



Central Coast

REGIONAL DISTRICT

That we may be good people together

Budget 2023

Regional Services shared by all areas

Economic
Development

Emergency
Management

Feasibility
Studies

General
Operations

Grant in Aid

Library (VIRL)

Planning

Service By Area

Area A	Area B	Area C	Area D	Area E
<ul style="list-style-type: none">• Airport-Denny Island• Recreation Denny Island• Denny Island Waterworks		<ul style="list-style-type: none">• Airport-Bella Coola• House Numbering• Parks and Recreation Bella Coola• Solid Waste Management• Street Lighting Bella Coola Valley• Swimming Pool• Hagensborg Waterworks• Hagensborg Fire Protection	<ul style="list-style-type: none">• Airport-Bella Coola• House Numbering• Parks and Recreation Bella Coola• Solid Waste Management• Street Lighting Bella Coola Valley• Swimming Pool• Hagensborg Waterworks• Hagensborg Fire Protection	<ul style="list-style-type: none">• Airport-Bella Coola• House Numbering• Parks and Recreation Bella Coola• Solid Waste Management• Street Lighting Bella Coola Valley• Swimming Pool• Bella Coola Waterworks• Bella Coola Fire Protection• LSA Street Lighting



Central Coast

REGIONAL DISTRICT

That we may be good people together

Regional Services

2022 Organizational Review

Recommendations:

- Restructure AA: Remove board governance, CAO salary, and other general government expenses from apportionment.
- Hire a Deputy Corporate Officer to assist corporate administration and act as an office manager.
- Investments in expanding out the operations department.
- Report attached.
- Eventually remove CFO, officers and other "director" level roles from AA.

Participant: Area A,B,C,D,E

Apportioned Administration

Highlights:

- Reports of Service Viability are included with this presentation.
- Apportioned Administration is being undertaken beyond the extent required by legislation and should be restructured.
- Failure to restructure AA will strangle services and limit effectiveness.

Participant: Area A,B,C,D,E

Apportioned Administration

Advantages of Restructuring

- AA will significantly drop
- More accurate and appropriate
- Provides all services additional room in their budget and will limit future tax increases
- Critical investments in the organization will not be limited by their impact on the services.
- Board expenses and initiatives will no longer put pressure on the services.
- Practice more in line with other regional districts.

Participant: Area A,B,C,D,E

Apportioned Administration

Disadvantages of Restructuring

- Costs of general regional government would no longer be billed to the services but would be shared equally by the region.
- The first year would result in costs shifting.
- *Note: costs incurred by the service would still be billed to the service.*
- *Risk: If we keep all costs in AA, we will need to undertake significant cuts across the board to keep services from failing.*

Apportioned Administration

Recommendation

That the following expenses be removed from apportionment and be assigned to general government administration: board governance and expenses, the salaries of officers (CAO, CFO, and Corporate/Deputy Officers), and other general government expenses;

And that, Policy F-5 Administration Cost Recovery from Services be reviewed and updated to be more in line with recommended practice.

Participant: Area A,B,C,D,E

Recommendation:

1. That the 2023 Organizational Chart be approved;

AND THAT hiring can be immediately commenced for any vacant position;

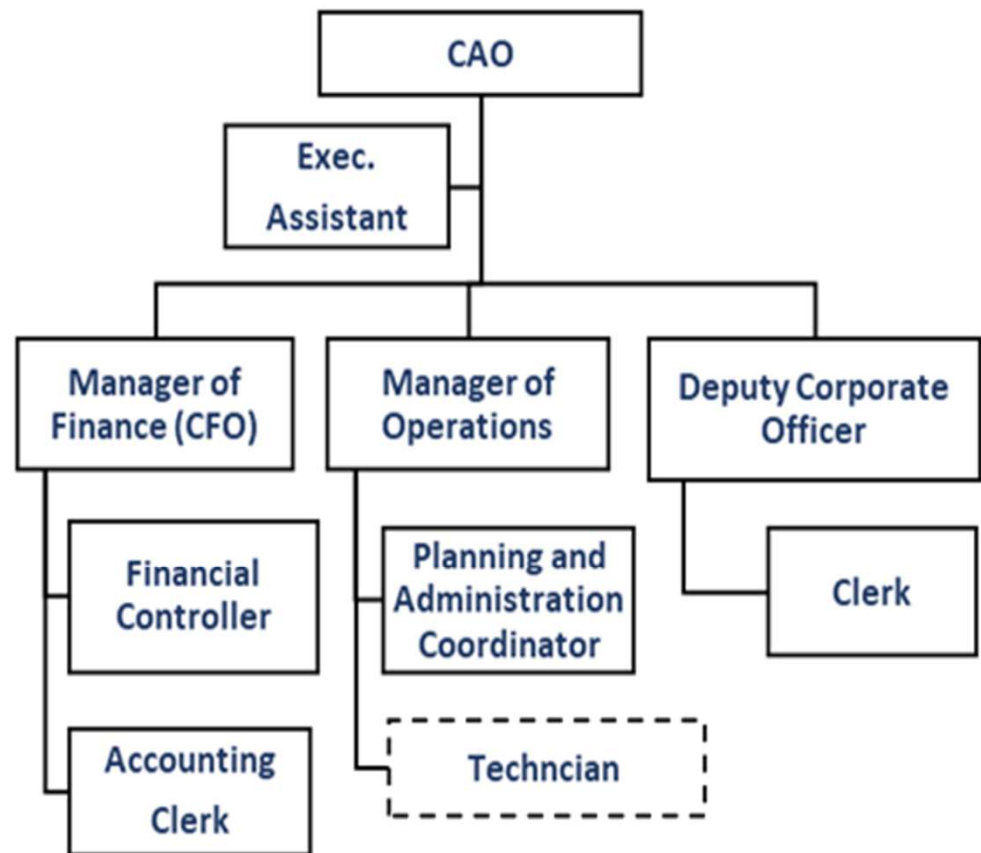
AND THAT the CAO has the authority to modify the organizational make up and make staffing decisions at his discretion so long as he is acting within the determined payroll budget approved by the board of directors.

2. THAT administration be directed to apply for the REDIP-EC Economic Capacity Grant for the 2023 & 2024 years.

Note: Economic Development is in a later slide.

Participant: Area A,B,C,D,E

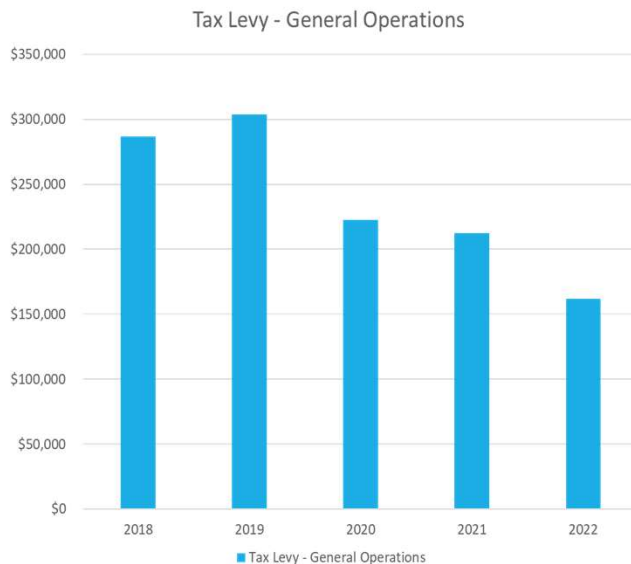
Staffing



General Operations

2023 Initial Proposed Governance Expenses

Taxation History



Board Remuneration

	2023 Proposed Bylaw No.518	2022 Budget Bylaw No.495	Variance \$	Variance %
Chair Monthly Stipend	\$9,600	\$6,600	\$3,000	45%
Chair Board Meeting Stipend	\$0	\$4,400	(\$4,400)	-100%
Vice Chair Monthly Meeting Stipend	\$6,900	\$0	\$6,900	100%
Vice Chair Board Meeting Stipend	\$0	\$4,500	(\$4,500)	-100%
Director Stipend	\$18,900	\$13,200	\$5,700	43%
Special Meetings Stipend	\$4,920	\$3,750	\$1,170	31%
Out of Town Representation	\$1,160	\$1,000	\$160	16%
Chair Cell Phone/internet Allowance	\$1,080	\$900	\$180	20%
Cell Phone/internet Allowance	\$2,880	\$2,400	\$480	20%
Child Care Subsidy	\$2,000	\$1,000	\$1,000	100%
Sub Total	\$47,440	\$37,750	\$9,690	26%
Attendance at Conventions	TBD		TBD	TBD
Travel Days	TBD	\$24,500	TBD	TBD
Total		TBD		

Board's Extended Benefits

Board Extended Benefits	2023 Proposed	2022 Budget	Variance \$	Variance %
	\$25,530	\$5,200	\$20,330	391.0%

***The updated board benefit report will be presented to the board at the December board meeting.**

The initial benefit budget items will be amended on the board's decision.

