



2024 – 2028 Financial Plan – Draft #1

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Date February 12th, 2024
Author Holly Ronnquist, CFO
Subject Draft #1 2024 - 2028 Five-year Financial Plan

Financial Plan Summary

Attached for review is the draft five-year financial plan. Included is a summary showing overall changes from 2023 and identifying larger items impacting the operating budget. Following that is a spreadsheet summarizing the impacts on taxation (requisition) broken down by jurisdiction. These requisition figures are not an invoice to municipalities, but rather a tax levy on municipal properties for RDEK services that are collected on behalf of the RDEK. As a regional district, we are not a taxing authority; we rely on municipalities and the Province to collect property taxes from our constituents within their respective jurisdictions.

Tax changes for each jurisdiction vary depending on the services in which they participate, and the tax requirements of those services. Apportionment among participants is also affected by changes in assessed values. Where assessments increase in one area and decrease in another, taxation will shift to those areas with increasing assessed values.

Individual Service Budgets

Following the summary are separate budgets and budget memos for each RDEK Service, which include changes approved by the Board, on February 9, 2024. Each service stands alone financially, and all funds collected for a service remain with it. Unless otherwise noted, the 2023 surplus for each service is carried forward to support 2024 expenditures. The amount of the surplus impacts the amount of taxation required in 2024. You will note this effect referenced in many of the budget memos, under 'CFO Comments.'

Salaries

As part of the process for each service to track expenses separately, staff who work on multiple services (which is most of us) code their time out on their weekly timesheets so that salaries are charged to the services we spend time on. During the financial plan process, we try to forecast which services our time will be spent on in the coming year. As a result of the difference between our predictions and the reality in the year, there will be variances, with some services being over budget for salaries, and others under.

The 2024 salary budgets reflect inflationary increases resulting from the new Collective Agreement, approved by Board in December, 2023.

RDEK Administration Buildings

The financial plan includes increases in taxation for construction of a new RDEK administration building, required to meet expanding service levels and demand for new services resulting in increased number of RDEK staff members. Information regarding the project and the impact on taxation for property owners is provided in the “requisition change explanation document” and in the budget memos for General Administration and Electoral Area Administration.

Options and Decisions

The budget memos highlight any outstanding decisions and options for Directors to consider and provide direction on which could impact the taxation increase.

A report outlining any changes from draft #1 and further options for the Board to consider will be presented to the Board for discussion and decisions at the March Committee and Board meetings. Adoption of the 2024 – 2028 Financial Plan Bylaw will occur at the March Board meeting, in order to meet the legislated deadline of March 31st.

Date: February 12th, 2024
Author: Holly Ronnquist, CFO
Subject: 2024 – 2028 Five-Year Financial Plan Summary – Adopted

Overall, total 2024 operating expenditures for all services are increasing 4.6% (\$1,875,979) from 2023.

Setting aside extraordinary items, notably some significant granted projects, there is a 4.5% increase in what we have termed the “Shared Operating Budget” made up of the services shared by most jurisdictions. The breakdown is shown below:

	2024	2023	Increase	%
Shared Operating Budget* (Refer to details on Page 2)	\$21,525,619	\$20,608,673	\$916,946	4.5%
Extraordinary Items:				
• Covid-19 Expenses (Grant)	217,541	281,932		
• Community Works Fund Grants	1,866,945	1,303,372		
• Fuel Management, Agriculture, And Firesmarting (granted projects)	856,079	772,803		
• Rural Dividend, CBT Grants (RDEK & Other Orgs), Emergency Program Grants	601,354	569,411		
• Regional Agricultural/Koocanusa Rec Project & Aquifer Study Grant (pending grant)	<u>80,000</u>	<u>303,126</u>		
SUBTOTAL	<u>\$3,621,919</u>	<u>\$3,230,644</u>	<u>\$391,275</u>	
Total Shared Budget*	\$25,147,538	\$23,839,317	\$1,308,221	5.5%
Non-shared Items:				
• Municipal Debt Payments	4,646,308	4,911,358		
• Service Areas	10,018,450	9,405,717		
• Utilities	<u>3,214,035</u>	<u>2,993,960</u>		
SUBTOTAL	<u>\$17,878,793</u>	<u>\$17,311,035</u>	<u>\$567,758</u>	3.2%
TOTAL EXPENDITURES	<u>\$43,026,331</u>	<u>\$41,150,352</u>	<u>\$1,875,979</u>	<u>4.6%</u>

*Shared Operating includes General Administration, Electoral Area Administration, Building Inspection, Planning, Libraries, Parks, Economic Development, Solid Waste, Septage, Weed Control, Transit, Emergency Programs and 911.

The following are some significant items affecting the 4.5% increase in the Shared Operating Budget:

Additions:

• Wage/Benefit increases	480,000
• Board Remuneration, CPP, WCB	22,000
• Columbia Valley Solid Waste – Radium Transfer Station operations	47,000
• Columbia Valley Solid Waste – Landfill operations, hauling, yellow bin, consulting	224,000
• Central Solid Waste – Operations contracts, diversion prog., grinding	61,000
• Elk Valley Solid Waste – Hauling & tipping (to Central Landfill)	175,000
• Elk Valley Solid Waste – Diversion programs, consulting, tsf station operations	48,000
• Organics Facility operations (all three subregions)	98,000
• E911 Ecomm and dispatch Contract	36,000
• CV Recreation – Peaks Gymnastics building grant	210,000

Reductions:

• Elk Valley Solid Waste - Consulting	(91,000)
• Electoral Areas - Ec Dev – Grants, consulting	(71,000)
• Columbia Valley Ec Dev – Grants, projects, administration	(221,000)

Service Areas, Utilities and Municipal Debt Payments

The following are some significant items affecting the 3.2% increase in the Non – Shared Operating Budget:

Additions:

• Wage/Benefit increases	282,000
• Fire Dept increases (including granted projects)	176,000
• Utility operations and maintenance (not including wages)	139,000
• Rural Fire Contracts	96,000

Reductions:

• Municipal Debt Payments	(287,000)
• Mosquito Control	(27,000)

Capital Expenditures

The 2024 – 2028 Financial Plan also includes \$19,232,798 in capital expenditures in 2024. A list of the larger projects are as follows:

• Fairmont Flood & Debris Control – Cold Spring Creek Upgrades (91.50% granted)	\$10,198,500
• Wycliffe Park – Campground (pending grant funding)	648,223
• Eastside Water – Fill Mains/Controls	550,000
• Hosmer Fire – New Fire Hall Phase 1 (100% granted)	600,000
• Radium Hot Springs Transfer Station	875,000
• Edgewater Connectivity Project – Phase 1 (100% granted)	592,000
• Panorama Fire Dept. – Engine Replacement	900,000
• Hosmer Fire Dept. – Engine Replacement	900,000
• Baynes Lake Fire Dept. – Engine Replacement	900,000
• Elko Fire Dept. – Fire Hall Extension (100% granted)	300,000

Effect on Taxation

The overall tax effect of the draft financial plan is an increase of 8.4% in total taxation for all services. For the Shared Services, there is 8.1% in new taxes. With about 2.4% new assessment, this would result in an average tax increase of 5.7% or \$20 on the average residential property valued at \$567,000.

A further breakdown of the increases is on the following page.

JURISDICTION	RDEK REQUISITION CHANGE - REFERENCE PURPOSES ONLY - DRAFT #1 2024 based on 2024 Completed Roll									Increase on \$567,000 Residential Property	2024 Rate Per \$1,000 Assessed Value	2024 Tax on \$567,000 Residential Property
	2020	2021	2022	2023	2024	% Change	Non-Market Change	Average Individual Increase	*			
CITY OF CRANBROOK	2,245,481	2,258,720	2,343,420	2,483,420	2,571,224	3.5%	1.0%	2.6%	1/2/4/7	\$ 6	0.43	\$ 246
CITY OF FERNIE	1,308,641	1,383,753	1,517,979	1,673,021	1,732,077	3.5%	1.9%	1.7%	1/3/4/5/6/7	\$ 5	0.53	\$ 299
CITY OF KIMBERLEY	856,275	899,521	934,715	1,044,351	1,106,224	5.9%	2.1%	3.9%	1/2/4/7	\$ 9	0.45	\$ 255
DISTRICT OF SPARWOOD	869,143	933,511	1,001,579	1,077,956	1,152,945	7.0%	4.9%	2.0%	1/3/4/5/6/7	\$ 7	0.61	\$ 343
DISTRICT OF ELKFORD	512,621	544,708	569,412	627,875	661,481	5.4%	0.7%	4.7%	1/3/4/5/6/7	\$ 14	0.56	\$ 318
DISTRICT OF INVERMERE	987,452	1,023,383	1,152,672	1,320,166	1,395,633	5.7%	2.1%	3.6%	1/3/7	\$ 15	0.77	\$ 438
VILLAGE OF RADIUM	412,421	433,053	485,922	565,237	578,412	2.3%	1.8%	0.5%	1/3/7	\$ 2	0.80	\$ 456
VILLAGE OF CANAL FLATS	146,150	158,201	179,719	199,566	212,658	6.6%	2.0%	4.6%	1/3/7	\$ 19	0.78	\$ 441
Sub-total Municipalities	7,338,185	7,634,849	8,185,419	8,991,591	9,410,654	4.7%	2.1%	2.6%				
ELECTORAL AREA "A"	842,163	817,176	835,679	1,001,346	1,204,053	20.2%	4.7%	15.5%	1/2/5/6/7	\$ 45	0.61	\$ 348
ELECTORAL AREA "B"	1,170,724	1,206,331	1,328,277	1,442,457	1,529,826	6.1%	3.3%	2.8%	1/2/4/7	\$ 11	0.76	\$ 429
ELECTORAL AREA "C"	1,611,940	1,636,027	1,681,427	1,765,419	1,935,670	9.6%	1.8%	7.8%	1/2/4/7	\$ 30	0.74	\$ 421
ELECTORAL AREA "E"	612,378	599,366	615,551	656,034	761,285	16.0%	3.4%	12.7%	1/2/4/7	\$ 46	0.74	\$ 418
ELECTORAL AREA "F"	3,127,545	3,372,188	3,672,899	4,307,529	4,774,481	10.8%	2.0%	8.8%	1/2/3/7	\$ 46	1.03	\$ 583
ELECTORAL AREA "G"	422,997	454,972	487,217	543,016	599,398	10.4%	1.6%	8.8%	1/2/3/7	\$ 44	0.98	\$ 554
Sub-total Electoral Areas	7,787,747	8,086,060	8,621,051	9,715,801	10,804,712	11.2%	2.8%	8.4%				
TOTAL	15,125,932	15,720,910	16,806,470	18,707,392	20,215,366	8.1%	2.4%	5.7%		\$ 20		

*see explanations next page

CONVERTED ASSESSMENT COMPARISON			
JURISDICTION	2023 CONVERTED ASSESSMENT	2024 CONVERTED ASSESSMENT	PERCENT CHANGE
CITY OF CRANBROOK	557,646,130	592,345,881	6.2%
CITY OF FERNIE	309,547,249	328,887,502	6.2%
CITY OF KIMBERLEY	226,815,086	245,572,997	8.3%
DISTRICT OF SPARWOOD	169,114,627	190,546,831	12.7%
DISTRICT OF ELKFORD	111,539,149	117,851,170	5.7%
DISTRICT OF INVERMERE	164,435,413	180,483,170	9.8%
VILLAGE OF RADIUM	67,984,448	71,874,632	5.7%
VILLAGE OF CANAL FLATS	24,778,219	27,362,227	10.4%
Sub-total Municipalities	1,631,860,321	1,754,924,410	57.7%
ELECTORAL AREA "A"	171,616,311	196,073,491	14.3%
ELECTORAL AREA "B"	189,884,854	202,365,903	6.6%
ELECTORAL AREA "C"	238,633,731	260,412,931	9.1%
ELECTORAL AREA "E"	91,100,315	103,181,374	13.3%
ELECTORAL AREA "F"	420,912,049	464,243,489	10.3%
ELECTORAL AREA "G"	55,893,135	61,401,503	9.9%
Sub-total Electoral Areas	1,168,040,395	1,287,678,691	42.3%
TOTAL	2,799,900,716	3,042,603,101	8.7%

Requisition Change Explanations:

1. General Administration

The RDEK continues to build reserves for the planned construction of a new administration building in the next five years, to address the shortage of working space at the Cranbrook office (approved by the Board August, 2022). The RDEK will build reserves in 2024 – 2026.

In January 2024, the Board passed a motion that the contributions to reserve would be funded 50% from the General Administration Service (all jurisdictions participate) and 50% from the Electoral Area Administration Service (rural jurisdictions participate). The result is that property owners within the Electoral Areas will fund approximately 71% of the new building and property owners within the Municipalities will fund approximately 29%.

Due to the level of surplus from 2023 and the reduction in the amount of the reserve contribution that General Administration will pay in 2024, the average tax increase for the service is 0.30%.

2. Electoral Area Administration

The increase in taxation for this service is made up of the following in 2024:

Electoral Area Administration	1.3%
New building reserve contributions	6.4%

3. Columbia Valley Tax Increase

Increases in taxation required for Columbia Valley Services are being reflected in larger percentage increases for those jurisdictions.

The services resulting in notable increases are (on average):

Columbia Valley Solid Waste	2.6%	(\$12 on average residential)
Columbia Valley Economic Dev	0.4%	
Columbia Valley Transit	0.6%	
Columbia Valley Recreation	1.0%	
Markin MacPhail Westside Legacy	0.2%	
Columbia Valley Emergency	(0.7)%	
CV Broadband	<u>(0.3)%</u>	
Total	5.2%	

4. Central Tax Increases

Increases in taxation for the notable Central Services are:

Central Solid Waste	2.8%	(\$8 on average residential)
Central Emergency	<u>(0.7)%</u>	
Total	2.1%	

5. Elk Valley Tax Increases

Elk Valley Solid Waste	1.3% to 2.7% (\$4 to \$9 on avg residential)
Elk Valley Emergency	0.5%
Elk Valley Victim Assistance	0.1%
Elk Valley Airport	<u>0.1%</u>
Total	2.0%

6. Elk Valley Solid Waste

EV Solid Waste operations are apportioned based on previous year tonnages from each jurisdiction.

In 2023, the tonnage of solid waste collected saw an **decrease** of 58 tonne (0.7%) and the decrease was reflected in a slight decrease in the tipping fee paid to the Central Subregion compared to budget of \$9,989. However, the decrease in tonnage did not occur equally in each Municipality and Electoral Area within the EV Solid Waste Subregion. Sparwood and Elkford each experienced a 0.47% increase in tonnage, drawing a larger proportion of the taxation; Fernie experienced 0.83% **decrease** in tonnage and Area A experienced a decrease of 0.11% of tonnage, drawing a smaller proportion of the taxation.

Solid waste is weighed at the transfer stations in each community but there is no specific transfer station for Electoral Area A. Residents take their solid waste to one of the transfer stations. The Electoral Area A portion is calculated using the waste collected at each transfer station based on the population of the electoral area. The taxation presented in this Financial Plan is based on the 2021 Census.

7. Assessment Growth

Changes in the total tax collected is only one factor in the overall change of the requisition. The change in the assessment value for a jurisdiction in relation to the average change in assessment value will also have an impact. In the 2024 assessment, RDEK jurisdictions saw more of a range in assessment changes (compared to 2023) from an increase of 5.7% for the Village of Radium Hot Springs and the District of Elkford to an increase of 14.3% for Electoral Area A. Overall, Municipalities assessments increased on average 7.5% and Electoral Area assessments increased 10.2%. The average assessment increase, for the RDEK as a whole, was 8.7%, which is about half of the assessment increase in 2023.

Jurisdictions (and individual properties) with larger than average assessment increases will attract a larger proportion of the tax requisition, while those with a lower than average assessment increases will benefit from a reduced share.



Five Year Financial Plan, Draft #1
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/13/2024

Revenue

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Requisition	\$23,720,005	\$23,720,005	\$25,804,883	\$29,358,844	\$31,595,421	\$32,621,950	\$33,305,075
Parcel Taxes	1,685,002	1,689,715	1,743,412	1,827,284	1,967,714	1,939,018	1,972,459
Payments in Lieu of Taxes	776,127	850,921	852,227	798,227	811,227	825,227	839,227
Provincial Grants	13,012,066	1,047,359	11,469,282	879,661	1,137,918	465,200	10,750,508
Local Government Grants & Regional Transfers	8,356,122	6,884,319	9,146,979	8,157,893	5,001,560	5,297,560	5,009,560
Fees & Charges	5,098,397	7,048,954	6,333,647	5,798,429	5,968,336	6,206,362	6,231,382
Interest	396,750	2,140,315	418,750	393,750	378,750	378,750	378,250
Total Revenue	53,044,469	43,381,589	55,769,180	47,214,088	46,860,926	47,734,067	58,486,461

Expenditures

General Administration	2,480,392	2,207,265	2,561,135	2,457,540	2,344,005	2,416,100	2,477,100
Electoral Area Administration	4,104,161	2,463,411	4,989,147	2,502,045	2,520,717	2,523,894	2,598,577
EV Tax Sharing	129,819	75,604	125,663	52,881	54,009	54,096	54,184
CBT Admin	85,501	85,501	85,501	85,501	85,501	85,501	85,501
DGIA	365,326	160,138	357,656	183,800	183,800	183,800	183,800
Municipal Fiscal Services	4,911,358	4,947,888	4,646,308	4,646,308	4,646,308	4,646,308	4,646,308
Building Inspection	1,269,638	1,046,765	1,299,800	1,311,300	1,350,050	1,390,300	1,429,099
Fireworks Regulation	375	62	380	385	400	390	400
Noise Control	27,693	9,674	25,200	25,800	26,300	26,800	27,300
Animal Control	42,779	30,423	16,100	16,500	16,800	17,000	17,300
Unsightly Premises Regulation	56,884	9,984	49,600	50,600	51,400	52,200	53,200
Windermere Fire	599,180	569,318	626,451	524,696	536,296	544,896	559,494
Fairmont Fire	401,802	404,993	441,488	349,329	354,215	359,284	364,622
Panorama Fire	403,760	360,339	474,295	378,665	375,023	379,123	370,322
Edgewater Fire	262,097	251,189	306,123	211,240	214,240	217,040	220,239
Jaffray Fire	544,873	568,240	568,340	476,323	484,162	494,224	496,273
Baynes Lake Fire	321,971	257,661	358,700	277,900	281,200	284,300	287,200
Hosmer Fire	242,845	219,776	307,100	192,500	192,500	196,000	198,000
Elko Fire	335,947	284,751	367,867	270,870	273,870	277,120	264,370
Cranbrook Rural Fire	943,116	943,930	1,008,720	1,014,347	1,054,836	1,092,300	1,132,000
Fernie Rural Fire	401,614	400,762	417,352	911,600	474,500	487,800	501,600
Upper EV Fire	120,784	119,708	83,798	85,000	87,600	90,200	92,600
Invermere Rural Fire	71,821	71,036	89,963	94,500	96,500	98,250	101,250
Wilmer/Toby Bench Fire	45,200	44,206	57,944	60,501	61,511	63,361	65,281
Radium Resort/Dry Gulch Fire	57,930	43,277	77,138	81,250	72,600	75,800	78,970
Brownsville Fire	4,729	3,769	6,160	5,680	5,990	6,915	6,610
CV Emergency Program	165,409	131,715	182,293	183,300	185,050	192,050	195,050
Central Emergency Program	529,871	374,036	572,088	229,100	239,100	248,100	244,100



Five Year Financial Plan, Draft #1
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/13/2024

	2023	2023	2024	2025	2026	2027	2028
	BUDGET	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
EV Emergency Program	166,808	145,358	206,958	231,250	234,500	214,500	214,500
E911	445,427	422,331	559,646	505,227	511,227	557,877	555,216
Fairmont Creek Flood Control	627,592	227,548	632,000	687,460	286,675	423,975	425,766
Area A Flood Control	65,341	64,337	109,423	84,125	102,125	52,875	75,875
CV Conservation Program	161,906	161,280	166,689	164,500	164,500	164,500	165,500
Invasive Plant Management	121,073	139,643	139,400	141,800	145,600	149,700	146,400
Access Guardian Program	87,056	78,221	92,000	93,750	95,400	97,800	99,500
Mosquito Control	146,500	104,349	120,000	149,000	157,000	154,000	154,000
CV Solid Waste	3,051,533	2,356,205	3,224,103	3,662,845	3,729,553	3,788,553	3,996,553
Central Solid Waste	4,779,282	4,195,811	4,794,385	5,408,772	5,404,403	5,572,923	5,589,442
EV Solid Waste	2,891,309	2,692,462	2,962,696	3,299,254	3,264,254	3,423,254	3,454,753
Area A Septage	34,500	26,368	30,117	53,750	31,000	31,700	32,000
EV Victim Assistance	87,862	69,466	89,198	92,000	94,877	97,822	100,890
Tie Lake Water Level Control	7,089	5,445	6,500	6,700	6,900	7,100	7,200
Rosen Lake Water Level Control	42,314	7,625	39,150	9,400	9,200	10,000	9,600
Lazy Lake Water Level Control	5,417	7,594	7,265	3,600	3,700	3,800	3,900
Broadband	149,880	148,971	149,891	149,991	150,091	102,491	54,907
EV Airport	89,192	74,351	56,200	82,300	57,500	47,980	47,980
Area B Cemeteries	582	362	166	170	180	190	200
Area C Cemeteries	1,266	559	1,950	2,000	2,000	2,000	2,000
Area E Cemeteries	1,655	1,726	1,180	1,215	1,300	1,335	1,400
Area F Cemeteries	25,046	23,951	31,908	33,425	34,475	35,475	36,475
Planning	1,577,580	1,355,540	1,576,794	1,438,740	1,470,800	1,524,900	1,531,000
CV Economic Development	571,604	558,300	353,087	305,000	292,500	195,500	106,500
Area A Economic Development	221	235	14,450	14,460	14,465	14,475	14,485
Area B Economic Development	181,866	46,114	164,000	28,000	28,000	28,000	28,000
Area C Economic Development	114,142	42,567	28,000	10,000	10,000	10,000	10,000
Area E Economic Development	539	227	4,600	4,700	4,700	4,700	4,700
Area F Economic Development	20,574	20,291	10,950	13,700	13,800	13,800	13,800
Area G Economic Development	2,264	5,160	7,600	7,800	8,000	8,300	8,500
Moyie Street Lighting	6,332	5,985	6,135	6,317	6,492	6,642	6,892
Wardner Street Lighting	4,522	4,215	4,327	4,500	4,600	4,700	4,900
Elko Street Lighting	3,348	3,209	3,314	3,400	3,450	3,550	3,700
King-Cobham Street Lighting	4,642	4,315	5,297	5,600	5,700	6,000	6,200
Wilmer Street Lighting	7,339	6,141	6,298	6,500	6,700	6,900	7,100
Windermere Street Lighting	16,587	13,902	14,485	14,900	15,300	15,800	16,500
Edgewater Street Lighting	16,248	13,718	14,180	14,600	15,000	15,400	15,900
Elec Area B Intersection Lighting	23,014	2,679	38,895	3,110	3,160	3,260	3,360
CV Transit	275,231	231,823	293,650	392,600	411,400	431,500	451,900
EV Transit	204,533	187,499	211,800	221,200	231,700	243,100	254,500
CV Recreation	1,610,277	1,436,906	1,816,177	1,562,627	1,581,327	1,786,027	1,681,327
Canal Flats Recreation		423					
Edgewater Recreation	60,852	65,202	60,377	63,590	64,165	64,865	65,565
Wasa Recreation	22,430	21,042	20,871	21,295	21,725	22,164	22,615



Five Year Financial Plan, Draft #1
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/13/2024

	2023	2023	2024	2025	2026	2027	2028
	BUDGET	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
Regional Parks	680,907	507,315	800,158	645,100	621,100	625,100	631,100
Electoral Area A Parks	3,240	2,985	13,055	13,500	12,700	13,400	13,100
Electoral Area B Parks	64,898	49,455	80,000	85,300	78,100	84,800	80,900
Electoral Area C Parks	10,947	3,704	11,500	8,900	9,200	9,300	9,500
Electoral Area E Parks	84,928	35,733	53,200	46,700	47,400	48,100	49,600
Electoral Area F Parks	113,459	98,564	103,200	111,700	108,900	113,800	135,400
Electoral Area G Parks	10,327	7,975	10,200	10,600	10,800	11,100	11,400
Cranbrook Library Funding	201,425	201,813	210,800	214,800	198,640	202,780	208,760
Libraries Grant-in-Aid	325,560	325,133	330,988	337,617	344,384	351,282	358,158
Brisco Community Hall/Cemetery	11,638	11,620	11,398	11,400	11,400	11,400	11,400
Wilmer Community Club	9,413	9,315	9,375	9,387	9,399	9,410	9,402
Edgewater Sewer	190,090	231,558	207,862	191,723	174,450	174,533	177,434
Holland Creek Sewer	423,393	264,334	412,611	407,096	383,100	392,120	440,640
Baltac Sewer	52,221	40,651	53,224	48,655	67,417	86,516	87,014
Holland Creek Storm Sewer	1,034		1,034	1,034	1,034	1,034	
CV Liquid Waste	139	44	169	174	180	187	192
Holland Creek Water	364,507	222,626	352,815	383,354	366,897	365,091	365,629
Windermere Water	157,719	137,004	132,249	99,929	166,450	166,450	166,450
Elko Water	77,044	64,674	87,007	96,192	80,240	79,288	114,336
Moyie Water	87,383	92,345	86,396	79,944	74,826	88,837	68,788
Timber Ridge Water	10,430	41,172	10,430	10,430	10,430		
Edgewater Water	375,194	258,117	405,294	297,774	276,134	284,194	297,743
Rushmere Water	112,130	97,795	165,860	113,209	140,368	144,087	144,162
Spur Valley Water	108,650	68,798	98,682	85,289	84,532	101,271	93,728
East Side Lake Windermere Water	1,034,026	1,009,551	1,200,402	1,050,654	1,069,034	1,128,782	1,055,144
Total Expenditures	41,150,352	34,847,152	43,026,331	40,045,095	39,315,042	40,345,447	40,712,231
Revenue less Expenditures	11,894,117	8,534,437	12,742,849	7,168,993	7,545,884	7,388,620	17,774,230
Debt Principal Repayment	(965,540)	(965,538)	(1,043,003)	(1,005,245)	(941,104)	(898,234)	(781,418)
Debt Borrowing	373,354		2,079,884	1,391,876			2,200,000
Transfers to Reserves	(4,069,012)	(5,338,088)	(5,706,535)	(5,887,735)	(6,836,460)	(7,208,910)	(7,577,319)
Transfers from Reserves	3,430,796	1,147,824	4,593,116	5,430,154	4,281,550	621,100	6,803,300
Capital Expenditures	(17,039,712)	(6,619,485)	(19,232,798)	(10,080,273)	(4,818,050)	(613,025)	(18,933,927)
Prior Period Surplus	8,111,207	8,503,109	8,925,062	3,360,136	1,427,559	1,707,133	2,065,482
End of Year Surplus	1,735,210	5,262,259	2,358,575	377,906	659,379	996,684	1,550,348

Date: January 29, 2024
Submitted by: Holly Ronnquist, CFO
Service Name: General Administration
Service Purpose: Operations affecting the entire RDEK
Participants: All Jurisdictions

Operational Items:

General:

- Salaries and Benefits have increased by \$109,998 to reflect the work planned for 2024, rate increases from the new collective agreement and increased employer payroll and benefit costs (includes \$19,000 of records management wages funded by Safe Restart Grant).
- The budget includes a second Information Technology position to support the IT Manager with helpdesk tickets, routine maintenance and updates, capital deployment, etc. This position will ensure the RDEK is preserving IT skillsets and knowledge and will provide backfill for when the IT Manager is absent (currently being done by an IT contractor). The RDEK would see an increase in IT resource hours. The position would result in a savings of approximately \$10,000 in 2024 (hiring mid year) and cost an additional \$11,000 compared to budget in 2025.
- Administration and Overhead Expense includes \$18,230 for website enhancements to improve public accessibility and \$100,000 for purchase of records management software (both funded 100% by Safe Restart Grant).
- Consulting and professional fees of \$105,500 overall, including \$60,000 for digitization of records (Covid 19 grant funded); \$13,000 for freedom of information consultant for development of a Privacy Management Program, and \$7,500 to develop a climate action plan for the RDEK (grant funded by Fortis).
- Grants:
 - SPCA \$8,100
 - BC Hydro Community Energy Manager \$50,000
 - KKTAC estimated \$2,800 from 2025 - 2028
 - Discretionary fund for non-routine grant requests \$5,000
 - AKBLG Sponsorship \$7,000 in 2024 and \$4,500 in each year 2025 - 2028
 - Angel Flight East Kootenay \$100,000 per year 2024 – 2025
 - Grant requests expected from the EK Division of Family Practice for Physician Recruitment.
 - City of Cranbrook Social Development Coordinator \$85,000 in 2024 and 2025, 100% funded from the Homeless Shelter Reserve.
- Administration and Overhead includes telephone cost of \$3,364 in 2024 for hardware for Microsoft Business 365 Voice VOIP system (funded 100% by Safe Restart Grant).

Board Costs:

- \$14,303 remuneration increase for Board of Directors with stipend increase of 4.5% (BC CPI October 2023). CPP, WCB costs increase by \$7,550. Board travel, training, conferences increased by \$16,250, which includes increase for mileage, which is paid at the Canada Revenue Agency rate of \$0.70 per km, this is offset by a reduction in legislative costs for the Board in 2024.

Shared Overhead Costs:

- Overhead costs for everything from postage to software to IT contractors and office supplies are pooled under general administration and then charged out to every RDEK service apportioned by wages and offset with a credit to general administration. Overall shared overhead costs decreased \$49,185 including.

Reserves:

- Contributions for the building Reserve are budgeted over the 5 year plan for the construction of a new RDEK administration building in the next five years (approved by the Board August, 2022). In January 2024, the Board approved amending the allocation of the reserve contributions to be funded 50% from General Administration and 50% from Electoral Area Administration. Given that the Electoral Areas also participate in the General Administration Service, this change results in the Rural Areas contribution 71% (reflecting the larger number of services provided to rural areas) and the Municipalities contributing 29% of the New Building Reserve. Building Reserve contributions are budgeted to increase \$250,000 in each year 2024 – 2026 in each service (pending formalization of new building costs).

Capital Items:

General:

- IT – computer replacements and equipment of \$39,050.
- \$65,000 for architectural and project management to continue plans for construction of new RDEK administration building required to meet expanding service. The building will be funded through reserves being built up over five years and short term debt for a further five years, shared 50/50 between General Administration and Electoral Area Administration.
- \$40,000 for level 2 charger at the Columbia Valley Office, funded \$30,000 from CBT Charge Up Grant and \$10,000 from the LGCAP Grant.
- \$50,000 has been included in 2024, advancing capital costs related to the new administration building project.

CFO Comments:

- Taxation increase of \$56,000 = \$1.05 on average residential property (assessed at \$567,000). This amount is after the contribution to the new building reserve is reduced by \$75,000 in 2024 (to reflect 50% of the annual contribution now being funded through Electoral Area Administration). Estimated increase of \$448,000 in 2025 (including \$250,000 share of increased building reserve contribution), pending operational results in 2024.



