

DATE: January 29, 2019**FILE:** 1700-02/2019/688**TO:** Chair and Directors
Electoral Areas Services Committee**FROM:** Russell Dyson
Chief Administrative Officer

Supported by Russell Dyson
Chief Administrative Officer
R. Dyson

RE: 2019 - 2023 Financial Plan – Hornby Island Comfort Stations – Function 688**Purpose**

To provide the Electoral Areas Services Committee with the proposed 2019 - 2023 Financial Plan and work plan highlights for the Hornby Island Comfort Stations Service, function 688.

Recommendation from the Chief Administrative Officer:

THAT the proposed 2019 - 2023 financial plan for the Hornby Island Comfort Stations Service, function 688, be approved.

Executive Summary

This report presents the proposed 2019-2023 financial plan for the Hornby Island Comfort Station Service, function 688. Highlights include:

- 2019 requisition amount of \$15,193 (\$307 decrease from 2018);
- 2019 requisition rate of \$0.0258/\$1,000 assessed value;
- For a property assessed at \$450,000, the tax levy would be approximately \$11.61.

Prepared by:

Concurrence:

M. Zbarsky

Michael Zbarsky, B.Sc, AScT
Manager of Transit and Sustainability

T. Ian Smith

T. Ian Smith, MCE
General Manager of Community
Services

Stakeholder Distribution (Upon Agenda Publication)

HIRRA	✓
-------	---

Policy Analysis

In November of 1990, Bylaw No. 1234 being “Hornby Island Comfort Station Maintenance Local Service Area Establishment Bylaw, 1990” was adopted to establish a local service for the purpose of providing comfort station maintenance for the Hornby Island portion of Electoral Area A.


Financial Plan Overview

This service is operated by the Hornby Island Residents and Ratepayer’s Association (HIRRA), in accordance with Schedule D of the multiple services contract between HIRRA and the Comox Valley Regional District (CVRD). Each fall, HIRRA submits a five year budget for this service for review by the CVRD, including service highlights from the current year, and service plans for the

next year. An annual operating grant of \$1,750 is also provided by this service to the Ford's Cove Harbour Authority to reflect shared maintenance costs of the facilities located at Ford's Cove.

Table 1 summarizes the 2019 proposed budget as compared to the 2018 adopted budget. Significant variances from 2018 adopted budget will be discussed in the financial plan highlights section below.

Table 1: Financial Plan Highlights

 #688 Hornby Comfort Stations				
Operating	2018 Budget	2019 Proposed Budget	Increase (Decrease)	
Revenue				
Requisition	15,500	15,193		(307)
Prior Years Surplus	657			(657)
	\$ 16,157	\$ 15,193	\$	(964)
Expenditures				
Operating	16,157	15,193		(964)
	\$ 16,157	\$ 15,193	\$	(964)

The 2019 - 2023 proposed five-year financial plan for the Hornby Island Comfort Stations Service, function 688, including the requisition summary and 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.

Highlights of the 2019 - 2023 proposed financial plan for this service include:

Revenue Sources

- 2019 requisition amount of \$15,193 (\$307 decrease from 2018);
- 2019 requisition rate of \$0.0258/\$1,000 assessed value;
- Maximum levy for the service is \$0.10/\$1,000 assessed value, resulting in a 2019 maximum requisition of \$58,123.

Personnel

There are no personnel costs associated with this service

Operations

- Operating budget for this service consists primarily of an operating grant to HIRRA for facility rentals, pump outs and labour:
 - Also includes a small operating grant in the amount of \$1,750 to Ford's Cove Harbour Authority.
- Future variances to these items is a function of utilization of the facilities.

Capital

There is no capital associated with this service. There has been some interest in the community of seeing new comfort stations constructed near the Hornby Island Co-op but these discussions are in their preliminary stages, and potential impacts to the budget have yet to be determined.

Reserves

There are no reserves associated with this service, as any operating surpluses are utilized to cover operating costs in the following year.

Citizen/Public Relations

The proposed requisition of \$15,193 equates to a tax rate of \$0.0258 per \$1,000 assessed value. For a property assessed at \$450,000, the tax levy would be approximately \$11.61.