



MINUTES OF THE BUDGET MEETING OF COUNCIL FOR THE CORPORATION OF THE VILLAGE OF BURNS LAKE HELD IN COUNCIL CHAMBERS ON Monday, February 22, 2021 AT 5:15 PM

PRESENT

Mayor D. Funk
Councillor K. White
Councillor C. Rensby
Councillor H. Wiebe
Councillor K. Bjarnason
CAO S. Worthing
Director of Finance B. Jawhare
Director of Protective Services R. Krause – left at 5:55
Director of Recreation L. Jones
Deputy Corporate Officer V. Anderson

GUESTS

None

PUBLIC

One member of the public

MEDIA

Priyanka Ketkar – *Lakes District News - via Zoom*

CALL TO ORDER

Mayor D. Funk called the meeting to order at 5:15 pm

“On behalf of Council, I would like to acknowledge the traditional territories of the area’s Six First Nations.”

APPROVAL OF AGENDA

It was moved and seconded by Council:

2021-02-22: 53

THAT the agenda for the February 22, 2021 Budget Meeting be approved as presented.

CARRIED

PUBLIC COMMENT

None

ADOPTION OF MINUTES

None

MAYOR, COUNCILLOR, CAO REPORTS – None

REPORTS

Level of Service Survey – *Director of Finance, B. Jawhare, verbal*

- Survey results were provided via email and in the budget binder package.

- Staff discussed the survey results.
- According to the survey results, Emergency Services is the top service provided by the municipality.
- To balance the budget, 30% of participants said to introduce new user fees for services we do not currently charge for to balance the budget.

NEW BUSINESS

- The work tonight is the starting point for the budget.
- Approval tonight is 'subject to', and the budget will be brought back for approval in its entirety.

Fire Protection Capital Budget – *Director of Finance, B. Jawhare and Director of Protective Services R. Krause*

- The budget has decreased by \$150,000 in part due to the construction of the shop included in the 2020 budget.
- Carry forward projects are the fire hall stairs and energy-efficient upgrades to the lighting.
- The two capital projects included in this budget were the result of a report completed by a consultant.
- The footpad at the bottom of the stairs is too small and will be replaced.
- Energy upgrade for the lighting was delayed due to the potential for a new fire hall.
- Discussion of whether the lighting should be installed this year.

It was moved and seconded by Council:

2021-02-22: 54

THAT the 2021 Fire Protection Capital budget be approved subject to the adoption of the 2021 Village of Burns Lake budget;

AND THAT the energy-efficient lighting be removed from the 2021 and moved to the 2022 budget.

CARRIED

Fire Protection Operating Budget – *Director of Finance, B. Jawhare and Director of Protective Services R. Krause*

- \$20,000 increase from 2020, the increase is due to the increased number of volunteer firefighters. Clothing purchases increased to 5 sets every two years.
- Actuals for 2020 are below budget mainly due to training and travel cost decrease in 2020.
- The budget is virtually unchanged from 2020.
- Increase for the Fire Force Contract due to the increase in membership in the department.
- Fire Force Contract rate has not changed in 10 years, it is going up slightly in 2021.

- Turnout gear is legally required to be changed out every ten years, increasing the number of sets purchased for this budget.
- RDBN funds will be added to the budget.

It was moved and seconded by Council:

2021-02-22: 55

THAT the 2021 Fire Protection Operating budget be approved subject to the adoption of the 2021 Village of Burns Lake budget.

CARRIED

Other Protective Services Budget – *Director of Finance, B. Jawhare and Director of Protective Services R. Krause*

- The FireSmart waste bin project was not completed in 2020 resulting in an underspend for the CRI project.
- J. Rempel did not attend the annual conference in 2021.
- \$2,000 Grant-in-Aid was given to Search and Rescue it may be stopped in 2022.
- Discussion of next steps regarding the Grant-in-Aid.

It was moved and seconded by Council:

2021-02-22: 56

THAT the 2021 Other Protective Services budget be approved subject to the option of the 2021 Village of Burns Lake budget.

CARRIED

Victim Services Budget – *Director of Finance, B. Jawhare*

- Contract that the Village has with the province, RDBN contributes to this joint function.
- The Village pays the Victims Services Coordinator
- Discussion of other partners to assist financially for the service.
- Discussion of the budgeted cell phone cost.

It was moved and seconded by Council:

2021-02-22: 57

THAT the 2021 Victim Services budget be approved subject to the adoption of the 2021 Village of Burns Lake budget.

