

AGENDA
for the
Budget Meeting of Council



Tuesday
April 20, 2021
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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2021 MUNICIPAL OBJECTIVES

- 1. Undertake initiatives that support the development of a strong and diverse economy, including for industry, commerce, tourism, and a vibrant downtown**
 - Implement the recommendations in the 'Chart the Course' economic diversification plan that includes tourism.
 - Host a prosperity clinic regarding wealth building, community building and economic diversification.
 - Promote business opportunities and continue to work towards attracting new business from the regional pilot program.
 - Village Heights development:
 - i. 'Reaching New Heights'; host a Prosperity Clinic with the development community re: layout and development of land.
 - ii. selective harvesting of conifers (CWPP fuel mitigation) & use revenue generated for clean up.
 - iii. incorporate a plan for water/sewer ROW in road clearing.
 - iv. explore the acquisition of neighbouring property.
 - Begin to implement recommendations of the Tourism Working Group.
 - Create a Community Tourism Marketing Strategy.
 - Support events for recreation.
 - Support developers and businesses to increase commercial office space.
- 2. Good government that is financially sustainable and invests in infrastructure to serve the community**
 - Pursue opportunities for servicing Industrial Lands (water and sewer).
 - Wastewater Treatment Plant and sewer lagoons (grant dependent; could be phased.)
 - Leverage NCPG funds for water and sewer projects, applying for grants and utilizing partnerships where possible.
 - Continue to improve amenities at the local campground.
 - Host prosperity clinic regarding Anglican Church use, disposition or relocation.
 - Priority paving projects ~\$400k
 - Phase 2 Active Transportation – Centre Street sidewalk and storm drain (grant dependent).
 - Explore and compare sites; develop a plan for upgrading or replacing the Fire hall.
 - Practice good communication with the public through social media, being approachable, accountable and transparent; provide 'highlights' to the public.
 - Support infrastructure developments that encourage diversity and promote Burns Lake as a welcoming community.
- 3. Exercise social responsibility by supporting housing inventory for the community's diverse population and recreational opportunities that improve quality of life**
 - Support developers and not-for-profit organizations with new housing for market and subsidized multi-family dwellings investigate local government incentive tools.
 - Work with the Housing Committee to identify and fill gaps in housing inventory.
 - Consult with the public regarding a Youth Centre and explore partnerships including FN and SD91.
 - Make continuous efforts at reconciliation and respectful dialogue; collaborate, communicate, seek and provide input.
 - Annual C2C forum – Cultural Literacy.
 - Increase communication and social engagement with the public.
 - Encourage the dynamic use of the Multiplex.
- 4. Provide responsible environmental stewardship and mitigate wildfire risk**
 - Selectively harvest conifers on Village Heights lands and use revenue generated for clean up.
 - Prioritize and implement actions proceeding from Community Wildfire Protection Plan to keep our community safe.
 - Support the FireSmart Committee, encourage citizen participation and consider resources to do so.
 - Promote EV charging stations.
 - Encourage recycling.

AGENDA

Budget Meeting of Council for the Corporation of the Village of Burns Lake, held in Council Chambers on April 20, 2021 at 5:30 p.m.

TOPIC	PAGE
1. CALL TO ORDER	
2. APPROVAL OF AGENDA	
3. PUBLIC COMMENT <i>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.</i>	
4. REPORTS	
a) Introduction – Director of Finance B. Jawhare	
b) GIS Services contract with RDFFG – Amy Wainwright, contract planner	5
c) 2021 Property Tax Rate Options – Director of Finance, B Jawhare	7
Discussion of Property Tax Rates for 2021	
Recommendation:	
THAT Option _____ be approved for setting property tax rates for 2021.	
d) Budget adjustments – Director of Finance, B. Jawhare	
Printed materials will be available prior to the meeting.	

e) 2021 Budget Approval

The consolidated budget will be available prior to the meeting

Option 1

THAT the 2021 Village of Burns Lake budget is approved as presented.

Option 2

THAT the 2021 Village of Burns Lake budget is approved as amended.

6. PUBLIC COMMENT

7. ADJOURNMENT



Village of Burns Lake Council Report

Date: 15/04/2021
To: Mayor and Council
From: Planning Consultant, Amy Wainwright
Subject: GIS Services Contract with RDFFG

1. ISSUE:

- 1.1. Budgeting for a contract with the Regional District of Fraser Fort-George to provide GIS Services, including an external and internal web-based mapping portal to assist Village Staff and the public.