Participant: Area A,B,C,D,E

Director Travel & Conventions

Staff Recommendation

- Travel Policy be created that outlines a new system
- Each Electoral Area will be provided a budget for travel. This yearly budget will include travel costs, hotels, car rentals, director travel remuneration, meals and any other expense. Staff can book or directors can and seek reimbursement.
- Additional bump for the outer coast directors
- Amounts can roll over year over year. Ending at the end of the term.
- No travel expense will be paid out for travel within an electoral area within 6 months of the local government election.
- Allows for flexibility and choice.

Participant: Area A,B,C,D,E

Director Travel & Convention

Staff Recommendation Continued...

- Travel costs per convention are listed in future slides.
- No requirement for "in person meeting". Outer coast directors could determine if they want to come in for meetings.

Recommended Yearly	Budget
Chair	\$10,000
Outer coast Directors - \$6,500	\$13,000
Valley Directors \$5,000	<u>\$15,000</u>
Yearly Total	\$33,000
LGLA EOS	<u>\$14,000</u>
2023 Total	\$47,000

2022 Travel and convention amount: \$47,188

Participant: Area A,B,C,D,E

General Operations

2023 Initial Proposed Governance Expense

2023 Convention, Travel

Administration requests the board's direction on the 2023 Convention Schedule

(* estimated expenses are based on the 2022 actual costs for discussion purposes only)

Event	Board	CAO	Estimated expense
Chair/CAO Forum	Chair	Yes	\$5,000
AVICC	To determine	Optional	\$3,115 Per director \$2,240 for CAO Min: \$3,115 Max:\$17,815
UBCM Electoral Area Directors Form	To determine	Optional	\$2,700 per director \$2,300 for CAO Min:\$2,700 Max:\$15,800
UBCM Convention	To determine	Yes	\$4,900 per a director \$4,200 for CAO Min:\$14,000 Max:\$28,700
LGLA (Local Government Leadership Academy)	All Directors	optional	\$14,000
NDIT Northwest Regional Advisory Committee Meeting	Appointed Committee member	No	
MFA Annual General Meeting	Appointed Committee member	No	
FCM 2023 - Toronto		Optional	(CCRD usually cannot afford to attend)

Participant: Area A,B,C,D,E

Director Travel & Conventions

Other options...

- Continue as was done previously and set a total amount.
- 2022 Amount: \$47,188

Participant: Area A,B,C,D,E

Director Travel & Convention

Direction

- That administration be directed to develop a board travel policy and set budgets for each electoral areas in: the amounts presented or the following amounts _____.

Or

- That the 2023 travel budget be set at _____.

Participant: Area A,B,C,D,E

Board’s Public Relations

2023 Proposed Budget	2022 Budget	Difference	Comments
\$5,000	\$12,300	(\$7,300)	Moving towards in house staff involvement

Recommendation

That the board public relations budget be set at the amount presented or set at _____.

General Operations

2023 Proposed Budget Expense

5. Professional Fees

	2023 proposed budget	2022 budget	Increase	Comments
Audit & Accounting	\$45,500	\$35,000	\$10,500	New RFP for audit service in 2023 Significant increase anticipated
Consulting Fees	\$75,000	\$75,000	\$0	
Financial Services	\$25,000	\$80,000	(\$55,000)	
Legal fees	\$20,000	\$20,000	\$0	
Total	\$165,500	\$210,000	(\$44,500)	

6. Capital Works

Microsoft 365 Conversion: continue from 2022 - \$20,000
Bella Coola Airport Hagar Renovation - \$10,000 *
Tech Supplies (Monitors, laptop etc.) - \$8,000
Board room chairs - \$4,000

7. Apportioned Administration Costs – To be determined based on the board's direction

8. Payroll Expenses, Other Expenditures associated with staff (Employee Travel expenses)

– To be determined based on the board's direction on staffing level

Participant: Area A,B,C,D,E

General Operations

Direction

- That the presented budget encompassing professional fees and capital works be approved and included in the draft 2023 budget.

Or

- That the budget be modified by _____ and included in the draft 2023 budget.

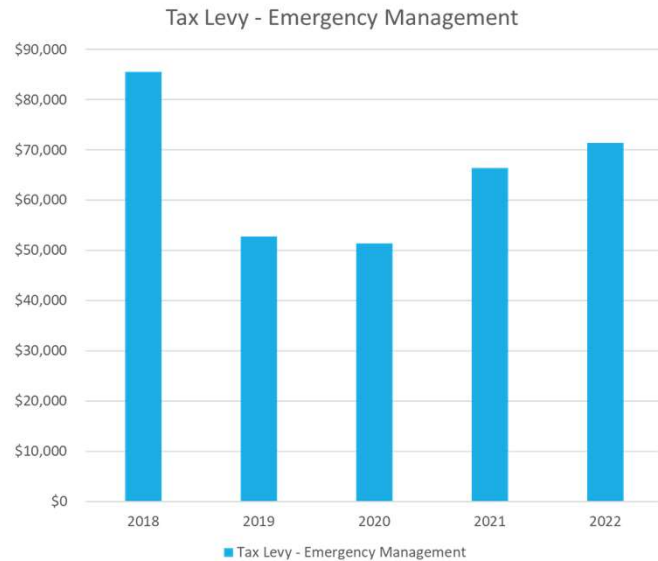
Participant: Area A,B,C,D,E

Emergency Management

	2022 Budget	2023 Budget
Ordinary Income/Expense		
Total Local Taxation	71,400	TBD
Total Income	71,400	TBD
Expense		
Apportioned Administration fees	113,274	TBD
Operating Expenditure	31,421	31,571
Total Expense	144,695	TBD
40004 · Budget surplus, begin of year	73,295	TBD

Participant: Area A,B,C,D & E

Taxation History



Staff Comments

Emergency Management is required under the Emergency Program Act and a key function of the CCRD. Acquiring and retaining staff has been a challenge in 2022. This role could be done remote, could be done through a service contract (CRD, private company, etc.).

2022 Figures:

Total Expense: \$144,695

Taxation revenue: \$71,400

Surplus: \$73,295

Participant: Area A,B,C,D & E

Emergency Management

	2023 Proposed Budget	2022 Budget	Difference	Comments
Operating Expenditure	\$31,571	\$31,421	\$150	To be determined based on the board's direction
Apportioned Administration Costs	To be determined	\$113,274	TBD	To be determined based on the board's direction

Recommendation

That administration be directed to research alternative means of service delivery if the function cannot be adequately managed in-house.

That administration be directed to draft the 2023 budget with the emergency management function's budget set at _____.

That administration be directed to abandon the heat mapping grant obtained in 2022 and thank UBCM for the consideration.

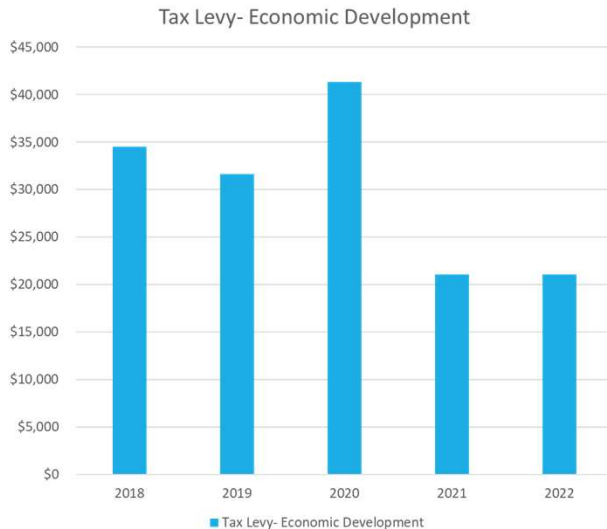
Economic Development

	2022 Budget	2023 Budget
Ordinary Income/Expense		
Income		
Total Local Taxation	21,061	TBD
Grants - Other	65,479	58,975
Provincial Grants - Other	127,495	127,495
Total Income	214,035	TBD
Expense		
Apportioned Administration fees	37,300	TBD
Operating Expenditure	106,933	133,316
Grant Funding Project	144,974	128,470
Total Expense	289,207	TBD
Budget surplus, begin of year	75,172	TBD

Participant: Area A,B,C,D,E

Economic Development

Taxation History



	2023 Proposed Budget	2022 Budget	Difference	Comments
Operating Expenditure	\$133,316	\$106,933	\$26,383	Increase payroll costs to attract more candidates for Economic Development Officer position
Grant Funding Project	\$128,470	\$144,974	(16,504)	It does not affect tax levy or operating expense
Apportioned Administration Costs	To be determined	\$37,300		To be determined based on the board's direction

Staff Comments

Recommended that the CCRD obtain the NDIT grant to fund \$50,000 per year towards economic development staffing. This amount will not be enough for a full-time position and the rest will need to come from requisition. A full-time economic development officer is recommended for at least two years to support the completion of current grant projects and to start undertaking new initiatives.

