

DATE: January 22, 2021

FILE: 1700-02/2021/630

TO: Chair and Directors
Electoral Areas Services Committee

Supported by Russell Dyson
Chief Administrative Officer

FROM: Russell Dyson
Chief Administrative Officer

R. Dyson _____

**RE: 2021 - 2025 Financial Plan – Vancouver Island Regional Library Participation
Function 630**

Purpose

To provide the Electoral Areas Services Committee with the proposed 2021 - 2025 Financial Plan and work plan highlights for the Vancouver Island Regional Library (VIRL) Participation Service, Function No. 630.

Recommendation from the Chief Administrative Officer:

THAT the proposed 2021 – 2025 financial plan for the Vancouver Island Regional Library Participation Service, Function No. 630, be approved as presented.

Executive Summary

- This service is funded through tax requisition.
- The 2021 estimated residential tax rate for this service is \$0.1667 per \$1,000 of assessed value, compared to \$0.1730 per \$1,000 in 2020. The tax requisition is \$1,382,215 in 2021, up 2 per cent from \$1,354,556 in 2020.
- Operating costs in 2021, which are again ninety-nine per cent comprised of an annual operational grant provided to the Vancouver Island Regional Library, have increased by \$22,140 over 2020 to \$1,382,215.

Prepared by:

Concurrence:

K. Douville

Kevin Douville
Manager of Financial Planning

Doug DeMarzo
General Manager of Community Services



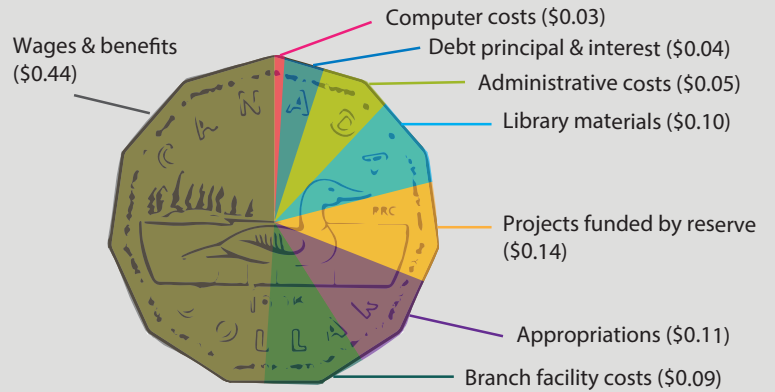
BUDGET BREAKDOWN

Comox Valley Regional District

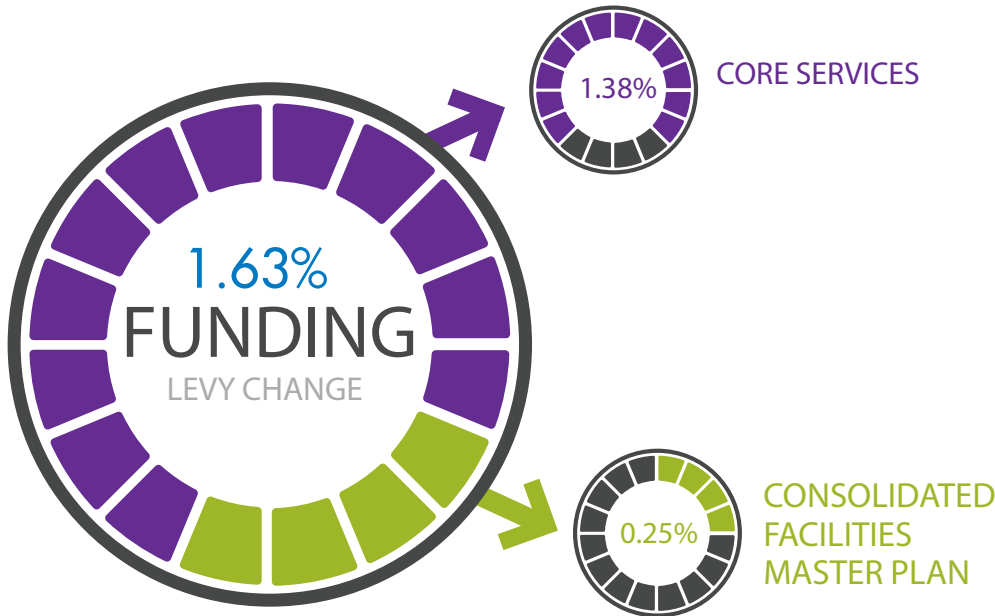
2021

1 YOUR PER CAPITA CHANGE \$0.70

2 HOW YOUR \$1.00 IS SPENT



3 This Year's CHANGE: 1.63%



TOTAL POPULATION SERVED...

24,714

*totals may be off by nominal amounts, due to rounding

STRONG LIBRARIES. STRONG COMMUNITIES.



2021 BUDGET

Comox Valley Regional District



2021 Retooling: Stronger Than Ever. Together.

The 2021 – 2025 Financial Plan incorporates the costs of maintaining operations, while focusing on efficient use of resources and integrating considerations of the new health and safety guidelines. This furthers VIRL’s strategic plan and gives consideration to current operations, while ensuring we look to the future.