General Administration
Five Year Financial Plan
 With Revenues and Expenditures
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 2/13/2024

Revenue

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Requisition	\$2,474,000	\$2,474,000	\$2,530,000	\$2,978,000	\$3,245,000	\$3,408,000	\$3,447,000
Payments in Lieu of Taxes	30,000	38,260	32,000	32,000	32,000	32,000	32,000
Provincial Grants	210,000	170,000	170,000	170,000	170,000	170,000	170,000
Local Government Grants & Regional Transfers	37,250	8,750	47,500				
Fees & Charges	21,300	23,460	14,100	14,340	14,555	14,775	15,000
Interest	380,000	1,768,639	400,000	375,000	360,000	360,000	360,000
Prior Period Surplus	404,000	428,251	256,044	100,000	100,000	100,000	100,000
Total Revenue	3,556,550	4,911,360	3,449,644	3,669,340	3,921,555	4,084,775	4,124,000

Expenditures

Salaries & Benefits	1,228,910	1,142,031	1,338,908	1,375,887	1,412,779	1,450,994	1,489,852
Administration & Overhead	153,060	34,857	145,030	69,680	112,730	116,150	120,150
Consulting & Professional Services	145,000	51,111	105,500	38,000	38,000	38,000	38,000
Grants	270,114	263,864	255,100	255,643	70,893	71,150	71,416
Telephone & Utilities	28,242	27,324	7,864	4,500	4,500	4,500	4,500
Shared Overhead	10,287	35,932	45,651	29,008	3,773	7,509	22,966
Total General	1,835,613	1,555,119	1,898,053	1,772,718	1,642,675	1,688,303	1,746,884

Board Costs

Remuneration	523,569	514,689	545,422	558,917	570,560	582,537	594,856
Legislative Services	50,310	42,010	31,660	40,460	34,660	58,460	33,460
Travel, Training, and Conferences	47,000	62,505	63,250	63,250	73,250	63,250	77,650
Administration & Overhead	23,900	32,941	21,850	22,195	22,860	23,550	24,250
Telephone & Utilities			900				
Total Board Costs	644,779	652,146	663,082	684,822	701,330	727,797	730,216

Shared Overhead

Administration & Overhead	650,995	544,091	595,469	568,650	600,182	591,008	581,798
Operations & Maintenance	135,460	114,619	162,320	171,898	149,812	159,662	152,960
Vehicle & Hauling Costs	4,500	8,302	5,000	5,000	5,000	5,000	5,000
Consulting & Professional Services	170,000	141,106	206,000	103,500	85,250	101,250	75,251
Telephone & Utilities	193,079	99,657	136,060	124,795	126,605	148,005	126,857
Shared Overhead	(1,154,034)	(907,775)	(1,104,849)	(973,843)	(966,849)	(1,004,925)	(941,866)



General Administration
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/13/2024

	<u>2023</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>BUDGET</u>
Total Expenditures	2,480,392	2,207,265	2,561,135	2,457,540	2,344,005	2,416,100	2,477,100
Revenue less Expenditures	1,076,158	2,704,095	888,509	1,211,800	1,577,550	1,668,675	1,646,900
Transfers to Reserves	(1,055,000)	(2,354,576)	(980,000)	(1,233,000)	(1,488,000)	(1,538,000)	(1,588,000)
Transfers from Reserves	544,442	331,533	285,541	85,000			
Capital Expenditures	(565,600)	(354,202)	(194,050)	(63,800)	(89,550)	(130,675)	(58,900)
Surplus (Deficit)		326,849					
Reserve Funds		(100)					
Capital Reserve		1,622,727					
Vehicle and Equipment Reserve Fund		39,272					
Covid Restart Reserve		245,544					

Date: February 12, 2024
Submitted by: Holly Ronnquist, CFO
Service Name: Electoral Area Administration
Service Purpose: Operations affecting Electoral Areas only
Participants: All Electoral Areas

Operational Items:

General:

- Fees and charges include \$120,000 for allocation of short-term rental (STR) application fees. Total STR application fees are split 60/40 to the Electoral Area Administration and Planning services respectively. The revenue recognized in the Electoral Area Administration Service is to fund bylaw enforcements costs related to STRs and will be allocated over the three-year permit cycle to ensure consistent funding for bylaw enforcement.
- Salaries & benefits are up a total of \$64,023 to reflect the work planned for 2024, rate increases from the new collective agreement and increased employer payroll and benefit costs. The Firesmart Program continues to pay \$75,000 toward Firesmart Coordinator wages and wages costs.
- Implementation of payment automatic withdrawal system (PAWS) module in myRDEK online information system, allowing property owners to self manage their utility accounts. Software cost of \$17,000 funded 100% by the Safe Restart grant (through Covid 19 Reserve).

Elections:

- \$17,500/year has been allocated for one elector assent vote and \$10,000/year for one other voting (APP or petition) opportunity in 2024 – 2028, except 2026.
- \$6,000/year has been allocated for one by-election a year.
- \$75,000 has been budgeted in 2026 for the next general local election.

Consulting:

- Community Resiliency Investment (CRI) FireSmart activities, several programs totalling \$451,992 (100% funded by the Province of BC/UBCM).
- Columbia Basin Trust LFR Firesmart program, \$160,000 (pending grant approval).
- Hazard risk and vulnerability analysis \$15,000.
- Engineering related consulting for Windermere Creek assessment and utility related engineering assistance \$15,000.
- Includes \$80,000 for rural aquifer studies funded by the Growing Communities Fund Grant (pending confirmation of eligibility by the Province).

Grants:

- Community Works Fund (carried forward from 2023)
 - CBBC – Connectivity in Electoral Areas \$553,483
 - Cranbrook History Railway Museum \$250,000
 - Ktunaxa Nation Council Connectivity Project \$63,462

- City of Cranbrook Memorial Arena Roof Project \$500,000
- Key City Theatre Front Entrance/Exterior Upgrades \$100,000
- Lions Club of Sand Creek/Galloway Curling Club Upgrades \$400,000
- Asset Management Projects \$37,000 (proposed 2024)

Board Costs:

- Electoral Area Director travel, training and conferences has been increased to accommodate for more in person events and reflect the inflationary impact on travel costs, meals and accommodation.

Bylaw Enforcement Costs:

- Includes two Bylaw Officers for the full year in 2024, one serving the Columbia Valley Region and one serving the Central and Elk Valley Region.

GIS:

- Includes \$7,000 for Parcel Map BC Implementation.

Capital Costs:

- \$5,000 contingency in case of unplanned equipment replacement.
- \$50,000 has been included in 2024, advancing capital costs related to the new administration building project.

Reserves:

- Contributions for the building Reserve are budgeted over the 5 year plan for the construction of a new RDEK administration building in the next five years (approved by the Board August, 2022). In January 2024, the Board approved amending the allocation of the reserve contributions to be funded 50% from General Administration and 50% from Electoral Area Administration. Given that the Electoral Areas also participate in the General Administration Service, this change results in the Rural Areas contribution 71% (reflecting the larger number of services provided to rural areas) and the Municipalities contributing 29% of the New Building Reserve. Building Reserve contributions are budgeted to increase \$250,000 in each year 2024 – 2026 in each service (pending formalization of new building costs).
- Contribution to the new aquifer study reserve of \$30,000 each year 2024 – 2028 for rural aquifer studies.

CFO Comments:

- Estimated Tax increase of \$696,000 in 2024 = \$31 on the average residential property (assessed at \$567,000). This includes \$25 per average residential property for the first year of contributions (\$575,000) to the new administration building (2024 is essentially a catch up year).
- Estimated tax increase of \$694,000 in 2025 = \$31 on the average residential property. pending outcome of operations in 2024. This includes \$11 per average residential property for the increased contribution to the new administration building (\$250,000).
- Budget includes contributing \$20,000 in each year 2024 – 2028 to replenish the feasibility study reserve.



Electoral Area Administration
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2/13/2024

Revenue

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Requisition	\$1,690,000	\$1,690,000	\$2,386,000	\$3,080,000	\$3,363,000	\$3,477,000	\$3,598,000
Provincial Grants	518,704	226,610	527,352	75,000	75,000	75,000	75,000
Local Government Grants & Regional Transfers	1,427,471	351,477	2,063,945	37,000			
Fees & Charges	59,486	61,813	166,850	168,045	169,217	110,394	111,577
Interest	500	57,386	500	500	500	500	
Prior Period Surplus	449,000	485,354	456,000	50,000	50,000	50,000	50,000
Total Revenue	4,145,161	2,872,640	5,600,647	3,410,545	3,657,717	3,712,894	3,834,577

Expenditures

Salaries & Benefits	1,153,518	1,068,366	1,217,901	1,265,871	1,303,413	1,342,175	1,383,540
Administration & Overhead	94,626	58,178	108,841	92,276	140,431	91,201	93,601
Operations & Maintenance	10,225	5,450	14,675	11,775	11,775	11,775	11,675
Vehicle & Hauling Costs	2,000	624	2,500	2,500	2,500	2,500	2,500
Consulting & Professional Services	598,303	248,471	722,492	10,500	500	500	500
Grants	1,303,972	351,977	1,904,545	37,600	600	600	600
Telephone & Utilities	800	1,523	1,500	1,500	1,500	1,500	1,500
Shared Overhead	144,253	123,665	126,484	131,641	135,530	139,600	131,699
Total General	3,307,697	1,858,255	4,098,938	1,553,663	1,596,249	1,589,851	1,625,615

Board Costs

Remuneration	3,800	5,947	5,800	5,800	5,800	5,800	5,800
Legislative Services	510		510	510	510	510	510
Travel, Training, and Conferences	83,450	57,055	110,100	108,000	108,000	98,000	108,100
Administration & Overhead	24,030	22,982	24,570	25,113	25,669	26,239	26,823
Consulting & Professional Services	4,000	1,156	2,500	2,500	2,500	2,500	2,500
Total Board Costs	115,790	87,140	143,480	141,923	142,479	133,049	143,733

Bylaw Compliance

Salaries & Benefits	168,709	132,183	196,860	203,602	209,707	215,922	222,496
Administration & Overhead	6,200	809	7,700	7,800	7,900	8,000	8,100
Vehicle & Hauling Costs	3,400	5,519	6,150	6,275	6,400	6,500	6,600
Consulting & Professional Services	25,000	13,199	25,000	25,000	25,000	25,000	25,000
Telephone & Utilities	1,560	1,026	1,560	1,560	1,560	1,560	1,560
Shared Overhead	22,406	18,305	21,530	22,263	22,933	23,618	24,244



Electoral Area Administration
Five Year Financial Plan
 With Revenues and Expenditures
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	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Total Bylaw Compliance	227,275	171,040	258,800	266,500	273,500	280,600	288,000
GIS							
Salaries & Benefits	316,491	246,424	362,985	376,531	387,825	399,458	411,446
Administration & Overhead	63,100	54,898	70,725	69,725	70,725	69,725	69,725
Vehicle & Hauling Costs	500		500	500	500	500	500
Consulting & Professional Services	30,000	10,075	12,000	50,000	5,000	5,000	15,000
Telephone & Utilities	1,200	3,252	2,020	2,020	2,020	2,020	2,020
Shared Overhead	42,108	32,326	39,699	41,183	42,419	43,691	42,538
Total GIS	453,399	346,976	487,929	539,959	508,489	520,394	541,229
Total Expenditures	4,104,161	2,463,411	4,989,147	2,502,045	2,520,717	2,523,894	2,598,577
Revenue less Expenditures	41,000	409,229	611,500	908,500	1,137,000	1,189,000	1,236,000
Transfers to Reserves	(6,000)	(6,000)	(653,500)	(903,500)	(1,131,000)	(1,181,000)	(1,211,000)
Transfers from Reserves	17,000		97,000				
Capital Expenditures	(52,000)	(45,670)	(55,000)	(5,000)	(6,000)	(8,000)	(25,000)
Surplus (Deficit)		357,559					
Vehicle and Equipment Reserve Fund		18,816					
Carbon Reserve		531					

2023 Actual - Adjustments Pending



2024 Budget Information Report

February Board

File: Fhh 503 001
Dept. File: Uhh 616 012-F

Date: December 22, 2023
Submitted by: Tina Hlushak, Corporate Officer
Service Name: Columbia Basin Trust – Resident Directed Grants (ReDi) Program
Service Purpose: The purpose of this function is to administer the ReDi Program on behalf of the Trust.
Participants: All Municipalities and Electoral Areas

Operational Items:

- The Trust will allow up to 7% of the total grant to be used towards administrative costs.
- The current agreement term is April 1, 2023 – March 31, 2025. The Trust has verbally confirmed that the RDEK can expect funding for 5 years, however, cannot provide a 5-year agreement as it depends on annual budget approval from the Trust.
- Administration costs for next year are \$85,501.
- There have been no significant changes to the program.

Capital Items:

- None

CFO Comments:

- Increased wages needed to administer the program.



CBT administration
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Fees & Charges	\$85,501	\$85,501	\$85,501	\$85,501	\$85,501	\$85,501	\$85,501
Total Revenue	85,501	85,501	85,501	85,501	85,501	85,501	85,501
<u>Expenditures</u>							
Salaries & Benefits	50,710	71,301	72,837	76,122	78,404	80,756	80,146
Administration & Overhead	6,150	8,204	6,300	6,450	6,600	6,750	6,900
Consulting & Professional Services	1,500	960	1,500	1,500	1,500	1,500	1,500
Shared Overhead	27,141	5,035	4,864	1,429	(1,003)	(3,505)	(3,045)
Total General	85,501	85,501	85,501	85,501	85,501	85,501	85,501
 Total Expenditures	 85,501	 85,501	 85,501	 85,501	 85,501	 85,501	 85,501

Date: December 14, 2023
Submitted by: Michele Bates, General Manager Development and Protective Services
Service Name: Building Inspection
Service Purpose: Regulate construction for the health, safety, and protection of persons and property
Participants: Electoral Area residents

Operational Items:

- Salaries and benefits increase by \$39,540 in 2024 to reflect staffing resources and inflationary increases in the new Collective Agreement.
- Building Permit fees were reviewed in 2023. No increase in base cost of fees as cost of construction has created a natural increase.
- Building Permits & Licence revenues were conservative to reflect current economic projections.
- \$6,000 per year has been budgeted for Building Inspector Services for Canal Flats.
- \$11,000 has been added to software for setup and implementation of a new Building Inspection Report template for Tempest. Quoted from CentralSquare.
- Plans are to fill the vacant Columbia Valley Building Inspector position early in 2024 (the current position is on LTD until Nov. 2024). Area F & G continue to have the largest number of permits (214 YTD) and inspections (1708 YTD). Continuing to operate with one Building inspector in the Columbia Valley office have proven difficult.
- Filling the vacant position in the Cranbrook office will be dependent on the additional Building Inspection services for the District of Elkford, District of Sparwood, and City of Fernie which have been requested but the RDEK has not had capacity for. Providing these services will assist in offsetting Building Inspector salary costs.
- Building administrative salaries have decreased as the Columbia Valley office administrative position is now allocated to a 33% split between Building, Engineering and Environmental Services.
- The budget includes \$20,000 for digitization of records in 2024.

Capital Items:

- A new Building Department vehicle is budgeted for 2025 to accommodate additional building inspector in the Columbia Valley \$55,000.

CFO Comments:

- Estimated 2024 taxation increase of \$7,000 = \$0.31 on the average residential property (assessed at \$567,000) and an additional \$22,000 in 2025, pending operational results from 2024.
- The Financial Plan includes a contribution of \$132,000 to the Tax Stabilization Reserve in 2024, increasing balance to \$1,315,000 and drawing the reserve down an average of \$260,000 per year in 2025 – 2028, to mitigate taxation increases. The draw down amount will be dependent on actual building permit revenues in each year. This will leave an ending balance of \$276,643 in 2028.



**Bldg Inspection
Five Year Financial Plan**
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

Revenue

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Requisition	\$136,000	\$136,000	\$143,000	\$165,000	\$200,000	\$235,000	\$270,000
Fees & Charges	624,800	1,070,818	696,800	736,800	746,800	756,800	766,800
Interest	3,000	13,897	5,000	5,000	5,000	5,000	5,000
Prior Period Surplus	1,053,838	1,053,838	615,000	155,000	155,000	155,000	155,000
Total Revenue	1,817,638	2,274,553	1,459,800	1,061,800	1,106,800	1,151,800	1,196,800

Expenditures

Salaries & Benefits	965,011	825,975	1,004,551	1,039,868	1,071,086	1,103,250	1,136,275
Administration & Overhead	118,345	86,392	105,475	96,945	100,115	103,385	107,058
Vehicle & Hauling Costs	28,820	22,707	30,463	31,150	31,900	33,000	33,800
Consulting & Professional Services	20,000	710	40,000	20,000	20,000	20,000	20,000
Telephone & Utilities	9,300	6,275	9,450	9,600	9,800	10,000	10,200
Shared Overhead	128,162	104,706	109,861	113,737	117,149	120,665	121,766
Total General	1,269,638	1,046,765	1,299,800	1,311,300	1,350,050	1,390,300	1,429,099

Total Expenditures	1,269,638	1,046,765	1,299,800	1,311,300	1,350,050	1,390,300	1,429,099
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Revenue less Expenditures	548,000	1,227,788	160,000	(249,500)	(243,250)	(238,500)	(232,299)
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Transfers to Reserves	(548,000)	(548,000)	(157,000)		(25,000)	(25,000)	(25,000)
Transfers from Reserves	55,000			304,500	268,250	318,500	257,300
Capital Expenditures	(55,000)	(53,551)	(3,000)	(55,000)		(55,000)	(1)
Surplus (Deficit)		626,237					

Reserve Funds	1,183,193
Vehicle and Equipment Reserve Fund	97,191



2024 Budget Information Report

February Board

File:
Dept. File:

Fhh 503 001
Chh 611 001

Date: December 19, 2023
Submitted by: Michele Bates, General Manager Development and Protective Services
Service Name: Fireworks Regulation
Service Purpose: To regulate the sale and disposal of fireworks within the Electoral Areas
Participants: All Electoral Areas

Operational Items:

- No change to operations of Fireworks Regulation.

Capital Items:

- None

CFO Comments:

- Estimated 2024 tax decrease of \$215 = \$0.01 on the average residential property (assessed at \$567,000).
- Estimated 2025 tax increase of \$215, pending 2024 operational results.
- Continuing to utilize operating surplus to minimize taxation.



Fireworks Regulation Five Year Financial Plan

With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/27/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$215	\$215		\$215	\$400	\$390	\$400
Local Government Grants & Regional Transfers		2					
Prior Period Surplus	410	410	550	170			
Total Revenue	625	627	550	385	400	390	400
<u>Expenditures</u>							
Salaries & Benefits	67	55	72	77	92	82	91
Administration & Overhead	300		300	300	300	300	300
Shared Overhead	8	7	8	8	8	8	9
Total General	375	62	380	385	400	390	400
Total Expenditures	375	62	380	385	400	390	400
Revenue less Expenditures	250	564	170				
Surplus (Deficit)	250	564	170				



2024 Budget Information Report

February Board

File:
Dept. File:

Fhh 503 001
Chh 611 001

Date: December 19, 2023
Submitted by: Michele Bates, General Manager Development and Protective Services
Service Name: Noise Control
Service Purpose: To provide noise control compliance within the Electoral Areas
Participants: All Electoral Areas

Operational Items:

- No operational changes to the service for 2024.

Capital Items:

- None

CFO Comments:

- No change to taxes expected for 2024 & 2025, pending operational results of the financial plan.



Noise Control Five Year Financial Plan

With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/27/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000	\$24,300	\$27,300
Prior Period Surplus	17,543	17,543	25,800	18,600	10,800	2,500	
Total Revenue	35,543	35,543	43,800	36,600	28,800	26,800	27,300
<u>Expenditures</u>							
Salaries & Benefits	15,286	5,557	13,343	13,869	14,304	14,732	15,165
Administration & Overhead	380		400	415	435	460	480
Consulting & Professional Services	10,000	2,458	10,000	10,000	10,000	10,000	10,000
Shared Overhead	2,027	1,659	1,457	1,516	1,561	1,608	1,655
Total General	27,693	9,674	25,200	25,800	26,300	26,800	27,300
Total Expenditures	27,693	9,674	25,200	25,800	26,300	26,800	27,300
Revenue less Expenditures	7,850	25,869	18,600	10,800	2,500		
Surplus (Deficit)	7,850	25,869	18,600	10,800	2,500		



2024 Budget Information Report

February Board

File:
Dept. File:

Fhh 503 001
Chh 611 001

Date: December 19, 2023
Submitted by: Michele Bates, General Manager Development and Protective Services
Service Name: Unsightly Premises
Service Purpose: To provide unsightly premises compliance
Participants: All Electoral Areas

Operational Items:

- No operational changes to the service for 2024.

Capital Items:

- None

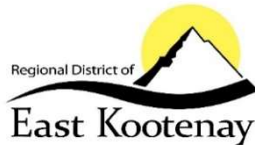
CFO Comments:

- No change to taxes expected for 2024 & 2025, pending operational results of the financial plan.



Nuisances & Unsightly Premises
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/27/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Prior Period Surplus	27,884	27,884	57,000	47,400	36,800	25,400	13,200
Total Revenue	67,884	67,884	97,000	87,400	76,800	65,400	53,200
<u>Expenditures</u>							
Salaries & Benefits	28,338	5,564	22,631	23,518	24,221	24,915	25,810
Administration & Overhead	980	747	700	715	735	760	790
Vehicle & Hauling Costs	800		800	800	800	800	800
Consulting & Professional Services	23,000	598	23,000	23,000	23,000	23,000	23,000
Shared Overhead	3,766	3,075	2,469	2,567	2,644	2,725	2,800
Total General	56,884	9,984	49,600	50,600	51,400	52,200	53,200
Total Expenditures	56,884	9,984	49,600	50,600	51,400	52,200	53,200
Revenue less Expenditures	11,000	57,900	47,400	36,800	25,400	13,200	
Surplus (Deficit)	11,000	57,900	47,400	36,800	25,400	13,200	



2024 Budget Information Report

February Board

File:
Dept. File:

Fhh 503 001
[Enter File #]

Date: November 24, 2023
Submitted by: Christina Carbrey, Protective Services Manager
Service Name: Columbia Valley Emergency Program
Service Purpose: Emergency Management
Participants: Electoral Areas F&G; Village of Canal Flats; District of Invermere; Village of Radium Hot Springs

Operational Items:

- **Wages & Benefits** Includes share of new Protective Services Summer Student (to assist with EDMA changes and response season)
- **ESS program** delivery is under contract to the Canadian Red Cross; contract term is up November 2024. Annual Contract is \$6,500 for the Columbia Valley region.
- **ESS Support funds** – increased funds for recognition dinner, and administrative costs not covered by CRC Contract. Budget \$5,000 (increased \$2,000).
- **ESS Sea can utilities** – sea cans housing ESS supplies are temperature regulated to avoid freezing contents – Budget \$500.
- **Miscellaneous EDMA expenses** (reserves)– many unknowns with the new legislation, adding in a small amount of funds to reserve for potential expenses that may not have grant funding available. Budget \$10,000.
- **Full scale exercise (reserves)** – once every 7-9 years host a full-scale exercise. Annual contribution of \$2,600.
- **Consolidation of Emergency Program Services:** Following Board direction to consolidate the three subregional emergency program services, the 2024 draft budgets set the stage for the process of amalgamating the three budgets into one regional program budget. As each of the services has different reserve amounts based on previous taxation, the draft budgets include return of the reserve funds to the respective taxpayers prior to amalgamation of the services. For the Columbia Valley service, this is approx. \$70,162.

Capital Items:

- No capital items.

CFO Comments:

- Estimated 2024 taxation **decrease** of \$37,400 = decrease of \$2.64 per average residential property (assessed at \$567,000). Tax decrease is due to utilization of the full \$70,162 operating reserve in 2024, in preparation for Emergency Management Service amalgamation.
- Estimated 2025 taxation increase of \$86,000 = \$6 on the average residential property with return to full taxation following utilization of reserve funds in 2024.



**CV Emergency Program
Five Year Financial Plan**
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

Revenue

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Requisition	\$114,900	\$114,900	\$69,500	\$162,500	\$163,000	\$170,000	\$173,000
Local Government Grants & Regional Transfers	4,600	4,700	4,650	4,650	4,650	4,650	4,650
Interest		2,920					
Prior Period Surplus	48,627	49,776	40,581	20,000	20,000	20,000	20,000
Total Revenue	168,127	172,296	114,731	187,150	187,650	194,650	197,650

Expenditures

Legislative		2,275	2,500	2,600	2,700	2,800	2,900
Salaries & Benefits	105,572	85,160	107,167	110,680	114,033	117,555	120,996
Administration & Overhead	21,180	13,245	21,498	23,886	21,825	21,940	24,305
Vehicle & Hauling Costs	25	98	100	100	100	100	100
Consulting & Professional Services	9,500	6,500	21,900	16,500	16,500	19,500	20,000
Grants	9,000	8,342	11,200	11,200	11,200	11,200	11,200
Telephone & Utilities	6,673	5,290	6,980	6,980	6,980	6,980	6,980
Shared Overhead	13,459	10,806	10,948	11,354	11,712	11,975	8,569
Total General	165,409	131,715	182,293	183,300	185,050	192,050	195,050

Total Expenditures	165,409	131,715	182,293	183,300	185,050	192,050	195,050
Revenue less Expenditures	2,718	40,581	(67,562)	3,850	2,600	2,600	2,600
Transfers to Reserves			(2,600)	(2,600)	(2,600)	(2,600)	(2,600)
Transfers from Reserves	3,100		70,162				
Capital Expenditures				(1,250)			
Surplus (Deficit)	5,818	40,581					

Reserve Funds 70,162

Date: January 9, 2024
Submitted by: Christina Carbrey, Protective Services Manager
Service Name: Central Subregional Emergency Program
Service Purpose: Emergency Management
Participants: City of Cranbrook, City of Kimberley, Electoral Areas C&E

Operational Items:

- **Wages & Benefits** increase \$5,598 - includes share of new Protective Services Summer Student (to assist with EDMA changes and response season), staffing resource allocation and inflationary increase in the new Collective Agreement.
- **UBCM Disaster Risk Reduction Grant** – Hazard, Risk, and Vulnerability Assessment (HRVA). Budget estimated \$150,000 = \$200,000 (pending grant approval).
- **UBCM EOC Grant** – ongoing training opportunities, equipment upgrades/replacements across the region. Budget estimated \$90,000 (pending grant approval).
- **Indigenous Engagement Requirements (IER) Funding Program** B.C. local authorities (municipalities and regional districts) will receive a funding amount between \$40,000 to \$65,000 to assist with indigenous engagement costs. Estimated budget \$45,000 (pending grant approval)
- **ESS program** delivery under contract to Canadian Red Cross; contract term is up November 2024. Annual contract is \$10,000 for Central region.
- **ESS Support funds** – increased funds for recognition dinner, and administrative costs not covered by CRC Contract. Budget \$6,500 (increased \$2000).
- **ESS Seacan utilities** – Shipping containers holding ESS supplies are temperature regulated to avoid freezing contents – Budget \$500.
- **Miscellaneous EDMA expenses**– many unknowns with the new legislation, adding in small amount of funds for potential expenses that may not have grant funding available. Budget \$15,000.
- **Annual Tabletop Exercises** – dedicated line item for this annual expense. Budget \$5,000.
- **Full scale exercise (reserves)**– once every 7-9 years host a full-scale exercise. Annual reserve contribution of \$3,900.
- **Public Safety Priority SIM Cards** - TELUS Public Safety Priority Service (PSPS) prioritizes access to the LTE network for firefighters, police officers, paramedics and public safety authorities. Added level of business continuity for the Emergency Program. Budget \$540 for 3 SIM Cards per year.
- **EOC Equipment Maintenance** – EOC Map Plotter servicing and repairs, as well as subscription fees for Avenza for GIS. Avenza may not be needed if province evacuation tool is ready. Budget \$2,700.
- **Consolidation of Emergency Program Services:** Following Board direction to consolidate the three subregional emergency program services, the 2024 draft budgets set the stage for the process of amalgamating the three budgets into one regional program budget. As each of the services has different reserve amounts based on previous taxation,

the draft budgets include return of the reserve funds to the respective taxpayers prior to amalgamation of the services. For the Central service, this is approx. \$70,736.

Capital Items:

- **UBCM ESS Grant 2024 – Mobile Reception Center Trailer** for ESS, for rapid deployment of an RC during an emergency. Interior set up with multiple cubicles for processing evacuees, deployment ready, no set up required. Could potentially double as a command post or mobile EOC or be deployed elsewhere in the province (like SPU deployments). Estimated budget \$100,000-\$150,000 (pending grant approval).

CFO Comments:

- Estimated 2024 taxation **decrease** of \$43,800 = decrease of \$2.07 per average residential property (assessed at \$567,000). Tax decrease is due to utilization of the full \$75,736 operating reserve in 2024, in preparation for Emergency Management Service amalgamation.
- Estimated 2025 taxation increase of \$84,000 = \$4 on the average residential property with return to full taxation following utilization of reserve funds in 2024.



**Central Emergency Program
Five Year Financial Plan**
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$172,800	\$172,800	\$129,000	\$213,000	\$223,000	\$232,000	\$228,000
Payments in Lieu of Taxes		410					
Provincial Grants	66,710		485,002				
Local Government Grants & Regional Transfers	259,852	13,691					
Interest		7,104					
Prior Period Surplus	26,509	25,846	41,000	20,000	20,000	20,000	20,000
Total Revenue	525,871	219,851	655,002	233,000	243,000	252,000	248,000
<u>Expenditures</u>							
Legislative		1,225	1,300	1,300	1,300	1,300	1,300
Salaries & Benefits	132,780	120,041	138,378	142,356	147,375	151,576	156,078
Administration & Overhead	343,571	208,345	358,567	18,061	22,533	22,428	18,353
Vehicle & Hauling Costs		98	100	100	100	100	100
Consulting & Professional Services	14,500	10,000	36,500	29,500	29,500	33,880	34,500
Grants	15,000	14,736	15,200	15,200	15,200	15,200	15,200
Telephone & Utilities	6,030	6,485	7,110	7,130	7,150	7,170	7,180
Shared Overhead	17,990	13,107	14,933	15,453	15,942	16,446	11,389
Total General	529,871	374,036	572,088	229,100	239,100	248,100	244,100
Total Expenditures	529,871	374,036	572,088	229,100	239,100	248,100	244,100
Revenue less Expenditures	(4,000)	(154,185)	82,914	3,900	3,900	3,900	3,900
Transfers to Reserves			(3,900)	(3,900)	(3,900)	(3,900)	(3,900)
Transfers from Reserves	4,000		75,736				
Capital Expenditures			(154,750)				
Surplus (Deficit)		(154,185)					
Reserve Funds		75,736					

2023 Actual - Adjustments Pending



2024 Budget Information Report

February Board

File:
Dept. File:

Fhh 503 001
[Enter File #]

Date: January 8, 2024
Submitted by: Christina Carbrey, Protective Services Manager
Service Name: Elk Valley Emergency Program
Service Purpose: Emergency Management
Participants: Electoral Areas A&B; City of Fernie, District of Sparwood, District of Elkford

Operational Items:

- **Wages & Benefits** increase \$20,914 - includes share of new Protective Services Summer Student (to assist with EDMA changes and response season), staffing resource allocation and inflationary increase in the new Collective Agreement.
- **ESS program** delivery is under contract to the Canadian Red Cross; contract term is up November 2024. Annual Contract is \$8,500 for the Elk Valley region.
- **ESS Support funds** – increased funds for recognition dinner, and administrative costs not covered by CRC Contract. Budget \$5,500 (increased \$2,000).
- **ESS Sea can utilities** – Shipping containers holding ESS supplies are temperature regulated to avoid freezing contents – Budget \$500.
- **Miscellaneous EDMA expenses** – many unknowns with the new legislation, adding in a small amount of funds for potential expenses that may not have grant funding available. Budget \$14,000.
- **Full scale exercise (reserves)**– once every 7-9 years host a full-scale exercise. Annual reserve contribution of \$3,500.
- **Consolidation of Emergency Program Services:** Following Board direction to consolidate the three subregional emergency program services, the 2024 draft budgets set the stage for the process of amalgamating the three budgets into one regional program budget. As each of the services has different reserve amounts based on previous taxation, the draft budgets include return of the reserve funds to the respective taxpayers prior to amalgamation of the services. For the Elk Valley service, this is approx. \$1,070.