Participant: Area A,B,C,D,E

Recommendation

That administration be directed to draft the 2023 budget with the economic development function set at _____

That administration be directed to apply for the NDIT economic development capacity building grant for the years 2023 and 2024.

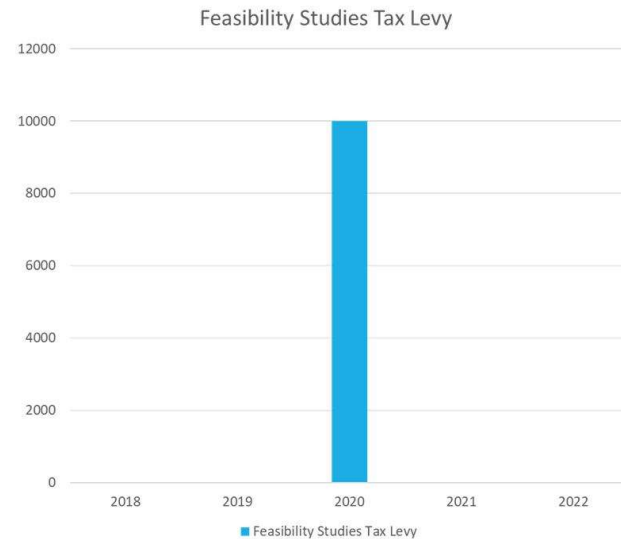
That administration begin hiring as soon as practicable for the economic development role.

Feasibility Studies

	2022 Budget	2023 Budget
Total Local Taxation	0	TBD
Expense		
Apportioned Administration fees	6,977	TBD
Operating Expenditure	18,414	43,414
Total Expense	25,391	TBD
Budget surplus, begin of year	25,391	TBD

Participants : Area A,B,C,D,E

Taxation History



	2023 Proposed Budget	2022 Budget	Difference	Comments
Operating Expenditure	\$43,414	\$18,414	\$25,000	No tax requisition in 2021 or 2022
Apportioned Administration	TBD	\$6,977	TBD	

Budget Highlights

The board may want to consider new feasibility studies initiatives to be factored into the budget.

Staff Comments:

Feasibility studies are essential to the creation of new services and can be quite expensive. This account should be healthy to ensure that the board can meet the evolving needs of their communities.

Participants : Area A,B,C,D,E

Feasibility Studies

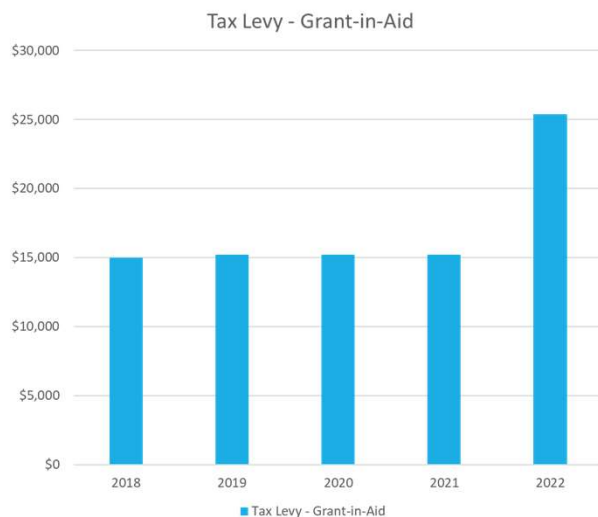
Recommendation

That the feasibility studies account be built up over the next few years to achieve a target of 100k.

Board could approve the proposed amount, go higher, or discuss reducing.

THAT administration be directed to develop the budget with the feasibility function budget set at _____.

Taxation History



Budget Highlights

Community Groups Grants

= (80% of the 2023 tax limit) – Apportioned Administration costs – Advertisement Expense

Participant : Area A,B,C,D,E

Grant in Aid

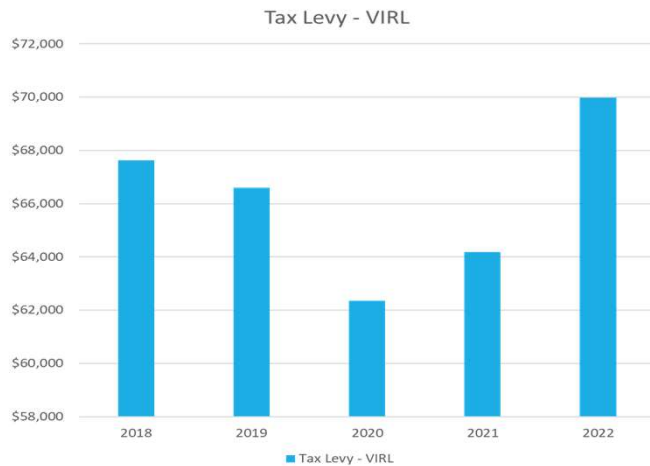
	2023 Proposed Budget	2022 Budget	Difference	Comments
Operating Expenditure	(80% of the 2023 tax limit) – Apportioned Administration costs	\$23,641	TBD	Currently, the tax levy reached the tax limit. The tax limit for the year of 2023 to be determined.
Apportioned Administration	\$500	\$2,000	(\$1,500)	To be determined based on the board's direction

Option to Consider

- 1) Reduce tax levy to 80% of the tax limit in 2023.
- 2) Maintain the max tax requisition for the service in 2023.
- 3) Set the apportioned administration charge at \$500.

That the Board direct administration to set the tax limit at _____ and charge the service a \$500 apportioned administration fee for 2023.

Taxation History



Budget Highlights

1.2023 VIRL tax levy -\$64,181

2. Governance Expense - VIRL trustee travel expense and remuneration - \$4,000

Library(VIRL)

	2023 Proposed Budget	2022 Budget	Difference	Comments
Operating Expenditure	\$68,329	\$70,374 (2022 VIRL Tax levy – \$66,266)	(\$2,045)	2023 VIRL tax levy is \$64,181
Apportioned Administration	To be determined	\$2,501	TBD	To be determined based on the board's direction

Recommendation

The Board approves the proposed budget expenditures.

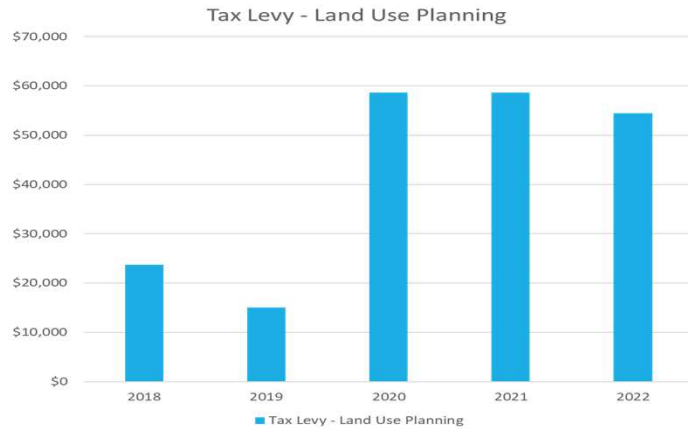
Participant : Area A,B,C,D,E

Planning (Land Use)

	2022 Budget	2023 Budget
Ordinary Income/Expense		
Income		
Total Local Taxation	54,459	TBD
Grants - Other	3,558	0
Total User Fees and Charges	1,400	1,400
Total Income	59,417	TBD
Expense		
Apportioned Administration fees	60,138	TBD
Operating Expenditure	21,905	30,000
Grant Funding Projects	3,558	0
Total Expense	85,601	TBD
Budget surplus, begin of year	26,184	TBD

Participant Area: Area A,B,C,D,E

Taxation History



Budget Highlights

Consulting Fees : Switch over in-house to sourcing out Land Use function

Number of rezonings, permits and referrals are unknown.

Accumulated Surplus supports the service.

Community Works Fund Budget will be presented to the board at the December regular meeting.

