

DATE: March 2, 2021

FILE: 1700-02/202/530-532

TO: Chair and Directors
Electoral Area Services Committee

FROM: Russell Dyson
Chief Administrative Officer

Supported by Russell Dyson
Chief Administrative Officer

R. Dyson

RE: 2021 - 2025 Financial Plan – House Numbering services, functions 530 – 532

Purpose

To provide the Board with the proposed 2021 - 2025 financial plans and work plan highlights for the following three house numbering services for the electoral areas:

- House Numbering Area A, function no. 530
- House Numbering Area B, function no. 531
- House Numbering Area C, function no. 532

Recommendations from the Chief Administrative Officer:

1. THAT the proposed 2021 – 2025 financial plan for the House Numbering Area A service, function 530, be approved;
2. THAT the proposed 2021 – 2025 financial plan for the House Numbering Area B service, function 531, be approved;
3. THAT the proposed 2021 – 2025 financial plan for the House Numbering Area C service, function 532, be approved;

Executive Summary

Highlights of the financial plans for functions 530 - 532 include the following.

- The house numbering services for Area A Baynes Sound, Area B and Area C were established on January 13, 1976 to undertake house numbering activities within the electoral areas.
- The 2021 maximum requisitions available are:
 - Area A Baynes Sound = \$79,840
 - Area B = \$59,254
 - Area C = \$69,068
- The 2021 estimated residential tax rate for each of the three services is \$0.0003 per \$1,000 of taxable assessed value, the same as in 2020. The resulting estimated tax impact for a home assessed at \$500,000 is \$0.15.

Prepared by:

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Concurrence:

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Chief Financial Officer

Board Strategic Drivers

While the Comox Valley Regional District (CVRD) Board has set four strategic drivers to guide service delivery, given the very narrow application and minimal combined requisition impact of these services (\$2,527 in 2021), they are not influenced by these drivers.

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.

No recommended actions identified nor budgetary impacts / implications for 2020 and for across the 2021 – 2025 proposed financial plan for these services.

Economic Recovery Task Force Actions

Not applicable for these services.

Financial Plan Overview

The 2021-2025 proposed five-year financial plans for functions 530 - 532, including service establishment information, requisition summary and operating budgets, are 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.

Tables 2 through 4 on the following pages summarize the 2021 proposed budget as compared to the 2020 adopted budget for these services. Significant variances from the 2020 adopted budgets will be discussed in the financial plan highlights section below.

Table 2: Function 530 Financial Plan Highlights


 2021 Proposed Budget		#530 House Numbering Area A		
		2020 Budget	2021 Proposed Budget	Increase (Decrease)
Operating				
Revenue				
Requisition	952	952		-
Prior Years Surplus	3	0		(3)
	\$ 955	\$ 952		(3)
Expenditures				
Operating	378	375		(3)
Personnel Costs	577	577		-
	\$ 955	\$ 952	\$	(3)

Table 3: Function 531 Financial Plan Highlights



 2021 Proposed Budget		#531 House Numbering Area B		
Operating	2020 Budget	2021 Proposed Budget	Increase (Decrease)	
Revenue				
Requisition	735	735	-	
Prior Years Surplus	10	10	-	
	\$ 745	\$ 745	-	
Expenditures				
Operating	362	362	-	
Personnel Costs	383	383	-	
	\$ 745	\$ 745	\$	-

Table 4: Function 532 Financial Plan Highlights

 2021 Proposed Budget		#532 House Numbering Area C		
Operating	2020 Budget	2021 Proposed Budget	Increase (Decrease)	
Revenue				
Requisition	840	840	-	
Prior Years Surplus	5	1	(4)	
	\$ 845	\$ 841	(4)	
Expenditures				
Operating	378	374	(4)	
Personnel Costs	467	467	-	
	\$ 845	\$ 841	\$	(4)

Highlights of the 2021 - 2025 proposed financial plans for functions 530 – 532 include:

Revenue Sources

The primary revenue source for this service are tax requisition.

Personnel

There are no CVRD personnel costs directly charged to these services.

Operational Costs

- These services provide very modest financial contributions annually to the CVRD's GIS department by way of the electoral area planning service no. 500. In 2021, these contributions make up between 60 per cent and 68 per cent of the total operational costs of each house numbering service, with the remaining consisting of support service and insurance.

Capital

There are no capital associated with any of these services.

Reserves

There are no reserves established for these services.

Tax Impacts

Based on the 2021 completed assessment roll, the estimated residential tax rate for each of the three services is \$0.0003 per \$1,000 of taxable assessed value, resulting in a tax impact for a home assessed at \$500,000 of \$0.15. These are unchanged from 2020.