

**Report to Council
Village of Haines Junction
Open Meeting
October 13, 2021**

Re: 2021 Operating and Capital/Projects Budget Bylaw #383-21 Amendment No. 2

RECOMMENDATION:

That Council, by resolution(s), make such changes to the 2021-23 proposed Operating and Capital/Projects Budgets Bylaw Amendment #2 as deemed fiscally prudent and then give First and Second Reading to the Bylaw.

BACKGROUND:

Council adopted a 2021 Operating and Capital/Projects Budget on March 24, 2021.

Council amended the Budget in June.

Since then, several changes have occurred which require the Budget to be again amended.

CHANGES TO BUDGET

The following changes have been proposed:

Reallocation of Institutional Efficient Energy Program Grant

Following discussion with Yukon Government representatives, it was decided that the following changes be made to reflect increased costs of Conference Centre Roof Insulation, Demand Control Ventilation estimate increase and the addition of an Adiabatic Cooler to replace aged ice plan refrigeration.

Add	
Roof Insulation	32,250
Demand Control Ventilation	5,000
Adiabatic Cooler (ice plant)	224,000
	261,250
Delete	
Aerial Walkway Part 1	86,000
Engineering	5,000
Aerial Walkway Part 2	77,000
Roof Insulation	50,000
Contingencies	43,250
	261,250

The timeline to obtain the Adiabatic Cooler is approximately 20 weeks. So that staff can order the Cooler, staff would like to have these changes shown in the budget.

Distribution of Restart Grant

In September, Council began a process to approve a bylaw to allow the municipality to distribute a grant to specified businesses. Council approved a maximum of \$100,000 to be distributed. This amount needs to be reflected in the budget.

Convention Centre Seismic Retrofit

Council approved an engineering study in the Capital and Projects Budget. Staff have just received the Boge & Boge Engineering Report. The report recommends that the building be retrofitted.

The preliminary cost estimate is \$600,000 - \$900,000. The Village can use Gas Tax funds to pay for the work.

Staff would add this project to the Budget so that they are able to direct Boge & Boge to begin the engineering work so that retrofit can hopefully be completed next year.

Oil Tank Replacement and Oil Separator

Staff have reallocated project funds from the 2020 proposed Covered Storage Shed to fund the replace of single walled oil tanks and the purchase of an oil separator.

Tables

The revisions have been incorporated into the following budget tables:

Table	Description
1	2021 – 2023 Operating Budget
2	2021 Capital/Projects Funding Sources
3	2021 – 2023 Capital/Projects

**Report to Council
2021 Budget
June 23, 2021**

Table 1

2021 -2023 Operating Budget			
Revenues	2021	2022	2023
Legislative	2,940,000	2,997,000	3,066,000
Administrative	54,000	54,000	54,000
Public Works	25,000	18,000	18,000
Water and Sewer	261,000	286,000	313,000
Roads and Streets	3,000	9,000	3,000
Landfill and Recycling	132,000	132,000	132,000
Protective Service (Dogs)	2,000	2,000	2,000
Fire Department	39,000	40,000	41,000
Fire Smart	95,000	25,000	25,000
Convention Centre	8,000	16,000	17,000
Mezzanine	4,000	8,000	8,000
Hall and Curling Rink	-	-	-
Pool	-	-	-
Arena	10,000	27,000	27,000
Safe Restart	338,000		
Total	3,911,000	3,614,000	3,706,000
Expenses			
Legislative	115,000	119,000	121,000
Administration	627,000	629,000	640,000
<u>Public Works</u>			
General	509,000	501,000	509,000
Water and Sewer	372,000	380,000	391,000
Roads and Streets	120,000	133,000	128,000
Landfill and Recycling	311,000	314,000	319,000
	1,312,000	1,328,000	1,347,000
Protective Service (Dogs)	3,000	3,000	3,000
Fire Department	133,000	139,000	144,000
Fire Smart	95,000	25,000	25,000
Convention Centre	106,000	114,000	122,000
Mezzanine	13,000	13,000	13,000
Hall and Curling Rink	16,000	18,000	21,000
Pool	9,000	10,000	11,000
Arena	223,000	231,000	240,000
Emergency Measures/Covid Restart	30,000		
Total	2,682,000	2,629,000	2,687,000
Revenues less Expenditures	1,229,000	985,000	1,019,000

