeting was to be able to provide business support information.

6.4. In this unprecedented time, we'd like to be able to add to our capacity to support the business community by having Ken Guenter, our Tourism Coordinator Contractor, assist with the COVID-19 Response.

6.5. Specifically, we would like to:

6.5.1 Develop a list of businesses with information on changed hours, curbside delivery, gift cards, etc.

6.5.2 Host additional zoom meetings as well as reach out to businesses that aren't able to attend zoom meetings.

6.5.3 Conduct a follow-up survey with local businesses to monitor current economic impacts on the local economy.

6.5.4 Determine other ways that the business community can be supported

6.6. The additional contract would be temporary in nature. Funding could be capped, and we could contract on a monthly basis to allow the ability to end as soon as we are out of the COVID-19 crisis.

7. RELEVANT LEGISLATION – n/a

8. RECOMMENDATION AND OPTIONS

8.1. RECOMMENDATION:

THAT a maximum of \$13,440 be drawn from the economic development 'previous year's surplus' to fund a temporary contract, with Ken Guenter, to assist with the COVID-19 business support response.