Capital Items:

- No capital items.

CFO Comments:

- Estimated 2024 taxation increase \$34,000 = \$1.87 per average residential property (assessed at \$567,000). 2025 tax increase estimated at \$13,000, pending operational results from 2024.
- Utilizing the full \$1,070 from the operating reserve.



EV Emergency Program Five Year Financial Plan

With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$145,000	\$145,000	\$179,000	\$191,000	\$193,000	\$198,000	\$198,000
Payments in Lieu of Taxes		247					
Local Government Grants & Regional Transfers				25,000	25,000		
Interest		2,945					
Prior Period Surplus	26,542	27,560	30,393	20,000	20,000	20,000	20,000
Total Revenue	171,542	175,751	209,393	236,000	238,000	218,000	218,000
<u>Expenditures</u>							
Legislative		1,575	1,600	1,600	1,600	1,600	1,600
Salaries & Benefits	103,987	97,383	124,901	128,264	133,082	137,423	141,770
Administration & Overhead	15,942	6,881	16,218	43,661	41,640	16,840	17,040
Vehicle & Hauling Costs			200	200	200	200	200
Consulting & Professional Services	12,000	8,500	28,000	21,000	21,000	21,000	21,000
Grants	16,000	15,298	16,200	16,200	16,200	16,200	16,200
Telephone & Utilities	5,706	5,273	6,040	6,040	6,040	6,040	6,040
Shared Overhead	13,173	10,449	13,799	14,285	14,738	15,197	10,650
Total General	166,808	145,358	206,958	231,250	234,500	214,500	214,500
Total Expenditures	166,808	145,358	206,958	231,250	234,500	214,500	214,500
Revenue less Expenditures	4,734	30,393	2,435	4,750	3,500	3,500	3,500
Transfers to Reserves			(3,500)	(3,500)	(3,500)	(3,500)	(3,500)
Transfers from Reserves			1,065				
Capital Expenditures				(1,250)			
Surplus (Deficit)	4,734	30,393					
Reserve Funds		1,070					

2024 Budget Information Report

February Board

File:
Dept. File:

Fhh 503 001
[Enter File #]

Date: February 12, 2024
Submitted by: Christina Carbrey, Protective Services Manager
Service Name: E911
Service Purpose: Administration of PSAP E911 and Fire Dispatch to East Kootenays
Participants: All municipalities and Electoral Areas except Area E for Fire Dispatch.

Operational Items:

- **Kelowna Fire Dispatch** (KFD) contract was renewed in May 2021 for an additional 5 years, prorated at 2.5% annual increase (increase of \$6,000 in 2023). Budget \$231,000
 - FDM RMS system is no longer supported. KFD looking for alternative RMS system, unknown costs associated.
- **911** contract with EComm (administered by Regional District Central Okanagan) is being extended for a fourth time due to ongoing negotiations with EComm. Estimated 2024 cost has increased by approximately \$23,693 due to inflationary increases of 14%, totalling \$192,932. Still waiting on NG911 cost estimates, for 2025 and beyond.
- **NG911** – added in a budget for miscellaneous costs. Budget \$5000.
- **NG911 Grant** – UBCM granted \$45,000 to local authorities for preparation and implementation of NG911 in BC. Funds to be used for assessments, training, public education, and mapping/GIS needs. Budget \$45,000.

Capital Items:

- 2024 budget includes \$39,475 for IT capital at firehall sites.

CFO Comments:

- Estimated 2024 tax increase of \$27,000 = \$0.27 to \$0.85 on the average residential property (assessed at \$567,000), and an increase of \$66,000 in 2025, pending operational results of 2024.
- Considering a further increase in 2024 to prepare for possible large increase in costs for NG911 when it is implemented in 2025/26. (March 2024 Board).



E911
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$425,000	\$425,000	\$452,000	\$518,000	\$528,000	\$558,500	\$556,000
Payments in Lieu of Taxes		786					
Local Government Grants & Regional Transfers	9,827	9,437	81,331	9,977	9,977	9,977	9,977
Interest	250		250	250	250	250	250
Prior Period Surplus	94,647	94,647	86,540	10,000	10,000	16,000	10,000
Total Revenue	529,724	529,870	620,121	538,227	548,227	584,727	576,227
<u>Expenditures</u>							
Salaries & Benefits	4,555	4,216	13,848	16,554	7,097	7,972	9,323
Administration & Overhead	10,605	4,287	21,730	6,555	3,945	24,650	6,597
Operations & Maintenance	11,000	721	5,000	5,000	5,000	5,000	5,000
Consulting & Professional Services	5,000	2,575	73,854	7,500	7,500	12,500	7,500
911 PSAP	170,000	174,117	200,000	220,000	233,000	247,000	262,000
Fire Dispatch	225,000	223,463	231,000	235,000	240,000	246,000	250,000
Telephone & Utilities	18,715	12,444	12,360	12,360	12,360	12,360	12,360
Shared Overhead	552	506	1,854	2,258	2,325	2,395	2,436
Total General	445,427	422,331	559,646	505,227	511,227	557,877	555,216
Total Expenditures	445,427	422,331	559,646	505,227	511,227	557,877	555,216
Revenue less Expenditures	84,297	107,540	60,475	33,000	37,000	26,850	21,011
Transfers to Reserves	(21,000)	(21,000)	(21,000)	(21,000)	(21,000)	(21,000)	(21,000)
Capital Expenditures			(39,475)	(12,000)		(5,850)	(11)
Surplus (Deficit)	63,297	86,540			16,000		

Vehicle and Equipment Reserve Fund

160,724

Date: December 22, 2023
Submitted by: Jamie Davies, Recreation & Control Services Supervisor
Service Name: Invasive Plant Management
Service Purpose: Support property owners to fulfill their obligations to control regulated invasive plant species as required under the provincial Weed Control Act. Additionally, to provide property owners with the guidance, resources and in some cases financial support to manage priority invasive plants on private lands.
Participants: All Electoral Areas and Municipalities

Operational Items:

- Enforcement correspondence was issued in spring and follow up inspections/correspondences were completed. New complaints were inspected and documented with numerous enforcement correspondences to be issued in spring 2024. All Neighbourhood Invasive Plant Program applications were responded to. Program delivery is summarized as follows:
- With the addition of the 7 month Invasive Plant Technician position in 2023, 229 sites were inspected/responded to and documented. For comparison/prior to having the IP Tech Position, the 95 sites were responded to in 2022. Note that 78 sites requiring follow up inspections in 2022 were not attended to due to staff capacity; these sites were attended to by the IP Tech in 2023.
- There are currently 722 documented invasive plant sites on private land in RDEK Electoral Areas and municipalities of which most require follow up inspections/consultation (as time/resources allow) to confirm compliance with provincial legislation and the RDEK Invasive Plant Enforcement Bylaw.

Capital Items:

- No capital items.

CFO Comments:

- Estimated 2024 tax increase of \$78,200 = \$0.43 on the average residential property (assessed at \$567,000).
- Estimated 2025 tax increase of \$34,425.
- Depleting reserve balance in 2024 & 2025 to mitigate tax increase.



Invasive Plant Management Five Year Financial Plan

With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/27/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$55,000	\$55,000	\$78,200	\$112,625	\$107,400	\$111,500	\$109,200
Payments in Lieu of Taxes		83					
Provincial Grants	24,000	28,000	28,000	28,000	28,000	28,000	28,000
Local Government Grants & Regional Transfers	200	231	200	200	200	200	200
Interest		2,137					
Prior Period Surplus	83,003	83,003	28,000	10,000	10,000	10,000	10,000
Total Revenue	162,203	168,454	134,400	150,825	145,600	149,700	147,400
<u>Expenditures</u>							
Salaries & Benefits	84,584	119,391	101,533	104,852	107,955	111,155	114,505
Administration & Overhead	7,505	5,848	8,570	7,290	7,635	8,190	7,740
Operations & Maintenance	1,000	1,159	1,000	1,000	1,000	1,000	1,000
Vehicle & Hauling Costs	6,000	2,500	6,000	6,000	6,000	6,000	6,000
Consulting & Professional Services	5,000		5,000	5,000	5,000	5,000	5,000
Grants	5,000	3,106	5,000	5,000	5,000	5,000	5,000
Telephone & Utilities	750	1,035	1,200	1,200	1,200	1,200	1,200
Shared Overhead	11,234	6,604	11,097	11,458	11,810	12,155	5,955
Total General	121,073	139,643	139,400	141,800	145,600	149,700	146,400
Total Expenditures	121,073	139,643	139,400	141,800	145,600	149,700	146,400
Revenue less Expenditures	41,130	28,811	(5,000)	9,025			1,000
Transfers from Reserves			5,000	10,975			
Capital Expenditures							(1,000)
Surplus (Deficit)	41,130	28,811		20,000			
Reserve Funds		16,053					



2024 Budget Information Report

February Board

File:
Dept. File:

Fhh 503 001
[Enter File #]

Date: January 26, 2024
Submitted by: Kevin Paterson, GM of Engineering & Environmental Services
Service Name: Columbia Valley Solid Waste
Service Purpose: To provide solid waste management services for the businesses and residents of the Columbia Valley.
Participants: Radium, Invermere, Fairmont Canal Flats, and Electoral Areas F and G.

Operational Items:

- Tipping fee increases planned in 2024 to come into effect in March, pending Board approval. Tipping fee increases are shown in the financial plan starting in 2025 to allow time for Board consideration.
- Organics operations assumed at \$50,000 in 2024 and \$75,000 annually. Quotes and discussions to come in to confirm numbers.
- Mattress diversion assumed to be taken over by EPR program in 2024. Budget remains the same in 2024 to address any potential delays. Reduce to \$15,000 annually going forward.
- Cover material required for operations – budgeted \$50,000 in 2024, 2026, and 2028 if required.
- Operate new Recycle BC Depot at Radium as satellite facility (transport costs) \$17,500 in 2024, \$20,000 future estimates.
- Additional EPR program costs associated with Radium T/S - \$9,000 annually.
- Household Hazardous waste service – propose \$10,000 first year operations. \$30,000/yr in future years.
- New scale software for Landfill, \$7,583 share of installation, \$5,000 annually.
- Waste Composition review \$25,000 and SWMP effectiveness review \$20,000 in 2025.
- Legacy site remedial works Fairmont (if necessary) \$75,000 in 2024.
- Legacy site Phase II Canal Flats in 2025 \$100,000 and \$75,000 in 2026 if remedial works needed.
- Radium operations estimated \$172,000 2024.

Contracts:

Refuse Hauling

The current refuse hauling contract includes hauling from Brisco, Edgewater, Fairmont, and Canal Flat Transfer Stations. The contract also includes hauling wall bins at the Columbia Valley Landfill. Current contract is from January 1 2022 to December 31 2026.

NEW Radium Transfer Station Hauling

Hauling rates for the Radium Transfer Station were assumed to be similar to the rates for the Edgewater site.

Yellow Bin

The Yellow Bin Program Contract is set to expire at the end of 2024. As the Recycling Regulations for adding Industrial, Commercial, and Institutional (ICI) is not finalized, staff are exploring options to present to Board in 2024.

Capital Items:

Radium Transfer Station

- 2024 includes Radium transfer station completion and open for half year ~June date for opening \$750,000. Exploring solar power installation for operations. Cost budget \$125,000.
- 2026 includes \$1.45 million for possible phase 1 closure of the CV Landfill (fully depleting landfill closure reserve).

CFO Comments:

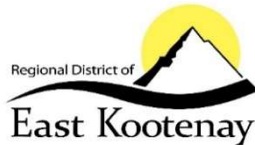
- Tax increase of \$170,000 = \$12 on the average residential property (assessed at \$567,000) and a further \$293,000 tax increase in 2025, pending operating results from 2024.
- There is no debt for this service during the five year plan. Short term borrowing for the Radium Transfer Station expected in the 2023 budget was not required due to a higher operating surplus that year.
- Utilizing \$57,000 of the tax stabilization reserve in 2024 and the remaining \$305,292 in 2025.
- Contributing an additional \$100,000 in 2024, \$125,000 in 2025 and \$150,000 each year for phase 2 of CV Landfill closure, in consideration of Sperling Hansen 2021 report.



CV Solid Waste
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/5/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$2,420,000	\$2,420,000	\$2,590,000	\$2,883,000	\$3,390,000	\$3,500,000	\$3,607,000
Payments in Lieu of Taxes	1,000		1,000	1,000	1,000	1,000	1,000
Provincial Grants	641,333						
Local Government Grants & Regional Transfers	85,000	252,897	97,000	97,000	97,000	97,000	97,000
Fees & Charges	311,700	700,444	385,255	385,553	375,553	370,553	370,553
Interest	1,000	39,603	1,000	1,000	1,000	1,000	1,000
Prior Period Surplus	524,500	583,505	1,078,848	125,000	75,000	75,000	100,000
Total Revenue	3,984,533	3,996,449	4,153,103	3,492,553	3,939,553	4,044,553	4,176,553
<u>Expenditures</u>							
Legislative	1,000		1,000	1,000	1,000	1,000	1,000
Salaries & Benefits	237,613	181,472	214,295	222,726	228,952	236,396	242,413
Administration & Overhead	63,000	53,025	76,527	70,504	71,744	74,354	74,681
Operations & Maintenance	2,141,667	1,620,825	2,238,850	2,544,174	2,664,297	2,702,266	2,844,165
Vehicle & Hauling Costs	437,736	422,387	498,540	548,492	601,616	691,516	756,840
Consulting & Professional Services	122,250	48,087	157,350	237,250	107,750	32,750	32,750
Telephone & Utilities	9,800	5,981	10,896	11,096	11,396	11,596	11,896
Interest	5,850		3,000	3,000	17,500	12,667	7,833
Shared Overhead	32,617	24,427	23,645	24,603	25,298	26,008	24,975
Total General	3,051,533	2,356,205	3,224,103	3,662,845	3,729,553	3,788,553	3,996,553
Total Expenditures	3,051,533	2,356,205	3,224,103	3,662,845	3,729,553	3,788,553	3,996,553
Revenue less Expenditures	933,000	1,640,245	929,000	(170,292)	210,000	256,000	180,000
Short-term Borrowing	120,000						
Transfers to Reserves	(10,000)	(10,000)	(110,000)	(135,000)	(160,000)	(256,000)	(180,000)
Transfers from Reserves	346,000		57,000	305,292	1,450,000		
Capital Expenditures	(1,364,000)	(843,405)	(876,000)		(1,500,000)		
Surplus (Deficit)	25,000	786,840					
Operating Reserve		362,292					
Landfill Reserves		1,952,338					

2023 Actual - Adjustments Pending



2024 Budget Information Report

February Board

File:
Dept. File:

Fhh 503 001
[Enter File #]

Date: January 26, 2024
Submitted by: Kevin Paterson, GM of Engineering & Environmental Services
Service Name: Central Solid Waste
Service Purpose: To provide solid waste management services for the businesses and residents of the Central Subregion.
Participants: Cranbrook, Kimberley, Electoral Areas B, C and E

Operational Items:

- Tipping fee increases planned in 2024 to come into effect in March, pending Board approval. Tipping fee increases are shown in the financial plan starting in 2025 to allow time for Board consideration.
- Organics operations and maintenance budgeted at \$80,000 annually. Quotes and discussions are required to confirm numbers.
- Mattress diversion assumed to be taken over by EPR program in 2024. Budget to remain the same in 2024 if any delays in program rollout. Reduce to \$15,000 annually going forward.
- New scale software at Central Landfill, Cranbrook and Kimberley, (\$7,600 (one time share of Regional Program) \$11,000 budgeted annually for subscription.

Central Landfill

- Waste composition study \$25,000 in 2025.
- Solid Waste Management Plan effectiveness review \$20,000 in 2025.

Legacy site reviews Phase II

- Wasa \$100,000 in 2024.
- Ft Steele \$100,000 in 2026
- Elko \$100,000 in 2028

Contracts:

Yellow Bin

The Yellow Bin Program Contract is set to expire at the end of 2024. As the Recycling Regulations for adding Industrial, Commercial, and Institutional (ICI) is not finalized, staff are exploring options to present to Board in 2024.

Central Landfill Operations

Operations contract expires December 2024.

Central Scale Contract

New contract required in 2025.

Cranbrook/Kimberley Transfer Station Operations

New contract required in 2025.

Rural Site Cleanup

The current rural site cleanup contract includes maintenance at Canal Flats, Tie Lake, and Wasa Transfer Station. Current contract is from March 1, 2020 to Feb 28, 2025.

Rural Refuse Hauling

New contract required in 2025.

Groundwater Monitoring Contract

The current groundwater monitoring contract is set to expire in 2025. This contract affects all subregions.

Capital Items:

- Landfill Gas Capture piping \$20,000 in 2024.
- Closing portion of exposed cell \$100,000 in 2024.
- 2025 Vehicle Replacement \$75,000
- 2025 Leachate Management system (if required) \$380,000
- Possible cell expansion estimated at \$2.6 million in 2028, could be delayed pending actual deposit volumes (funded from reserve).

CFO Comments:

- Estimated tax increase of \$212,000 in 2024 = \$8.60 on the average residential property (assessed at \$567,000) and a further \$718,000 increase in 2025, pending operating results from 2024.
- Final payment of \$315,000 in 2024 on short term borrowing, paying off the landfill cell expansion ahead of schedule. There is no other debt for this service.
- Did not require funds from the tax stabilization reserve in 2023 (as budgeted) due to higher operating surplus that year. Utilizing \$286,000 in 2025 to minimize the projected tax increase and \$380,000 in 2025 for the leachate management plan.
- Contributing \$225,000 to the recycle reserve in 2024. Utilizing the Recycle Reserve to fund \$80,000 for the operation of the organics facility, \$137,082 for City of Cranbrook curbside recycling carts and \$19,000 for a quantity of small blue bins for electoral areas to encourage better use of Recycle BC Depots. Recycle Reserve Balance at end of 2024 projected to be \$1,424,561 and \$1,861,248 at end of 2028, if no other projects funded.
- Kimberley Landfill closure reserve contributions increasing to \$465,000 for 2024, 2025 and 2026 with no contributions anticipated after that.
- Central Landfill new cell reserve contributions of \$325,000 in 2025 and 2026, increasing to \$790,000 in each year 2027 – 2029 (utilizing funds that were going to the Kimberley Landfill closure reserve). Anticipate new cell reserve contributions to lower to \$450,000 from 2030 on.
- Contributing additional funds to landfill closure and post closure reserves, in consideration of Sperling Hansen 2021 report. Incrementally increasing contributions from \$41,000 in 2023 to \$85,000 in 2024, \$165,000 and up to \$441,000 in 2028.



**Central Solid Waste
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/29/2024**

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$3,855,000	\$3,855,000	\$4,067,000	\$4,785,000	\$5,250,000	\$5,441,000	\$5,510,000
Payments in Lieu of Taxes		7,831					
Provincial Grants	641,000						
Local Government Grants & Regional Transfers	8,500	156,037	5,000	5,000	5,000	5,000	5,000
Fees & Charges	1,005,700	1,406,379	1,074,503	1,091,459	1,106,403	1,123,923	1,141,443
Interest	9,000	56,563	9,000	9,000	9,000	9,000	9,000
Prior Period Surplus	543,000	595,284	860,300	300,000	300,000	300,000	300,000
Total Revenue	6,062,200	6,077,094	6,015,803	6,190,459	6,670,403	6,878,923	6,965,443
<u>Expenditures</u>							
Legislative	1,000		1,000	1,000	1,000	1,000	1,000
Salaries & Benefits	389,432	343,302	371,732	384,478	395,518	406,859	418,703
Administration & Overhead	229,227	189,829	232,478	232,346	90,883	94,968	96,045
Operations & Maintenance	3,534,396	3,083,124	3,458,509	4,029,194	4,071,064	4,146,657	4,204,855
Vehicle & Hauling Costs	482,080	467,598	502,706	530,274	636,160	646,976	658,026
Consulting & Professional Services	31,000	22,316	136,000	152,000	132,000	197,000	132,000
Telephone & Utilities	23,200	18,740	25,732	26,032	26,482	26,932	27,382
Interest	37,075	29,763	27,640	13,360	10,000	10,000	10,000
Shared Overhead	51,872	41,138	38,588	40,088	41,296	42,531	41,431
Total General	4,779,282	4,195,811	4,794,385	5,408,772	5,404,403	5,572,923	5,589,442
Total Expenditures	4,779,282	4,195,811	4,794,385	5,408,772	5,404,403	5,572,923	5,589,442
Revenue less Expenditures	1,282,918	1,881,283	1,221,418	781,687	1,266,000	1,306,000	1,376,001
Debt Principal Repayment	(255,000)	(255,000)	(315,000)				
Transfers to Reserves	(566,000)	(566,000)	(961,000)	(1,216,000)	(1,296,000)	(1,376,000)	(1,456,000)
Transfers from Reserves	615,082	137,082	236,082	889,313	80,000	80,000	2,680,000
Capital Expenditures	(1,077,000)	(897,844)	(121,500)	(455,000)	(50,000)	(10,000)	(2,600,001)
Surplus (Deficit)		299,522	60,000				
Operating Reserve		518,735					
Landfill Reserves		2,446,055					
Landfill Closure Reserves		4,971,132					
Recycling Reserve		1,435,643					

2023 Actual - Adjustments Pending



2024 Budget Information Report

February Board

File:
Dept. File:

Fhh 503 001
[Enter File #]

Date: January 26, 2024
Submitted by: Kevin Paterson GM Engineering & Environmental Services
Service Name: Elk Valley Solid Waste
Service Purpose: To provide solid waste management services for the businesses and residents of the Elk Valley Subregion.
Participants: Fernie, Sparwood, Elkford and Electoral Area A.

Operational Items:

- Tipping fee increases planned in 2024 to come into affect in March, pending Board approval. Tipping fee increases are shown in the financial plan from 2025 to 2028 to allow time for Board consideration.
- The Yellow Bin Program Contract is set to expire at the end of 2024. As the Recycling Regulations for adding Industrial, Commercial, and Institutional (ICI) is not finalized, staff are exploring options to present to Board in 2024.
- Organics Operations budgeted at \$45,000 in 2024, then \$75,000 annually. Quotes and discussions are required to confirm numbers.
- Environmental assessment Phase 2, required for old Elkford Landfill in 2025. Budgeted \$100,000.
- Household Hazardous facility clean-outs at Fernie estimated at \$33,750 / year. 2024 first full year of operations.
- New scale software at Elkford and Sparwood, \$7,600 (one time share of Regional Program) \$11,000 budgeted annually for subscription.
- 2024 tipping fee for waste hauled to the Central Landfill increases \$1.25 to \$62.50 per tonne.

Contracts:

Sparwood Transfer Station/Landfill Operations

A new 3-year contract starts Jan 1, 2024 with 2-one year options to renew.

Fernie Transfer Station

Will require a new operations contract in 2027.

Elkford Transfer Station

Will require a new operations contract to be considered in 2026.

Capital Items:

Contemplation of closing landfill portion at Sparwood and developing roll-off system to manage construction waste. \$450,000 in 2025. Final closure costs estimated at \$3M in 2028.

CFO Comments:

- Estimated tax increase of \$98,000 = \$3.55 to \$8.71 on the average residential property (assessed at \$567,000), depending on the jurisdiction, and \$193,000 in 2025, pending operating results from 2024.
- Final debenture principal and interest payment for Sparwood and Elkford Transfer Stations in 2024.
- Increasing transfer to landfill closure by \$115,000 starting in 2025 to ensure funds are available for final closure of the Sparwood Landfill, estimated at \$3 million. Contributions to reserves should be considered for buildings in the Solid Waste Subregion in the future.
- Contributing \$650,000 to the tax stabilization reserve (from larger 2023 surplus) and utilizing \$750,000 of the tax stabilization reserve in 2025 (including \$450,000 for roll off system mentioned above), \$100,000 in 2026 and \$40,000 in 2027. A further contribution to the reserve of \$100,000 in 2028 will leave an estimated balance of \$100,208 at the end of the five-year plan.



EV Solid Waste
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/29/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$2,607,000	\$2,607,000	\$2,705,000	\$2,898,000	\$3,113,000	\$3,282,000	\$3,453,500
Payments in Lieu of Taxes		7,099					
Provincial Grants	316,600						
Local Government Grants & Regional Transfers	8,500	155,608	5,000	5,000	5,000	5,000	5,000
Fees & Charges	195,100	848,901	209,754	213,754	213,754	213,754	213,754
Interest		32,202					
Prior Period Surplus	696,000	718,653	917,000	150,000	150,000	150,000	150,000
Total Revenue	3,823,200	4,369,464	3,836,754	3,266,754	3,481,754	3,650,754	3,822,254
<u>Expenditures</u>							
Legislative	1,000		1,000	1,000	1,000	1,000	1,000
Salaries & Benefits	140,642	109,041	125,159	131,823	136,030	140,087	144,634
Administration & Overhead	67,610	47,732	82,891	75,918	77,818	82,068	82,470
Operations & Maintenance	2,096,711	2,008,823	2,224,584	2,395,078	2,477,923	2,577,260	2,613,905
Vehicle & Hauling Costs	389,775	377,544	427,414	499,816	520,406	540,788	561,974
Consulting & Professional Services	107,000	42,062	16,000	161,000	16,000	46,500	16,500
Telephone & Utilities	16,650	15,100	18,122	18,122	18,122	18,122	18,122
Interest	54,364	77,625	53,750	2,000	2,000	2,000	2,000
Shared Overhead	17,557	14,683	13,776	14,497	14,955	15,429	14,148
Total General	2,891,309	2,692,608	2,962,696	3,299,254	3,264,254	3,423,254	3,454,753
Total Expenditures	2,891,309	2,692,608	2,962,696	3,299,254	3,264,254	3,423,254	3,454,753
Revenue less Expenditures	931,891	1,676,856	874,058	(32,500)	217,500	227,500	367,501
Debt Principal Repayment	(82,491)	(82,491)	(69,558)				
Transfers to Reserves	(397,000)	(397,000)	(825,000)	(290,000)	(290,000)	(290,000)	(390,000)
Transfers from Reserves	22,500	22,500	22,500	772,500	122,500	62,500	3,022,500
Capital Expenditures	(474,900)	(624,061)	(2,000)	(450,000)	(50,000)		(3,000,001)
Surplus (Deficit)		595,803					
Operating Reserve		359,551					
Landfill Closure Reserves		1,664,539					

2023 Actual - Adjustments Pending



2024 Budget Information Report

February Board

File:
Dept. File:

Fhh 503 001
[Enter File #]

Date: January 26, 2024
Submitted by: Kevin Paterson GM Engineering & Environmental Services
Service Name: Area A Septage
Service Purpose: To provide a septage disposal facility for the businesses and residents of Electoral Area A
Participants: Electoral Area A.

Operational Items:

- Estimated Hosmer Septage Pond revenue of \$50,000 each year, based on revenues in 2023.

Capital Items:

- None.

CFO Comments:

- Estimate deficit of \$30,465 in 2023 which must be funded in 2024.
- Taxation of \$16,500 in 2024. Estimated 2024 increase of \$9.11 on the average residential property (assessed at \$691,041).
- Taxation will be offset by a negative tax for Area A Flood.
- Taxes reduce slightly in 2025 and no tax from 2026 – 2028 as the service is expected to become sustainable with the lower revenues.
- Contributions to environmental reserve end in 2028 as the \$225,000 will be reached in 2027. Beginning to rebuild operating reserves in 2024.



**Area A Septage
Five Year Financial Plan**
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/2/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	(\$15,000)	(\$15,000)	\$16,500	\$13,750			
Fees & Charges	80,000	10,903	50,000	50,000	50,000	50,000	50,000
Prior Period Surplus		0	(30,465)				
Total Revenue	65,000	(4,097)	36,035	63,750	50,000	50,000	50,000
<u>Expenditures</u>							
Salaries & Benefits	4,200	1,476	3,860	3,878	3,995	4,052	4,194
Administration & Overhead	1,000	997	1,050	1,150	1,270	1,400	1,550
Operations & Maintenance	28,200	23,427	24,200	47,700	24,700	25,200	25,200
Vehicle & Hauling Costs	600		600	600	600	600	600
Shared Overhead	500	469	407	422	435	448	456
Total General	34,500	26,368	30,117	53,750	31,000	31,700	32,000
Total Expenditures	34,500	26,368	30,117	53,750	31,000	31,700	32,000
Revenue less Expenditures	30,500	(30,465)	5,918	10,000	19,000	18,300	18,000
Transfers to Reserves	(30,500)		(10,000)	(10,000)	(19,000)	(18,300)	(18,000)
Transfers from Reserves			4,082				
Surplus (Deficit)		(30,465)					
Septage Reserve		4,082					
Environmental Reserve		186,708					

Date: January 30, 2024
Submitted by: Michele Bates, General Manager Development & Protective Services
Service Name: Development Services - Planning
Service Purpose: Electoral area land use planning and development management
Participants: All jurisdictions; municipalities by agreement

Operational Items:

- Salaries and benefits are proposed to increase \$148,025, this includes additional wages related to Short Term Rental applications.
- Kootenay Boundary Farm Advisors has been reduced to \$45,000 per year (2024-2028).
- Contingency funding of \$40,000 from prior year requisitions are allocated to advance two priority project OCP amalgamation processes. The funds will cover consultant costs for Environmentally Sensitive Area Mapping and Guidance for the on-going Electoral Area C project and the proposed Elk Valley OCP project to update the three Electoral Area A OCPs.
- Funding of \$5,000 is carried over from 2023 for the Fairmont Hot Springs Development Guidance Project, the remaining project budget is funded through UBCM grant funding.
- Short term rental revenue to be split 40/60 between Planning and Bylaw Compliance.
- Climate action grants from the Province (LGCAP) and Fortis are included in the General Administration financial plan. The Climate Action Plan (CAP) is funded through these grants and will be completed in the spring. Additional work in 2024 utilizing the LGCAP grant funds will be guided by the new CAP and is anticipated to include development of a new building retrofit program, continuing to build capacity with the region's builders on advancing the step code and zero carbon step code initiatives, and building of the EV charging infrastructure to advance e-mobility opportunities across the region. Work will primarily be conducted by the Community Energy Manager position.

Capital Items:

- Purchase of Electric Vehicle in 2027 (funded from the vehicle reserve fund).

CFO Comments:

- Estimated tax increase of \$177,631 in 2024 and \$135,540 in 2025.
- Planning Service participation five-year agreements (2024 - 2028) have been signed by all member municipalities, with municipalities participating on the apportionment of taxation based on 25% of converted assessments and the electoral areas participating based on 100% of converted assessments. Based on this formula, the 2024 increase to the average residential property (assessed at \$567,000) in a municipality is \$2.38 and the increase to the average residential property an electoral area is \$3.52.

