

DATE: January 31, 2018

FILE: 1700-02/2018/688

TO: Chair and Directors
Electoral Areas Services Committee

FROM: Russell Dyson
Chief Administrative Officer

Supported by Russell Dyson
Chief Administrative Officer

R. DYSON

RE: 2018 - 2022 Financial Plan – Hornby Island Comfort Stations – Function 688

Purpose

To provide the Electoral Areas Services Committee with the proposed 2018 - 2022 financial plan and work plan highlights for the Hornby Island Comfort Stations service, function 688.

Recommendation from the Chief Administrative Officer:

THAT the proposed 2018 - 2022 financial plan for the Hornby Island Comfort Station service, function 688 be approved.

Executive Summary

This report presents the proposed 2018-2022 financial plan for the Hornby Island Comfort Station service, function 688. Highlights include:

- Requisition for 2018 is \$15,500, and increase of \$1,000 from 2017;
- Requisition rate for 2018 is \$0.0274 per \$1,000 assessed value;
- For a property assessed at \$400,000, the tax levy would be \$10.96.

Prepared by:

Concurrence:

Concurrence:

V. Van Tongeren

M. Zbarsky

T. Ian Smith

Vince Van Tongeren, B. Sc
Policy and Sustainability
Analyst

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

T. Ian Smith, MCE
General Manager of
Community Services

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Hornby Island Residents and Ratepayers Association	✓
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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.

Table 1 below summarizes the 2018 proposed budget as compared to the 2017 adopted budget. Significant variances from 2017 adopted budget will be discussed in the financial plan highlights section below.

Table 1: Financial Plan Highlights

 2018 Proposed Budget		#688 Hornby Comfort Stations		
Operating	2017 Budget	2018 Proposed Budget	Increase (Decrease)	
Revenue				
Requisition	14,500	15,500	1,000	
Prior Years Surplus	299	657	358	
	\$ 14,799	\$ 16,157	\$ 1,358	
Expenditures				
Operating	14,799	16,157	1,358	
	\$ 14,799	\$ 16,157	\$ 1,358	

The entire 2018 - 2022 proposed five year financial plan for the Hornby Comfort Station service, including the requisition summary and operating budget, is available through the online budget binder at www.comoxvalleyrd.ca/proposedfinancialplan.

Highlights of the 2018 - 2022 proposed financial plan for function 688 include:

Revenue Sources

- 2018 requisition amount of \$15,500, a \$1,000 increase from 2017;
- 2018 requisition rate of \$0.0274/\$1,000 assessed value;
- Maximum requisition for the service is \$0.10/\$1,000 assessed value, resulting in a maximum levy for 2018 of \$55,654.

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, and special projects.
- Special projects for 2018 include drainage/parking improvements at Whaling Station Bay & boulder placement at Little Tribune Bay to prevent RV's from pumping out into washroom.
- Future variances to these items is a function of utilization of the facilities.

Capital

There is no capital associated with this service.

Reserves

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

Citizen/public relations

The proposed requisition of \$15,500 equates to a tax rate of \$0.0274 per \$1,000 assessed value. For a property assessed at \$400,000, the tax levy would be \$10.96. The maximum requisition for this service is \$0.10 per \$1,000 assessed value.

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. The proposed 2018-2022 financial plan does not include any funding to construct new facilities. Dependent upon facility configuration, site conditions and permitting requirements, construction of a new comfort station at the Hornby Island Co-op, should it be funded from this service, would require a significant increase in the requisition rate.