

**The Corporation of the Village of Cumberland
Financial Plan Village Hall Meeting Minutes**



**November 20, 2023 at 7 p.m.
Council Chambers, 2675 Dunsmuir Avenue**

Council Present: Mayor Vickey Brown
Councillor Neil Borecky
Councillor Jesse Ketler
Councillor Sean Sullivan

Regrets: Councillor Troy Therrien

Staff Present: Michelle Mason, Chief Administrative Officer
Annie Bérard, Chief Financial Officer
Rachel Parker, Corporate Officer
Rob Crisfield, Manager of Operations
Courtney Simpson, Manager of Development Services
Stephane Dionne, Deputy Fire Chief

Mayor Brown called the meeting to order at 7 p.m. and recognized that the meeting is being held on on the unceded traditional territory of the K'ómoks First Nation.

1. Approval of Agenda

Agenda for Village Hall Meeting, November 20, 2023

Borecky/Ketler

THAT Council approve the agenda for the Village Hall Meeting, November 20, 2023.

Carried Unanimously

2. Proposed 2024 - 2028 Financial Plan

Mayor Brown introduced Ms. Bérard to review the proposed 2024-2028 Financial Plan.

Ms. Bérard reviewed the timeline to develop and approve a five year financial plan, noted Council's strategic priorities and the municipal services that are funded from property taxes and utility fees, and reviewed the financial plan methodology: that the budget is prepared to maintain existing services, taxation and utility fees are used to fund Council service levels as follows:

- Municipal tax: used to fund municipal operations
- Utility fees: used to fund water, sewer, storm and solid waste services
- Frontage tax: used to fund linear asset replacement
- Parcel tax: used to fund significant one-off project

Also that efforts have been made to offset increasing costs through savings from efficiency, and the focus is on asset management and maintenance of existing assets and infrastructure.

Ms. Bérard reported that the proposed property tax increase for 2024 for municipal purposes is 7.52%, which is a tax revenue increase of \$297,850. Ms. Bérard noted that taxes from growth have been set aside to be used towards policing costs which are estimated to increase from \$358,000 per year to over \$1million per year when the Cumberland population reaches 5000 people.

Ms. Bérard reported proposed increases in water, sewer and solid waste collection fees and parcel tax increase for 2024 at 7.98% for an average single family household. These increases include funding for projects including a solid waste cart system and operating costs for the new wastewater treatment plant.

The impact on an average single family household of all taxes and fees is estimated to be \$243 for 2024, or \$20 per month. Other taxing authority increases for an average single family household were estimated at \$2049 for 2023, or \$171 per month; those figures are not available for 2024 yet.

Ms. Bérard reported that proposed staffing increase for 2024 is overall 1.60 positions with restructuring and funding from the stabilization reserve, and include a part time communications coordinator, a planning technician, and a financial analyst position.

Ms. Bérard reported on annual contributions to reserves with the goal to build healthy reserve to provide funding for renewal projects, while maintaining stable and reasonable tax and rate increases.

Discussion took place on capital project costs distribution if the No. 2 water reservoir dam project and wastewater project were included in pie charts. Ms. Bérard advised that those projects have \$4.5 million and close to \$20 million budgets respectively and are multi-year budgets.

3. Question and Comment Period

Questions and comments were received on the following matters:

- the \$167,690 or 2% allocation to operating projects for Community Events and Culture were grants to community organizations.

4. **Adjournment of the Village Hall meeting to the Open House portion.
Sullivan/Borecky**
The meeting was adjourned at 7:21 p.m.
Carried Unanimously

Mayor

Certified Correct by Corporate Officer