2. 2020 GOALS AND OBJECTIVES

- 2.1. Undertake initiatives that support the development of a strong and diverse economy, including for industry, commerce, tourism, and a vibrant downtown.

3. BACKGROUND

- 3.1. The RDFFG is offering a web-based remote GIS service through contract to select local governments in Northern BC, including the RDBN and the Town of Smithers. This GIS service will allow Village staff and the public to access spatial data, including property and infrastructure locations, addressing, service areas, OCP and Zoning information, quickly and directly.
- 3.2. The Village of Burns Lake has been without an active in-house GIS system for the past 6 years since eliminating the Planner position. Currently, the public does not have direct access to online mapping for the Village of Burns Lake. The RDBN previously hosted Village of Burns Lake data on their web mapping service; however, it was removed from the site since the data was not kept up to date.
- 3.3. Access to digital mapping has become essential for developers, investors, and residents to make decisions about property development and purchases. The addition of a web mapping service to the Village of Burns Lake website would make attracting investment and development in Burns Lake easier.

4. TRIPLE BOTTOM LINE:

4.1. FINANCIAL IMPLICATIONS

- 4.2. The GIS service contract will cost approximately \$10,000 for the initial setup and an additional \$5,000 per year for maintenance of the system. The first-year total would be \$15,000.

4.3. There will be a reduction in staff time currently used to search our files to fulfil mapping information requests. We do not have an estimate of the reduction in staff time. Mapping requests come in sporadically and some are quick, and some take more time. The direct public access to mapping will eliminate routine requests from realtors for zoning and other property information.

4.4. **ENVIRONMENTAL IMPLICATIONS – n/a**

4.5. **SOCIAL RESPONSIBILITY IMPLICATIONS – n/a**

5. DISCUSSION

5.1. The RDFFG GIS Service contract would include a public web mapping service and an internal web mapping service for Village Staff, accessible through a secure login. This will allow Staff to access information such as property ownership, which is not available to the public. The RDFFG would acquire and maintain the base mapping, and I would provide them with updated Village of Burns Lake data. RDFFG will present this data in a mapping application used to generate day-to-day maps and search and query the data. They will host the data on their servers and manage any data exchanges with consultants. The \$5,000 maintenance cost covers the cost of their GIS licensing, servers, and custom programming on the internal and external websites.

5.2. I would be able to provide any one-off maps and other GIS analysis required, so this does not need to be included in the contract. I am currently using free GIS software called QGIS, which is adequate for updating data, analysis, and map production. This software is also used by the Town of Smithers and was recommended by the RDBN and RDFFG. I would maintain the Village of Burns Lake data and provide the RDFFG with updates as required. My provision of GIS services would be part of my current contract to provide the Village with Planning Services.

6. **RELEVANT LEGISLATION – n/a**

7. **CAO COMMENTS:**

7.1. Agree with the recommendation – S. Worthing CAO

8. **RECOMMENDATION AND OPTIONS**

8.1. **RECOMMENDATION:**

Option 1:

That \$15,000 be budgeted for this year to pursue a contract for GIS services with the Regional District of Fraser Fort George.

Option 2

THAT the Village of Burns Lake does not pursue a GIS services contract.

VILLAGE OF BURNS LAKE
2021 TAX RATE OPTIONS

Prior year 2020 Levy
Add: Percentage change due to 2021 Non-Market Changes (NMC)
Add: Inflation rate
Inflation amount

\$ 1,477,659
2.87% \$ 42,409
2% \$ 29,553

\$ 1,477,659
\$ 42,409
0% \$ -

Target levy for 2021

\$ 1,549,621

\$ 1,520,068

Option 1: Keep same ratios as 2020 (and reduce rates)

Property Class	2020 Rates	2020 Ratios	2021 Assessments
Residential	7.0484	1.00	130,811,777
Utility	40.0000	5.68	1,399,020
Major Industry	44.2641	6.28	0
Light Industry	44.2641	6.28	410,200
Business	14.7049	2.09	40,586,750
Recreational/non-profit	7.0484	1.00	172,400
Total			173,380,147