CARRIED

Arena Operating Budget – *Director of Finance, B. Jawhare and Director of Recreation Services L. Jones*

- The operating budget has decreased by \$25,000 due to heating and software cost decreases.
- Revenues declined by 30-35% in 2020.
- Expenses declined by 70%

- Contract services decreased in 2020 due to staff completing projects, on the flip side, there was an increase in supplies.
- Figure Skating reserve is planned to be used for the purchase of rental skates.
- Discussion of 2024, the increase is for scheduled painting as recommended by the consultant.
- Decreases in heating costs, contract services and software.
- Contract services underspend is being carried forward to 2021.

It was moved and seconded by Council:

2021-02-22: 58

THAT the 2021 Arena Operating budget be approved subject to the adoption of the 2021 Village of Burns Lake budget.

CARRIED

Arena Capital Budget– Director of Finance, B. Jawhare and Director of Recreation Services L. Jones

- Discussion of the grant application, which includes HVAC and hydrostatic heat systems upgrades.
- Discussion of the bleacher heating system. The parts are increasingly harder to find. 90% of the heaters are currently working.
- Replacement of the bleacher heating system is budgeted for 2022.
- There is not a design yet for the pellet plant roof.

It was moved and seconded by Council:

2021-02-22: 59

THAT the 2021 Arena Capital budget be approved subject to the adoption of the 2021 Village of Burns Lake budget.

CARRIED

Curling Rink Operating Budget – Director of Finance, B. Jawhare and Director of Recreation Services L. Jones

- Wages have decreased due to COVID.
- Contract services have decreased.
- The capital budget for curling rink decreased because of projects completed in 2020.
- Once the architect has completed the drawings for the stair project and work will begin. The project is expected to be completed in 2021.

It was moved and seconded by Council:

2021-02-22: 60

THAT the 2021 Curling Rink operating and capital budgets be approved subject to the adoption of the 2021 Village of Burns Lake budget.

CARRIED

Recreation Multiplex Operating and Capital Budget – *Director of Finance, B. Jawhare and Director of Recreation Services L. Jones*

- Operating has increased by 11%, in part due to the creation of a new position.
- Contract services budget line was determined using a three-year average.
- Actuals have decreased due to lower wages resulting from COVID.
- Discussion of the subsidy to the multiplex.
- Recreation facilities are typically heavily subsidized.
- There were plans for programming; however, COVID has curtailed many of the plans.
- Staff has taken training to teach beginner skating, which has had a high-level of interest.
- Plans to have swimming lessons offered at Radley Beach in 2021.
- The capital budget decreased in 2021.
- Discussion of sink replacement costs in the concession area, a three-sink industrial sink is slated to be installed.
- Typically, old equipment is auctioned off for public bid.
- Discussion of the number of people who access the facility. The new software program will provide a more accurate number.

It was moved and seconded by Council:

2021-02-22: 61

THAT the 2021 Recreation Multiplex Operating and Capital budgets be approved subject to the adoption of the 2021 Village of Burns Lake budget.

CARRIED

Recreation Equipment Operating and Capital Budget – *Director of Finance, B. Jawhare and Director of Recreation Services L. Jones*

- Discussion of the Sports Centre budget from previous years being divided between the three sections of the multiplex.
- Sports Centre accounts will no longer be used.
The facility Lifecycle report was funded from this account.

It was moved and seconded by Council:

2021-02-22: 62

THAT the 2021 Recreation Equipment Operating and Capital budgets be approved subject to the adoption of the 2021 Village of Burns Lake budget.

CARRIED

Recreation Parks Operating and Capital budget – *Director of Finance, B. Jawhare and Director of Recreation Services L. Jones*

- Parks operating budget has a small increase of \$3,000.
- Interdepartmental charges are a new thing, which has changed the budget from other years.
- A number of village assets fall under the Parks Budget.
- Park's capital the replacement of the swimming dock due to wear and tear.
- Discussion of the playground grant application.
- 2021 budget is much lower due to the completion of the Splash Park projects.
- The Splash Park was under budget.

It was moved and seconded by Council:

2021-02-22: 63

THAT the 2021 Recreation Parks Operating and Capital budgets be approved subject to the adoption of the 2021 Village of Burns Lake budget.

CARRIED

Budget Process next steps – *Director of Finance, B. Jawhare, verbal*

- Council would like details for each budget area as to how departments are funded for the next budget meeting.

It was moved and seconded by Council:

2021-02-22: 64

THAT the second meeting for the 2021 budget process be set for March 8 at 5:00 pm.


CARRIED

It was moved and seconded by Council:

2021-02-22: 65

THAT the meeting be adjourned at 6:45 pm

CARRIED



MAYOR



CORPORATE OFFICER

Certified to be a true copy of the minutes of the Special Meeting of Council for the Corporation of the Village of Burns Lake held on Monday, February 22, 2021