Participant Area: Area A,B,C,D,E

Planning (Land Use)

	2023 Proposed Budget	2022 Budget	Difference	Comments
Operating Expenditure	\$30,000	\$21,905	\$5,476	Increase consulting fees as we outsource referrals
Apportioned Administration	To be determined	\$60,138	TBD	To be determined based on the board's direction
Grant Funding Project	-	\$3,558	(3,558)	Housing Needs Assessment Study was complete in 2021

Recommendation

That the planning budget be approved as presented or amended _____.



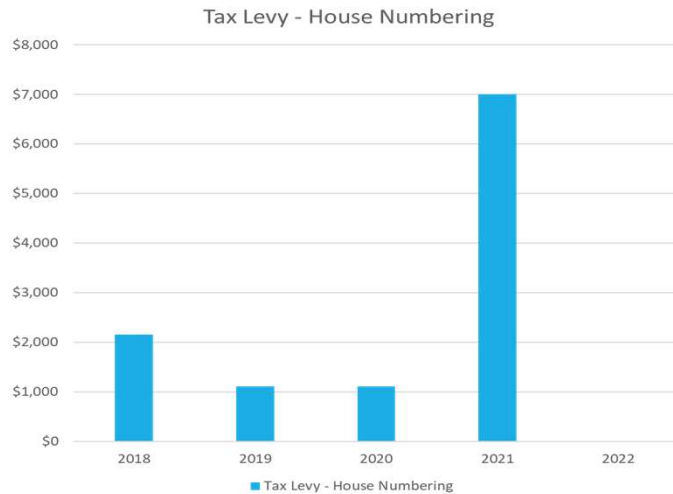
Central Coast

REGIONAL DISTRICT

That we may be good people together

**Local Service
with more than one participant**

Taxation History



Budget Highlights

Mapping with Valley Wide House Numbers for Emergency Responders

Surplus in 2022 : \$5,000

Apportioned Administration in 2022 : \$2,529

Estimated Surplus in 2023 : \$2,471

(The auditor will confirm the surplus figure in March 2023)

Participant Area: Area C,D,E

House Numbering

	2023 Proposed Budget	2022 Budget	Difference	Comments
Operating Expenditure	TBD	\$2,471	TBD	No taxation in 2022. Accumulate funds for Mapping project
Apportioned Administration	To be determined	\$2,529	TBD	To be determined based on the board's direction

Option to Consider

- 1) Tax levy for the service to save up funds for Mapping project for emergency responders.
- 2) Maintain minimum tax requisition for 2023.

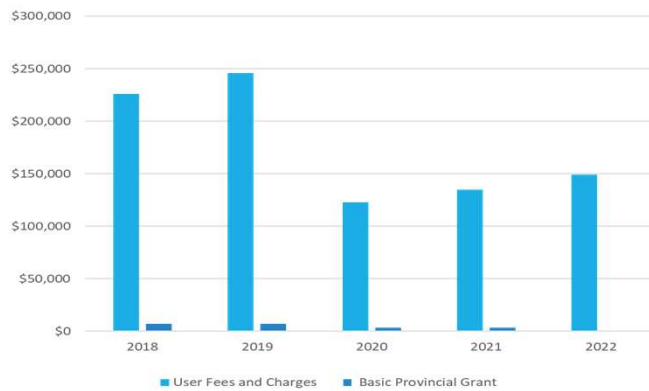
Recommendation

That the board authorize tax levy for House Numbering service in 2023 in the amounts presented or amended _____

Taxation History

No tax requisition. The only revenue source is user fees and charges.

Bella Coola Airport Revenue



Airport-Bella Coola

	2023 Proposed Budget	2022 Budget	Difference	Comments
Operating Expenditure	\$270,790	\$136,526	\$134,264	1. Jet A Fuel expense (\$80,000) to resale upon the completion of Fuel system upgrade 2. Consulting Fees - \$21,000 contractor in charge of Safety Management System 3. Runaway maintenance
Capital Works	-	\$5,000	(\$5,000)	Capital works were complete in 2022
Apportioned Administration	To be determined	\$114,856	TBD	To be determined based on the board's direction
Special Projects	\$483,210	\$880,572	(\$397,362)	Bella Coola Airport terminal project wrapped up in 2022
Asset Replacement Fund	\$5,000	\$5,000	-	Asset Management Planning required

Participant : Area C,D,E

Airport-Bella Coola

Budget Highlights

1. Special Project

Fuel System Upgrade Project at the Bella Coola Airport funded by Ministry of Transportation & Infrastructure \$563,288 (\$110,300 has been expended, \$453,000 will be deferred to 2023)

Bella Coola Airport : Tourism and Capacity Enhancement Initiative:\$ 30,210 (\$135,282 received in 2018 and \$105,172 has been expended, \$30,210 will be deferred to 2023)

2.Consulting Fees

- \$21,000 contractor in charge of Safety Management System
- Appraisal costs for Bella Coola Airport Terminal 1 and 3 - Estimated \$7,000

3. Runway maintenance - \$12,500 crack sealing

4. Jet A Fuel expense (\$80,000) to resale upon the completion of Fuel system upgrade

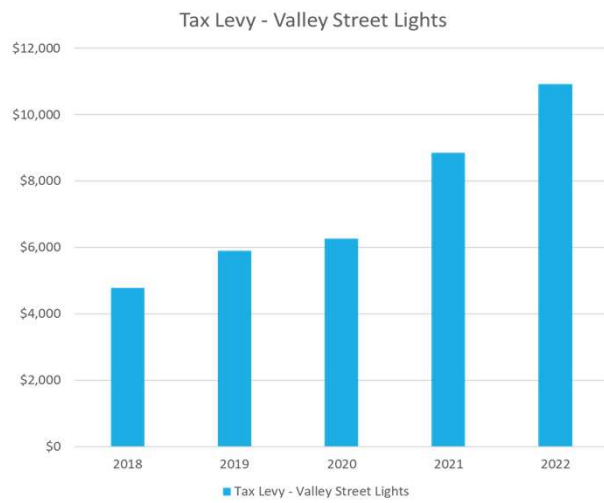
Recommendation

That the board of directors' direct administration to updated the Bella Coola Airport rates and charges bylaw for financial sustainability.

That the budget for the Bella Coola Airport be approved as presented.

Participant : Area C,D,E

Taxation History



Valley Street Lighting

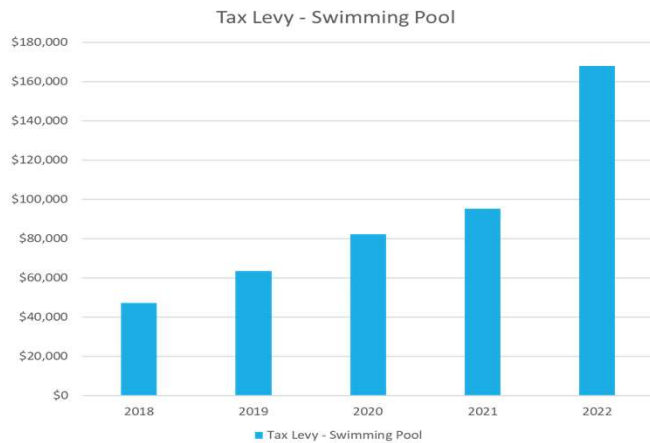
	2023 Proposed Budget	2022 Budget	Difference	Comments
Utilities	\$6,739	\$6,739	-	
Apportioned Administration	To be determined	\$5,740	TBD	To be determined based on the board's direction

Recommendation

The Board approves the utilities expense for the year of 2023.