2% Inflation			2021	PT Increase / (Decrease) for a \$150,000 property
Rates	Ratios	\$ Levy		
6.8514	1.00	896,250		-30
38.8822	5.68	54,397		-168
43.0271	6.28	-		-186
43.0271	6.28	17,650		-186
14.2939	2.09	580,144		-62
6.8514	1.00	1,181		-30
Total			1,549,621	-660

0% Inflation			2021	PT Increase / (Decrease) for a \$150,000 property
Rates	Ratios	\$ Levy		
6.7208	1.00	879,157		-49
38.1406	5.68	53,359		-279
42.2065	6.28	-		-309
42.2065	6.28	17,313		-309
14.0213	2.09	569,080		-103
6.7208	1.00	1,159		-49
Total			1,520,068	-1,097

Option 2: Decrease Ratio for Business from 2.09 to 2

Property Class	2020 Rates	2020 Ratios	2021 Assessments
Residential	7.0484	1.00	130,811,777
Utility	40.0000	5.68	1,399,020
Major Industry	44.2641	6.28	0
Light Industry	44.2641	6.28	410,200
Business	14.7049	2.09	40,586,750
Recreational/non-profit	7.0484	1.00	172,400
Total			173,380,147

2% Inflation			2021	PT Increase / (Decrease) for a \$150,000 property
Rates	Ratios	\$ Levy		
6.9592	1.00	910,342		-13
39.4935	5.68	55,252		-76
43.7036	6.28	-		-84
43.7036	6.28	17,927		-84
13.9183	2.00	564,900		-118
6.9592	1.00	1,200		-13
Total			1,549,621	-389

0% Inflation			2021	PT Increase / (Decrease) for a \$150,000 property
Rates	Ratios	\$ Levy		
6.8265	1.00	892,980		-33
38.7403	5.68	54,198		-189
42.8701	6.28	-		-209
42.8701	6.28	17,585		-209
13.6529	2.00	554,127		-158
6.8265	1.00	1,177		-33
Total			1,520,068	-832

Option 3: Increase levy by "ratio of levy increase from 2020", and let ratios float

Property Class	2020 Rates	2021 Assessments
Residential	7.0484	130,811,777
Utility	40.0000	1,399,020
Major Industry	44.2641	0
Light Industry	44.2641	410,200
Business	14.7049	40,586,750
Recreational/non-profit	7.0484	172,400
Total		173,380,147

2% Inflation			PT Increase / (Decrease) for a \$150,000 property
2021 Rates	2021 Ratios	\$ Levy	
6.5668	1.00	859,010	-72
41.3940	6.30	57,911	209
	0.00	-	-6,640
148.2038	22.57	60,793	15,591
14.0602	2.14	570,658	-97
7.2425	1.10	1,249	29
		1,549,621	9,021

0% Inflation			PT Increase / (Decrease) for a \$150,000 property
2021 Rates	2021 Ratios	\$ Levy	
6.4415	1.00	879,157	-91
40.6045	6.30	53,359	91
		-	-6,640
145.3774	22.57	17,313	15,167
13.7921	2.14	569,080	-137
7.1044	1.10	1,159	8
		1,520,068	8,399

Option 4: Keep same tax rates and ratios as 2020

Property Class	2020 Rates	2020 Ratios	2021 Assessments
Residential	7.0484	1.00	130,811,777
Utility	40.0000	5.68	1,399,020
Major Industry	44.2641	6.28	0
Light Industry	44.2641	6.28	410,200
Business	14.7049	2.09	40,586,750
Recreational/non-profit	7.0484	1.00	172,400
Total			173,380,147

2% Inflation			PT Increase / (Decrease) for a \$150,000 property
2021 Rates	2021 Ratios	\$ Levy	
7.0484	1.00	922,016	0
40.0000	5.68	55,961	0
44.2641	6.28	-	0
44.2641	6.28	18,157	0
14.7049	2.09	596,822	0
7.0484	1.00	1,215	0
		1,594,172	0

2% Inflation			PT Increase / (Decrease) for a \$150,000 property
2021 Rates	2021 Ratios	\$ Levy	
7.0484	1.00	922,016	0
40.0000	5.68	55,961	0
44.2641	6.28	-	0
44.2641	6.28	18,157	0
14.7049	2.09	596,822	0
7.0484	1.00	1,215	0
		1,594,172	0

Levy \$ higher than required levy (if 2% inflation) by 44,551