These are challenging times. This Financial Plan is designed so VIRL will emerge stronger than ever– and strong libraries mean strong communities. Together.

The complete 2021 – 2025 Financial Plan is available at virl.bc.ca

HOW IS MY LEVY CALCULATED?

Each member’s levy is calculated in accordance with the Library Act. The allocation is 50% based on population, and 50% based on assessed value. Both of these figures are provided to VIRL by an external source.

Each individual member’s levy is based on their proportion of these figures compared to VIRL as a whole.

Therefore, the amount you pay is impacted by changes in your local population and assessed value. Where these figures have changed by an amount that is different than the VIRL overall average change, each member levy will adjust accordingly.

WHAT CHANGED? *

Population
 Across all of VIRL, population increased by an average of **1.18%**.
 For 2021, your population changed by **83** which represents a change of **0.34%**.
 When factored into VIRL as a whole, this change leads to an impact of **\$6,579** on your levy, a change of **0.49%**.

Assessed Value
 Across all of VIRL, assessed value increased by an average of **5.47%**.
 For 2021, your assessed value changed by **\$42,887,274** which represents a change of **5.79%**. When factored into VIRL as a whole, this change leads to an impact of **\$15,402** in your levy, a change of **1.14%** over 2020.

Total Levy
 For 2021, your total levy has increased by **\$21,980** to **\$1,374,478**. This represents a change of **1.63%** over 2020.

Per Capita
 On a per capita basis, your levy has changed by **\$0.70**. Per capita changes will vary by community, depending on their respective changes to population. An increased population may decrease the per capita cost, since the cost is spread over a larger total.

2021 BUDGET

AT A GLANCE:
LEVY CHANGE

CORE SERVICES
1.38%

CONSOLIDATED FACILITIES
MASTER PLAN
0.25%

TOTAL LEVY CHANGE
1.63%

*totals may be off by nominal amounts, due to rounding

Board Strategic Drivers

The Comox Valley Regional District (CVRD) Board has set four strategic drivers to guide service delivery. Not all services will be influenced by all drivers. Table 1 on the following page 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"> An increase of \$22,140 in the operational grant to VIRL has been put forward for 2021 as part of their 2021 – 2025 financial plan.. 	<p>Climate crisis and environmental stewardship and protection:</p> <ul style="list-style-type: none"> Service not significantly influenced by this driver.
<p>Community partnerships:</p> <ul style="list-style-type: none"> This service supports and enables VIRL’s vision of continuing “to provide leading edge library services to the communities it serves”. 	<p>Indigenous relations:</p> <ul style="list-style-type: none"> Service not significantly influenced by this driver.

Rethink Comox Valley / COVID-19 Response and Renewal

While a Comox Valley COVID-19 response and renewal plan could not be directly adopted for this service, VIRL’s Director of Finance Joel Adams was quoted in their September 19, 2020 press release for their 2021 budget as saying:

“In developing this budget, we had to balance the ongoing and uncertain effects of the COVID-19 pandemic with our need to press forward, innovate, and evolve our services.”

“Our Board of Trustees needs to be recognized for having the vision and understanding to take the long view in their adoption of this budget. Thanks to their vision, we can continue to provide leading edge library services to the communities we serve.”

Economic Recovery Task Force Actions


Not applicable for this service.

Financial Plan Overview

The 2021 - 2025 proposed five-year financial plan for Vancouver Island Regional Library Participation service, function 630, 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

 2021 Proposed Budget		#630 Vancouver Island Regional Library		
Operating	2020 Budget	2021 Proposed Budget	Increase (Decrease)	
Revenue				
Requisition	1,354,556	1,382,215	27,659	
Prior Years Surplus	5,519		(5,519)	
	\$ 1,360,075	\$ 1,382,215	22,140	
Expenditures				
Operating	1,360,075	1,382,215	22,140	
	\$ 1,360,075	\$ 1,382,215	\$	22,140

Highlights of the 2021 - 2025 proposed financial plan for Function 630 include:

Revenue Sources

- The primary source of revenue for this service is tax requisition which is proposed to increase by \$27,659 or 2.04 per cent in 2021 over 2020.

Personnel

- There are no CVRD personnel costs attributed to this service.

Operations

- The operating costs for the service are budgeted to increase by \$22,140 over 2020. This is due to an increase in the Comox Valley's operational grant provided to the Vancouver Island Regional Library, which is apportionment 50 per cent on annual taxable assessment and 50 per cent on population figures derived from the most recent federal census.

Capital

There are no capital costs for this service.

Reserves

There is no future expenditure reserve for this service.

Tax Impacts

- Based on the 2021 completed assessment roll, the estimated residential tax rate for this service is expected to be \$0.1667 (2020 - \$0.1730) per \$1,000 of taxable assessed value.
- The tax impact for a residence assessed at \$500,000 is estimated to be \$83 for this service.

Citizen/Public Relations

In addition to the CVRD's proposed 2021 – 2025 financial plan for the service being available online at www.comoxvalleyrd.ca/currentbudget, more information about VIRL's 2021 – 2025 financial plan is posted to their website at <https://virl.bc.ca/about/reports-and-plans/>.

Attachments: Appendix A – VIRL 2021 Budget Breakdown - Comox Valley Regional District