

DATE: February 3, 2021
TO: Chair and Directors
Regional District Board
FROM: Russell Dyson
Chief Administrative Officer

FILE: 1700-02/2021/600

Supported by Russell Dyson
Chief Administrative Officer

R. DYSON

RE: 2021 - 2025 Financial Plan – Recreation Grant Service – Function 600

Purpose

To provide the Comox Valley Regional District (CVRD) Board with the proposed 2021 - 2025 financial plan and work plan highlights for the Recreation Grant service function 600.

Recommendation from the Chief Administrative Officer:

THAT the proposed 2021 – 2025 financial plan for the Recreation Grant Service, function 600, be approved as presented.

AND FURTHER THAT the Board approve an increase in the 2021 tax requisition of \$62,000, in part to support the costs associated with a joint aquatics study with the City of Courtenay, to be reflected in the 2021 – 2025 recommended financial plan.

Executive Summary

Highlights of the financial plan for the Recreation Grant Service, to be included in the recommended budget are:

- The proposed estimated residential tax rate for 2021, based on a tax requisition of \$356,500 is \$0.0170 per \$1,000 of assessed value, an increase of \$0.0001 from 2020. For a property assessed at \$500,000, the tax impact will be \$8.50;
- The maximum tax levy for the service is \$0.05 per \$1,000 of taxable assessed value, resulting in a maximum requisition available for 2021 of \$925,561;
- If the 2021 tax requisition were increased by \$62,000 to \$418,500 in the recommended budget, the estimated residential tax rate would be \$0.01997 per \$1,000 of taxable assessed value, resulting in a tax impact of \$10 for a property assessed at \$500,000;
- \$50,000 to support a feasibility plan for aquatic services partnering with the City of Courtenay (City) is budgeted for 2021;
- The City has requested a significant increase of \$28,065 from 2020 to support operations and capital for the Courtenay Outdoor Memorial Pool;
- A carry forward commitment of \$115,000 to the Comox Valley United Soccer for their fieldhouse construction is budgeted for 2021.

Prepared by:

D. DeMarzo

Doug DeMarzo
General Manager of Community Services

Government Partners and Stakeholder Distribution (Upon Agenda Publication)

Vancouver Island Mountain Sports Centre	✓
Cumberland Lake Wilderness Society	✓

Board Strategic Drivers

The CVRD Board has set four strategic drivers to guide service delivery. Not all services will be influenced by all drivers. Table 1 notes the degree of influence the drivers have on projects and work plans.

Table 1: Board Strategic Drivers

<p>Fiscal responsibility:</p> <ul style="list-style-type: none"> The cost is shared across the region for recreation programs provided by other agencies and non-profits 	<p>Climate crisis and environmental stewardship and protection:</p> <ul style="list-style-type: none"> Some programming supports outdoor education
<p>Community partnerships:</p> <ul style="list-style-type: none"> This service provides grants to all municipal partner organizations as well as many non-profits that are regional in nature 	<p>Indigenous relations:</p> <ul style="list-style-type: none"> Projects are not significantly influenced by this driver

Rethink Comox Valley / COVID-19 Response and Renewal

On May 12, 2020 the board adopted a COVID-19 renewal plan for the review of service levels and all necessary, critical and functional projects slated for the next five years. Recommended actions for the plan were brought forward to the relevant committees, commissions and partners for review over the summer.

Active Comox Valley websites and free partnership activities are being updated regularly to respond to the COVID-19 pandemic. Furthermore, many of the organizations that this grant supports run outdoor programming which further supports healthy community living during COVID-19.

Economic Recovery Task Force Actions

The recommendations from the Economic Recovery Task Force indicates that “Local government investments into capital projects such as multi-use pathways (i.e. mountain biking) would be a major asset to the community and create important tourism infrastructure”. As such the United Rider of Cumberland is receiving a \$25,000 grant.

Financial Plan Overview

The 2021 - 2025 proposed five-year financial plan for Recreation Grant Service, function 600, including service establishment information, the requisition summary and the operating budget, is available within the full proposed budget binder, provided in both searchable PDF and e-reader formats, located on the CVRD financial plan web page at www.comoxvalleyrd.ca/currentbudget.

Table 2 on the following page summarizes the 2021 proposed budget as compared to the 2020 adopted budget. Significant variances from 2020 adopted budget will be discussed in the financial plan sections that follow.

Table 2: Financial Plan Highlights

		#600 Recreation Grant		
		2020 Budget	2021 Proposed Budget	Increase (Decrease)
Operating				
Revenue				
Grants In Lieu	889	5,200	4,311	
Requisition	336,500	356,500	20,000	
Prior Years Surplus	31,227	130,396	99,169	
	\$ 368,616	\$ 492,096	123,480	
Expenditures				
Personnel Costs	7,784	3,597	(4,187)	
Operating	351,498	484,279	132,781	
Contribution to Reserve	9,334	4,220	(5,114)	
	\$ 368,616	\$ 492,096	\$ 123,480	

*Note table does not include the \$62,000 additional increase.