Participant Area: Area C,D,E

Taxation History



Budget Highlights

- 1. Centennial Pool Renewal Project - \$3,961,531**
- 2. Consulting Fees - \$45,000 for the project proponent's proposal preparation**

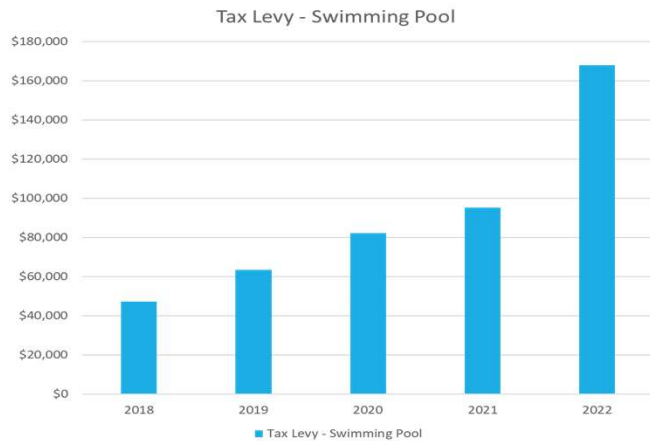
Participant Area: Area C,D,E

Centennial Pool: Renovation

	2023 Proposed Budget	2022 Budget	Difference	Comments
Operating Expenditure	\$59,650	\$102,304	(\$42,654)	Consulting Fees for Project proponents proposal preparation
Capital Works	-	\$23,000	(\$23,000)	The funds will be spent on the construction project
Apportioned Administration	To be determined	\$82,505	TBD	To be determined based on the board's direction
Asset Replacement Fund	\$10,000	\$6,000	\$4,000	Asset Management Planning required
Special Projects	\$3,961,531	\$3,961,531	-	Centennial Pool Renewal Project

Centennial Pool: Operations

Taxation History



	2023 Proposed Budget	2022 Budget	Difference	Comments
Operating Expenditure	\$131,985	\$102,304	\$29,681	Pool Manager position moved from General Ops
Capital Works	\$18,000	\$23,000	(\$5,000)	\$15,000 Furnace \$3,000 Pool Pump
Apportioned Administration	To be determined	\$82,505	TBD	To be determined based on the board's direction
Asset Replacement Fund	\$6,000	\$6,000	-	Asset Management Planning required
Special Projects	\$3,961,531	\$3,961,531	-	Centennial Pool Renewal Project

Participant Area: Area C,D,E

Centennial Pool: Renovation

COW Pool Renovation: Schedule A

Component	Qty	Unit	Rate	Total \$	Inflation	Other NDIT	Other	CERIP	Total Est Cost
Architectural fees		9.85%			7%			101,740	101,740
Mechanical design fees		10% of 15% of net building cost						14,550	14,550
Engineering fees for septic								4,000	4,000
New construction - pool changeroom		2397 sqft						845,100	845,100
Renovation of existing building space								125,200	125,200
Landscaping								15,000	15,000
Septic System								40,000	40,000
Off-site services - electrical upgrade 400 Amps								10,000	10,000
Construction/project management		5% of total project						57,780	57,780
Contingency on construction costs above		20%						242,670	242,670
Total of CERIP application								1,456,040	1,456,040
(NDIT) Training & Meeting Area		600 sqft				120,000			120,000
(NDIT) Information Kiosk						130,000			130,000
Total of NDIT Application						250,000			250,000
1 Lap Pool	2600	sqft	390	1,014,000	1,084,980				1,084,980
2 Hot Pool	420	sqft	520	218,400	233,688				233,688
3 Deck	2600	sqft	195	507,000	542,490				542,490
4 Mechanical Bldg & Chemical Rooms	520	sqft	260	135,200	144,664				144,664
5 Mechanical (included in unit rates)				-	-				-
6 Electrical (included in unit rates)				-	-				-
7 Site Development Allowance	1	sum	25000	25,000	26,750				26,750
8 SubTotal				1,899,600	2,032,572	-	-		2,032,572
9 General Requirements (Div1)	15%			284,900	304,843				304,843
10 GC/CM Fee	5%			109,200	116,844				116,844
11 Net construction costs				2,293,700	2,454,259	-	-		2,454,259
12 Design Pricing Contingency	5%			114,700	122,729				122,729
13 Construction Contingency (Change Orders)	8%		See below	192,700	206,189				206,189
14 Total Escalated Construction Cost				2,601,100	2,783,177	-	-		2,783,177
Non-Construction Costs									-
15 Architectural Fees		9.85% of total construction cost		239,600	256,372				256,372
16 Structural fees		6% of 30% (structural) of net building cost		38,800	41,516				41,516
17 Mechanical Fees		10% of 25% (mechanical) of net building cost		35,000	37,450				37,450
18 Electrical Fees		7% of 12% (electrical) of net building cost		18,100	19,367				19,367

Participant Area: Area C,D,E

Centennial Pool: Renovation

19 Landscape Fees	Allowance	-	-	-	-	-
20 Specialty Consultants	Geotech, sureyor, inspections, acoustics	3,000	3,210			3,210
21 Professional disbursements	Est 8% of professional fees	26,500	28,355			28,355
22 Building Permits	Owner to advise	-	-	0	0	-
23 Legal Fees	Owner to advise	-	-		5,000	5,000
24 Furnishings & Equipment	Owner to advise	-	-		15,000	15,000
25 Move in Costs	Owner to advise	-	-		5,000	5,000
26 Off Site Services	Water, sewer and power connections	-	-		2,500	2,500
27 Inflation at 3% per year	Owner to advise	-	-			-
28 Project Contingency	4% of construction cost	97,300	104,111			104,111
29 Total Non-Construction Cost		458,300	490,381	-	27,500	517,881
30 Payable GST		-	-			-
31 Total Project Cost		3,059,400	3,273,558	250,000	27,500	1,456,040
						5,007,098

(1)	(Class D Est.) Carscadden May 31, 2017 for SPF Application	(1)				
(2)	Recalculate costs by adding 7% inflation (2017-2021)		(2)			
(3)	Add costs from NDIT application for funding			(3)		
(4)	Costs not covered by grant funding				(4)	
(5)	Community Economic Recovery Infrastructure Program (2021)					(5)
(6)	New Total - estimated cost March 2022					(6)

	Approved funding Revenue:		
(3)	NDIT	250,000	Training & Meeting Area; Information Kiosk
(1)	UBCM SPF	2,700,000	Removal of existing, 25 meter lap pool, hottub, mechanical bldg etc
(5)	Community Economic Resilience (MMA)	990,840	Design & Eng new changeroom/mech bldg, demolition, site dev etc.
	CCRD - Swimming Pool Asset Repl Fund (ARF)	59,400	(\$29,700 in each of 2 years - part of SPF commitment)
	CCRD - Swimming Pool Asset Repl Fund (ARF)	-	Part of CERIP commitment
	CCRD - Community Works Fund	300,000	(\$150,000 ineach of 2 years - part of SPF commitment)
	CCRD - Community Works Fund	-	Part of CERIP commitment
	Total funding	4,300,240	
	Estimated expenditures	5,007,098	

Participant Area: Area C,D,E

Centennial Pool: Renovation

Variance (shortfall)	<u>(706,858)</u>
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Contingency Budget listed in order or priority:	(pool comm)
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Permits	15,000
Electrical tie ins and inspections	15,000
Project Manager	25,000
Locker Room Flooring	20,000
Signage package - throughout facility	5,000
Landscaping	50,000
Patio/seating furniture	15,000
Transitional staffing/Training	0
Starting blocks	0
Climbing wall	28,000
Tot slide	19,000
	<u>192,000</u>

Participant Area: Area C,D,E

Centennial Pool: Renovation Option

With a projected shortfall of upwards of \$706,858 administration is seeking direction.

Options:

1. Start the renovation with the funds available and adjust scope to make the project work. Adjust the 2023 pool season as required – prioritizing construction.
2. Issue a request for proposal (Design-Build) based on the original scope of work and with no established budget. Based on proposals received, seek additional funding as needed to complete the entire scope of work. Adjust the 2023 pool season as required – prioritizing construction.
3. Return/ cancel grants and reapply with more up to date numbers. Reevaluate needs and seek partnership with Nuxalk Nation. Run 2023 pool season.

That the administration be directed to undertake option ____.

Centennial Pool: Operations – 2023 Season

Options

1. Seek an External Operator

- Society, non-profit, etc.
- Could explore a for profit company
- Post as an RFP and work with proponents to set fees, create operating schedule (set min), and payment schedules.
- Lease for \$1/ year.
- This is the recommended option.

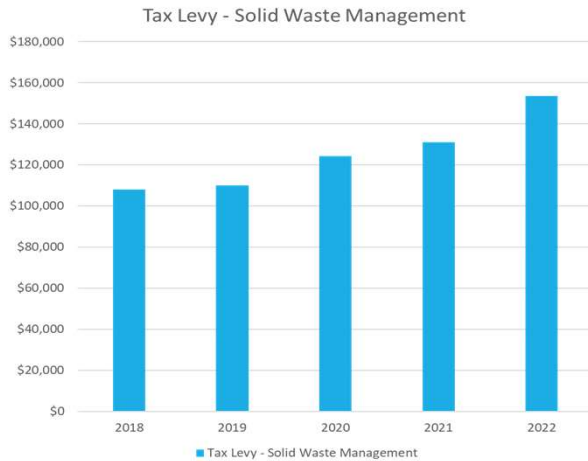
2. CCRD directly run the pool

- Recommended that the rates and charges bylaw be updated
- Recommended that pay scale rates be updated
- See attached Report on Pool Operations
- Pool Manager will be hired. Looking to return costs to the service (not AA).
- Risks: It needs to be noted that if the CCRD cannot hire an appropriate manager, there will be no 2023 season. Operationally, the organization is not set up to take on a seasonal operation of this scale.