**Report to Council
2021 Budget
June 23, 2021**

Table 2

2021 Capital/Projects Budget Funding Sources	
Description	Amount
Current Year Surplus	1,229,000
Infrastructure Reserve	540,000
Prior Year Surplus	404,000
Yukon Gov't Grants	700,000
YG/Canada Grant	450,000
Lions Club	10,000
CDN Trail Fund Grant	150,000
Fire Reserve	350,000
Gas Tax	1,759,000
Total	5,592,000

**Report to Council
2021 Budget
June 23, 2021**

Table 3

2021 - 2024 Capital and Projects Budget								
Project Number	Project Name	Year				2021 Funding Source		
		2021	2022	2023	2024	Internal	Other Source	Description
	Recycling Centre & Landfill							
1	2020 Septic Tank upgrade	17,000				17,000		
2	Waste Management Plan (permit requirement)		50,000					
3	Crawler Loader & Shed	550,000				100,000	450,000	YG & Canada Grant
4	2020 Solid Waste Compactor	4,000				4,000		
5	2020 Ventilation of Recycling Centre HRV	8,000				8,000		
6	10 Year Waste Facility Plan	50,000					50,000	Gas Tax
	Conventions Centre							
7	2020 Buried Fuel Tank Removal & Replacement	20,000				20,000		
8	2020 Biomass Boiler Feasibility Study	15,000				15,000		
9	2020 P.V Study for Panels on Roof	15,000				15,000		
10	2020 New Curtains	25,000				25,000		
11	2020 Resurface / Replace Stage Floor	60,000				60,000		
12	Photocopier	15,000				15,000		
	Convention Centre/Arena/Fire Department							
13	2020 Good Energy Project (75% YG funding)	400,000				100,000	300,000	Yukon Govt Grant
14	2020 Institutional Energy Efficiency Projects							
a	Conference Roof Insulation	47,000					47,000	Yukon Govt Grant
b	Conference Centre Thermostats	6,000					6,000	Yukon Govt Grant
c	Conference Centre Control Recommissioning & Ventilation	27,000					27,000	Yukon Govt Grant
d	Arena Control Optimization	3,000					3,000	Yukon Govt Grant
e	Arena Furnace Upgrade	11,000					11,000	Yukon Govt Grant
f	Arena Control Recommissioning & Ventilation	14,000					14,000	Yukon Govt Grant
g	Supplementary Engineering & Contingency	68,000					68,000	Yukon Govt Grant
h	Adiabatic Cooler	224,000					224,000	Yukon Govt Grant
	Replace Single Walled Oil Tank	16,000				16,000		
15	2020 Seismic Assessment Phases 2 & 3 Arena & Convention Centre	950,000					950,000	Gas Tax
16	2020 Improve Entrance Security (locks and cameras)	45,000				45,000		
	Public Works Mobile Equipment							
17	Replace Toyota Truck			64,000				
18	Excavator		190,000					
19	2020 Plow Truck Purchase	254,000					254,000	Gas Tax
	Fire Department							
20	Fire Department Crew cab		82,000					
21	2020 Fire Department mini pumper	350,000					350,000	Fire Reserve
22	Floor Drainage	15,000				15,000		
23	Radio Repeater Replacement	8,000				8,000		
24	Asphalt / Concrete Apron at Fire Hall	5,000				5,000		
	Replace Single Walled Oil Tank	13,000				13,000		
25	SCUBA Gear			45,000				
26	SCUBA Gear				47,000			
	Administration							
27	Server and firewall upgrades	13,000				13,000		
28	2020 Official Community Plan & Zoning Bylaw	20,000					20,000	Gas Tax
29	Transitional Employee Housing	750,000				750,000		
	Public Works							
30	2020 Shop Improvements - Wash Bay	20,000				20,000		
31	2020 Covered Storage	42,000				42,000		
	Develop a Removal of Abandoned Assets Plan Water Tower, Uplift Station, Pool/Curling Rink	40,000				40,000		
32	Prepare Confined Space Procedures	20,000				20,000		
33	PW Equipment Pressure Washer	6,000				6,000		
34	Floor Drainage Public Works Shop		5,000					
35	Install Waste Oil Separator	7,400				7,400		
	Recreation							
36	Trail paving	500,000	500,000				350,000	Gas Tax
							150,000	CDN Trail Fund Grant
37	Amenities (pop up parks, water park)	100,000					100,000	Gas Tax
38	Lions Playground	45,000					35,000	Gas Tax
							10,000	Lions Club Donation
39	Recreation Programming / Equipment	75,000				75,000		
40	Arena Scoreboard			25,000				
41	Benches (6)	9,000				9,000		
42	Bear Proof Garbage Cans	30,000				30,000		
43	Dog Park (fencing, landscaping, benches,	40,000				40,000		
44								
	Restart Funds							
45	IT Upgrades	-				-		
46	Generator	-				-		
47	Outdoor Recreation Improvements	-				-		
48	Restart Grant Distribution	100,000				100,000		Restart Grant
	Reserve Allocations							
49	Reserve Allocation - Public Works	240,000				240,000		Transfer from
50	Reserve Allocation - Fire Department	300,000				300,000		Infrastructure Reserve
		5,592,400	827,000	134,000	47,000	2,173,400	3,419,000	