Highlights of the 2021 - 2025 proposed financial plan for function 600 include:

Revenue Sources

The proposed 2021 tax requisition is \$356,500, an increase of \$20,000 from 2020. Table 3 demonstrates the apportionment of the proposed requisition between the participants:

The prior year's surplus of \$130,396 was largely due to reduced operating expenses for the Courtenay Outdoor Memorial Pool which did not open in 2020 due to COVID-19 as well as some sporting activities that did not occur such as the mini-world cup for soccer. \$115,000 of these funds were re-allocated to fund a grant to the Comox Valley United Soccer Association for their fieldhouse construction in August 2020.

Table 3: Proposed 2021 Requisition by Participant

Area A	\$53,394	Comox	\$62,880
Area B	\$38,100	Courtenay	\$134,450
Area C	\$49,554	Cumberland	\$18,121

Personnel

A portion of the salaries and benefits for the General Manager of Community Services is charged to this service.

Operations

Many of the grant recipients in this service have a long history of support. A couple of new recipients have been added over the past few years such as Vancouver Island Mountain Sports and the United Riders of Cumberland. Most recently the Cumberland Wilderness Society has also applied for a grant to help offer free educational programming at Comox Lake.

In 2021 the regularly funded programs will be encouraged to enter into longer term operating agreements and one-time event requests will be encouraged to apply online for consideration.

Table 4 outlines the grant recipients for the service and the operating grants requested for the proposed 2021 budget compared to 2019, 2020 and 2021.

Table 4 – Grant Recipient Requests

	2020 Adopted	2021 Proposed
Courtenay Comox Skateboard Park	\$5,000	\$5,000
Active Comox Valley	32,000	32,000
Adapted Needs Program	90,000	90,000
City of Courtenay Memorial Pool - capital	57,335	70,000
City of Courtenay Memorial Pool - operations	76,700	92,100
Coal Hills BMX Association	1,500	1,500
Dawn to Dawn recreation programs	3,000	3,000
Denman Island recreation programs	4,000	4,000
Hornby Island recreation programs	4,000	4,000
Special event/games contribution	10,000	13,500
Town of Comox	4,800	4,800
United Riders of Cumberland	25,000	25,000
Vancouver Island Mountain Sports Centre	20,000	25,000
Village of Cumberland	4,000	4,000
Cumberland Lake Wilderness Society	3,000	2,500
City of Courtenay/CVRD aquatic study	-	50,000
Comox Valley United Soccer Fieldhouse	6,000	115,000*
Total Budgeted Grants	\$346,335	\$541,400

*Surplus carry forward commitment August 2020 board approval largely due to outdoor pool closure.

This service was originally established specifically to support the Courtenay Outdoor Memorial Pool and it continues to do so. An aquatics study planned for 2021 will primarily focus on the memorial pool as well as services of other aquatics services in the Comox Valley region to more strategically plan to serve the community needs in the future with significant infrastructure needs required to maintain these facilities.

Depending on COVID-19 and further discussions between the City and the CVRD there is a slight possibility this study could be delayed due to the fact many of the aquatic services have not been provided in the last year.

The City has requested a significant increase of \$28,065 to support the operations and capital for the memorial pool in 2021 with further increases moving forward.

An increase of \$3,500 has been set aside for one time special events/games contribution to cover additional costs if events are permitted later in the year.

Vancouver Island Mountain Sports Centre has requested a grant increase of \$5,000 to cover lower revenues as they are currently hosting Mount Washington staff at the facility at reduced rates. Their insurance rates have also risen \$16,000 this year.

Capital

There is no CVRD capital associated with this service although many of the grants provided are in support of the capital requirements of the grant recipient organizations.

Reserves

There is a future expenditure reserve with a balance of \$37,789 as of December 31, 2020. This balance will be confirmed and updated as part of the recommended budget. Ongoing incremental reserve contributions through the five year plan provide an estimated balance of \$42,841 at the end of 2025.

Tax Impacts

- Based on the 2021 completed assessment roll, the proposed estimated residential tax rate for this service is \$0.0170 per \$1,000 (2020 - \$0.0169) of taxable assessed value.
- For a residence with an assessed value of \$500,000, the total tax impact is estimated to be \$8.50.
- If the 2021 tax requisition were increased by \$62,000 to fund the aquatics study with the City of Courtenay to \$418,500 in the recommended budget, the estimated residential tax rate would be \$0.01997 per \$1,000 of taxable assessed value, resulting in a tax impact of \$10 for a property assessed at \$500,000.

Citizen/Public Relations

It is important that the residents in the Comox Valley have access to recreational opportunities that are affordable and in addition promote and maintain a healthy active lifestyle. Many of the non-profits supported under this service enhance these values in our community.