THAT the Board of Directors direct administration to undertake option _____.

Participant Area: Area C,D,E

Taxation History



Budget Highlights

1. Special Project

Compost System Project - \$ 98,184 awarded in 2019 and committed \$50,000 for local contribution towards the project but the source of funds to be determined.

2. Landfill Post Closure Liability – An external evaluation of the landfill closure and post closure liability satisfied the PSAB 3270 Standard. The Liability was previously understated in the District's financial statements and restated during the 2021 audit.

The recorded liability of \$1,943,581 in 2021

Current estimated remaining life of 10 years reaching capacity in the year 2032.

Participant : Area C,D,E

Solid Waste Management

	2023 Proposed Budget	2022 Budget	Difference	Comments
Operating Expenditure	\$212,095	\$197,590	\$14,505	CPI increase
Landfill Post Closure Reserve Fund	\$100,000	\$70,000	\$30,000	Need to increase significantly
Capital Expenditure	-	-	-	No sufficient fund to budget capital works
Apportioned Administration	To be determined	\$101,176	TBD	To be determined based on the board's direction
Asset Replacement Fund	-	-	-	No sufficient fund to budget capital works
Special Project	\$98,184	\$98,184	-	No sufficient fund for \$50,000 local contribution

Solid Waste Management

See report on Solid Waste Management

Proposed budget from the Solid Waste Report. By 2024, the CCRD should move closer to alignment with the proposed budget. ***It should be noted that Staff are recommending \$100,000 be allocated toward the Landfill Post Closure Reserve for the 2023 year.***

The Board should consider and review the viability of the organic's diversion program in 2023. Staff are required to do regular reporting on a program that might never be viable.

In 2023, the CCRD Board should consider the models outlined in the report.

A new agreement with the Nuxalk Nation is key for the long-term viability of the service.

Staff will need to contact INAC to work through previous funding commitments that have not been realized.

Participant : Area C,D,E

Operating Revenue and Expenditures

	2022	2023	2024	2025	2026	2027
REVENUE:						
Property Taxes	153,546	165,218	170,377	193,455	194,952	224,952
Provincial Basic Grant						
Nuxalk Nation Contribution*	105,000	165,218	170,377	193,454	194,952	224,952
EPR Revenue	17,000	17,000	17,000	17,000	17,000	17,000
User Fees & Charges	79,000	77,538	81,869	89,321	88,820	91,395
Base Operating Revenue	368,766	424,974	439,623	493,230	495,724	558,299
Grants - CWF	112,500					
Grants – INAC - Borrowing		34,500	190,250	20,000	447,500	427,713
Grants – Other*	*98,184					91,250
Total Revenue	579,450	459,474	629,873	513,230	943,224	1,077,262
EXPENDITURES:						
Operating Expenditures						
Asset Management/Replacement Fund/Asset Retirement		12,000	12,000	12,000	12,000	12,000
Apportioned Administration	101,176	103,705	103,705	103,705	103,705	103,705
Landfill Post Closure Reserve	70,000	78,538	80,894	83,321	85,820	88,395
Diversion Programs – Base Operating	8,000	8,000	9,000	10,000	69,000	69,000
Residual Management – Base	189,590	222,731	234,024	284,204	225,199	225,199
Residual Management – New Grant						60,000
Total Annual Operating Expenditures	368,766	424,974	439,623	493,230	495,724	558,299
Capital Expenditures						
Residual Management – Base *	112,500					91,250
Residual Management – New Grants	98,184	34,500	190,250	20,000	447,500	427,713
Total Annual Capital Expenditures	210,684	34,500	190,250	20,000	447,500	518,963
Total Annual Expenditures	579,450	459,474	629,873	513,230	943,224	1,077,262

Solid Waste Management

	Activity/Purchase	Funding Source	SWMP Estimated 2017-2021	Actual capital spending 2017-2021	2022 Budget	2023 Preliminary budget	2024	2025	2026	2027
	Solid Waste Management Plan completion - completed	CWF Gas Tax		11,488						
1	Landfill Conformance Review - completed	CWF Gas Tax	17,250	17,250						
2	Filling Plan/Final Closure Contours/ liability estimate/Options Analysis/Lifespan Analysis	Grant - INAC	51,750	53,808						
3	Updated Hydrogeological Assessment – see previous report by Piteau & Assoc – it may suffice for MOE purposes. Also this may or may not form part of the new OC/landfill criteria.	Grant - INAC								
4	Drilling Program – 3 holes	Grant - INAC	63,250		97,500					
5	Reporting on the contamination levels in the analysis of water samples – see also annual operating costs for sampling, monitoring and reporting - \$24,000	Grant - INAC	34,500			34,500				
6	Design, Operations & Closure Plan – progressive closure plan still to do (2024)	Grant - INAC	57,500				30,000			

Participant : Area C,D,E

Solid Waste Management

	Activity/Purchase	Funding Source	Estimated 2017-2021	Actual capital spending 2017-2021	2022 Budget	2023 Preliminary budget	2024	2025	2026	2027
7	Interim cover/Storm water management – see MH report Sep 2016 (Includes 8, 9 & 10 below)	Grant - INAC								
8	Design Interim cover system (See #7 above)	Grant - INAC	17,250				17,250			
9	Design Storm water management plan (See #7 above)	Grant - INAC	23,000				23,000			
10	Construction of cover/water mgmt. sys (See #7 above)	Grant - INAC	287,500						287,500	
	Construction (Transfer station/recycling) - completed			40,643						
	Construction (Transfer station/recycling)- completed	SWM Budget		125,050						
11	Roll-Off bins - completed	SWM Budget	30,000	32,567						
12	Used roll-off truck - completed	SWM Budget	50,000	40,826						
13	Construct 3600 sq ft Free Store Annual operating costs not determined.	Grant - INAC	223,200	4,237						218,963
14	Composting 800 sq ft building Walk away - not achievable? 250,000? (See items 16-18 which are included as part of the total project). Annual operating costs estimated to be \$40,000. No feasibility study.	Grant - INAC	55,200							183,750

Participant : Area C,D,E

Solid Waste Management

	Activity/Purchase	Funding Source	Estimated 2017-2021	Actual capital spending 2017-2021	2022 Budget	2023 Preliminary budget	2024	2025	2026	2027
15	Portable scale- depends on discussion with Nation for full-on version. <u>Otherwise</u> basic scale <u>wb</u> 100,000. May have to consider 300,000 for full on. Annual operating costs <u>est</u> \$45,000 commencing 2025	Grant - INAC	50,000				100,000			
16	Composting – lease skid steer (See #14 above)	SWM Budget	41,250							41,250
17	Vermeer wood chipper (See #14 above)	Grant - INAC	25,000							25,000
18	Windrow turner for skid – no longer applicable since the composting model that would use windrows will be replaced with in-vessel system <u>BioVator™</u> better suited to waste volumes. (See #14 above)	Grant - INAC	15,000							
19	Landfill temporary cover tarps	Grant - INAC					20,000	20,000	20,000	
20	Replace Packer Truck	Grant - INAC							140,000	
21	Purchase Excavator, wheel loader & horizontal grinder – long term lease? Not realistic or affordable.	SWM Budget	500,000							50,000
	Total from SWM Capital Budget		621,250	202,680						91,250
	Total from CWF		17,250	123,189	97,500					
	Total from INAC Building Canada/Other grant		903,150		97,500	34,500	190,250	20,000	447,500	427,713
	Total Projected Capital Funding		1,541,650	325,869	97,500	34,500	190,250	20,000	447,500	518,963

Participant : Area C,D,E

Solid Waste Management

Restructuring of Apportioned Administration is critical to the short-term viability of the service. If undertaken, should provide more room due to a lower AA charge to the service.

Recommendations

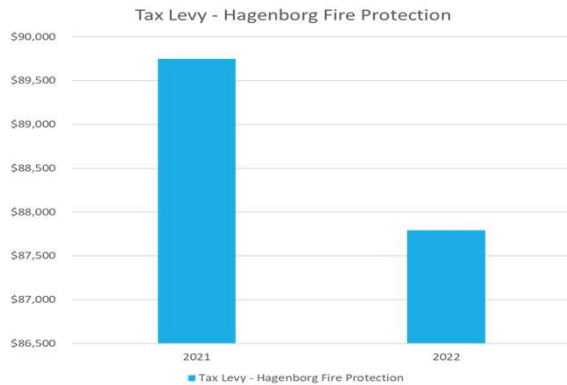
THAT administration be directed to contact INAC regarding the funding commitments outlined in the SWM Plan.

THAT the proposed draft budget be accepted.