- Contributing \$39,000 to the tax stabilization reserve in 2024 and utilizing \$72,000 of tax stabilization reserve in 2025 to minimize taxation in that year.



Planning
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

Revenue

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Requisition	\$873,369	\$873,369	\$1,051,000	\$1,186,540	\$1,290,600	\$1,316,400	\$1,350,800
Provincial Grants	10,000		60,000				
Local Government Grants & Regional Transfers	226,985	120,000	46,094				
Fees & Charges	156,100	176,180	366,700	134,200	134,200	254,200	134,200
Interest	1,000	16,974	1,000	1,000	1,000	1,000	1,000
Prior Period Surplus	336,034	333,034	96,000	50,000	50,000	50,000	50,000
Total Revenue	1,603,488	1,519,557	1,620,794	1,371,740	1,475,800	1,621,600	1,536,000

Expenditures

Legislative	16,530	11,927	18,280	17,220	17,220	17,740	17,740
Salaries & Benefits	949,156	907,662	1,097,181	1,110,402	1,143,616	1,178,010	1,213,314
Administration & Overhead	81,498	78,116	117,850	98,321	99,771	113,950	102,771
Vehicle & Hauling Costs	6,450	2,386	5,450	6,700	5,450	6,700	5,450
Consulting & Professional Services	395,111	251,504	219,094	83,000	78,000	78,000	78,000
Telephone & Utilities	2,725	971	1,650	1,650	1,650	1,650	1,650
Shared Overhead	126,110	102,973	117,289	121,447	125,093	128,850	112,075
Total General	1,577,580	1,355,540	1,576,794	1,438,740	1,470,800	1,524,900	1,531,000

Total Expenditures	1,577,580	1,355,540	1,576,794	1,438,740	1,470,800	1,524,900	1,531,000
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Revenue less Expenditures	25,908	164,017	44,000	(67,000)	5,000	96,700	5,000
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Transfers to Reserves	(5,000)	(5,000)	(44,000)	(5,000)	(5,000)	(96,700)	(5,000)
Transfers from Reserves				72,000		55,000	
Capital Expenditures						(55,000)	

Surplus (Deficit)	20,908	159,017					
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Operating Reserve	35,480
Vehicle and Equipment Reserve Fund	47,398

2023 Actual - Adjustments Pending



2024 Budget Information Report

February Board

File:
Dept. File:

Fhh 503 001
[Enter File #]

Date: February 12, 2024
Submitted by: Michele Bates, General Manager Planning and Protective Services
Holly Ronnquist, Chief Financial Officer
Service Name: Columbia Valley Economic Development
Service Purpose: Implementation of economic development strategies and projects
Participants: All Columbia Valley jurisdictions and apportioned by the number of Class 6 properties in each jurisdiction.

Operational Items:

- Salaries, administration and overhead increased by \$1,078.
- Economic Development consulting services contracted to the Columbia Valley Chamber of Commerce for \$80,000 with the current term ending August 31, 2024.
- Project funding not committed to a specific project \$5,000.
- Economic Development projects funded by Rural Dividend Fund and CBT were completed in 2023.

2024 Grant Requests:

- 2024 grant requests were \$98,167 higher than in 2023. During meetings in February, Directors supported a \$31,254 increase to grants as follows:

Organization	Approved 2024 Grant	Approved 2023 Grant
CV Housing Society	\$ 25,000	\$ 4,763
CV Visitors Services	100,000	100,000
CV Physician Recruitment	20,000	13,983
Imagine Kootenay	8,000	15,000
CV Airport	70,000	60,000
Lake Wind Ambassadors	15,000	15,000
CV Arts	<u>12,000</u>	<u>10,000</u>
Total Grant 2024	\$250,000	
Total Grant 2023		\$218,746

CFO Comments:

- Estimated 2024 tax increase of \$20,841 = range of \$1.07 to \$2.74 (an average of \$1.85) on the average residential (assessed at \$567,000). Actual cost varies by jurisdiction.

Based on apportionment by the number of business class properties recorded in the 2024 completed assessment roll, proposed taxation for Columbia Valley jurisdictions with the 2023 comparative is as follows:

	<u>2024</u> <u>Requisition</u>	<u>2023</u> <u>Requisition</u>	<u># Class 6</u> <u>Properties</u>
District of Invermere	\$ 96,573	\$ 89,689	218 (+1)
Village of Radium Hot Springs	54,931	51,251	124 (nc)
Village of Canal Flats	16,834	16,533	38 (-2)
Electoral Area F	138,656	130,194	313 (-2)
Electoral Area G	<u>22,593</u>	<u>21,079</u>	<u>51 (nc)</u>
Total	\$ 329,587	\$308,746	744(-3)



**CV Economic Development
Five Year Financial Plan**
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/13/2024

Revenue

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Requisition	\$308,746	\$308,746	\$329,587	\$301,500	\$289,000	\$192,000	\$103,000
Local Government Grants & Regional Transfers	246,149	3,563	3,500	3,500	3,500	3,500	3,500
Interest		6,132					
Prior Period Surplus	16,709	17,101	20,000				
Total Revenue	571,604	335,542	353,087	305,000	292,500	195,500	106,500

Expenditures

Salaries & Benefits	10,222	5,883	11,231	12,101	12,062	12,521	13,034
Administration & Overhead	3,150		3,150	3,150	3,150	3,150	3,150
Consulting & Professional Services	80,000	79,200	82,000	88,500	88,500	88,500	88,500
Grants	10,000	10,000	12,000	12,000	12,000	12,000	
Grant - CV Visitor Services	100,000	100,000	100,000	100,000	100,000		
Grant - Imagine Kootenays	15,000	15,000	8,000				
Grant - Lake Windermere Ambassadors	15,000	15,000	15,000	15,000			
Resident Attraction/Retention Project	74,763	74,763	95,000	72,500	75,000	77,500	
Granted Projects	242,849	242,850					
Other Ec Dev Projects	18,983	13,983	25,000				
Telephone & Utilities	200	445	440	440	440	440	440
Shared Overhead	1,437	1,177	1,266	1,309	1,348	1,389	1,376
Total General	571,604	558,300	353,087	305,000	292,500	195,500	106,500

Total Expenditures	571,604	558,300	353,087	305,000	292,500	195,500	106,500
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Revenue less Expenditures		(222,757)					
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Surplus (Deficit)		(222,757)					
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2024 Budget Information Report

February Board

File :
Dept. File:

Fhh 503 001
Fhh 503 001

Date: January 5, 2024
Submitted by: Natalie Weitzel, Deputy CFO
Service Name: Economic Development, Area A, B, C, E, F and G
Service Purpose: Implementation of economic development strategies
Participants: Electoral Area A, B, C, E, F and G

Operational Items:

- Area A – Including funding for economic development initiatives.
- Area B:
 - Wages allocated for South Country Aquifer/Elko Sinkholes project.
 - Consulting and professional fees of \$114,655 available in 2024 for further investigations, studies, drilling, etc.
 - South Country economic initiatives of \$35,000.
- Area C - \$26,500 available for projects.
- Area E - \$4,000 for studies and administration costs of service.
- Area F - \$5,000 for each consultants and granted projects.
- Area G:
 - Increase in wages and overhead to administer Edgewater Connectivity Project.
 - \$295,000 cost associated with connectivity project not incurred in 2023, carry forward project to 2024.

Capital Items:

- Area G – Edgewater Connectivity Project \$592,000 in 2024 & \$227,000 in 2025 (100% grant funded).

CFO Comments:

Service	Estimated Change to Taxes for 2024	\$ Change per Average Residential Property
Electoral Area A	\$14,304 Increase	\$5.04 Increase
Electoral Area B	\$143,000 Decrease	\$26.83 Decrease
Electoral Area C	\$45,000 Decrease	\$10.14 Decrease
Electoral Area E	No Change Expected	No Change Expected
Electoral Area F	\$2,100 Decrease	\$0.78 Decrease
Electoral Area G	\$3,000 Decrease	\$1.71 Decrease

- Electoral Area A – Increase in taxes anticipated for participation economic development initiatives.

- Electoral Area B – Use surplus carry forward for sink hole investigation and participation economic development initiatives..
- Electoral Area E – Use surplus carry forward for feasibility study.



**Area A Economic Development
Five Year Financial Plan**
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$160	\$160	\$14,464	\$14,460	\$14,465	\$14,475	\$14,485
Prior Period Surplus	61	61	(14)				
Total Revenue	221	221	14,450	14,460	14,465	14,475	14,485
<u>Expenditures</u>							
Salaries & Benefits	196	213	225	235	239	248	257
Consulting & Professional Services			14,200	14,200	14,200	14,200	14,200
Shared Overhead	25	21	25	25	26	27	28
Total General	221	235	14,450	14,460	14,465	14,475	14,485
Total Expenditures	221	235	14,450	14,460	14,465	14,475	14,485
Revenue less Expenditures		(14)					
Surplus (Deficit)		(14)					



**Area B Economic Development
Five Year Financial Plan**
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$117,000	\$117,000	\$26,000	\$28,000	\$28,000	\$28,000	\$28,000
Interest		3,211					
Prior Period Surplus	64,866	64,866	138,000				
Total Revenue	181,866	185,077	164,000	28,000	28,000	28,000	28,000
<u>Expenditures</u>							
Salaries & Benefits	14,902	4,010	12,945	11,915	11,884	11,850	11,817
Consulting & Professional Services	165,000		149,655	14,655	14,655	14,655	14,655
Grants		40,483					
Shared Overhead	1,964	1,620	1,400	1,430	1,461	1,495	1,528
Total General	181,866	46,114	164,000	28,000	28,000	28,000	28,000
Total Expenditures	181,866	46,114	164,000	28,000	28,000	28,000	28,000
Revenue less Expenditures		138,964					
Surplus (Deficit)		138,964					



Area C Economic Development Five Year Financial Plan

With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition			(\$45,000)	\$10,000	\$10,000	\$10,000	\$10,000
Interest		2,015					
Prior Period Surplus	114,142	114,142	73,000				
Total Revenue	114,142	116,157	28,000	10,000	10,000	10,000	10,000
<u>Expenditures</u>							
Salaries & Benefits	1,016	454	1,361	1,357	1,353	1,348	1,344
Grants	113,000	42,000	26,500	8,500	8,500	8,500	8,500
Shared Overhead	126	112	139	143	147	152	156
Total General	114,142	42,567	28,000	10,000	10,000	10,000	10,000
Total Expenditures	114,142	42,567	28,000	10,000	10,000	10,000	10,000
Revenue less Expenditures		73,590					
Surplus (Deficit)		73,590					



Area E Economic Development
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/30/2024

Revenue

Requisition
 Prior Period Surplus

Total Revenue

2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
			\$4,000 700	\$4,700	\$4,700	\$4,700
5,574	5,574	5,300	4,700	4,700	4,700	4,700
5,574	5,574	5,300	4,700	4,700	4,700	4,700

Expenditures

Salaries & Benefits
 Grants
 Shared Overhead

Total General

476	175	538	636	634	633	630
		4,000	4,000	4,000	4,000	4,000
63	52	62	64	66	67	70
539	227	4,600	4,700	4,700	4,700	4,700

Total Expenditures

Revenue less Expenditures

Surplus (Deficit)

539	227	4,600	4,700	4,700	4,700	4,700
5,035	5,347	700				
5,035	5,347	700				



**Area F Economic Development
Five Year Financial Plan**
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$13,050	\$13,050	\$10,950	\$13,700	\$13,800	\$13,800	\$13,800
Prior Period Surplus	7,524	7,524					
Total Revenue	20,574	20,574	10,950	13,700	13,800	13,800	13,800
<u>Expenditures</u>							
Salaries & Benefits	511	234	858	854	952	949	946
Administration & Overhead				2,750	2,750	2,750	2,750
Consulting & Professional Services			5,000	5,000	5,000	5,000	5,000
Grants	20,000	20,000	5,000	5,000	5,000	5,000	5,000
Shared Overhead	63	57	92	96	98	101	104
Total General	20,574	20,291	10,950	13,700	13,800	13,800	13,800
Total Expenditures	20,574	20,291	10,950	13,700	13,800	13,800	13,800
Revenue less Expenditures		283					
Surplus (Deficit)		283					



Area G Economic Development
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$1,000	\$1,000	\$6,600	\$7,800	\$8,000	\$8,300	\$8,500
Provincial Grants	295,000		592,000	227,000			
Prior Period Surplus	6,848	6,848	1,000				
Total Revenue	302,848	7,848	599,600	234,800	8,000	8,300	8,500
<u>Expenditures</u>							
Salaries & Benefits	2,000	4,417	6,855	7,033	7,209	7,487	7,662
Administration & Overhead		510					
Shared Overhead	264	233	745	767	791	813	838
Total General	2,264	5,160	7,600	7,800	8,000	8,300	8,500
Total Expenditures	2,264	5,160	7,600	7,800	8,000	8,300	8,500
Revenue less Expenditures	300,584	2,687	592,000	227,000			
Capital Expenditures	(295,000)	(1,530)	(592,000)	(227,000)			
Surplus (Deficit)	5,584	1,157					

Date: December 22, 2023
Submitted by: Tina Hlushak, Corporate Officer & Natalie Weitzel, DCFO
Service Name: CV Transit
Service Purpose: To provide public transit service between Canal Flats and Invermere and Edgewater and Invermere
Participants: Canal Flats, Invermere, Radium, Electoral Areas F & G

Operational Items:

Staff Salaries

- 2024 and future years is trending to see more involvement on project work and operations. There is community and political interest to review service levels and bus routes to optimize ridership for school, work, medical and recreation purposes.
- Staff will be working directly with the BC Transit's planning team and Operator to identify gaps and work towards creative solutions to meet service levels. If Provincial funding is approved in 2024, CV transit service will see a service expansion for 2024/2025 to introduce weekend service.
- Additional resources have been allocated to be the first point of contact for public inquiries and working with the Operator, as well as continued oversight of the service governance relations.

Ridership

- Columbia Valley ridership has increased substantially over the last year and now exceeds pre-pandemic levels (134%), however, as a rural transit service, ridership remains low overall. Rural transit service has numerous community benefits that don't get highlighted in the traditional ways BC Transit measures performance. Each is very unique and aims to provide different benefits to the community.

Years 2019/2000	8,000 rides
Years 2022/2023	10,740 rides
Year 2023 (Jan through August)	6,800 rides

Service Expansion

- RDEK has signed a MOU with BC Transit which formalizes the process of securing provincial funding for the next three operating years (2024/2025 – 2026/2027). One of the key challenges BC Transit faces through this process is the higher probability that the demand for expansion vehicles will exceed the availability in each fleet.

Capital Items:

- None.

CFO Comments:

- Estimated 2024 tax increase of \$40,000 = \$2.82 on the average residential property (assessed at \$567,000).
- Estimated 2025 tax increase of \$46,650, pending 2024 operational results and successful service expansion.
- A further service expansion will require amending maximum tax in the service establishment bylaw.
- Use of reserve funds to mitigate tax increases in 2026-2028.



CV Transit
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/27/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$200,000	\$200,000	\$240,000	\$286,650	\$346,600	\$383,100	\$426,100
Local Government Grants & Regional Transfers	6,800	7,904	6,800	6,800	6,800	6,800	6,800
Fees & Charges	12,000	28,766	12,000	12,000	12,000	12,000	12,000
Interest		4,859					
Prior Period Surplus	72,231	113,142	122,000	87,150			
Total Revenue	291,031	354,671	380,800	392,600	365,400	401,900	444,900
<u>Expenditures</u>							
Salaries & Benefits	23,909	6,299	12,805	13,211	13,568	14,023	14,424
Administration & Overhead	2,350		1,850	1,850	1,850	1,850	1,850
Operations & Maintenance	1,500		1,500	1,500	1,500	1,500	1,500
Consulting & Professional Services	244,300	222,929	276,100	374,600	393,000	412,600	432,600
Shared Overhead	3,172	2,595	1,395	1,439	1,482	1,527	1,526
Total General	275,231	231,823	293,650	392,600	411,400	431,500	451,900
Total Expenditures	275,231	231,823	293,650	392,600	411,400	431,500	451,900
Revenue less Expenditures	15,800	122,848	87,150		(46,000)	(29,600)	(7,000)
Transfers from Reserves					46,000	29,600	7,000
Surplus (Deficit)	15,800	122,848	87,150				
Reserve Funds		83,007					



2024 Budget Information Report

February Board

File:
Dept. File:

Fhh 503 001
Shh 231 003

Date: December 22, 2023
Submitted by: Tina Hlushak, Corporate Officer, Natalie Weitzel, DCFO
Service Name: EV Transit
Service Purpose: To provide public transit service connecting Elkford, Sparwood and Fernie.
Participants: Elkford, Fernie, Sparwood, Electoral Area A

Operational Items:

Staff Salaries

- 2024 and future years is trending to see more involvement on project work and operations. There is community interest to review service levels and bus routes to optimize ridership for school, seniors, and work purposes.
- Staff will be working directly with the BC Transit's planning team and Operator to identify gaps and work towards creative solutions to meet service levels.
- Additional resources have been allocated to be the first point of contact for public inquiries and working with the Operator, as well as continued oversight of the service governance relations.

Ridership

- Ridership peaked in December 2022 and January 2023 with a slight decline in the following months. Rural transit service has numerous community benefits that don't get highlighted in the traditional ways BC Transit measures performance. Each is very unique and aims to provide different benefits to the community.

Years 2019/2000	11,000 rides
Years 2022/2023	10,000 rides
Year 2023 (Jan through August)	6,849 rides

Service Expansion

- There are no plans for or associated costs for service expansion of the EV Transit system in future years.

Capital Items:

- None

CFO Comments:

- No estimated tax increase/decrease for 2024.
- Estimated 2025 tax increase of \$20,000, pending 2024 operational results.



EV Transit

Five Year Financial Plan

With Revenues and Expenditures

For the Twelve Months Ending Sunday, December 31, 2023
1/27/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$140,000	\$140,000	\$140,000	\$160,000	\$202,700	\$230,100	\$241,500
Payments in Lieu of Taxes		367					
Fees & Charges	13,000	14,442	13,000	13,000	13,000	13,000	13,000
Interest		3,611					
Prior Period Surplus	117,033	153,038	123,000	64,200	16,000		
Total Revenue	270,033	311,459	276,000	237,200	231,700	243,100	254,500
<u>Expenditures</u>							
Salaries & Benefits	10,937	4,537	12,714	13,069	13,527	13,883	14,283
Administration & Overhead	3,350		3,600	3,600	3,600	3,600	3,600
Operations & Maintenance	1,500		1,500	1,500	1,500	1,500	1,500
Consulting & Professional Services	187,300	181,775	192,600	201,600	211,600	222,600	233,600
Shared Overhead	1,446	1,188	1,386	1,431	1,473	1,517	1,517
Total General	204,533	187,499	211,800	221,200	231,700	243,100	254,500
Total Expenditures	204,533	187,499	211,800	221,200	231,700	243,100	254,500
Revenue less Expenditures	65,500	123,960	64,200	16,000			
Surplus (Deficit)	65,500	123,960	64,200	16,000			
Reserve Funds		192,444					

2024 Budget Information Report

February Board

File :
Dept. File:

Fhh 503 001
Q cl 126 000

Date: February 12, 2024
Submitted by: Jamie Davies, Recreation & Control Services Supervisor
 Colin Peet, CV Recreation Services Superintendent
Service Name: Regional Parks
Service Purpose: To operate and maintain day use parks, trails, and recreation facilities for public use and enjoyment
Participants: All Electoral Areas and All Municipalities except: Yaqakxaqłamki Regional Park (Electoral Areas A, B and C, Cranbrook, Kimberley, Fernie, Sparwood and Elkford) and Markin-MacPhail Westside Legacy Trail (Electoral Areas F and G, Invermere, Radium and Canal Flats)

Operational Items:

- Wycliffe Regional Park** provides a day use park with picnic sites/shelters, walking trails, action fields and disc golf located 13 km northwest of Cranbrook on Perry Creek Rd. Budget highlights include:

\$8,000	Add crush/repair and grade lower park roads
\$1,500	Snow stop installation/garage roof repair
\$2,000	Replace ride mower, cost shared with other parks (PILT Grant)
\$1,500	New signage for disc golf expansion – 9 holes in 2024 and 9 holes in 2025 (if disc golf club successful in grant writing to cover all other costs approx. 25k)
\$130,000	Staff applied to the REDIP grant for 80% of campground development costs. If successful, 20% (\$130,000) required from reserve funds; construction planned for fall 2024.

- Wycliffe Exhibition Grounds** provides a day use park with equestrian and multi-use facilities located 12 km northwest of Cranbrook on Wycliffe Park Rd. Budget highlights include:

\$1,200	Complete fence replacement at dressage/warm up arenas
\$10,000	Replace retaining wall at bleachers (PILT Grant)
\$3,000	Raise main arena height adj bleachers-Rodeo H&S request (PILT Grant)
\$750	Purchase irrigation supplies for main arena footing
\$175	Replace push mower/trimmer, cost shared with other parks
\$2,000	Replace ride mower, cost shared with other parks (PILT Grant)
\$1,000	Refurbish Artha Rose sign (accrued from 2023)
\$2,000	Install baseboard heaters in Artha Rose Building upstairs

- Elk Valley Regional Park** provides a day use park with picnic sites/shelter, walking trails and action fields located 12 km south of Elkford on the east side of Highway 43. Budget highlights include:

\$12,000	Fuel reduction/tree removal (\$4,000 accrued from 2023)
\$2,000	Replace ride mower, cost shared with other parks
\$175	Replace push mower/trimmer, cost shared with other parks

- **Tie Lake Regional Park** provides a day use park with picnic sites, walking trails, baseball diamond and beach located 6 km north of Jaffray on Tie Lake Rd. Budget highlights include:

\$1,500	Replace caps on ball diamond perimeter fence
\$2,000	Replace ride mower, cost shared with other parks
\$175	Replace push mower/trimmer, cost shared with other parks

- **Yaqakxaqłamki Regional Park (Koocanusa Boat Launch)** provides a day use boat launch located 20 km south of Jaffray on the west side of Koocanusa Lake on Kikomun Newgate Rd. The boat launch continues to operate within anticipated operation and maintenance costs.

Note revenues were \$25,920 in 2023, which was \$4,524 more than in 2022 and is likely due to increasing all launch and parking fees in 2023. Fees are outlined below.

Fee Description	2011-2018	2019-2022	2023
Daily Parking Fee	\$5	\$7	\$10
Daily Launch Fee	\$10	\$12	\$15
Resident Seasons Pass	\$50	\$60	\$75
Non-Resident Season Pass	\$75	\$85	\$100

- **Markin-MacPhail Westside Legacy Trail** provides a non-winter use recreational trail from Invermere to Fairmont along the Westside of Lake Windermere. Increase to the budget will include maintenance services for the entirety of the trail & all 3 washrooms. Additional expenses include trail counter subscription (takeover from Greenways), supplies & washroom pumping.

\$65,000	Brigade Summer Maintenance contract (May – October)
\$15,000	Washroom Maintenance & Tank Pumping (May – October)
\$3,000	Spring Sweep (March)
\$4,500	Supplies & Trail subscription

- **Old Coach Greenway** provides a non-winter access day use trail that spans from Radium to Dry Gulch and the paved walking path on the Hwy 93/95 intersection in Athalmer that travels Invermere (year round access). Currently awaiting grant approval from Greenways Trail Alliance for trail repairs.

\$12,500	Old Coach/Radium & Dry Gulch Trail repair, Path lighting Athalmer
\$5,000	Walking Path asphalt repair
\$2,500	Signage & Culvert Summer Maintenance
\$18,000	Brigade Snow Removal & Maintenance (November – April)

Note RDEK staff were successful in applying to the Columbia Basin Wildfire Resiliency Initiative / Wildfire Fuel Reduction grant. The grant provides \$200,000 (\$100,000 in 2023, \$80,000 in 2024 and \$20,000 in 2025) for the development and implementation of fuel management plans, which will include fuel reduction ground treatments at RDEK parks in the Wildfire Urban Interface (Wycliffe, Tie and Wilmer Park).

Capital Items:

- Replace mowers and trimmer \$8,525
- Wycliffe Park Campground \$648,223 (pending \$518,223 ReDip Grant)

CFO Comments:

- Estimated tax increase for 2024 is \$76,500 = which includes...
 - no increase for the Koocanusa boat launch and
 - \$10,000 increase = \$0.70 per average residential property (assessed at \$567,000), for the Markin-MacPhail Westside Legacy Trail due to higher costs to operate the full trail plus a \$3,000 increase in the reserve contribution.
 - \$66,500 increase = \$1.24 per average residential property, for the remainder of the parks, due to salaries, benefits and higher operating costs for most parks and estimated surplus lower than budgeted.
- Estimated 2025 tax increase \$85,500, pending operating results from 2024.
- Contribution of \$17,000 from the Electoral Area C Aberfeldie Dam PILT grant for projects at Wycliffe Park and Wycliffe Exhibition Grounds.
- 2024 includes \$168,727 for fuel management projects (100% funded by the Columbia Basin Wildfire Resiliency Initiative grant). A further \$20,000 in work (also grant funded) will take place in 2025.
- Utilizing \$30,000 Markin-MacPhail Westside Legacy Trail operating surplus in 2024 (accumulated from delayed trail takeover). Trail reserve contribution of \$30,000 in 2024 increasing to \$50,000 in 2028 for asset management. Original maintenance budget for the trail was estimated at \$48,000 and is now \$125,000 (not including reserve contribution).



Regional Parks
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/29/2024

Revenue

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Requisition	\$422,000	\$422,000	\$498,500	\$584,000	\$601,000	\$616,000	\$631,000
Payments in Lieu of Taxes	17,000	16,983	17,500	500	500	500	500
Local Government Grants & Regional Transfers	106,800	7,238	693,950	27,000	7,000	7,000	7,000
Fees & Charges	49,600	59,448	49,600	49,600	49,600	49,600	49,600
Interest		8,736					
Prior Period Surplus	144,149	144,149	113,831	43,000	30,000	30,000	30,000
Total Revenue	739,549	658,554	1,373,381	704,100	688,100	703,100	718,100

Expenditures

Salaries & Benefits	10,563	7,100	6,284	6,971	6,627	7,957	7,839
Administration & Overhead	8,050	2,658	8,600	7,600	8,100	7,600	8,100
Operations & Maintenance	100,000	11,273	168,727	20,000			
Consulting & Professional Services	2,100	2,095					
Shared Overhead	1,434	1,139	805	833	859	884	868
Total General	122,147	24,265	184,416	35,404	15,586	16,441	16,807

Wycliffe Park

Salaries & Benefits	126,000	117,304	148,609	154,075	159,169	164,426	169,834
Administration & Overhead	4,870	3,083	7,355	9,060	6,060	7,070	7,272
Operations & Maintenance	21,500	22,264	30,500	32,300	22,100	21,300	22,100
Vehicle & Hauling Costs	11,050	12,712	11,100	11,150	11,200	11,350	11,350
Telephone & Utilities	3,975	3,344	4,050	4,050	4,050	4,050	4,050
Shared Overhead	13,684	10,903	16,611	17,208	17,767	18,340	17,892
Total Wycliffe Park	181,079	169,610	218,225	227,843	220,346	226,536	232,498

Wycliffe Exhibition Grounds

Salaries & Benefits	49,572	51,287	61,499	63,817	65,945	68,132	70,387
Administration & Overhead	5,730	3,965	6,065	6,685	7,385	8,185	9,115
Operations & Maintenance	27,250	28,539	31,250	24,500	25,300	12,500	13,300
Vehicle & Hauling Costs	3,500	6,003	5,000	5,000	5,000	5,000	5,000
Telephone & Utilities	1,800	1,112	2,125	2,125	2,125	2,150	2,150
Shared Overhead	5,938	4,523	7,253	7,508	7,738	7,977	7,726
Total Wycliffe Exhibition Grounds	93,790	95,429	113,192	109,635	113,493	103,944	107,678



Regional Parks
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/29/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Tie Lake Park							
Salaries & Benefits	9,966	11,555	13,736	14,265	14,786	15,333	15,881
Administration & Overhead	1,290	1,169	1,390	1,520	1,660	1,820	2,000
Operations & Maintenance	11,100	5,679	5,800	6,750	5,800	6,750	5,800
Vehicle & Hauling Costs	600	1,299	1,300	1,300	1,300	1,300	1,300
Telephone & Utilities	350	238	350	350	350	350	350
Shared Overhead	756	448	1,855	1,910	1,965	2,026	1,720
Total Tie Lake Park	24,062	20,389	24,431	26,095	25,861	27,579	27,051
Elk Valley Park							
Salaries & Benefits	14,041	8,691	14,621	15,083	15,537	16,001	16,479
Administration & Overhead	440	375	515	540	585	620	665
Operations & Maintenance	8,400	2,087	14,800	5,300	4,500	4,500	4,500
Vehicle & Hauling Costs	500	975	1,000	1,000	1,000	1,000	1,000
Telephone & Utilities	450	241	450	450	450	450	450
Shared Overhead	581	382	1,599	1,650	1,697	1,751	1,479
Total Elk Valley Park	24,412	12,752	32,985	24,023	23,769	24,322	24,573
Old Coach Greenway							
Salaries & Benefits	12,306	10,359	8,745	9,028	9,301	9,579	9,866
Administration & Overhead	710	450	730	770	1,570	870	930
Operations & Maintenance	48,500	35,027	39,000	32,500	26,500	32,500	26,750
Vehicle & Hauling Costs	500	1,126	1,000	1,000	1,000	1,000	1,000
Shared Overhead	1,608	1,313	956	988	1,014	1,048	1,009
Total Old Coach Greenway	63,624	48,274	50,431	44,286	39,385	44,997	39,555
Yaqakxaqlamki Boat Launch							
Salaries & Benefits	9,840	10,137	12,333	12,826	13,274	13,738	14,216
Administration & Overhead	1,570	1,328	1,650	1,760	1,880	2,010	2,160
Operations & Maintenance	42,200	29,697	33,400	33,700	33,400	33,850	33,550
Vehicle & Hauling Costs	500	1,407	1,500	1,500	1,500	1,500	1,500
Telephone & Utilities	300	183	500	500	500	500	500
Shared Overhead	1,288	959	1,587	1,640	1,690	1,740	1,629
Total Yaqakxaqlamki Boat Launch	55,698	43,711	50,970	51,926	52,244	53,338	53,555



Regional Parks
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/29/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Markin MacPhail Westside Legacy Trail							
Salaries & Benefits	13,845	9,293	14,196	14,183	14,875	15,517	15,824
Administration & Overhead	2,060	1,784	1,810	2,030	2,270	2,555	3,190
Operations & Maintenance	96,500	80,289	106,500	106,500	110,000	106,500	107,000
Vehicle & Hauling Costs	1,500	29	1,475	1,600	1,650	1,700	1,750
Consulting & Professional Services	300						
Shared Overhead	1,890	1,490	1,527	1,575	1,621	1,671	1,619
Total Markin MacPhail Westside Legacy Trail	116,095	92,885	125,508	125,888	130,416	127,943	129,383
Total Expenditures	680,907	507,315	800,158	645,100	621,100	625,100	631,100
Revenue less Expenditures	58,642	151,239	573,223	59,000	67,000	78,000	87,000
Transfers to Reserves	(39,000)	(39,000)	(42,000)	(47,000)	(52,000)	(57,000)	(62,000)
Transfers from Reserves			130,000				
Capital Expenditures	(15,000)		(648,223)		(15,000)		
Surplus (Deficit)	4,642	112,239	13,000	12,000		21,000	25,000
Reserve Funds		254,739					

Date: January 26, 2024
Submitted by: Natalie Weitzel, Deputy CFO
Service Name: Municipal Fiscal Services
Service Purpose: A service provided to the member municipalities to access the attractive financing rates offered by the Municipal Finance Authority (MFA).
Participants: Canal Flats, Cranbrook, Elkford, Fernie, Invermere, Kimberley, Radium Hot Springs, Sparwood.