**Report to Council
2021 Budget
June 23, 2021**

CONCLUSION:

Council by reviewing this report; making any changes to the attached proposed Bylaw # 392-21 Operating and Capital & Projects Amendment #2 as deemed prudent, and then giving First and Second Reading to the Bylaw will perform their oversight role in this budget amendment process.

Dan Rodin
Chief Administrative Officer

Village of Haines Junction

Bylaw #392- 21

A Bylaw to Amend the Operating and Capital/Projects Budgets for 2021.

WHEREAS section 237 and section 238 of the Municipal Act (R.S.Y. 2002) provides that council shall by bylaw cause an annual operating budget and annual capital budget to be prepared and adopted; and;

WHEREAS section 239 of the Municipal Act provides that council may establish by bylaw a procedure to authorize and verify expenditures that vary from the annual operating or capital/projects budget expenditure programs;

NOW, THEREFORE, the council of the municipality of the Village of Haines Junction in open meeting assembled HEREBY ENACTS AS FOLLOWS:

1. Short Title

This Bylaw may be known as Bylaw #392-21, 2021 Operating and Capital/Projects Budgets Bylaw Amendment #2.

2. Section 239 Procedure

No expenditure may be made that is not provided for in the 2021 annual Operating or Capital/Projects Budget unless such expenditure is approved:

- 1) by resolution of council to a maximum expenditure of \$500,000.00 upon receiving a report in a public meeting explaining the process of approving the expenditure and the rationale for the proposed expenditure; or
- 2) by bylaw for expenditures in excess of \$500,000.00.

3. Umbrella Budget Bylaw

Expenditures authorized in accordance with section 2(1) of this bylaw that result in an increase in total expenditures above what was approved in the 2021 Operating budget or Capital/Projects budget shall be brought forward for final approval through an umbrella bylaw at year end.

4. Chief Administrative Officer Re-Allocation Limits

The Chief Administrative Officer is hereby authorized to re-allocate funds among the line items in Appendix "A" to a maximum expenditure of \$25,000.00; and such allocation decision will be reported to Council at the next Council Meeting.

5. Appendix "A"

The 2021 – 2023 Annual Operating Budget, Capital/Projects Budget Funding Sources, and the 2021 – 2024 Capital/Projects Budget attached hereto as Appendix "A" are a fundamental part of this bylaw.

6 Bylaw Repeal

The following Bylaw is hereby repealed:

1. Bylaw 383 - 21 2021 Operating and Capital/Projects Budget Amendment #1

7. Effective Date

This Bylaw will come into effect upon adoption.

8. Readings

Read a first time this ___ day of _____, 2021.

Read a second time this _____ day of _____, 2021.

Read of third time and adopted this _____ day of _____, 2021.

Thomas Eckervogt, Mayor

Dan Rodin, CAO

Appendix "A"

Table One

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