Participant : Area C,D,E

Fire Protection Hagensborg LSA

Taxation History



Budget Highlights

1. Special Project

UBCM Community Emergency Preparedness Fund for enhanced/optional Volunteer Fire Department Training and Equipment \$30,000 – Application is pending

2. Fire Chief's Request

Tech Supplies - \$2,250

Washing machine - \$2,000

Compressor -\$1,000

Turn out Gear - \$6,500 (some of the expenditures will be funded through the grant if the application was successful)

	2023 Proposed Budget	2022 Budget	Difference	Comments
Operating Expenditure	\$47,622	\$49,022	(\$1,400)	
Capital Expenditure	\$6,407	\$5,050	\$1,357	Fire Chief's request
Apportioned Administration Costs	To be determined	\$13,895	TBD	To be determined based on the board's direction
Special Project	\$30,000		\$30,000	Pending Grant

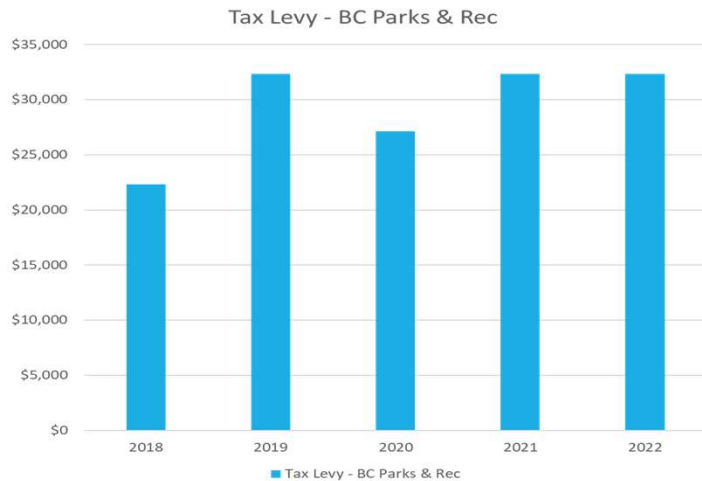
Recommendation

Proposed numbers have not been finalized, and will be presented at the Regular December Board meeting

That the Board approves the Fire Protection Budget in principle

Participant : Area C, D

Taxation History



Budget Highlights

1. Special Projects

Great Bear Playgrounds Project -\$902,000 funded by Ministry of Transportation and Infrastructure

Project management for trails, bridge etc. in Snootli park- \$16,979 (\$20,000 received in 2018 and \$3,021 has been expended) - funded through Bella Coola Airport : Tourism and Capacity Enhancement Initiative by BC Rural Dividend

2. Capital Expenditure - \$2,500 Fix Backstop at the Walker Island Park as per resident request.

Participant : Area C,D,E

Parks and Recreation Bella Coola

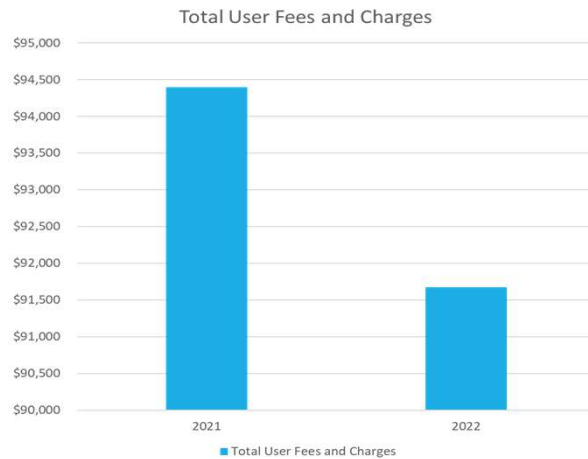
	2023 Proposed Budget	2022 Budget	Difference	Comments
Operating Expenditure	\$19,450	\$20,840	(\$1,390)	
Capital Expenditure	\$4,000	\$1,500	\$2,500	Fix Backstop as per request
Asset Replacement Fund	\$10,000	\$10,000	-	Asset Management Planning required
Special Project	\$918,974	\$918,974	-	
Apportioned Administration Costs	To be determined	\$33,893	TBD	To be determined based on the board's direction

Hagensborg Waterworks

Taxation History

No tax requisition but parcel tax revenue in 2022 –

The only revenue source is user fees and charges.

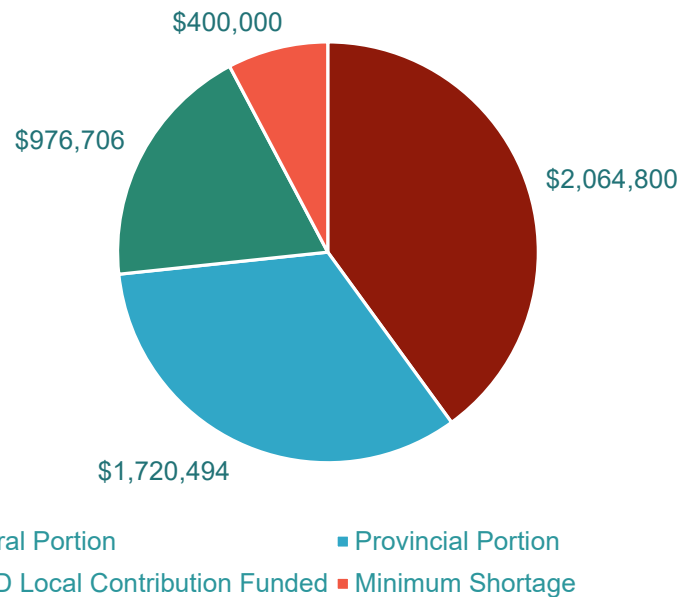


	2023 Proposed Budget	2022 Budget	Difference	Comments
Operating Expenditure	\$30,158	\$30,022	\$136	Hiring contractor in charge of water sampling. Accumulate surplus for Hagensborg Water System project
Apportioned Administration costs	To be determined	\$72,161	-	TBD
Capital Expenditure	\$6,500	\$ 4,000	\$2,500	Possible new service line installation
Special Project	\$3,135,737	\$3,156,752	(\$21,015)	Asset Management Planning Grant (for HWD Asset Inventory) was closed in 2022 TBD - Hagensborg Water System Upgrade project's 2023 budget

Participant : Area C,D

Hagensborg Waterworks

Contributions



Challenges

Funding commitments from the Federal portion \$2,064,800 or 40% of the project reimbursable upon spending. Provincial portion \$1,720,494 or 33.33% of project deposited \$1,462,420 with remainder to be reimbursed upon spending.

We have a funding gap between the revenue commitment for the Water system project and the available revenue (\$400,000). No Plan Developed as of yet to address shortfall.

Budget Highlights

1. Consulting Fees

Water sampling - \$2,500 Hiring a contractor instead of hiring a Community Safety Coordinator

2. Capital Works –

Potential new water service \$6,500

3. Special Project

Water System Project.

Recommendation

The Board directs the administration to develop the financial plan for Hagensborg Water System Project based on the budget presented.

And that grant funders be approached for additional funds to make up the shortfall.

Participant : Area C,D



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**Local Area Services
with one participant**

Denny Island Waterworks

Taxation History

No taxation. No user fees.

Provincial Basic Grant has been allocated to cover administration costs to manage the project/service.

	2023 Proposed Budget	2022 Budget	Difference	Comments
Special Project	\$1,303,836	\$1,456,318	(152,482)	It does not affect tax levy
Apportioned Administration Costs	To be determined	\$14,732	TBD	To be determined based on the board's direction

Budget Highlights

Denny Island Water Project – funding from Community Works Fund (\$240,000) and UBCM Strategic Priorities Fund (\$1,495,500)

- Establishment of a new water delivery service for most residences, businesses, and schools on Denny Island is underway.

Denny Island Water System will be a fee-for-service system. Initial operation has not yet commenced.

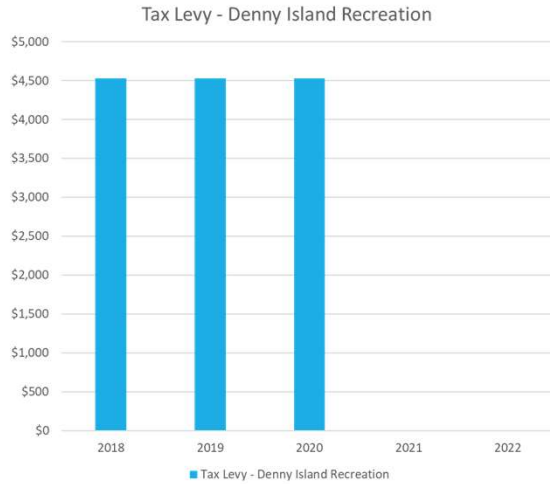
Recommendation

The Board authorize the partial allocation of Provincial Basic Grant.