Operational Items:

- Municipalities do not have direct access to borrow debenture funds from the Municipal Finance Authority; however, can access funds through the Regional District. This process transfers the risk to the Regional District, which has a larger tax base than any one municipality.
- There is no taxation requisition for this service. The Regional District of East Kootenay (RDEK) withdrawals from the municipalities the principal and interest to coincide with the withdrawal from the RDEK bank account by the MFA. The RDEK receives no fee for this service.
- The entire RDEK Board of Directors is responsible for the governance of this service.

Capital Items:

- None.

CFO Comments:

- Municipal debt interest payments of \$1,866,442
- Municipal debt principal payments of \$2,779,866
- No cost to Electoral Area taxpayers for the debts of the RDEK Municipal Members



Local Government Grants & Regional Transfers

2023	2023	2024	2025	2026	2027	2028
BUDGET	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
\$4,911,358	\$4,947,888	\$4,646,308	\$4,646,308	\$4,646,308	\$4,646,308	\$4,646,308
4,911.358	4,947.888	4,646.308	4,646.308	4,646.308	4,646.308	4,646.308

Interest
Principal on Municipal Debt

1,943,641	1,980,171	1,866,442	1,866,442	1,866,442	1,866,442	1,866,442
2,967,717	2,967,717	2,779,866	2,779,866	2,779,866	2,779,866	2,779,866
4,911,358	4,947,888	4,646,308	4,646,308	4,646,308	4,646,308	4,646,308

4,911,358	4,947,888	4,646,308	4,646,308	4,646,308	4,646,308	4,646,308
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2024 Budget Information Report

February Board

File : Fhh 503 001
Dept. File: Bhh 066 001

Date: January 22, 2024
Submitted by: Holly Ronnquist, CFO
Service Name: Elk Valley Property Tax Sharing
Service Purpose: Receive and distribute funds for Electoral Area A from the Elk Valley Property Tax Sharing Agreement
Participants: Electoral Area A

Operational Items:

- Staff salaries and other overhead decrease of \$3,106.
- \$915,875 to be distributed as follows:
 - Community Projects Funding \$50,000
 - Tourism Fernie – Tourism Strategy Action Projects 71,875
 - Electoral Area A Parks – Fernie Trail to Fernie Alpine Resort 50,000
 - Upper Elk Valley Fire Contribution 50,000
 - Hosmer Fire Contribution 46,000
 - Hosmer Fire Hall Assessment 20,000
 - New Hosmer Firehall 600,000
 - (additional \$1,900,000 in '25)
 - Access Guardian Contribution 28,000
- \$450,000 to Fernie Rural Fire for contribution to the City of Fernie for the New Fernie Firehall Project in 2025, as per agreement.

CFO Comments:

- There is no taxation for this service.
- 2024 tax sharing revenue allocation estimated at \$665,000. Increase based on CPI.
- There is a forecasted 2023 surplus of \$1,685,037 of which \$600,000 is committed for the 2024 budget.
- 2024 – 2028 includes a total transfer of \$2.5 million to the Hosmer Fire Department for construction of a new fire hall.
- 2024 includes the final year of the Tourism Fernie Sustainable Tourism Strategy Action Projects at \$71,875.
- 2024 – 2028 includes funding for the Access Guardian Program ranging from \$28,000 to \$46,400.
- Surplus funds projected at \$1,430,374 at the end of 2024, reducing to zero in 2025.
- Surplus funds projected to 2028 are \$1,253,011.
- Reserve fund balance of \$706,622 which includes \$450,000 for the Fernie firehall construction/renovation projected to occur in 2024 and \$86,500 for projects in 2025, leaving a balance of \$170,122.



**EV Mine Tax Sharing
Five Year Financial Plan**
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Payments in Lieu of Taxes	\$646,000	\$646,641	\$665,000	\$678,000	\$691,000	\$705,000	\$719,000
Prior Period Surplus	1,269,750	1,269,750	1,685,037	1,430,381		394,591	811,695
Total Revenue	1,915,750	1,916,391	2,350,037	2,108,381	691,000	1,099,591	1,530,695
<u>Expenditures</u>							
Salaries & Benefits	6,087	2,018	3,386	2,465	3,586	3,664	3,744
Operations & Maintenance	122,925	72,925	121,875	50,000	50,000	50,000	50,000
Shared Overhead	807	661	402	416	423	432	440
Total General	129,819	75,604	125,663	52,881	54,009	54,096	54,184
Total Expenditures	129,819	75,604	125,663	52,881	54,009	54,096	54,184
Revenue less Expenditures	1,785,931	1,840,787	2,224,374	2,055,500	636,991	1,045,495	1,476,511
Transfers from Reserves				536,500			
Transfers to Other Funds	(646,000)	(41,000)	(716,000)	(2,046,000)	(146,000)	(146,000)	(146,000)
Transfer to Upper EV Fire	(95,000)	(95,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
Transfer to Access Guardian	(19,750)	(19,750)	(28,000)	(46,000)	(46,400)	(37,800)	(27,500)
Transfer to Fernie Rural Fire				(450,000)			
Surplus (Deficit)	1,025,181	1,685,037	1,430,374		394,591	811,695	1,253,011
Reserve Funds		706,622					



DGIA - Area A
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 2/1/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition				\$35,000	\$35,000	\$35,000	\$35,000
Prior Period Surplus	34,893	38,669	29,143				
Total Revenue	34,893	38,669	29,143	35,000	35,000	35,000	35,000
<u>Expenditures</u>							
Grants	34,893	14,990	29,143	35,000	35,000	35,000	35,000
Total General	34,893	14,990	29,143	35,000	35,000	35,000	35,000
Total Expenditures	34,893	14,990	29,143	35,000	35,000	35,000	35,000
Revenue less Expenditures		23,679					
Surplus (Deficit)		23,679					
Reserve Funds		5,490					



DGIA - Area B
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 2/1/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$7,000	\$7,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Prior Period Surplus	14,191	14,191					
Total Revenue	21,191	21,191	15,000	15,000	15,000	15,000	15,000
<u>Expenditures</u>							
Grants	21,191	10,150	15,000	15,000	15,000	15,000	15,000
Total General	21,191	10,150	15,000	15,000	15,000	15,000	15,000
Total Expenditures	21,191	10,150	15,000	15,000	15,000	15,000	15,000
Revenue less Expenditures		11,041					
Surplus (Deficit)		11,041					



DGIA - Area C
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/1/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$10,000	\$10,000		\$15,000	\$15,000	\$15,000	\$15,000
Payments in Lieu of Taxes	44,500	46,067	46,000	46,000	46,000	46,000	46,000
Prior Period Surplus	118,628	140,696	141,038				
Total Revenue	173,128	196,763	187,038	61,000	61,000	61,000	61,000
<u>Expenditures</u>							
Grants	163,128	55,725	187,038	61,000	61,000	61,000	61,000
Total General	163,128	55,725	187,038	61,000	61,000	61,000	61,000
Total Expenditures	163,128	55,725	187,038	61,000	61,000	61,000	61,000
Revenue less Expenditures	10,000	141,038					
Surplus (Deficit)	10,000	141,038					



DGIA - Area E
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 2/1/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$16,000	\$16,000	\$14,000	\$20,000	\$20,000	\$20,000	\$20,000
Prior Period Surplus	30,733	30,684	22,399				
Total Revenue	46,733	46,684	36,399	20,000	20,000	20,000	20,000
<u>Expenditures</u>							
Grants	46,733	21,456	36,399	20,000	20,000	20,000	20,000
Total General	46,733	21,456	36,399	20,000	20,000	20,000	20,000
Total Expenditures	46,733	21,456	36,399	20,000	20,000	20,000	20,000
Revenue less Expenditures		25,228					
Surplus (Deficit)		25,228					



DGIA - Area F
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/1/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$30,000	\$30,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000
Local Government Grants & Regional Transfers	2,695	2,291	2,300	2,300	2,300	2,300	2,300
Prior Period Surplus	34,043	33,284	24,534				
Total Revenue	66,738	65,575	61,834	37,300	37,300	37,300	37,300
<u>Expenditures</u>							
Grants	66,738	42,204	61,834	37,300	37,300	37,300	37,300
Total General	66,738	42,204	61,834	37,300	37,300	37,300	37,300
Total Expenditures	66,738	42,204	61,834	37,300	37,300	37,300	37,300
Revenue less Expenditures		23,370					
Surplus (Deficit)		23,370					



DGIA - Area G
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 2/1/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$9,500	\$9,500	\$5,000	\$9,400	\$9,400	\$9,400	\$9,400
Payments in Lieu of Taxes	6,000	6,112	6,100	6,100	6,100	6,100	6,100
Prior Period Surplus	17,143	17,150	17,142				
Total Revenue	32,643	32,762	28,242	15,500	15,500	15,500	15,500
<u>Expenditures</u>							
Grants	32,643	15,613	28,242	15,500	15,500	15,500	15,500
Total General	32,643	15,613	28,242	15,500	15,500	15,500	15,500
Total Expenditures	32,643	15,613	28,242	15,500	15,500	15,500	15,500
Revenue less Expenditures		17,149					
Surplus (Deficit)		17,149					



2024 Budget Information Report

February Board

File:
Dept. File:

Fhh 503 001
Chh 611 001

Date: December 19, 2023
Submitted by: Michele Bates, General Manager Development and Protective Services
Service Name: Dog Control
Service Purpose: To provide for dog licencing and control
Participants: Electoral Areas F & G

Operational Items:

- Dog control officer contract was discontinued in 2023 and is now a function of the new Compliance Officer.

Capital Items:

- None

CFO Comments:

- Estimated 2024 tax decrease of \$16,500 = \$1.78 on the average residential property (assessed at \$567,000).
- Estimated 2025 tax increase of \$2,000, pending 2024 operational results.



Animal Control Five Year Financial Plan

With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/27/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$26,500	\$26,500	\$10,000	\$12,000	\$13,000	\$14,000	\$14,700
Local Government Grants & Regional Transfers	800	549	800	800	800	800	800
Fees & Charges	1,000	575	1,000	1,000	1,000	1,000	1,000
Prior Period Surplus	14,479	14,479	11,000	6,700	4,000	2,000	800
Total Revenue	42,779	42,103	22,800	20,500	18,800	17,800	17,300
<u>Expenditures</u>							
Salaries & Benefits	14,993	1,746	7,026	7,382	7,653	7,823	8,093
Administration & Overhead	6,600	400	4,605	4,610	4,615	4,620	4,625
Operations & Maintenance	200	128	200	200	200	200	200
Consulting & Professional Services	19,000	26,520	3,500	3,500	3,500	3,500	3,500
Shared Overhead	1,986	1,628	769	808	832	857	882
Total General	42,779	30,423	16,100	16,500	16,800	17,000	17,300
Total Expenditures	42,779	30,423	16,100	16,500	16,800	17,000	17,300
Revenue less Expenditures		11,681	6,700	4,000	2,000	800	
Surplus (Deficit)		11,681	6,700	4,000	2,000	800	



2024 Budget Information Report

February Board

File:
Dept. File:

Fhh 503 001
[Enter File #]

Date: January 1, 2024
Submitted by: Drew Sinclair, Columbia Valley Fire Chief
Service Name: Windermere Fire
Service Purpose: Protective Services, Windermere FPSA
Participants: Windermere FPSA property owners, Shuswap & Aqisqnuq First Nations

Operational Items:

- Pursue 13km response Fire Protection Service Area property and development inclusion.
- UBCM CEPF Grant application for \$28,200 to supplement and/or replace structural firefighting PPE at the end of its service life as well as backup communications equipment and headsets (Grant pending approval.)
- CBT – Windermere Wildfire Readiness Support Grant for \$69,930 to supplement and/or replace Wildland Interface Fire equipment as well as mobile and portable radios to increase response capabilities and readiness.
- Exploration of RDEK Firefighter Work Experience Program (WEP) pilot project to be funded by 2023 BCWS deployment funds.

Capital Items:

- Additional $\frac{3}{4}$ or 1 ton pickup in 2024 for duty use to address chronic shortage due to deployments, shuttling crews, standby and maintenance. Estimated \$85,000.
- Wildland engine purchase of \$400,000 in 2026.

CFO Comments:

- Estimated 2024 tax increase of \$40,000 = \$12.03 increase on the average residential property assessed at \$847,622.
- Estimated 2025 tax increase of \$48,375, pending 2024 operational results.
- Debenture renewal in 2025.



Windermere Fire

Five Year Financial Plan

With Revenues and Expenditures

For the Twelve Months Ending Sunday, December 31, 2023
2/1/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$520,000	\$520,000	\$560,000	\$608,375	\$633,475	\$645,075	\$650,175
Payments in Lieu of Taxes		1,054					
Local Government Grants & Regional Transfers	153,637	154,788	167,130	69,000	69,000	69,000	69,000
Fees & Charges	12,225	12,820	47,225	47,225	47,225	47,225	47,225
Interest		6,143					
Prior Period Surplus	147,692	150,639	80,000	13,500			
Total Revenue	833,554	845,444	854,355	738,100	749,700	761,300	766,400
<u>Expenditures</u>							
Salaries & Benefits	272,123	263,124	307,948	314,717	320,237	325,889	331,705
Administration & Overhead	35,305	32,493	38,300	38,950	41,200	40,300	41,154
Operations & Maintenance	181,157	159,076	169,830	58,700	60,700	62,700	69,020
Vehicle & Hauling Costs	28,250	37,843	31,400	31,600	31,800	32,000	32,200
Telephone & Utilities	32,875	25,088	33,005	34,155	35,305	36,455	37,605
Interest	30,528	30,528	30,528	30,528	30,528	30,528	30,528
Shared Overhead	18,942	21,165	15,440	16,046	16,526	17,024	17,282
Total General	599,180	569,318	626,451	524,696	536,296	544,896	559,494
Total Expenditures	599,180	569,318	626,451	524,696	536,296	544,896	559,494
Revenue less Expenditures	234,374	276,127	227,904	213,404	213,404	216,404	206,906
Debt Principal Repayment	(63,904)	(63,904)	(63,904)	(63,904)	(63,904)	(63,904)	(63,904)
Transfers to Reserves	(140,000)	(140,000)	(143,000)	(143,000)	(143,000)	(143,000)	(143,000)
Transfers from Reserves			85,000	85,000	400,000		10,000
Capital Expenditures	(20,000)	(5,526)	(92,500)	(91,500)	(406,500)	(9,500)	(10,000)
Surplus (Deficit)	10,470	66,696	13,500				
Reserve Funds		188,635					
Vehicle and Equipment Reserve Fund		637,459					

2023 Actual - Adjustments Pending



2024 Budget Information Report

February Board

File:
Dept. File:

Fhh 503 001
[Enter File #]

Date: January 1, 2024
Submitted by: Drew Sinclair, Columbia Valley Fire Chief
Service Name: Fairmont Fire
Service Purpose: Protective Services, Fairmont FPSA
Participants: Fairmont and Columbia Ridge FPSA property owners

Operational Items:

- Investigate 13km response Fire Protection Service Area property and development inclusion. Removal of Lot 48 Nature Conservancy and BC Parks areas.
- UBCM CEPF Grant application for \$28,100 to supplement and/or replace structural firefighting PPE at the end of its service life as well as communication headsets. (Grant pending approval.)
- CBT – Fairmont Hot Springs Wildfire Readiness Support Grant for \$69,682.50 to supplement and/or replace Wildland Interface Fire equipment and FD mobile and portable radios increase response capabilities and readiness.
- Continue retrofitting 1-ton (ex EFD and RDEK) to BCWS Wildfire deployment standard.
- Exploration of RDEK Firefighter Work Experience Program (WEP) pilot project to be funded by 2023 BCWS deployment funds.

Capital Items:

- Vehicle exhaust system improvement for the firehall of \$102,000 in 2024.
- Engine purchase of \$900,000 deferred from 2026 to 2031 to build reserves.

CFO Comments:

- Estimated 2024 tax increase of \$67,692 = \$37.11 increase to the average residential property assessed at \$550,003
- Estimated 2025 tax increase of \$11,794, pending 2024 operational results.

Columbia Ridge

- Estimated 2024 tax increase of \$12,550 = \$33.10 increase on the average residential property assessed at \$624,553
- Estimated 2025 tax increase of \$1,920, pending 2024 operational results.



Fairmont Fire
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/1/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$310,000	\$310,000	\$377,692	\$389,486	\$393,715	\$398,103	\$411,381
Local Government Grants & Regional Transfers	81,579	78,823	101,433	3,650	3,650	3,650	3,650
Fees & Charges	3,240	3,240	3,240	3,240	3,240	3,240	3,240
Interest	2,000	3,380	2,000	2,000	2,000	2,000	2,000
Transfer From Other Funds	46,073	46,073	58,623	60,453	61,110	61,791	63,852
Prior Period Surplus	91,734	119,680	49,000	30,000	20,000	10,000	10,000
Total Revenue	534,626	561,196	591,988	488,829	483,715	478,784	494,123
<u>Expenditures</u>							
Salaries & Benefits	205,048	212,850	222,602	227,127	231,208	235,463	239,865
Administration & Overhead	23,865	26,666	28,810	28,860	29,110	29,410	29,861
Operations & Maintenance	117,429	109,595	131,763	33,980	33,980	33,980	33,980
Vehicle & Hauling Costs	22,750	26,502	25,400	25,500	25,650	25,750	25,900
Telephone & Utilities	20,950	15,550	21,500	22,050	22,100	22,150	22,200
Shared Overhead	13,260	13,829	12,913	13,312	13,667	14,031	14,316
Total General	403,302	404,993	442,988	350,829	355,715	360,784	366,122
Total Expenditures	403,302	404,993	442,988	350,829	355,715	360,784	366,122
Revenue less Expenditures	131,324	156,203	149,000	138,000	128,000	118,000	128,001
Transfers to Reserves	(96,500)	(96,500)	(111,500)	(111,500)	(111,500)	(111,500)	(121,500)
Transfers from Reserves	40,000	40,000	102,000				
Capital Expenditures	(48,374)	(49,956)	(109,500)	(6,500)	(6,500)	(6,500)	(6,501)
Surplus (Deficit)	26,450	49,747	30,000	20,000	10,000		
Reserve Funds		170,991					
Vehicle and Equipment Reserve Fund		295,432					



Columbia Ridge Fire
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/1/2024

Revenue

Requisition

Total Revenue

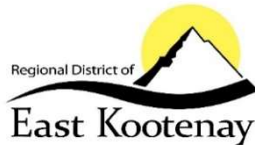
Expenditures

Shared Overhead

Total General

Total Expenditures

	<u>2023</u> <u>BUDGET</u>	<u>2023</u> <u>ACTUAL</u>	<u>2024</u> <u>BUDGET</u>	<u>2025</u> <u>BUDGET</u>	<u>2026</u> <u>BUDGET</u>	<u>2027</u> <u>BUDGET</u>	<u>2028</u> <u>BUDGET</u>
	\$46,073	\$46,073	\$58,623	\$60,453	\$61,110	\$61,791	\$63,852
	46,073	46,073	58,623	60,453	61,110	61,791	63,852
	46,073	46,073	58,623	60,453	61,110	61,791	63,852
	46,073	46,073	58,623	60,453	61,110	61,791	63,852
	46,073	46,073	58,623	60,453	61,110	61,791	63,852
	46,073	46,073	58,623	60,453	61,110	61,791	63,852



2024 Budget Information Report

February Board

File:
Dept. File:

Fhh 503 001
[Enter File #]

Date: January 1, 2024
Submitted by: Drew Sinclair, Columbia Valley Fire Chief
Service Name: Panorama Fire
Service Purpose: Protective Services, Panorama FPSA
Participants: Panorama FPSA property owners

Operational Items:

- Investigate comprehensive 13km response Fire Protection Service Area property and development inclusion.
- UBCM CEPF Grant application for \$28,750 to supplement and/or replace structural firefighting and rescue equipment at the end of its service life as well as communication equipment and headsets. (Grant pending approval.)
- CBT – Panorama Community Wildfire Readiness Enhancement Grant for \$69,930 to supplement and/or replace Wildland Interface Fire equipment as well as mobile and portable radios to increase response capabilities and readiness.
- Exploration of RDEK Firefighter Work Experience Program (WEP) pilot project to be funded by 2023 BCWS deployment funds.

Capital Items:

- Fire engine purchase estimated at \$900,000 in 2024, funded from the capital reserve including \$120,000 from 2023 deployment revenues.
- Boiler Replacement in 2024, nearing 20 years old and problematic, had a full rebuild 10 years ago. Estimated \$20,000 from building reserves.
- 2003 Rescue replacement in 2028 with ETV/WorkSafe considerations. Estimated \$150,000 from equipment reserves.
- Replace SCBA Compressor in 2029, estimated \$60,000 funded from the equipment reserve.

CFO Comments:

- Estimated 2024 tax increase of \$6,750 = \$5.69 increase on the average residential property assessed at \$560,984.
- Estimated 2025 tax increase of \$45,050, pending 2024 operational results.
- MFA debentures 93 & 95 paid off in 2025 – increase reserve contributions in 2026.
- MFA debenture 104 paid off in 2028 – increase reserve contributions again in 2029.



Panorama Fire
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/1/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$475,000	\$475,000	\$481,750	\$526,800	\$531,700	\$535,800	\$527,000
Local Government Grants & Regional Transfers	64,581	61,281	100,680	2,000	2,000	2,000	2,000
Fees & Charges	3,240	3,240	38,240	38,240	38,240	38,240	38,240
Interest		4,361					
Prior Period Surplus	186,168	188,253	318,000	13,000			
Total Revenue	728,989	732,135	938,670	580,040	571,940	576,040	567,240
<u>Expenditures</u>							
Salaries & Benefits	162,704	121,355	209,163	211,737	214,004	216,347	205,801
Administration & Overhead	29,175	29,900	31,370	31,470	31,870	32,270	32,671
Operations & Maintenance	106,581	102,536	127,160	28,480	28,480	28,480	28,480
Vehicle & Hauling Costs	18,700	19,618	20,800	20,950	22,050	23,200	24,400
Telephone & Utilities	36,826	36,240	36,826	36,826	36,826	36,826	36,826
Interest	43,314	43,315	42,512	42,512	34,902	34,902	34,902
Shared Overhead	6,460	7,377	6,464	6,690	6,891	7,098	7,242
Total General	403,760	360,339	474,295	378,665	375,023	379,123	370,322
Total Expenditures	403,760	360,339	474,295	378,665	375,023	379,123	370,322
Revenue less Expenditures	325,229	371,796	464,375	201,375	196,917	196,917	196,918
Debt Principal Repayment	(84,479)	(84,479)	(84,875)	(84,875)	(40,417)	(40,417)	(40,417)
Transfers to Reserves	(108,000)	(108,000)	(239,000)	(110,000)	(150,000)	(150,000)	(150,000)
Transfers from Reserves			800,000				150,000
Capital Expenditures	(6,500)		(927,500)	(6,500)	(6,500)	(6,500)	(156,501)
Surplus (Deficit)	126,250	179,318	13,000				
Reserve Funds		113,270					
Vehicle and Equipment Reserve Fund		762,846					

2023 Actual - Adjustments Pending



2024 Budget Information Report

February Board

File:
Dept. File:

Fhh 503 001
[Enter File #]

Date: January 1, 2024
Submitted by: Drew Sinclair, Columbia Valley Fire Chief
Service Name: Edgewater Fire
Service Purpose: Protective Services, Edgewater FPSA
Participants: Edgewater FPSA property owners

Operational Items:

- Pursue Spur Valley area, Elk Park Ranch, and comprehensive 13km response Fire Protection Service Area expansion.
- UBCM CEPF Grant application for \$28,950 to supplement and/or replace structural firefighting PPE at the end of its service life as well as fire training props. (Grant pending approval.)
- CBT – Edgewater Wildfire Readiness Support Grant for \$68,932.50 to update and replace EFD Fire Department mobile radios, repeater, and Wildland Urban Interface Fire PPE and equipment.
- Exploration of RDEK Firefighter Work Experience Program (WEP) pilot project to be funded by 2023 BCWS deployment funds.

Capital Items:

- Self Contained Breathing Apparatus (SCBA) equipment purchase, estimated cost of \$150,000 to be funded from the equipment reserve.
- Edgewater Fire Hall Apron Pavement repairs, estimated cost of \$5,000.

CFO Comments:

- Estimated 2024 tax increase of \$32,000 = \$42.26 on the average residential property assessed at \$298,970.
- No expected change to taxes in 2025, pending 2024 operational results.



Edgewater Fire
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/1/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$247,000	\$247,000	\$279,000	\$279,000	\$279,000	\$279,000	\$279,000
Local Government Grants & Regional Transfers	63,035	61,035	99,883	2,000	2,000	2,000	2,000
Fees & Charges	3,240	6,440	6,440	6,440	6,440	6,440	6,440
Interest		2,346					
Prior Period Surplus	47,347	49,433	9,800	13,000	14,200	12,400	7,800
Total Revenue	360,622	366,254	395,123	300,440	301,640	299,840	295,240
<u>Expenditures</u>							
Salaries & Benefits	120,090	111,238	130,536	133,106	135,403	137,699	140,028
Administration & Overhead	20,125	20,665	20,400	20,350	20,550	20,800	21,051
Operations & Maintenance	88,810	87,100	120,363	22,480	22,480	22,480	22,780
Vehicle & Hauling Costs	12,600	14,632	14,250	14,300	14,400	14,450	14,500
Telephone & Utilities	13,906	10,079	14,106	14,306	14,506	14,506	14,706
Shared Overhead	6,566	7,475	6,468	6,698	6,901	7,105	7,174
Total General	262,097	251,189	306,123	211,240	214,240	217,040	220,239
Total Expenditures	262,097	251,189	306,123	211,240	214,240	217,040	220,239
Revenue less Expenditures	98,525	115,065	89,000	89,200	87,400	82,800	75,001
Transfers to Reserves	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)
Transfers from Reserves	6,500	165,000	171,500	6,500	6,500	6,500	6,500
Capital Expenditures	(6,500)	(164,398)	(172,500)	(6,500)	(6,500)	(6,500)	(6,501)
Surplus (Deficit)	23,525	40,667	13,000	14,200	12,400	7,800	
Reserve Funds		25,134					
Vehicle and Equipment Reserve Fund		221,748					

2023 Actual - Adjustments Pending



2024 Budget Information Report

February Board

File:
Dept. File:

Fhh 503 001
[Enter File #]

Date: January 26, 2024
Submitted by: Michael Hockley, South Country Fire Chief
Service Name: Jaffray Fire Protection
Service Purpose: Provision of Emergency Services
Participants: Property owners within the Jaffray Fire Service Area

Operational Items:

- UBCM Grant application to purchase additional portable scene lighting for E2941, purchase hearing conservation communication headsets for E2941 and T2942, replace older wildland/structural gear storage. *Budget Amount \$30,000*
- Columbia Basin Trust Grant application-we made application to replace older portable radios and repeater, purchase equipment for Type 2 Tactical Tender 2942 to meet BCWS Specifications, and Deputy and Asst Chiefs attend the NFPA Fire Investigation training course. *Budget Amount \$72,000*
- Construct a 2m fence at the EVSC Fire Training Facility in Baynes Lake. Jaffray has a 40% share. *Budget Amount \$8,000.*
- Replace 2 windows for Jaffray Fire Department, 1 in the main downstairs office and 1 in AC Engelhardt's office to reduce energy consumption. *Budget Amount \$5,000.*
- Exploration of RDEK Firefighter Work Experience Program (WEP) pilot project to be funded by 2023 BCWS deployment funds. *Budget amount \$42,000.*

Capital Items:

- Install a diesel exhaust extraction system for Jaffray Fire Hall over two year (2024 & 2025). This will reduce the risk of firefighter presumptive cancers and respiratory issues. *Budget Amount \$ 98,000*
- Replace breathing apparatus in 2024. *Estimated Budget Amount \$150,000.*
- FCABC/OFC Training Facility Grant Application-application was made to the FCABC/OFC for a grant to improve existing EVSC Fire Training Facility in Baynes Lake. *Budget Amount \$ 45,000*
- Replace duty officer truck in 2026. *Budget Amount \$80,000*
- Addition to Jaffray Fire Hall in 2027. *Estimated cost of \$300,000*

CFO Comments:

- Estimated 2024 tax increase of \$50,350 = \$43.38 on the average residential property assessed at \$660,356. ***Amendment to taxation expected before adoption.***
- Estimated 2025 tax decrease of \$12,583, pending 2024 operational results.



Jaffray Fire
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/1/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$499,650	\$499,650	\$550,000	\$562,583	\$567,422	\$587,484	\$599,534
Local Government Grants & Regional Transfers	143,545	92,487	134,000			300,000	
Fees & Charges	3,240	10,041	3,240	3,240	3,240	3,240	3,240
Interest		5,327					
Prior Period Surplus	19,393	19,393	10,000	40,000			
Total Revenue	665,828	626,898	697,240	605,823	570,662	890,724	602,774
<u>Expenditures</u>							
Salaries & Benefits	329,081	335,715	342,189	349,676	356,048	362,970	370,102
Administration & Overhead	20,960	24,957	22,480	22,730	24,580	23,255	17,584
Operations & Maintenance	117,345	128,997	130,700	28,700	28,700	28,700	28,700
Vehicle & Hauling Costs	37,723	37,138	35,664	36,939	35,977	39,851	40,026
Telephone & Utilities	18,732	17,911	18,787	19,057	19,057	19,057	19,057
Shared Overhead	21,032	23,522	18,520	19,221	19,800	20,391	20,804
Total General	544,873	568,240	568,340	476,323	484,162	494,224	496,273
Total Expenditures	544,873	568,240	568,340	476,323	484,162	494,224	496,273
Revenue less Expenditures	120,955	58,658	128,900	129,500	86,500	396,500	106,501
Transfers to Reserves	(54,000)	(54,000)	(60,000)	(70,000)	(80,000)	(90,000)	(100,000)
Transfers from Reserves	225,000	225,000	195,000		80,000		30,000
Capital Expenditures	(291,955)	(249,523)	(215,900)	(59,500)	(86,500)	(306,500)	(36,501)
Surplus (Deficit)		(19,865)	48,000				
Reserve Funds		36,846					
Vehicle and Equipment Reserve Fund		63,181					

2023 Actual - Adjustments Pending



2024 Budget Information Report

February Board

File:
Dept. File:

Fhh 503 001
[Enter File #]

Date: January 26, 2024
Submitted by: Michael Hockley , South Country Fire Chief
Service Name: Baynes Lake Fire Protection
Service Purpose: Provision of Emergency Services
Participants: Property owners within the Baynes Lake Fire Service Area

Operational Items:

- UBCM Grant application to purchase hearing conservation communication headsets for Baynes Lake E2841 and T2942, replace older battery-operated scene lighting and 3 complete sets of outdated sets structural firefighter turnout gear. *Budget Amount \$30,000*
- Columbia Basin Trust Grant application-we made application to upgrade Type 3 structural protection unit (SPU) long with additional equipment, (Mk 3 pumps and hoses) to meet BCWS specifications and replace older handheld Motorola radios. *Budget Amount \$71,000*
- Construct a 2m fence at the EVSC Fire Training Facility in Baynes Lake. Baynes Lake Fire has a 25% share. *Budget Amount is \$5,000*
- Exploration of RDEK Firefighter Work Experience Program (WEP) pilot project to be funded by 2023 BCWS deployment funds. *Budget amount \$11,000.*

Capital Items:

- Improve/Repair Baynes Lake Dry Hydrant, *Budget Amount \$ 35,000.*
- Purchase a new Fire Engine 2841 for Baynes Lake by 2025 or sooner. *Budget Amount \$ 900,000.*

CFO Comments:

- 2024 estimated tax increase of \$35,000 = \$89.89 on the average residential property assessed at \$660,334.
- 2025 estimated tax increase of \$31,000, pending 2024 operational results.
- Reserves cannot support the increasing costs of fire apparatus; therefore the service will need to rely on short-term debt to finance the fire engine. Debt to be paid off within five years.



Baynes Lake Fire
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/1/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$304,000	\$304,000	\$339,000	\$370,000	\$405,300	\$439,400	\$442,300
Payments in Lieu of Taxes		1,248					
Local Government Grants & Regional Transfers	77,342	76,252	100,000				
Interest		3,607					
Transfer From Other Funds	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Prior Period Surplus	40,584	40,584	100,000	94,000	31,000		
Total Revenue	427,926	431,691	545,000	470,000	442,300	445,400	448,300
<u>Expenditures</u>							
Salaries & Benefits	172,219	121,464	192,016	194,036	196,767	199,297	201,940
Administration & Overhead	18,555	12,280	20,936	21,125	21,352	21,575	21,725
Operations & Maintenance	96,442	95,224	113,700	13,700	13,700	13,700	13,700
Vehicle & Hauling Costs	15,843	13,550	13,811	13,936	14,061	14,186	14,211
Grants		30					
Telephone & Utilities	11,161	6,710	11,295	11,295	11,295	11,295	11,295
Interest				16,600	16,600	16,600	16,600
Shared Overhead	7,751	8,402	6,942	7,208	7,425	7,647	7,729
Total General	321,971	257,661	358,700	277,900	281,200	284,300	287,200
Total Expenditures	321,971	257,661	358,700	277,900	281,200	284,300	287,200
Revenue less Expenditures	105,955	174,030	186,300	192,100	161,100	161,100	161,100
Debt Principal Repayment				(70,600)	(70,600)	(70,600)	(70,600)
Short-term Borrowing			453,000				
Transfers to Reserves	(69,000)	(69,000)	(79,000)	(84,000)	(84,000)	(84,000)	(84,000)
Transfers from Reserves			482,000				10,000
Capital Expenditures	(36,955)		(948,300)	(6,500)	(6,500)	(6,500)	(16,500)
Surplus (Deficit)		105,030	94,000	31,000			
Reserve Funds		77,958					
Vehicle and Equipment Reserve Fund		439,225					



2024 Budget Information Report

February Board

File:
Dept. File:

Fhh 503 001
[Enter File #]

Date: January 26, 2024
Submitted by: Michael Hockley , South Country Fire Chief
Service Name: Hosmer Fire Protection
Service Purpose: Provision of Emergency Services
Participants: Property owners within the Hosmer Fire Service Area

Operational Items:

- UBCM Grant application to purchase 3 complete sets of structural firefighter turnout gear, structural fire hose, a portable generator for the Type 6 Wildland Engine and hose rack storage. *Budget Amount \$30,000*
- Columbia Basin Trust Grant application-we made application to purchase Type 6 Wildland Engine Equipment required by BCWS for each Type 6 WL Engine, 2pc wildland PPE to replace older wildland coveralls, replace older portable radios and send a member to the Annual Wildland Urban Interface Training Summit. *Budget Amount \$70,000*
- Construct a 2m fence around the EVSC Fire Training Facility in Baynes Lake. Hosmer as a share of 10%. *Budget Amount \$2,000*
- Exploration of RDEK Firefighter Work Experience Program (WEP) pilot project to be funded by 2023 BCWS deployment funds. *Budget amount \$7,000.*
-

Capital Items:

- Carry over the \$3,000 budgeted for security cameras from 2023 budget to 2025 budget when the new hall gets built. *Budget Amount \$3,000*
- Purchase a new Fire Engine to replace E1041 no later than December 2026. *Budget Amount \$ 900,000.*
- Defer replacing SCBA Hi-pressure compressor to 2025. *Budget Amount \$40,000*
- Replace C1091 Crew Cab pickup (Type 6 WL Eng) in 2026. *Budget Amount \$80,000*

CFO Comments:

- 2024 estimated tax increase of \$17,050 = \$29.08 on the average residential property assessed at \$409,306.
- 2025 estimated tax increase of \$7,600, pending 2024 operational results.



Hosmer Fire

Five Year Financial Plan

With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/1/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$180,350	\$180,350	\$197,400	\$205,000	\$210,000	\$215,000	\$223,000
Local Government Grants & Regional Transfers	57,385	56,025	100,000	1,500,000			
Fees & Charges		3,353					
Interest		2,421					
Transfer From Other Funds	646,000	46,000	666,000	2,046,000	146,000	146,000	146,000
Prior Period Surplus	17,610	17,850	30,000	26,000	13,500	6,000	
Total Revenue	901,345	305,999	993,400	3,777,000	369,500	367,000	369,000
<u>Expenditures</u>							
Salaries & Benefits	116,650	102,155	122,878	124,648	127,086	129,901	131,639
Administration & Overhead	16,030	14,866	23,995	24,275	24,555	24,892	25,225
Operations & Maintenance	72,985	66,161	112,600	15,600	12,600	12,600	12,600
Vehicle & Hauling Costs	20,657	18,428	11,620	11,736	11,811	11,886	11,961
Consulting & Professional Services			20,000				
Telephone & Utilities	9,058	10,479	9,365	9,365	9,365	9,425	9,425
Shared Overhead	7,465	7,686	6,642	6,876	7,083	7,296	7,150
Total General	242,845	219,776	307,100	192,500	192,500	196,000	198,000
Total Expenditures	242,845	219,776	307,100	192,500	192,500	196,000	198,000
Revenue less Expenditures	658,500	86,223	686,300	3,584,500	177,000	171,000	171,000
Debt Principal Repayment				(100,000)	(100,000)	(100,000)	(100,000)
Short-term Borrowing			453,000				
Transfers to Reserves	(52,000)	(52,000)	(52,000)	(64,500)	(64,500)	(64,500)	(64,500)
Transfers from Reserves			447,000	40,000	80,000		
Capital Expenditures	(606,500)		(1,508,300)	(3,446,500)	(86,500)	(6,500)	(6,500)
Surplus (Deficit)		34,223	26,000	13,500	6,000		
Vehicle and Equipment Reserve Fund		419,338					



2024 Budget Information Report

February Board

File:
Dept. File:

Fhh 503 001
[Enter File #]

Date: January 26, 2024
Submitted by: Michael Hockley , South Country Fire Chief
Service Name: Elko Fire Protection
Service Purpose: Provision of Emergency Services
Participants: Property owners within the Elko Fire Service Area

Operational Items:

- UBCM Grant application to purchase additional complete 2 sets of structural firefighter turnout gear, purchase hearing conservation communication headsets for E1641, portable flashlights and to replace hose that meets BCWS Specifications. *Budget Amount \$30,000*
- Columbia Basin Trust Grant application- application was made to replace older wildland coveralls with 2-piece wildland gear, outdated handheld radios and repeater, purchase an additional propane fueled prop for our training ground, and send two members to the Annual Wildland Urban Interface Training Summit. *Budget Amount \$73,000*
- Exploration of RDEK Firefighter Work Experience Program (WEP) pilot project to be funded by 2023 BCWS deployment funds. *Budget amount \$11,000.*

Capital Items:

- Construct a 2m fence at the EVSC Fire Training Facility in Baynes Lake. Elko has a 25%share. *Budget Amount is \$5000.*
- Community Works Fund Grant to construct an additional truck baywashroom/laundry room on the existing truck bay. *Budget Amount \$300,000*

CFO Comments:

- Estimated 2024 tax increase of \$24,297 = \$40.27 on the average residential property assessed at \$295,475.
- Estimated 2025 tax increase of \$10,703, pending operational results of 2023.



Elko Fire
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/1/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$270,000	\$270,000	\$294,297	\$305,000	\$312,000	\$323,750	\$311,000
Payments in Lieu of Taxes	27,000	30,032	30,000	30,000	30,000	30,000	30,000
Local Government Grants & Regional Transfers	77,253	76,153	400,000				
Fees & Charges	3,240	3,240	3,240	3,240	3,240	3,240	3,240
Interest		3,767					
Prior Period Surplus	67,824	67,824	63,000	16,000	8,500		
Total Revenue	445,317	451,016	790,537	354,240	353,740	356,990	344,240
<u>Expenditures</u>							
Salaries & Benefits	167,357	145,797	178,333	180,817	183,260	185,952	188,757
Administration & Overhead	18,455	13,072	20,011	20,200	20,427	20,650	15,450
Operations & Maintenance	92,353	71,062	113,700	13,700	13,700	13,700	4,700
Vehicle & Hauling Costs	17,850	17,583	16,125	16,200	16,300	16,400	16,475
Grants		30					
Telephone & Utilities	14,445	10,976	14,765	14,765	14,765	14,765	13,161
Interest	17,550	17,550	17,550	17,550	17,550	17,550	17,550
Shared Overhead	13,937	14,681	13,383	13,638	13,868	14,103	14,277
Total General	341,947	290,751	373,867	276,870	279,870	283,120	270,370
Total Expenditures	341,947	290,751	373,867	276,870	279,870	283,120	270,370
Revenue less Expenditures	103,370	160,265	416,670	77,370	73,870	73,870	73,870
Debt Principal Repayment	(23,870)	(23,869)	(23,870)	(23,870)	(23,870)	(23,870)	(23,870)
Transfers to Reserves	(70,000)	(70,000)	(70,000)	(45,000)	(50,000)	(50,000)	(50,000)
Transfers from Reserves							10,000
Capital Expenditures			(306,800)				(10,000)
Surplus (Deficit)	9,500	66,397	16,000	8,500			
Reserve Funds		87,615					
Vehicle and Equipment Reserve Fund		232,769					



2024 Budget Information Report

February Board

File :
Dept. File:

Fhh 503 001
Chh 611 001

Date: January 20, 2024
Submitted by: Holly Ronnquist, CFO
Service Name: Contract Fire services
Service Purpose: Provide fire protection to rural residents adjacent to Municipalities
Participants: Residents within specific fire service areas only.

Operational Items:

- **Fernie Rural Fire**– Existing agreement with the City of Fernie expires December 31, 2025. Contribution of \$450,000 toward construction cost of eventual new firehall in Fernie estimated to occur in 2025, based on notional cost of one truck bay. Fernie has advised they are purchasing a ladder truck in 2024/25, awaiting further information.
- **Upper Elk Valley Fire** – 3% increase in contract cost. Agreement expires December 31, 2024. Additional wages have been added to the 2024 budget for negotiations.
- **Invermere Rural/Wilmer Toby Benches Fire** – No operational changes. Existing agreement with District of Invermere expires December 31, 2025.
- **Radium golf resort/Dry Gulch/Brownsville Fire** – No operational changes. Contract with the Village of Radium Hot Springs expires December 31, 2030.
- **Cranbrook Rural Fire** – Maintenance and repairs budget remains at \$1,500. Contributing \$1,000 per year to the Reserve. Added \$30,000 to the maintenance budget for 2024, to repair the Jim Smith hydrant by dredging around the intake pipe in the lake; project estimate is \$20,000-\$40,000. Existing agreement with the City of Cranbrook expires December 31, 2027.

CFO Comments:

- **Cranbrook Rural** – estimated 2024 tax increase of \$40,000 = \$19 on the average residential property (assessed at \$660,068) and \$36,000 2025. Drawing down surplus to minimize taxation increases. Utilizing \$30,000 from the Reserve to fund the Jim Smith hydrant repair in 2024.
- **Fernie Rural** – estimated 2024 tax increase of \$49,700 = \$36 on the average residential property (assessed at \$891,154) and \$28,600 in 2025 based on contract increase estimated at 4% of the 2024 amount (max 2 times CPI). Increasing equipment reserves by \$38,500 in 2024 to fund share of Fernie fire apparatus replacements. **Updates are expected for this Service in the March budget package.**
- **Upper Elk Valley:** estimated 2024 tax increase of \$1,400 = \$4 on the average residential property (assessed at \$424,976). EV Mine Tax Sharing Service subsidy of \$27,000 for operations; \$23,000 for equipment reserve.
- **Invermere Rural Fire** – estimated 2024 tax increase of \$19,000 = \$115 on the average residential property (assessed at \$855,017) and \$13,000 in 2025, due to inflationary pressures and increased capital costs. Assessment of the equipment reserve will occur prior to the March Board meeting **which may result in further increases.**

- **Wilmer/Toby Benches** – estimated 2024 tax increase of \$10,050 = \$47 on the average residential property (assessed at \$419,683) and \$3,150 in 2025, due to inflationary pressures and increased capital costs. Assessment of the equipment reserve will occur prior to the March Board meeting **which may result in further increases**.
- **Radium Resort/Dry Gulch Fire** – estimated 2024 tax increase of \$6,000 = \$21 increase on the average residential property (assessed at \$357,412) and \$18,250 in 2025. This amount could change, pending further information regarding costs and payments on the new fire engine – **updates are expected in March budget package which could result in further increases**.
- **Brownsville Fire** – estimated 2024 tax increase of \$510 = \$22 on the average residential property (assessed at \$343,656) and \$440 in 2025. This amount could change, pending further information regarding costs and payments on the new fire engine – **updates are expected in March budget package which could result in further increases**.



Cranbrook Rural Fire
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/2/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$935,000	\$935,000	\$975,000	\$1,011,000	\$1,053,000	\$1,093,300	\$1,133,000
Prior Period Surplus	20,895	20,896	11,903	7,183	2,836		
Total Revenue	955,895	955,896	986,903	1,018,183	1,055,836	1,093,300	1,133,000
<u>Expenditures</u>							
Salaries & Benefits	1,383	1,995	1,701	822	3,326	1,078	900
Administration & Overhead	700	698	760	815	880	950	
Operations & Maintenance	1,500	1,739	31,500	1,500	1,500	1,500	1,500
Consulting & Professional Services	939,349	939,349	974,574	1,011,120	1,049,038	1,088,677	1,129,502
Shared Overhead	184	150	185	90	92	95	98
Total General	943,116	943,930	1,008,720	1,014,347	1,054,836	1,092,300	1,132,000
Total Expenditures	943,116	943,930	1,008,720	1,014,347	1,054,836	1,092,300	1,132,000
Revenue less Expenditures	12,779	11,965	(21,817)	3,836	1,000	1,000	1,000
Transfers to Reserves			(1,000)	(1,000)	(1,000)	(1,000)	(1,000)
Transfers from Reserves			30,000				
Surplus (Deficit)	12,779	11,965	7,183	2,836			

Vehicle and Equipment Reserve Fund

59,394



Fernie Rural Fire
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/2/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$505,300	\$505,300	\$555,000	\$583,600	\$596,500	\$609,800	\$623,600
Transfer From Other Funds				450,000			
Prior Period Surplus	(3,686)	(3,686)	852				
Total Revenue	501,614	501,614	555,852	1,033,600	596,500	609,800	623,600
<u>Expenditures</u>							
Salaries & Benefits	1,631	824	1,440	1,174	1,186	1,202	1,324
Administration & Overhead	700	698	760	820	880	950	1,020
Consulting & Professional Services	399,064	399,064	415,026	909,477	472,301	485,510	499,115
Shared Overhead	219	176	126	129	133	138	141
Total General	401,614	400,762	417,352	911,600	474,500	487,800	501,600
Total Expenditures	401,614	400,762	417,352	911,600	474,500	487,800	501,600
Revenue less Expenditures	100,000	100,852	138,500	122,000	122,000	122,000	122,000
Transfers to Reserves	(100,000)	(100,000)	(138,500)	(122,000)	(122,000)	(122,000)	(122,000)
Surplus (Deficit)		852					
Vehicle and Equipment Reserve Fund		318,883					



Upper EV Fire
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/2/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$55,000	\$55,000	\$56,400	\$58,800	\$61,400	\$64,000	\$65,600
Transfer From Other Funds	90,000	90,000	50,000	50,000	50,000	50,000	50,000
Prior Period Surplus	(1,216)	(1,216)	648	250	1,050	1,850	2,650
Total Revenue	143,784	143,784	107,048	109,050	112,450	115,850	118,250
<u>Expenditures</u>							
Salaries & Benefits	1,281	267	2,015	753	814	800	858
Administration & Overhead	250	249	270	290	310	330	
Grants	119,059	119,059	81,431	83,873	86,389	88,981	91,650
Shared Overhead	194	134	82	84	87	89	92
Total General	120,784	119,708	83,798	85,000	87,600	90,200	92,600
Total Expenditures	120,784	119,708	83,798	85,000	87,600	90,200	92,600
Revenue less Expenditures	23,000	24,076	23,250	24,050	24,850	25,650	25,650
Transfers to Reserves	(23,000)	(23,000)	(23,000)	(23,000)	(23,000)	(23,000)	(23,000)
Surplus (Deficit)		1,076	250	1,050	1,850	2,650	2,650
Vehicle and Equipment Reserve Fund		212,107					



**Invermere Rural Fire
Five Year Financial Plan**
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/2/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$79,500	\$79,500	\$98,500	\$111,500	\$113,500	\$115,250	\$118,250
Prior Period Surplus	17,359	17,357	8,463				
Total Revenue	96,859	96,857	106,963	111,500	113,500	115,250	118,250
<u>Expenditures</u>							
Salaries & Benefits	1,383	637	612	2,122	1,100	823	805
Administration & Overhead	255	249	275	300	320	345	360
Consulting & Professional Services	70,000	70,000	89,000	92,000	95,000	97,000	100,000
Shared Overhead	183	150	76	78	80	82	85
Total General	71,821	71,036	89,963	94,500	96,500	98,250	101,250
Total Expenditures	71,821	71,036	89,963	94,500	96,500	98,250	101,250
Revenue less Expenditures	25,038	25,820	17,000	17,000	17,000	17,000	17,000
Transfers to Reserves	(17,357)	(17,357)	(17,000)	(17,000)	(17,000)	(17,000)	(17,000)
Surplus (Deficit)	7,681	8,463					

Vehicle and Equipment Reserve Fund

170,862



**Wilmer/Toby Bench Fire
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/2/2024**

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$50,250	\$50,250	\$60,300	\$63,450	\$64,760	\$66,400	\$67,700
Payments in Lieu of Taxes		66					
Prior Period Surplus	5,534	5,534	4,644	4,051	3,751	3,961	4,581
Total Revenue	55,784	55,850	64,944	67,501	68,511	70,361	72,281
<u>Expenditures</u>							
Salaries & Benefits	1,358	410	695	1,530	763	766	818
Administration & Overhead	155	150	170	180	195	210	225
Consulting & Professional Services	43,500	43,500	57,000	58,710	60,470	62,300	64,150
Shared Overhead	187	146	79	81	83	85	88
Total General	45,200	44,206	57,944	60,501	61,511	63,361	65,281
Total Expenditures	45,200	44,206	57,944	60,501	61,511	63,361	65,281
Revenue less Expenditures	10,584	11,644	7,000	7,000	7,000	7,000	7,000
Transfers to Reserves	(7,000)	(7,000)	(7,000)	(7,000)	(7,000)	(7,000)	(7,000)
Surplus (Deficit)	3,584	4,644					
Vehicle and Equipment Reserve Fund		64,734					



Radium Resort/Dry Gulch Fire

Five Year Financial Plan

With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/2/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$59,000	\$59,000	\$65,000	\$83,250	\$87,400	\$91,800	\$96,370
Prior Period Surplus	18,416	18,416	26,138	6,000			
Total Revenue	77,416	77,416	91,138	89,250	87,400	91,800	96,370
<u>Expenditures</u>							
Salaries & Benefits	1,228	244	741	1,812	826	825	812
Administration & Overhead	150	150	160	175	190	205	2,220
Consulting & Professional Services	56,389	42,769	76,158	79,182	71,501	74,685	75,850
Shared Overhead	163	115	79	81	83	85	88
Total General	57,930	43,277	77,138	81,250	72,600	75,800	78,970
Total Expenditures	57,930	43,277	77,138	81,250	72,600	75,800	78,970
Revenue less Expenditures	19,486	34,138	14,000	8,000	14,800	16,000	17,400
Transfers to Reserves	(8,000)	(8,000)	(8,000)	(8,000)	(14,800)	(16,000)	(17,400)
Surplus (Deficit)	11,486	26,138	6,000				
Vehicle and Equipment Reserve Fund		33,496					



Brownsville Fire
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 2/2/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$5,190	\$5,190	\$5,700	\$6,140	\$6,450	\$6,770	\$7,110
Prior Period Surplus	39	39	960	40	40	645	
Total Revenue	5,229	5,229	6,660	6,180	6,490	7,415	7,110
<u>Expenditures</u>							
Salaries & Benefits	629	108	594	995	631	644	668
Administration & Overhead	150	150	160	175	190	205	220
Consulting & Professional Services	3,866	3,443	5,341	4,443	5,100	5,996	5,649
Shared Overhead	84	68	65	67	69	70	73
Total General	4,729	3,769	6,160	5,680	5,990	6,915	6,610
Total Expenditures	4,729	3,769	6,160	5,680	5,990	6,915	6,610
Revenue less Expenditures	500	1,460	500	500	500	500	500
Transfers to Reserves	(500)	(500)	(500)	(500)	(500)	(500)	(500)
Surplus (Deficit)		960					
Vehicle and Equipment Reserve Fund		1,032					

Date: January 15, 2024
Submitted by: Kevin Paterson, General Manager of Engineering & Environmental Services
Service Name: Fairmont Flood and Landslide
Service Purpose: Regulate and manage flood and debris flow mitigation
Participants: Fairmont community

Operational Items:

- Staff Salaries and Benefits increase \$17,292 to complete the Cold Spring Creek Barrier project and carry out maintenance operations.
- Grounds Maintenance decreases \$70,000 with the completion of the repair on Fairmont Creek channel below the 2nd weir.
- Consulting increases \$55,000 and includes the \$150,000 expense to update the 2013 Fairmont Creek Hazard and Risk Assessment (100% grant funded).

Capital Items:

- Expenditures include the Cold Spring Creek Barrier project for \$10,198,500 in 2024. The mitigation is funded through the Adaptation, Resilience & Disaster Mitigation program, UBCM-Structural Flood Grant, Community Works Funds and Property Owners within the service area.

CFO Comments:

- 2024 taxation increases to \$489,000 = \$134 increase on the average residential property assessed at \$502,859. Further increase to \$534,000 starting in 2025 to fund debt payments, interest and maintenance costs.
- Budget includes short term borrowing of \$150,000 for phase 1 of the Cold Creek project, to be paid over 5 years at an estimated interest rate of 5.6%. Payments starting in 2024.
- Budget includes short term borrowing of \$716,000 for phase 2 of the Cold Creek project to be paid over 5 years at an estimated interest rate of 5.6% with payments starting in 2025.
- Budget includes Interim Financing loan with the Municipal Finance Authority to provide funding during the estimated one-month time lag between the RDEK paying contractors and receiving the grant claim monies from the Province. Estimated interest cost of \$55,000 at 5.6% interest.
- With the exception of 2026, there are small surpluses projected to 2028. These amounts can be used for unexpected costs in each of years.



Fairmont Flood and Landslide Five Year Financial Plan With Revenues and Expenditures For the Twelve Months Ending Sunday, December 31, 2023 2/2/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$314,000	\$314,000	\$489,000	\$534,000	\$534,000	\$534,000	\$534,000
Provincial Grants	9,612,009	321,136	9,314,500	316,000		116,000	8,910,000
Interest		11,080					
Prior Period Surplus	168,092	166,426	227,000				
Total Revenue	10,094,101	812,642	10,030,500	850,000	534,000	650,000	9,444,000
<u>Expenditures</u>							
Salaries & Benefits	128,023	124,244	145,315	148,786	122,650	127,078	144,791
Administration & Overhead	1,211	2,580	2,225	2,280	2,335	2,400	2,470
Operations & Maintenance	254,150	35,898	184,150	428,150	56,150	176,150	166,150
Vehicle & Hauling Costs	1,800	5,992	2,000	2,000	2,000	2,000	2,000
Consulting & Professional Services	162,000	35,991	217,000	41,000	26,000	26,000	28,000
Telephone & Utilities	2,000	1,211	2,000	2,000	2,000	2,000	2,000
Interest	61,200	7,789	63,400	46,816	62,117	74,418	64,718
Shared Overhead	17,208	13,844	15,910	16,428	13,423	13,929	15,637
Total General	627,592	227,548	632,000	687,460	286,675	423,975	425,766
Total Expenditures	627,592	227,548	632,000	687,460	286,675	423,975	425,766
Revenue less Expenditures	9,466,509	585,094	9,398,500	162,540	247,325	226,025	9,018,234
Debt Principal Repayment			(30,000)	(173,200)	(173,200)	(173,200)	(173,200)
Short-term Borrowing	195,000		866,000				2,200,000
Transfers to Reserves	(10,000)	(10,000)	(36,000)		(74,125)	(52,825)	(45,034)
Transfers from Reserves				10,660			
Capital Expenditures	(9,651,509)	(1,902,277)	(10,198,500)				(11,000,000)
Surplus (Deficit)		(1,327,183)					
Operating Reserve		10,660					

2023 Actual - Adjustments Pending



2024 Budget Information Report

February Board

File :
Dept. File:

Fhh 503 001
Yhh 502 001

Date: January 29, 2024
Submitted by: Kevin Paterson, General Manager of Engineering & Environmental Services
Service Name: Area A Flood Control
Service Purpose: Provide flood control and mitigation In Electoral Area A
Participants: Electoral Area A

Operational Items:

- Salaries and Benefits increase \$16,439 to begin the Hosmer flood mitigation work pending a successful grant application.
- Grounds Maintenance increases \$21,000 to complete possible maintenance on Hill Road Dike, Morrissey Meadows Offsetting and beaver management in Hosmer.
- Consulting/Professional Fees increases \$5,613 and includes the Hill Road Dike and Morrissey Meadows offsetting monitoring.

Capital Items:

- Expenditures include \$150,000 for the Hosmer Creek and Mine Creek flood mitigation assessments in 2024 (100% granted – pending grant approval) and an expenditure of \$1,000,000 for the Hosmer Creek and Mine Creek construction in 2025 (assuming 80% grant funded) and an expenditure of \$2,000,000 for Hill Road Berm Phase 2 (assuming 75% grant funded)

CFO Comments:

- Negative taxation of \$31,500 in 2024 to offset the impact of the increase in the Area A (Hosmer) Septage Service = a decrease of \$9.11 for the average residential property (assessed at \$567,000).
- No taxation in 2025 and then \$23,000 per year 2026 – 2028 to support routine operating costs.
- No taxation for projects expected until Area A (Hosmer) Septage Service revenues are able to fund a negative tax.
- Drawing from reserve funds for operating losses, the 2024 negative tax and the services share of projects with a balance of \$495,956 projected by year end 2028.



**Area A Flood Control
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024**

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition			(\$31,500)		\$23,000	\$23,000	\$23,000
Provincial Grants	323,400		150,000		800,000		1,500,000
Interest		1,154					
Prior Period Surplus	63,006	63,066					
Total Revenue	386,406	64,220	118,500		823,000	23,000	1,523,000
<u>Expenditures</u>							
Salaries & Benefits	36,093	31,059	52,532	35,584	56,245	39,096	59,790
Administration & Overhead	1,150	757	1,175	1,225	1,285	1,100	1,170
Operations & Maintenance	3,900	9,320	24,900	7,400	13,400	7,400	7,400
Vehicle & Hauling Costs	900	867	900	900	900	900	900
Consulting & Professional Services	18,387	18,359	24,000	35,000	24,000		
Telephone & Utilities	150	50	150	150	150	150	150
Shared Overhead	4,761	3,924	5,766	3,866	6,145	4,229	6,465
Total General	65,341	64,337	109,423	84,125	102,125	52,875	75,875
Total Expenditures	65,341	64,337	109,423	84,125	102,125	52,875	75,875
Revenue less Expenditures	321,065	(117)	9,077	(84,125)	720,875	(29,875)	1,447,125
Transfers to Reserves	(6,875)	(6,875)	(6,875)	(6,875)	(6,875)	(13,125)	(13,125)
Transfers from Reserves	113,360		147,798	91,000	286,000	43,000	566,000
Capital Expenditures	(407,760)		(150,000)		(1,000,000)		(2,000,000)
Surplus (Deficit)	19,790	(6,992)					
Capital Reserve		6,875					
Operating Reserve		1,629,754					

2023 Actual - Adjustments Pending



2024 Budget Information Report

February Board

File: Fhh 503 001
Dept. File: Whn 161 001

Date: January 28, 2024
Submitted by: Tina Hlushak, Corporate Officer
Service Name: Columbia Valley Local Conservation Fund Program
Service Purpose: Provide local financial support to projects that contribute to the conservation of valuable natural areas in the Columbia Valley.
Participants: Invermere, Radium, Canal Flats and Electoral Areas F & G

Operational Items:

- The 2024 administration fees to the Kootenay Conservation Program are \$21,250.
- On January 11, 2024, the Board approved \$137,098.00 towards the 2024 conservation projects.

Capital Items:

- None.

CFO Comments:

- Parcel tax remains at \$20 per parcel.
- Transfer to Larger Projects Reserve \$99,000 in 2024. Estimated balance December 31, 2024 is \$570,298. Projected balance of \$934,298 in 2028.



Columbia Valley Local Conservation Program

Five Year Financial Plan

With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Parcel Taxes	\$245,000	\$249,713	\$250,000	\$250,000	\$250,000	\$250,000	\$251,000
Payments in Lieu of Taxes		1,992					
Local Government Grants & Regional Transfers	5,500	5,500	5,500	5,500	5,500	5,500	5,500
Interest		2,858					
Prior Period Surplus	4,766	4,766	10,189				
Total Revenue	255,266	264,829	265,689	255,500	255,500	255,500	256,500
<u>Expenditures</u>							
Salaries & Benefits	4,995	4,488	7,543	7,421	7,396	7,373	8,412
Grants	156,250	156,250	158,348	156,250	156,250	156,250	156,250
Shared Overhead	661	542	798	829	854	877	838
Total General	161,906	161,280	166,689	164,500	164,500	164,500	165,500
Total Expenditures	161,906	161,280	166,689	164,500	164,500	164,500	165,500
Revenue less Expenditures	93,360	103,549	99,000	91,000	91,000	91,000	91,000
Transfers to Reserves	(93,360)	(93,360)	(99,000)	(91,000)	(91,000)	(91,000)	(91,000)
Surplus (Deficit)		10,189					
Reserve Funds		471,298					



2024 Budget Information Report

February Board

File: Fhh 503 001
Dept. File: Sak 161 001

Date: December 22, 2023
Submitted by: Tina Hlushak, Corporate Officer
Service Name: Access Guardian Program Service
Service Purpose: The Access Guardian Program delivers a range of services to the public who are accessing recreational areas in the Service Area including education, public relations, and compliance and enforcement relating to access management
Participants: Electoral Area A, Fernie, Sparwood, Elkford

Operational Items:

- Conservation Officer Service has requested to have the agreement amended to with reporting timelines extended to 12 months, increasing from the 6-month, May 15 to November 15 reporting period currently stipulated in the agreement. This will allow for the following:
 - All regional district closures are year-round.
 - COS ability to patrol restricted areas through all peak periods of noncompliance.
 - Broader coverage of various resource user groups.
 - Will include/record all COS enforcement efforts not currently being captured.
 - Greater understanding and reporting of noncompliance throughout the entire year.
- The reporting amendment does not change the funding schedule.
- Currently in year 3 of a 5-year agreement with a term of 2022 – 2026.
- The Trust has completely phased out funding to the program for 2024. Elk Valley municipalities will see an increase in years 4 and 5 with the remainder of the funding supplemented by Elk Valley Property Tax Sharing Funds as listed in the below table. Vehicle costs will also be budgeted from the Elk Valley Property Tax Sharing Funds.