That the budget be approved as presented/amended.

Participant : Area A

Taxation History



Budget Highlights

DIRC request

Program expense - \$3,500

Supplies - \$1,600

Hall Rental - \$1,300

Participant: Area A

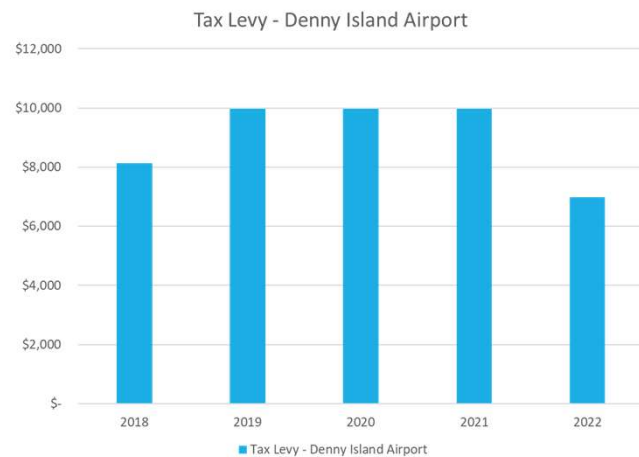
Denny Island Recreation

	2023 Proposed Budget	2022 Budget	Difference	Comments
Operating Budget	\$6,400	\$9,971	(\$3,571)	Assume there will be no tax requisition in 2023.
Apportioned Administration Costs	To be determined	\$995	TBD	To be determined based on the board's direction
Asset Replacement Fund	-	\$445	(445)	

Recommendation

That the Board approve the budget as presented/amended.

Taxation History



Budget Highlights

Maintenance (pending confirmation from Denny Island Airport Commission)

- 1) Brushing the runway - \$9,000
- 2) Runway Maintenance TBD - \$10,000

Participant : Area A

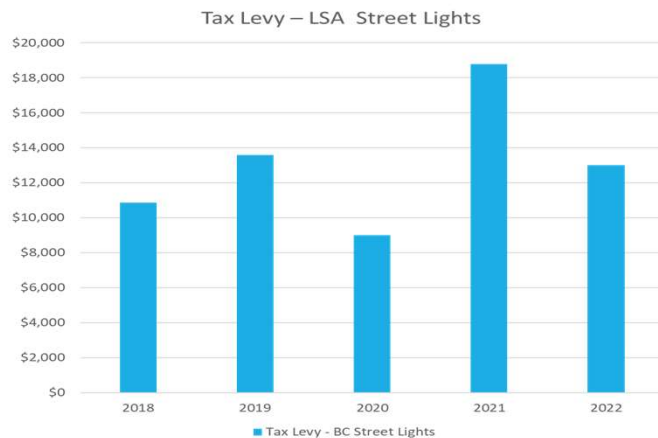
Airport-Denny Island

	2023 Proposed Budget	2022 Budget	Difference	Comments
Operating Expenditure	\$22,177	\$11,135	\$11,042	Runaway Maintenance - \$10,000
Capital Expenditure	-	\$14,000	(14,000)	Terminal roof repair work was completed in 2022
Asset Replacement Fund	\$285	\$285		Asset Management Planning required
Apportioned Administration	To be determined	\$1,662	TBD	To be determined based on the board's direction

Recommendation

The Board authorize the 2023 Denny Island Airport budget as presented/amended.

Taxation History



LSA Street Lighting

	2023 Proposed Budget	2022 Budget	Difference	Comments
Utilities	\$14,400	\$11,571	\$2,829	Increase utilities costs to match with 2022 actuals
Apportioned Administration	To be determined	\$9,733	TBD	To be determined based on the board's direction

Option to Consider

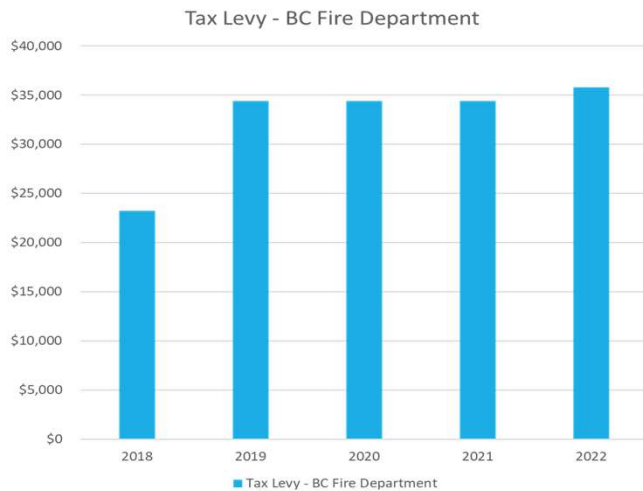
- 1) Utilities Contingency Budget for 1 month or 2 months of utilities expenses
- 2) Utilities Budget based on the actual 2022 utilities

Recommendation

The Board approves the LSA Street Lighting budget as presented/amended

Participant Area: Area E

Taxation History



Budget Highlights

1. Special Project

UBCM Community Emergency Preparedness Fund for enhanced/optional Volunteer Fire Department Training and Equipment \$30,000 – Application is pending

2. Fire Chief's Request

Professional Development – Airbrake endorsement for new recruits \$3,000

Capital works – Replacement of the Entrance Canopy \$2,500

Maintenance – To paint the fire hall \$4,000

Participant : Area E

Fire Protection Bella Coola LSA

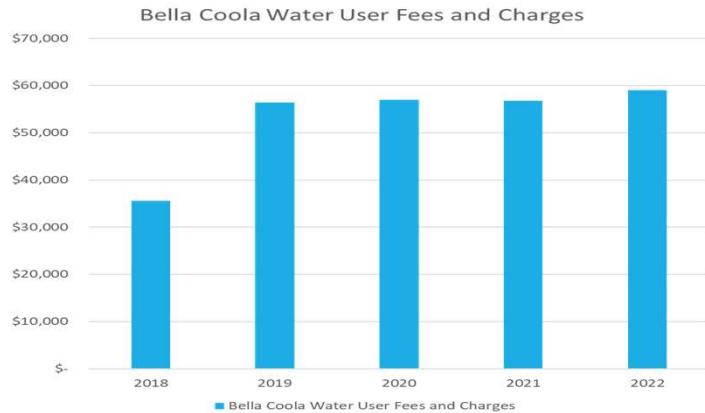
	2023 Proposed Budget	2022 Budget	Difference	Comments
Operating Expenditure	\$41,964	\$48,964	\$7,000	
Capital Expenditure	\$2,500	\$5,000	(\$2,500)	Replacement of the canopy over the side entrance
Apportioned Administration	To be determined	\$15,971	TBD	To be determined based on the board's direction
Asset Replacement Fund	\$20,000	\$20,000	-	Asset Management Planning required
Special Project	\$30,000		\$30,000	Pending Grant

Proposed numbers have not been finalized, and will be presented at the Regular December Board meeting

That the Bella Coola Fire Protection Budget be approved in principle as presented/amended.

Taxation History

No tax requisition. The only revenue source is user fees and charges.



Budget Highlights

- 1) Consulting Fees - \$12,500
 - Water sampling - \$2,500/ leak detection study - \$10,000
 - Hiring a contractor instead of hiring a Community Safety Coordinator
- 2) Nuxalk Nation Agreement – Water Supply - \$30,000

CPI increase 8 %

- 3) Maintenance - \$11,700

Brushing out of hydrants, water leak repairs, line flushing, Fire hydrant maintenance and general maintenance

Participant : Area E

Bella Coola Waterworks

	2023 Proposed Budget	2022 Budget	Difference	Comments
Operating Expenditure	\$72,850	\$57,020	\$15,830	Hiring contractor in charge of water sampling, and to do a water leak detection study. Nuxalk Nation Water Supply Agreement - CPI increase
Asset Replacement Fund	\$15,000	\$15,000	-	Asset Management Planning required
Capital Expenditure	-	\$ 3,000	(3,000)	
Apportioned Administration costs	To be determined	\$52,246	-	TBD

Recommendation

The Board approve the budget as presented/amended.

The Board direct administration to update the Bella Coola Waterworks rates and charges bylaw.



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What's Next

The BC assessment will provide the completed converted value assessment data in January. Administration will present the draft financial plan in February based on the assessment.

Please note that the BC assessment will distribute the revised roll data (the final assessment data) at the end of March.

It is strongly advised that the CCRD not budget to the maximum allowable tax levy. As this could result in a potential shortfall after the budget adoption when the new values are calculated.