	2022	2023	2024	2025	2026	Total
Columbia Basin Trust	30,000	23,000	17,000	-	-	70,000
District Elkford	11,250	11,250	11,250	13,000	13,000	59,750
City of Fernie	11,250	11,250	11,250	13,000	13,000	59,750
District of Sparwood	11,250	11,250	11,250	13,000	13,000	59,750
RDEK Electoral Area A	11,250	19,750	28,000	46,000	46,400	151,400
Accumulated Surplus	10,000	10,000	32,000	18,750	10,000	80,750
Contract	75,000	76,500	110,750	103,750	95,400	
Vehicle Costs	10,000	10,000	10,000	10,000	10,000	

* staff costs are in addition to the above and funded by surplus until 2024 and then Area A for 2025 – 2026.

- Discussions on municipality funding will begin in 2025 to determine a funding model for the next contract term. Years 2027 and 2028 have been budget as follows:

	2027	2028
District Elkford	20,000	24,000
City of Fernie	20,000	24,000
District of Sparwood	20,000	24,000
RDEK Electoral Area A	37,800	27,500
Accumulated Surplus	-	-
Contract	\$97,800	\$99,500

- 2027 has significant contributions from municipalities for contract renewal to normalize contribution from EV Property Tax Sharing. With the 2% inflation increase 2028 was divided equally between the areas of \$24,000.

CFO Comments:

- New funding in the five-year plan as shown above.



Access Guardian Program Five Year Financial Plan

With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/27/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Local Government Grants & Regional Transfers	\$56,750	\$56,750	\$50,750	\$39,000	\$39,000	\$60,000	\$72,000
Transfer From Other Funds	19,750	19,750	28,000	46,000	46,400	37,800	27,500
Prior Period Surplus	34,256	34,256	32,000	18,750	10,000		
Total Revenue	110,756	110,756	110,750	103,750	95,400	97,800	99,500
<u>Expenditures</u>							
Salaries & Benefits	492	1,668	3,581	3,758	3,805	3,939	3,983
Consulting & Professional Services	86,500	76,500	88,030	89,591	91,182	93,436	95,106
Shared Overhead	64	54	389	401	413	425	411
Total General	87,056	78,221	92,000	93,750	95,400	97,800	99,500
Total Expenditures	87,056	78,221	92,000	93,750	95,400	97,800	99,500
Revenue less Expenditures	23,700	32,535	18,750	10,000			
Surplus (Deficit)	23,700	32,535	18,750	10,000			



2024 Budget Information Report

February Board

File : Fhh 503 001
Dept. File: Ymed 106 001

Date: January 5, 2024
Submitted by: Jamie Davies, Recreation & Control Services Supervisor
Service Name: Mosquito Control
Service Purpose: To reduce nuisance mosquito populations at Wasa, Ta Ta Creek and Skookumchuck areas
Participants: A portion of Electoral Area E - Wasa, Ta Ta Creek and Skookumchuck

Operational Items:

- Mosquito control costs were within the 2023 budget, which was due to a lower-than-average snowpack in April (81%) and warmer-than-average temperatures in May; this led to the prompt arrival of the Kootenay River freshet. Precipitation events during June may have amplified Kootenay River levels, but the river was already receding and below the critical levels needed to reactivate associated floodwater mosquito development sites. While there was a lack of compounded mosquito eggs triggered to hatch in 2023, water was present at some floodwater and seepage sites resulting in ground and aerial mosquito control treatments.
- Site monitoring began in April and backpack larval mosquito treatments occurred between May 13 and July 11; one aerial treatment occurred on May 25. No known sites were missed, although due to ongoing treatment permissions from 2022, parcels east of the 95A/93 bridge/intersection were not treated. Post treatment monitoring revealed high efficacy rates in the controlled areas.
- Staff did not receive mosquito complaints in 2023, which was likely due to lower-than-average water levels in flood mosquito areas resulting in lower mosquito populations.
- No human-cases of West Nile virus or Zika virus were reported as originating in BC by the BC CDC this year.
- Budget highlights include:

\$19,000	Replenish treatment stock – 129 of 350 bags used in 2023. Note if a low water year and less than 350 bags used, remaining bags do not expire/are stockpiled and used the following year.
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Capital Items:

- No capital items.

CFO Comments:

- Estimated 2024 parcel tax decrease of \$12,000 in 2024 = \$17.67 per parcel



Mosquito Control
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/30/2024

Revenue

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Parcel Taxes	\$145,000	\$145,000	\$133,000	\$133,000	\$133,000	\$133,000	\$140,500
Fees & Charges	1,500	1,500	1,500	1,500	1,500	1,500	1,500
Interest		2,586					
Prior Period Surplus	(13,757)	(13,757)	44,000	63,500	44,000	26,500	12,000
Total Revenue	132,743	135,329	178,500	198,000	178,500	161,000	154,000

Expenditures

Salaries & Benefits	5,704	4,219	7,979	8,348	8,573	8,617	8,690
Administration & Overhead	1,550	744	1,550	1,150	1,900	1,650	1,650
Operations & Maintenance	51,000	49,081	22,000	51,000	51,000	53,000	53,000
Vehicle & Hauling Costs	300		300	300	300	300	300
Consulting & Professional Services	87,125	49,700	87,125	87,125	94,125	89,303	89,303
Telephone & Utilities			200	200	200	200	200
Shared Overhead	821	605	846	877	902	930	857
Total General	146,500	104,349	120,000	149,000	157,000	154,000	154,000

Total Expenditures	146,500	104,349	120,000	149,000	157,000	154,000	154,000
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Revenue less Expenditures	(13,757)	30,981	58,500	49,000	21,500	7,000	
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Transfers from Reserves	13,757	13,757					
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Surplus (Deficit)		44,738	58,500	49,000	21,500	7,000	
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Reserve Funds		149,494					
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2024 Budget Information Report

February Board

File:
Dept. File:

Fhh 503 001
Sak 536 001

Date: January 26, 2024
Submitted by: Tina Hlushak, Corporate Officer
Service Name: Elk Valley Victim Assistance Service
Service Purpose: Operation of the Elk Valley Victim Assistance Program
Participants: Electoral Areas A and B(portion), Fernie, Sparwood and Elkford

Operational Items:

- RDEK staff wages and benefits increased by \$6,533 to better reflect resources required to administer this service.
- The Program Manager is hired by the RDEK to deliver the Elk Valley Victim Assistance Program mandated by the Province and provides services described by the Province.
- The terms of the 2023 agreement with the Province pays the RDEK an amount of \$61,626.47 in quarterly payments of:
 - April 15, 2023 \$13,752.82
 - July 15, 2023 \$13,752.82
 - October 15, 2023 \$17,060.42
 - January 15, 2024 \$17,060.42
- As part of the Shared Recovery Mandate, on August 30, 2023, the RDEK received one-time payment in the amount of \$3,278.67 for the 2022-2023 fiscal year and 2023-2024 fiscal year increase of \$3,336.52 to be disbursed through October 2023 and January 2024 quarterly payments, to be paid to the Program Manager.
- The budget reflects changes to accommodate a request from the Program Manager to increase hours from 21 to 25 hours a week (included in the 2023 budget) plus an inflation increase of 4% in 2024 and 3% in each of the of the next four years.
- The program delivery costs increased in bookkeeping and administrative support with the expectation that the Program Manager will acquire assistance in provincial reporting and budgeting.

Capital Items:

CFO Comments:

- Estimated 2024 taxation increase of \$2,500 = \$0.14 on the average residential property (assessed at \$567,000) and a further increase of \$4,500 in 2025.
- This service is nearing the taxation maximum and an amendment to the service establishment bylaw for the 2025 taxation year is expected.



**EV Victim Assistance
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/27/2024**

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$25,000	\$25,000	\$27,500	\$32,000	\$32,000	\$32,000	\$32,000
Payments in Lieu of Taxes		60					
Provincial Grants	57,732	26,035	61,626	62,859	64,116	65,398	66,706
Prior Period Surplus	13,667	14,013	22,437	22,192	24,392	24,954	23,833
Total Revenue	96,399	65,107	111,563	117,051	120,508	122,352	122,539
<u>Expenditures</u>							
Salaries & Benefits	2,778	4,851	9,311	9,613	9,900	10,194	10,497
Administration & Overhead			500	500	500	500	500
Consulting & Professional Services	84,721	64,314	78,344	80,805	83,358	85,968	88,749
Shared Overhead	363	301	1,043	1,082	1,119	1,160	1,144
Total General	87,862	69,466	89,198	92,000	94,877	97,822	100,890
Total Expenditures	87,862	69,466	89,198	92,000	94,877	97,822	100,890
Revenue less Expenditures	8,537	(4,359)	22,365	25,051	25,631	24,530	21,649
Surplus (Deficit)	8,537	(4,359)	22,365	25,051	25,631	24,530	21,649

2023 Actual - Adjustments Pending



2024 Budget Information Report

February Board

File :
Dept. File:

Fhh 503 001
Yhh 502 001

Date: December 18, 2023
Submitted by: Kevin Paterson, GM of Engineering & Environmental Services
Service Name: Tie Lake Water Level Control
Service Purpose: Regulate and manage Tie Lake water level
Participants: Tie Lake area

Operational Items:

- No operational changes to the service.

Capital Items:

- No capital work for 2024.

CFO Comments:

- Estimated 2024 tax decrease of \$1,000 = \$5.36 per parcel
- \$50.76 per parcel for 2024, compared to \$56.12 per parcel in 2023.



Tie Lake Water Level Control Five Year Financial Plan

With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/2/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Parcel Taxes	\$11,000	\$11,000	\$10,000	\$10,000	\$10,000	\$10,200	\$11,600
Prior Period Surplus	6,589	6,589	7,000	5,500	3,800	1,900	3,800
Total Revenue	17,589	17,589	17,000	15,500	13,800	12,100	15,400
<u>Expenditures</u>							
Salaries & Benefits	5,621	3,785	4,905	5,046	5,185	5,311	5,483
Administration & Overhead	395	364	470	510	555	610	670
Operations & Maintenance	100	531	100	100	100	100	100
Vehicle & Hauling Costs	225	156	500	500	500	500	500
Shared Overhead	748	610	525	544	560	579	447
Total General	7,089	5,445	6,500	6,700	6,900	7,100	7,200
Total Expenditures	7,089	5,445	6,500	6,700	6,900	7,100	7,200
Revenue less Expenditures	10,500	12,144	10,500	8,800	6,900	5,000	8,200
Transfers to Reserves	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Surplus (Deficit)	5,500	7,144	5,500	3,800	1,900		3,200
Reserve Funds		9,843					

2024 Budget Information Report

February Board

File :
Dept. File:

Fhh 503 001
Yhh 502 001

Date: December 18, 2023
Submitted by: Kevin Paterson, GM of Engineering & Environmental Services
Service Name: Rosen Lake Water Level Control
Service Purpose: Regulate and manage the water level
Participants: Rosen Lake area

Operational Items:

- Salaries and Benefits increase \$966 to reflect the work planned for 2024 and wage increases as per the collective agreement.
- Grounds Maintenance includes the sloughing repair in the dam at the culvert outlet.
- Consulting/Professional Fees includes a \$20,000 expenditure for the Dam Consequence Rating Assessment (mandated requirement).
- Grants include a \$10,000 in revenue for the Infrastructure Planning Study Grant and a \$9,350 MIABC Risk Management Grant to offset the expense for the Dam Consequence Rating Assessment.

Capital Items:

- No Capital items for 2024.

CFO Comments:

- Estimated 2024 tax decrease of \$3,000 = \$13.33 on the average residential property (assessed at \$748,823).
- No further tax increases projected until 2026 (\$500 increase).



Rosen Lake Water Level Control
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/2/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$17,000	\$17,000	\$14,000	\$14,000	\$14,500	\$15,000	\$15,000
Provincial Grants	10,000		10,000				
Local Government Grants & Regional Transfers	9,350		9,350				
Prior Period Surplus	864	864	5,000	3,300	2,000	1,400	500
Total Revenue	37,214	17,864	38,350	17,300	16,500	16,400	15,500
<u>Expenditures</u>							
Salaries & Benefits	5,507	6,278	6,473	6,761	6,894	7,113	7,281
Administration & Overhead	395	340	470	510	555	610	670
Operations & Maintenance	10,500	172	11,000	900	500	1,000	500
Vehicle & Hauling Costs	180	238	500	500	500	500	500
Consulting & Professional Services	25,000		20,000				
Shared Overhead	732	597	707	729	751	777	649
Total General	42,314	7,625	39,150	9,400	9,200	10,000	9,600
Total Expenditures	42,314	7,625	39,150	9,400	9,200	10,000	9,600
Revenue less Expenditures	(5,100)	10,239	(800)	7,900	7,300	6,400	5,900
Transfers to Reserves	(4,900)	(4,900)	(5,900)	(5,900)	(5,900)	(5,900)	(5,900)
Transfers from Reserves	10,000		10,000				
Surplus (Deficit)		5,339	3,300	2,000	1,400	500	
Reserve Funds		12,002					
Capital Reserve		48,684					

Date: January 6, 2024
Submitted by: Kevin Paterson, GM of Engineering & Environmental Services
Service Name: Lazy Lake Water Level Control
Service Purpose: Regulate and manage the water level control service
Participants: Lazy Lake area property owners

Operational Items:

- Salaries and Benefits increase \$1,799 to complete the elector assent process for potential tax increase.

Capital Items:

- No Capital items for the five-year plan.

CFO Comments:

- Taxation remains at \$1,260 = \$30 per parcel in 2024 (42 parcels).
- Elector assent process occurring in 2024 to increase taxation to \$4,400 in 2025 = \$105 per parcel (\$75 increase) with taxation increasing by \$100 per year until 2028 = additional \$2 to \$3 per parcel per year.
- Due to cost of elector assent process in 2024, the service will be in deficit of \$6,005 in 2025, with deficit reductions of \$800 per taking. Deficit will be paid off in 2032. Would need additional \$700 in taxation in the years 2025 – 2028 to reduce the deficit to zero in 2028.
- No Discretionary Grant in Aid will be provided from 2024 on.
- Contribution to Reserve for future projects will not take place until 2032.



Lazy Lake Water Level Control
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Parcel Taxes	\$1,260	\$1,260	\$1,260	\$4,400	\$4,500	\$4,600	\$4,700
Transfer From Other Funds	4,157						
Prior Period Surplus		0		(6,005)	(5,205)	(4,405)	(3,605)
Total Revenue	5,417	1,260	1,260	(1,605)	(705)	195	1,095
<u>Expenditures</u>							
Salaries & Benefits	4,300	3,464	6,099	2,772	2,859	2,937	3,296
Administration & Overhead	241	229	250	270	290	320	345
Operations & Maintenance	300	140	200	200	200	200	200
Vehicle & Hauling Costs	50	126	50	50	50	50	50
Shared Overhead	526	468	666	308	301	293	9
Total General	5,417	4,427	7,265	3,600	3,700	3,800	3,900
Total Expenditures	5,417	4,427	7,265	3,600	3,700	3,800	3,900
Revenue less Expenditures		(3,167)	(6,005)	(5,205)	(4,405)	(3,605)	(2,805)
Surplus (Deficit)		(3,167)	(6,005)	(5,205)	(4,405)	(3,605)	(2,805)

2023 Actual - Adjustments Pending



2024 Budget Information Report

February Board

File :
Dept. File:

Fhh 503 001
[Enter File #]

Date: January 26, 2024
Submitted by: Natalie Weitzel, Deputy CFO
Service Name: Columbia Valley Broadband Service
Service Purpose: Fibre Optic backbone running from just north of Canal Flats up to Spillimacheen
Participants: Invermere, Radium, Areas F & G

Operational Items:

- Pole rental costs of \$51,707 per year and 82% of debt costs recovered through lease revenue.
- Increase to debt principal and interest payments with renewal in October 2022

Capital Items:

- None.

CFO Comments:

- Estimated 2024 tax decrease of \$18,000 = \$1.31 on the average residential property (assessed at \$567,000), due to recovery of 2022 deficit in 2023.
- No estimated change to taxes for 2025, pending 2024 operational results.
- Revenues to exceed expenditures in service in 2028 after debenture matures in 2027.



Broadband

Five Year Financial Plan

With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$98,000	\$98,000	\$80,000	\$80,000	\$80,000	\$37,600	
Fees & Charges	181,707	191,707	181,707	181,707	181,707	181,707	181,707
Interest		2,646					
Prior Period Surplus	(13,011)	(13,011)	13,000	8,000	5,200		
Total Revenue	266,696	279,342	274,707	269,707	266,907	219,307	181,707
<u>Expenditures</u>							
Salaries & Benefits	2,496	1,383	2,504	2,597	2,688	2,758	2,853
Administration & Overhead		243					
Operations & Maintenance	51,707	51,707	51,707	51,707	51,707	51,707	51,707
Interest	95,361	95,361	95,361	95,361	95,361	47,681	
Shared Overhead	316	278	319	326	335	345	347
Total General	149,880	148,971	149,891	149,991	150,091	102,491	54,907
Total Expenditures	149,880	148,971	149,891	149,991	150,091	102,491	54,907
Revenue less Expenditures	116,816	130,371	124,816	119,716	116,816	116,816	126,800
Debt Principal Repayment	(116,816)	(116,816)	(116,816)	(116,816)	(116,816)	(116,816)	
Surplus (Deficit)		13,555	8,000	2,900			126,800



2024 Budget Information Report

February Board

File : Fhh 503 001
Dept. File: A ho 211 001

Date: December 22, 2023
Submitted by: Jamie Davies, Recreation & Control Services Supervisor
Service Name: Elk Valley Regional Airport
Service Purpose: To operate and maintain a year-round airstrip for use by the public
Participants: Electoral Area A, Fernie, Sparwood and Elkford

Operational Items:

- The Elk Valley Regional Airport is located 12 km north of Sparwood on the east side of the Lower Elk Valley Rd. Budget highlights include:

The 5-year financial plan includes reserve contributions for the rehabilitation of pavement (runway, taxiway and apron) at the Elk Valley Airport in 2026, which assumes 5-year budgeting (started in 2022) to build reserves for 25% of costs (approx. \$854,575). The BC Air Access Program (BCAAP) will be applied to for the remaining 75% of costs (\$2,563,725). BCAAP applicants must be able to complete the project within one fiscal year. Staff will monitor application intake requirements/deadlines.

A reassessment of the paved areas is planned for 2025; results of the reassessment will dictate if rehabilitation (approx. 18-year lifespan) is required in 2026.

The financial plan also includes the Elk Valley Flying Club operating grant of \$7,269.52 for the years 2022 to 2025.

\$4,000	Fenceline fuel reduction/tree removal - carried forward from 2023
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Capital Items:

- No capital items.

CFO Comments:

- Estimated 2024 tax increase of \$4,200 = \$0.29 on the average residential property (assessed at \$567,000).
- Estimated 2025 tax increase of \$26,600, pending 2024 operational results.
- Budget includes contributions to the airport rehabilitation reserve with a balance of \$529,000 in 2028.



EV Airport
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/27/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$102,000	\$102,000	\$106,200	\$132,800	\$129,000	\$136,000	\$146,000
Payments in Lieu of Taxes		171					
Fees & Charges	7,000	6,000	6,000	5,500	5,500	5,980	5,980
Prior Period Surplus	6,192	6,192	14,000	5,000	5,000	5,000	5,000
Total Revenue	115,192	114,363	126,200	143,300	139,500	146,980	156,980
<u>Expenditures</u>							
Salaries & Benefits	9,640	6,881	10,878	11,059	11,136	12,222	11,848
Administration & Overhead	8,025	6,112	7,670	7,550	7,905	8,260	8,625
Operations & Maintenance	62,500	53,038	28,500	54,500	36,500	25,500	25,500
Vehicle & Hauling Costs	500		500	500	500	500	500
Grants	7,270	7,270	7,270	7,270			
Telephone & Utilities			200	200	200	200	200
Shared Overhead	1,257	1,051	1,182	1,221	1,259	1,298	1,307
Total General	89,192	74,351	56,200	82,300	57,500	47,980	47,980
Total Expenditures	89,192	74,351	56,200	82,300	57,500	47,980	47,980
Revenue less Expenditures	26,000	40,012	70,000	61,000	82,000	99,000	109,000
Transfers to Reserves	(60,000)	(60,000)	(70,000)	(75,000)	(82,000)	(109,000)	(109,000)
Transfers from Reserves	34,000	34,000		24,000		10,000	
Surplus (Deficit)		14,012		10,000			
Reserve Funds		157,858					



2024 Budget Information Report

February Board

File :
Dept. File:

Fhh 503 001
Shh 702 001

Date: December 22, 2023
Submitted by: Tina Hlushak, Corporate Officer
Service Name: Cemeteries Local Service
Service Purpose: To provide for the construction, maintenance and operation of cemeteries with the Electoral Areas
Participants: All Electoral Areas

Operational Items:

- Costs are borne by the Electoral Area in which the cemetery is located. Grants are provided to other organizations for operation of the cemeteries.
- Electoral Area B – No changes for Jaffray / Galloway cemeteries.
- Electoral Area C – Operational grant of \$1,600.
- Electoral Area E – Wasa Columbaria operational grant of \$1,000.
- Electoral Area F:
 - Mount View and Windermere Cemeteries. Contract fee of \$23,500 to District of Invermere in 2024 based on preliminary numbers.
 - Fairmont Cemetery: Fairmont Evergreen Cemetery Association grant of \$7,000 in 2024.

CFO Comments:

Service	Estimated Change to Taxes for 2024	\$ Change per Average Residential Property
Electoral Area B	No Change (\$0 Tax)	No Change
Electoral Area C	No Change Expected	No Change Expected
Electoral Area E	\$275 Decrease	\$0.27 Decrease
Electoral Area F	\$2,200 Increase	\$0.58 Decrease

- Electoral Area F Cemeteries:
 - Due to non-market change there is a decrease of \$0.58 per average residential property.
 - Columbarium Reserve with contributions of \$5,000 annually with a surplus target of \$30,000.
 - Fairmont Evergreen Cemetery Reserve contributions of \$1,000 per year to finish in 2027 with a surplus target of \$5,000



Area B Cemeteries
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition							\$100
Prior Period Surplus	1,167	1,167	806	640	470	290	100
Total Revenue	1,167	1,167	806	640	470	290	200
<u>Expenditures</u>							
Salaries & Benefits	514	306	150	153	163	172	181
Shared Overhead	68	56	16	17	17	18	19
Total General	582	362	166	170	180	190	200
Total Expenditures	582	362	166	170	180	190	200
Revenue less Expenditures	585	806	640	470	290	100	
Surplus (Deficit)	585	806	640	470	290	100	



Area C Cemeteries
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/30/2024

Revenue

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Requisition	\$1,200	\$1,200	\$1,200	\$2,000	\$2,000	\$2,000	\$2,000
Prior Period Surplus	156	156	750				
Total Revenue	1,356	1,356	1,950	2,000	2,000	2,000	2,000

Expenditures

Salaries & Benefits	1,160	422	317	363	363	363	371
Grants			1,600	1,600	1,600	1,600	1,600
Shared Overhead	106	137	33	37	37	37	29
Total General	1,266	559	1,950	2,000	2,000	2,000	2,000

Total Expenditures	1,266	559	1,950	2,000	2,000	2,000	2,000
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Revenue less Expenditures	90	797					
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Surplus (Deficit)	90	797					
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Area E Cemeteries
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/30/2024

Revenue

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Requisition	\$1,375	\$1,375	\$1,100	\$1,100	\$1,100	\$1,100	\$1,400
Prior Period Surplus	1,000	1,000	640	550	435	235	
Total Revenue	2,375	2,375	1,740	1,650	1,535	1,335	1,400

Expenditures

Salaries & Benefits	535	699	118	102	137	122	136
Grants	1,050	969	1,050	1,100	1,150	1,200	1,250
Shared Overhead	70	58	12	13	13	13	14
Total General	1,655	1,726	1,180	1,215	1,300	1,335	1,400

Total Expenditures	1,655	1,726	1,180	1,215	1,300	1,335	1,400
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Revenue less Expenditures	720	649	560	435	235		
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Surplus (Deficit)	720	649	560	435	235		
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Area F Cemeteries
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$30,300	\$30,300	\$33,500	\$37,175	\$38,600	\$39,600	\$39,600
Local Government Grants & Regional Transfers	1,875	1,942	1,875	1,875	1,875	1,875	1,875
Prior Period Surplus	617	617	2,908	375			
Total Revenue	32,792	32,859	38,283	39,425	40,475	41,475	41,475
<u>Expenditures</u>							
Salaries & Benefits	924	1,352	368	384	433	432	430
Consulting & Professional Services	17,000	15,499	24,500	26,000	27,000	28,000	29,000
Grants	7,000	7,000	7,000	7,000	7,000	7,000	7,000
Shared Overhead	122	100	40	41	42	43	45
Total General	25,046	23,951	31,908	33,425	34,475	35,475	36,475
Total Expenditures	25,046	23,951	31,908	33,425	34,475	35,475	36,475
Revenue less Expenditures	7,746	8,908	6,375	6,000	6,000	6,000	5,000
Transfers to Reserves	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)	(5,000)
Surplus (Deficit)	1,746	2,908	375				
Reserve Funds		6,652					

2024 Budget Information Report

February Board

File :
Dept. File:

Fhh 503 001
Uhj 616 001

Date: December 22, 2023
Submitted by: Tina Hlushak, Corporate Officer
Service Name: Street Lighting – Moyie, Wardner, Elko, West Fernie, King-Cobham, Wilmer, Windermere, Edgewater and Electoral Area B Intersection Lighting
Service Purpose: Provide lighting to improve visibility and safety for pedestrians and traffic.
Participants: Service Areas in Electoral Area A, B, C, F, G

Operational Items:

- There are 2 remaining intersection lighting locations for Area B that have logistical challenges identified by BC Hydro.
- Jaffray-Baynes Lake Road & Highway 93 and Grasmere-Dorr Road & Highway 93 have some additional challenges. The existing infrastructure is too far off the highway to provide pole top streetlighting. Unfortunately, BC Hydro is unable to add additional poles or infrastructure to support individual streetlights, in these cases they are required to provide service wire to stand alone ornamental lighting. BC Hydro is coordinating with their SLIM department to see how to proceed and with the RDEK will be responsible to install metered streetlights near the highway to provide additional lighting at these intersections. Cost estimates and timelines are still to be determined.

Capital Items:

- None

CFO Comments:

Service	Estimated Change to Taxes for 2024	\$ Change per Average Residential Property
Moyie Street Lighting	\$125 Decrease	\$1.16 Decrease
Wardner Street Lighting	\$150 Decrease	\$0.79 Decrease
Elko Street Lighting	\$200 Decrease	\$2.76 Decrease
King-Cobham Street Lighting	\$1,200 Decrease	\$3.15 Decrease
Wilmer Street Lighting	\$2,500 Decrease	\$7.83 Decrease
Windermere Street Lighting	\$3,250 Decrease	\$4.91 Decrease
Edgewater Street Lighting	\$3,250 Decrease	\$6.53 Decrease
Electoral Area B Intersection Lighting	No Change Expected	No Change Expected



Moyie Street Lighting
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/30/2024

Revenue

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Requisition	\$6,100	\$6,100	\$6,000	\$6,000	\$6,100	\$6,100	\$6,100
Provincial Grants	242	242	242	242	242	242	242
Prior Period Surplus	610	610	968	1,075	1,000	850	550
Total Revenue	6,952	6,953	7,210	7,317	7,342	7,192	6,892

Expenditures

Salaries & Benefits	293	164	122	153	128	128	177
Telephone & Utilities	6,000	5,789	6,000	6,150	6,350	6,500	6,700
Shared Overhead	39	32	13	14	14	14	15
Total General	6,332	5,985	6,135	6,317	6,492	6,642	6,892

Total Expenditures	6,332	5,985	6,135	6,317	6,492	6,642	6,892
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Revenue less Expenditures	620	968	1,075	1,000	850	550	
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Surplus (Deficit)	620	968	1,075	1,000	850	550	
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Wardner Street Lighting Five Year Financial Plan

With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$4,525	\$4,525	\$4,400	\$4,400	\$4,400	\$4,500	\$4,600
Prior Period Surplus	417	417	727	800	700	500	300
Total Revenue	4,942	4,942	5,127	5,200	5,100	5,000	4,900
<u>Expenditures</u>							
Salaries & Benefits	253	145	115	187	187	137	186
Telephone & Utilities	4,235	4,042	4,200	4,300	4,400	4,550	4,700
Shared Overhead	34	27	12	13	13	13	14
Total General	4,522	4,215	4,327	4,500	4,600	4,700	4,900
Total Expenditures	4,522	4,215	4,327	4,500	4,600	4,700	4,900
Revenue less Expenditures	420	727	800	700	500	300	
Surplus (Deficit)	420	727	800	700	500	300	



Elko Street Lighting

Five Year Financial Plan

With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

Revenue

Requisition
Prior Period Surplus

Total Revenue

2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
\$3,350	\$3,350	\$3,200	\$3,200	\$3,300	\$3,550	\$3,700
323	323	464	350	150		
3,673	3,673	3,664	3,550	3,450	3,550	3,700

Expenditures

Salaries & Benefits
Telephone & Utilities
Shared Overhead

Total General

254	146	152	137	137	137	136
3,060	3,036	3,150	3,250	3,300	3,400	3,550
34	27	12	13	13	13	14
3,348	3,209	3,314	3,400	3,450	3,550	3,700

Total Expenditures

Revenue less Expenditures

Surplus (Deficit)

3,348	3,209	3,314	3,400	3,450	3,550	3,700
325	464	350	150			
325	464	350	150			



King-Cobham Street Lighting

Five Year Financial Plan

With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$4,700	\$4,700	\$4,500	\$5,600	\$5,700	\$6,000	\$6,200
Prior Period Surplus	412	412	797				
Total Revenue	5,112	5,112	5,297	5,600	5,700	6,000	6,200
<u>Expenditures</u>							
Salaries & Benefits	302	243	924	1,077	1,071	1,165	1,256
Telephone & Utilities	4,300	4,039	4,160	4,300	4,400	4,600	4,700
Shared Overhead	40	33	213	223	229	235	244
Total General	4,642	4,315	5,297	5,600	5,700	6,000	6,200
Total Expenditures	4,642	4,315	5,297	5,600	5,700	6,000	6,200
Revenue less Expenditures	470	797					
Surplus (Deficit)	470	797					



Wilmer Street Lighting
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/30/2024

Revenue

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Requisition	\$7,200	\$7,200	\$6,000	\$6,000	\$6,300	\$6,400	\$6,750
Prior Period Surplus	989	989	2,048	1,750	1,250	850	350
Total Revenue	8,189	8,189	8,048	7,750	7,550	7,250	7,100

Expenditures

Salaries & Benefits	255	147	135	136	136	186	185
Telephone & Utilities	7,050	5,966	6,150	6,350	6,550	6,700	6,900
Shared Overhead	34	28	13	14	14	14	15
Total General	7,339	6,141	6,298	6,500	6,700	6,900	7,100

Total Expenditures	7,339	6,141	6,298	6,500	6,700	6,900	7,100
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Revenue less Expenditures	850	2,048	1,750	1,250	850	350	
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Surplus (Deficit)	850	2,048	1,750	1,250	850	350	
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Windermere Street Lighting

Five Year Financial Plan

With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$16,500	\$16,500	\$14,000	\$14,000	\$14,500	\$15,000	\$15,500
Prior Period Surplus	1,387	1,387	3,985	3,500	2,600	1,800	1,000
Total Revenue	17,887	17,887	17,985	17,500	17,100	16,800	16,500
<u>Expenditures</u>							
Salaries & Benefits	297	188	348	362	361	360	558
Telephone & Utilities	16,250	13,682	14,100	14,500	14,900	15,400	15,900
Shared Overhead	40	32	37	38	39	40	42
Total General	16,587	13,902	14,485	14,900	15,300	15,800	16,500
Total Expenditures	16,587	13,902	14,485	14,900	15,300	15,800	16,500
Revenue less Expenditures	1,300	3,985	3,500	2,600	1,800	1,000	
Surplus (Deficit)	1,300	3,985	3,500	2,600	1,800	1,000	



Edgewater Street Lighting

Five Year Financial Plan

With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$16,250	\$16,250	\$13,000	\$13,500	\$14,000	\$14,500	\$15,000
Prior Period Surplus	2,548	2,548	5,080	3,900	2,800	1,800	900
Total Revenue	18,798	18,798	18,080	17,400	16,800	16,300	15,900
<u>Expenditures</u>							
Salaries & Benefits	308	178	167	186	186	186	185
Telephone & Utilities	15,900	13,506	14,000	14,400	14,800	15,200	15,700
Shared Overhead	40	34	13	14	14	14	15
Total General	16,248	13,718	14,180	14,600	15,000	15,400	15,900
Total Expenditures	16,248	13,718	14,180	14,600	15,000	15,400	15,900
Revenue less Expenditures	2,550	5,080	3,900	2,800	1,800	900	
Surplus (Deficit)	2,550	5,080	3,900	2,800	1,800	900	



Electoral Area B Intersection Lighting Five Year Financial Plan

With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$20,000	\$20,000	\$20,000	\$4,200	\$4,550	\$4,700	\$4,800
Provincial Grants	560	560	560	560	560	560	560
Prior Period Surplus	4,854	4,854	20,735	400	50		
Total Revenue	25,414	25,414	41,295	5,160	5,160	5,260	5,360
<u>Expenditures</u>							
Salaries & Benefits	768	485	769	779	777	775	821
Telephone & Utilities	22,150	2,109	38,050	2,250	2,300	2,400	2,450
Shared Overhead	96	85	76	81	83	85	89
Total General	23,014	2,679	38,895	3,110	3,160	3,260	3,360
Total Expenditures	23,014	2,679	38,895	3,110	3,160	3,260	3,360
Revenue less Expenditures	2,400	22,735	2,400	2,050	2,000	2,000	2,000
Transfers to Reserves	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
Surplus (Deficit)	400	20,735	400	50			
Reserve Funds		6,262					



2024 Budget Information Report

February Board

File :
Dept. File:

Fhh 503 001
[Enter File #]

Date January 21, 2024
Submitted by: Colin Peet, CV Recreation Services Superintendent
Holly Ronnquist, CFO
Service Name: Columbia Valley Recreation
Service Purpose: Provides for the operations and maintenance of the Eddie Mountain Memorial Ice Arena situated in downtown Invermere; provides a operating and capital grants to the Canal Flats Arena and provides grants to selected recreation amenities in the Columbia Valley
Participants: Electoral Area F, Invermere, Radium Hot Springs, Canal Flats, and a portion of Electoral Area G

Operational Items:

Eddie Mountain Memorial Arena

- Compressor #2 Overhaul \$17,000 and Plant Maintenance \$25,000
- Solar feasibility study \$12,000

Canal Flats Arena

- \$28,536 increase in operating grant, including inflationary/maintenance increases.

Grants

- \$100,000 annual grant to District of Invermere for the CV Centre.
- \$30,000 grant to Akisqnuq First Nation for Columbia Lake Recreation Centre operating costs (carried forward from 2022/23).
- \$7,500 grant to Lake Windermere Whiteway.
- \$2,000 annual grant to Frank Schnider Arena.

Capital Items:

2024 Eddie Mountain Memorial Arena

- Electric Zamboni Retrofit \$60,000
- Referee Room and Dressing Room 6 renos \$65,000
- Accessible entry Dressing Room 6 \$20,000

Canal Flats Arena

- 2024 projects \$25,000 for small capital upgrades in each year of plan.
- Compressor overhaul \$14,000
- Building Extension for safer player entry \$35,000

CFO Comments:

- Estimated 2024 tax increase of \$70,000 = \$5 on the average residential property assessment \$567,000 and \$65,000 tax increase in 2025, pending operational results from 2024. Operating results of the Eddie Mountain Memorial Arena were better than expected in 2023.
- The five-year plan provides \$744,000 combined funding for capital projects for both arenas from 2024 – 2028.
- The five-year plan includes total contributions of \$1,003,000 to the capital reserve for future projects at the Eddie Mountain Memorial Arena and the Canal Flats Arena.



CV Recreation
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/29/2024

Revenue

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Requisition	\$1,380,000	\$1,380,000	\$1,450,000	\$1,515,000	\$1,590,000	\$1,616,000	\$1,653,000
Payments in Lieu of Taxes	4,627	4,478	4,627	4,627	4,627	4,627	4,627
Local Government Grants & Regional Transfers	75,000	64,242	52,000	52,000	52,000	52,000	52,000
Fees & Charges	192,850	227,408	201,850	206,500	209,200	211,900	216,200
Interest		22,123					
Prior Period Surplus	215,000	215,952	300,200	56,000	20,000	53,000	20,000
Total Revenue	1,867,477	1,914,204	2,008,677	1,834,127	1,875,827	1,937,527	1,945,827

Expenditures

Salaries & Benefits	6,223	4,682	4,561	4,309	4,872	4,344	4,316
Vehicle & Hauling Costs		88					
Grants	2,000	2,000	212,000	2,000	2,000	2,000	2,000
Grant for Canal Flats Arena	453,380	453,380	395,916	398,012	379,912	547,658	416,291
Grant - Invermere multi-use facility	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Grant - Lake Windermere Whiteway	7,500	7,500	7,500	7,500	7,500	7,500	7,500
Grant - Akisq'nuk Rec Facility	30,000		30,000				
Shared Overhead	827	675	440	457	469	482	477
Total General	599,930	568,324	750,417	512,278	494,753	661,984	530,584

Eddie Mountain Memorial Arena

Salaries & Benefits	584,593	518,724	624,832	645,941	665,285	685,181	705,672
Administration & Overhead	38,375	28,085	41,850	45,225	51,650	53,600	58,853
Operations & Maintenance	88,100	82,083	115,600	79,600	83,100	89,600	93,600
Vehicle & Hauling Costs	27,600	20,725	24,000	24,100	24,200	24,300	24,400
Consulting & Professional Services	20,600	1,813	21,000	9,000	9,000	9,000	9,000
Telephone & Utilities	175,600	155,589	172,050	177,800	182,600	189,500	193,400
Shared Overhead	75,479	61,563	66,428	68,683	70,739	72,862	65,818
Total Eddie Mountain Memorial Arena	1,010,347	868,582	1,065,760	1,050,349	1,086,574	1,124,043	1,150,743

Total Expenditures	1,610,277	1,436,906	1,816,177	1,562,627	1,581,327	1,786,027	1,681,327
Revenue less Expenditures	257,200	477,298	192,500	271,500	294,500	151,500	264,500



CV Recreation
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/29/2024

	<u>2023</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>BUDGET</u>
Transfers to Reserves	(55,500)	(55,500)	(151,500)	(221,500)	(221,500)	(151,500)	(264,500)
Transfers from Reserves			140,000	150,000			
Capital Expenditures	(181,500)	(116,073)	(145,000)	(200,000)	(40,000)		
Surplus (Deficit)	20,200	305,725	36,000		33,000		
Reserve Funds		1,513					
Capital Reserve		176,925					



2024 Budget Information Report

February Board

File :
Dept. File:

Fhh 503 001
[Enter File #]

Date: January 8, 2024
Submitted by: Holly Ronnquist, CFO
Service Name: Edgewater Recreation
Service Purpose: To provide funding for recreation in Edgewater
Participants: Edgewater Recreation Service Area

Operational Items:

- The RDEK collects taxation from the service area and provides a grant to the Edgewater Recreation Society of \$31,000 for operations and \$4,000 for capital. Taxation also funds insurance and maintenance costs of RDEK owned land and buildings utilized by the residents of Edgewater.

Capital Items:

- Budget does not include a solution to the condition of the current Post Office or the old Credit Union Building.

CFO Comments:

- No tax increase in 2024.
- Operational costs reduced slightly.
- Contributions to reserve now budgeted between \$6,000 and \$7,100 each year totalling \$35,200 over five years.
- Estimated operating surplus of \$3,876. Option to increase 2024 reserve contribution.



Edgewater Recreation
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$61,000	\$61,000	\$61,000	\$96,000	\$103,075	\$103,075	\$103,075
Local Government Grants & Regional Transfers	106,603	8,000					
Fees & Charges	1,490	1,440	1,490	1,490	1,490	1,490	1,490
Prior Period Surplus	(1,638)	(1,018)	4,987				
Total Revenue	167,455	69,422	67,477	97,490	104,565	104,565	104,565
<u>Expenditures</u>							
Salaries & Benefits	6,955	5,939	8,461	5,101	5,219	5,402	5,587
Administration & Overhead	5,175	4,954	3,150	3,510	3,950	4,450	4,990
Operations & Maintenance	7,850	4,304	7,900	7,900	9,715	11,530	13,345
Consulting & Professional Services	2,500	12,400	2,500				
Grants	35,000	35,201	35,000	35,000	35,000	35,000	35,000
Telephone & Utilities	2,450	1,649	2,450	2,450	2,450	2,450	2,450
Interest				9,075	7,260	5,445	3,630
Shared Overhead	922	755	916	554	571	588	563
Total General	60,852	65,202	60,377	63,590	64,165	64,865	65,565
Total Expenditures	60,852	65,202	60,377	63,590	64,165	64,865	65,565
Revenue less Expenditures	106,603	4,220	7,100	33,900	40,400	39,700	39,000
Debt Principal Repayment				(33,000)	(33,000)	(33,000)	(33,000)
Short-term Borrowing			165,000				
Transfers to Reserves			(7,100)	(8,000)	(7,400)	(6,700)	(6,000)
Transfers from Reserves				7,100			
Capital Expenditures	(106,603)	(94,213)	(165,000)				
Surplus (Deficit)		(89,993)					

2023 Actual - Adjustments Pending

Date: February 12, 2024
Submitted by: Jamie Davies, Recreation & Control Services Supervisor
Service Name: Electoral Area A Parks
Service Purpose: To operate and maintain a day use boat launch and river access for public use and enjoyment
Participants: Electoral Area A

Operational Items:

- **Morrissey River Access** - RDEK staff have been working with Tourism Fernie on plans to develop the Elk River access boat launch and parking area located east of Highway 3 on the southwest side of the Morrissey Road bridge. Tourism Fernie is funding and plans to complete boat ramp and parking area improvements in 2024. The RDEK will enter into long term operations agreements with the province and BC Parks and the river access will be added to the RDEKs Regional Parks Plan. Tourism Fernie will maintain the facility over the summer months through a long-term maintenance agreement with the RDEK.
- **Fernie Valley Pathway** – In fall 2023, RDEK staff applied to the BC Active Planning Grant on behalf of the Fernie Trail Alliance (FTA). If successful, the planning grant will provide \$50,000 that will be used for continued planning of the Fernie Valley Pathway; which is a proposed paved trail connecting the City of Fernie and Fernie Alpine Resort communities. The FTA plans to complete the trail in 2025; once completed it may become part of the RDEKs Regional Parks Plan.

Capital Items:

- \$100,000 for phase 1 engineering and planning with \$50,000 from Elk Valley Tax Sharing and \$50,000 from the BC Active Planning Grant (pending grant approval).

CFO Comments:

- Estimated 2024 tax increase of \$9,560 = \$3.29 on the average residential property (assessed at \$691,041).
- Estimated 2025 tax increase of \$5,700, pending 2024 operational results.



Area A Parks
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$3,240	\$3,240	\$12,800	\$18,500	\$12,700	\$13,400	\$13,100
Payments in Lieu of Taxes			50,000				
Provincial Grants			50,000				
Prior Period Surplus		0	255				
Total Revenue	3,240	3,240	113,055	18,500	12,700	13,400	13,100
<u>Expenditures</u>							
Salaries & Benefits	2,756	2,580	6,203	6,377	6,557	6,736	7,010
Administration & Overhead			725	625	725	625	725
Operations & Maintenance			5,000	4,850	4,250	4,850	4,250
Vehicle & Hauling Costs			250	250	250	250	250
Consulting & Professional Services				500			
Telephone & Utilities			200	200	200	200	200
Shared Overhead	484	296	677	698	718	739	665
Total General	3,240	2,876	13,055	13,500	12,700	13,400	13,100
Coal Discovery Trail							
Salaries & Benefits		110					
Total Coal Discovery Trail		110					
Total Expenditures	3,240	2,985	13,055	13,500	12,700	13,400	13,100
Revenue less Expenditures		255	100,000	5,000			
Capital Expenditures			(100,000)	(5,000)			
Surplus (Deficit)		255					

Date: December 22, 2023
Submitted by: Jamie Davies, Recreation & Control Services Supervisor
Service Name: Electoral Area B Parks
Service Purpose: To operate and maintain day use parks, lake accesses, trails and boat launches for public use and enjoyment
Participants: Electoral Area B

Operational Items:

- **Rosen Lake Public Accesses** provide day use parks and lake accesses located 5 km north of Jaffray on Rosen Lake Rd (west access) and Rosen Lake Rd East (east access). Budget highlights include:

\$175	Replace push mower/trimmer, cost shared with other parks
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- **Dawson's Path** provides a gravel trail located 0.5 km south of Jaffray on the east side of the Jaffray Baynes Lake Rd. The trail continues to operate within anticipated operation and maintenance costs.

- **Waldo Cove Regional Park** provides a day use park and boat launch located south of Sharpe Rd on the east side of Koocanusa Lake and 4 km south of Baynes Lake. The continued development and operation and maintenance of the park is shared by the Friends of Lake Koocanusa Society and the RDEK. Budget highlights include:

\$5,000	Archaeological assessment cost for trail improvement to picnic area; FOLKS to fund all other project costs.
\$1,000	Replace ride mower, cost shared with other parks
\$175	Replace push mower/trimmer, cost shared with other parks

- **Elko River Access** - RDEK staff have been working with Tourism Fernie on plans to develop the Elk River access boat launch and parking areas located adjacent east of Elko on the southwest side of the River Forest Service Road bridge. Tourism Fernie is funding and plans to complete boat ramp and parking area improvements in 2024. The RDEK will enter into long term operations agreements with the province and BC Hydro and the river access will be added to the RDEKs Regional Parks Plan. Tourism Fernie will maintain the facility over the summer months through a long-term maintenance agreement with the RDEK.
- **Jaffray Trail** - In fall 2023, RDEK staff applied to the BC Active Infrastructure Grant on behalf of the South Country Trails and Recreation Association (SCTRA). If successful, the infrastructure grant will provide \$500,000 that will be used by the SCTRA in 2024 for the construction of a paved trail within the Jaffray Highway 3 right-of-way between Rosen Lake Road and west Jaffray trail network. Once completed, the trail will be added to the RDEKs Regional Parks Plan.

Capital Items:

- Jaffray Trail, once completed
- Replace mowers and trimmer \$1,350

CFO Comments:

- Estimated 2024 tax increase of \$18,500 = \$4.58 on the average residential property (assessed at \$569,601).
- Estimated 2025 tax increase of \$12,500, pending 2024 operational results.



Area B Parks
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/30/2024

Revenue

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Requisition	\$60,500	\$60,500	\$79,000	\$91,500	\$91,500	\$92,300	\$92,300
Fees & Charges			500,000				
Prior Period Surplus	15,708	15,708	23,500	13,100	1,400	3,900	
Total Revenue	76,208	76,208	602,500	104,600	92,900	96,200	92,300

Expenditures

Salaries & Benefits	12,163	6,182	2,613	2,701	2,793	2,883	2,978
Administration & Overhead	700	226	800	700	800	700	800
Consulting & Professional Services	900	898					
Shared Overhead	1,643	1,311	287	299	307	317	322
Total General	15,406	8,617	3,700	3,700	3,900	3,900	4,100

Rosen Lake Access

Salaries & Benefits	5,137	2,586	4,358	4,470	4,613	4,743	4,887
Administration & Overhead	555	507	595	640	685	740	800
Operations & Maintenance	6,850	6,464	3,525	5,350	3,350	5,350	3,350
Vehicle & Hauling Costs	225	249	250	250	250	250	250
Telephone & Utilities			200	200	200	200	200
Shared Overhead	482	316	472	490	502	517	513
Total Rosen Lake Access	13,249	10,122	9,400	11,400	9,600	11,800	10,000

Dawson's Path

Salaries & Benefits	1,695	615	1,654	1,727	1,703	1,777	1,875
Administration & Overhead	230	199	245	265	285	305	345
Operations & Maintenance	1,450	1,242	1,450	2,050	1,450	1,450	2,050
Vehicle & Hauling Costs	75	59	75	75	75	75	75
Telephone & Utilities			200	200	200	200	200
Shared Overhead	192	157	176	183	187	193	155
Total Dawson's Path	3,642	2,272	3,800	4,500	3,900	4,000	4,700

Waldo Cove

Salaries & Benefits	8,764	7,421	9,661	9,939	10,218	10,579	10,878
Administration & Overhead	1,105	1,168	1,235	1,325	1,415	1,520	1,650
Operations & Maintenance	21,550	19,234	24,925	21,350	19,750	20,350	19,750



Area B Parks
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Vehicle & Hauling Costs	300		300	300	300	300	300
Telephone & Utilities			200	200	200	200	200
Shared Overhead	882	621	1,279	1,086	1,117	1,151	1,122
Total Waldo Cove	32,601	28,443	37,600	34,200	33,000	34,100	33,900
Elko Take Out							
Salaries & Benefits			7,081	7,217	7,403	7,488	7,616
Administration & Overhead			100	100	100	100	100
Operations & Maintenance			8,800	5,650	5,050	5,650	5,050
Vehicle & Hauling Costs			250	250	250	250	250
Consulting & Professional Services				500			
Telephone & Utilities			200	200	200	200	200
Shared Overhead			469	483	497	512	484
Total Elko Take Out			16,900	14,400	13,500	14,200	13,700
Jaffray Trail							
Salaries & Benefits			4,102	4,288	4,375	4,461	4,668
Administration & Overhead			50	50	50	50	50
Operations & Maintenance			3,500	11,300	8,800	11,300	8,800
Vehicle & Hauling Costs			300	300	300	300	300
Consulting & Professional Services				500			
Telephone & Utilities			200	200	200	200	200
Shared Overhead			448	462	475	489	482
Total Jaffray Trail			8,600	17,100	14,200	16,800	14,500
Total Expenditures	64,898	49,455	80,000	85,300	78,100	84,800	80,900
Revenue less Expenditures	11,310	26,754	522,500	19,300	14,800	11,400	11,400
Transfers to Reserves	(3,000)	(3,000)	(8,400)	(12,900)	(10,900)	(11,400)	(11,400)
Capital Expenditures			(501,000)	(5,000)			
Surplus (Deficit)	8,310	23,754	13,100	1,400	3,900		
Reserve Funds		9,451					



2024 Budget Information Report

February Board

File : Fhh 503 001
Dept. File: Q em 126 002

Date: January 17, 2024
Submitted by: Jamie Davies, Recreation & Control Services Supervisor
Service Name: Electoral Area C Parks
Service Purpose: To operate and maintain a day use park, boat ramp and river access for public use and enjoyment
Participants: Electoral Area C

Operational Items:

- **Aldridge Regional Park** provides a day use park with bench, boat launch and river access located on Braunagel Rd on the west side of the Moyie River (south end of Moyie lake). Budget highlights include:

\$4,000	Danger tree removal at boat launch and park areas
\$1,000	Replace ride mower, cost shared with other parks
\$175	Replace push mower/trimmer, cost shared with other parks

Capital Items:

- Replace mowers and trimmer \$1,175.

CFO Comments:

- No change to taxes expected for 2024.
- Estimated 2025 tax decrease of \$100, pending 2024 operational results.



Area C Parks
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

Revenue

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Requisition	\$9,500	\$9,500	\$9,500	\$9,400	\$9,200	\$9,300	\$9,500
Prior Period Surplus	1,947	2,947	8,000	4,600			
Total Revenue	11,447	12,447	17,500	14,000	9,200	9,300	9,500

Expenditures

Salaries & Benefits	6,836	2,027	4,809	4,946	5,112	5,274	5,396
Administration & Overhead	530	426	745	665	785	705	835
Operations & Maintenance	2,250		4,975	2,300	2,300	2,300	2,300
Vehicle & Hauling Costs	150	244	250	250	250	250	250
Consulting & Professional Services	300	299					
Telephone & Utilities			200	200	200	200	200
Shared Overhead	881	709	521	539	553	571	519
Total General	10,947	3,704	11,500	8,900	9,200	9,300	9,500

Total Expenditures	10,947	3,704	11,500	8,900	9,200	9,300	9,500
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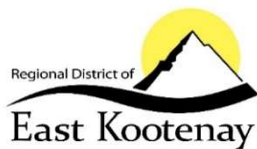
Revenue less Expenditures

500	8,744	6,000	5,100				
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Transfers to Reserves	(500)	(500)	(400)	(100)			
Capital Expenditures			(1,000)	(5,000)			

Surplus (Deficit)		8,244	4,600				
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Reserve Funds		4,785					
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2024 Budget Information Report

February Board

File : Fhh 503 001
Dept. File: Q em 126 002

Date: January 5, 2024
Submitted by: Jamie Davies, Recreation & Control Services Supervisor
Service Name: Electoral Area E Parks
Service Purpose: To operate and maintain day use parks, a lake access and a boat launch for public use and enjoyment
Participants: Electoral Area E

Operational Items:

- Avery Road Public Access** provides a day use lake access with bench and launch for non-motorized boats (kayaks, stand up paddle boards) located 22 km west of Kimberley on Avery Rd (halfway down the north side of St. Mary's Lake). Budget highlights include:

\$175	Replace push mower/trimmer, cost shared with other parks
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- Cherry Creek Falls Regional Park** provides a day use park with walking trails, picnic sites and waterfall viewing, located 9 km east of Kimberley and 2 km north of Highway 95A on the Ta Ta Lost Dog Forest Service Rd. Budget highlights include:

\$175	Replace push mower/trimmer, cost shared with other parks
\$1,500	Fuel reduction/tree removal (accrued from 2023)

- St. Mary's Lake Regional Park** provides a day use park with picnic sites and boat launch located 20 km west of Kimberley on Lake Front Drive at the east side of St. Mary's Lake. Boat launch and parking area improvements are subject to subdivision by the property owner; if/when subdivided, the RDEK will have ownership of the park and may proceed with improvements.

\$6,000	Continuation of erosion control at upper parking area; accrued from 2023
\$175	Replace push mower/trimmer, cost shared with other parks
\$1,500	Fuel reduction/tree removal (accrued from 2023)

Capital Items:

- Replace mower and trimmer \$525

CFO Comments:

- No change to taxes expected for 2024 or 2025.



Area E Parks
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/30/2024

Revenue

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Requisition	\$46,000	\$46,000	\$46,000	\$46,000	\$48,500	\$53,100	\$54,600
Prior Period Surplus	37,928	37,928	42,000	29,800	19,100	12,700	5,600
Total Revenue	83,928	83,928	88,000	75,800	67,600	65,800	60,200

Expenditures

Salaries & Benefits	1,876	1,581	3,161	3,250	3,340	3,428	3,523
Administration & Overhead	700	231	1,000	700	1,000	700	1,000
Operations & Maintenance		10					
Consulting & Professional Services	900	898					
Shared Overhead	150	226	339	350	360	372	377
Total General	3,626	2,946	4,500	4,300	4,700	4,500	4,900

Avery Road Lake Access

Salaries & Benefits	2,706	1,632	3,670	3,807	3,974	4,136	4,217
Administration & Overhead	255	249	275	300	320	345	400
Operations & Maintenance	2,150	2,292	3,075	3,400	2,900	2,900	3,400
Vehicle & Hauling Costs	175	162	175	175	175	175	175
Telephone & Utilities			200	200	200	200	200
Shared Overhead	325	266	405	418	431	444	408
Total Avery Road Lake Access	5,611	4,601	7,800	8,300	8,000	8,200	8,800

Cherry Creek Falls

Salaries & Benefits	5,003	2,309	4,946	5,075	5,187	5,344	5,587
Administration & Overhead	330	292	350	375	395	420	475
Operations & Maintenance	12,576	9,609	7,221	5,550	5,600	5,600	5,600
Vehicle & Hauling Costs	250	231	250	250	250	250	250
Telephone & Utilities			200	200	200	200	200
Shared Overhead	608	420	533	550	568	586	488
Total Cherry Creek Falls	18,767	12,862	13,500	12,000	12,200	12,400	12,600

St. Mary's Lake

Salaries & Benefits	8,466	4,337	9,233	9,488	9,766	10,130	10,363
Administration & Overhead	1,155	1,142	1,235	1,325	1,415	1,520	1,650
Operations & Maintenance	34,250	9,382	15,425	9,750	9,750	9,750	9,750



Area E Parks
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023	2023	2024	2025	2026	2027	2028
	BUDGET	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
Vehicle & Hauling Costs	300		300	300	300	300	300
Consulting & Professional Services	12,000						
Telephone & Utilities			200	200	200	200	200
Shared Overhead	753	462	1,007	1,037	1,069	1,100	1,037
Total St. Mary's Lake	56,924	15,323	27,400	22,100	22,500	23,000	23,300
Total Expenditures	84,928	35,733	53,200	46,700	47,400	48,100	49,600
Revenue less Expenditures	(1,000)	48,195	34,800	29,100	20,200	17,700	10,600
Transfers to Reserves	(6,000)	(6,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Transfers from Reserves	7,000						
Capital Expenditures				(5,000)			
Surplus (Deficit)		42,195	29,800	19,100	15,200	12,700	5,600
Reserve Funds		52,796					

Date: January 5, 2024
Submitted by: Colin Peet, CV Recreation Services Superintendent
Service Name: Electoral Area F Parks
Service Purpose: To operate and maintain day use parks, a walking trail, a ballpark and a public beach for public use and enjoyment
Participants: Electoral Area F

Operational Items:

- **Fairmont Walking Path** provides a safe, paved alternative walking trail along Hwy 93/95 for Fairmont Hot Springs residents. The path begins at the intersection of Fairmont Resort Rd & Hot Springs Rd and travels down alongside Creekside Golf course ending on Columbia River Rd next to the Fire station. Anticipated Budget items include an increase to the maintenance budget to include winter maintenance insurance increases.
 - \$500 Signage & Supplies
 - \$8,000 Winter snow removal & Path Maintenance
- **Windermere Beach** provides residents with day use beach & water access along Lake Windermere. Located at the intersection of Selkirk Street & Columbia Ave in Windermere, the beach has many concrete picnic tables, genderless washrooms & a roped swim area. Anticipated budget items include repairs to rock wall, septic system maintenance and dust control.
 - \$1,500 Tree Pruning & Clean up
- **Crossroads Ballpark** provides residents with 3 softball fields, 1 baseball field, washroom facilities & a concessions. Located along Hwy 93/95, the Crossroads Ballpark sits behind the CV Chamber office. Anticipated budget items include septic maintenance contract, chain-link fencing repairs, safety netting replacements and the renewal of the facility maintenance contract.
 - \$22,000 Seasonal maintenance contract renewal
 - \$13,500 Fencing & Netting replacement & repairs
 - \$1,000 Supplies
- **Windermere Community Trail**
Anticipated to become an electoral area trail, waiting for on community association for trail development timeline.

Capital Items:

- **Crossroads Ballpark**
 - Diamond 3 Retaining Wall Repair (2024) for \$58,000

CFO Comments:

- Estimated 2024 tax decrease of \$5,000 = \$4.10 on the average residential property (assessed at 705,536).
- Estimated 2025 tax increase of \$10,000, pending 2024 operational results.



Area F Parks
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/30/2024

Revenue

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Requisition	\$95,000	\$95,000	\$90,000	\$100,000	\$105,000	\$110,000	\$125,500
Local Government Grants & Regional Transfers	6,200	6,714	6,200	6,200	6,200	6,200	6,200
Fees & Charges	6,000	8,146	6,000	6,000	6,000	6,000	6,000
Interest		2,003					
Prior Period Surplus	16,259	16,259	21,500	12,500	5,000	5,300	5,700
Total Revenue	123,459	128,122	123,700	124,700	122,200	127,500	143,400

Expenditures

Salaries & Benefits	2,909	1,477	2,872	2,963	3,054	3,044	3,234
Administration & Overhead	420		420	420	420	420	420
Operations & Maintenance			3,000	10,000	10,000	10,000	10,000
Grants		539					
Shared Overhead	345	325	308	317	326	336	346
Total General	3,674	2,340	6,600	13,700	13,800	13,800	14,000

Windermere Beach

Salaries & Benefits	21,975	22,582	7,945	8,252	8,562	8,749	9,077
Administration & Overhead	1,185	1,122	1,320	1,415	1,510	1,625	1,740
Operations & Maintenance	14,650	11,291	10,500	14,100	11,100	13,500	31,500
Vehicle & Hauling Costs	500	590	650	700	750	800	850
Consulting & Professional Services	300	299	300				
Telephone & Utilities	400	473	415	430	450	470	490
Shared Overhead	1,174	891	870	903	928	956	943
Total Windermere Beach	40,184	37,248	22,000	25,800	23,300	26,100	44,600

Crossroads Ballpark

Salaries & Benefits	8,421	7,621	7,903	8,182	8,416	8,678	8,946
Administration & Overhead	1,255	1,056	1,335	1,425	1,515	1,625	1,750
Operations & Maintenance	21,300	19,851	26,800	21,350	18,850	18,900	19,150
Vehicle & Hauling Costs	500	946	800	850	900	950	1,000
Consulting & Professional Services	23,800	21,184	23,000	26,000	27,000	28,000	29,000
Telephone & Utilities	1,800	165	1,800	1,800	1,800	1,800	1,800
Shared Overhead	1,117	914	862	893	919	947	954
Total Crossroads Ballpark	58,193	51,737	62,500	60,500	59,400	60,900	62,600



Area F Parks
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Fairmont Walking Path							
Salaries & Benefits	3,777	1,912	3,385	3,445	3,605	3,659	3,822
Administration & Overhead	230	199	235	245	255	270	285
Operations & Maintenance	6,500	4,420	8,000	7,500	8,000	8,500	9,500
Vehicle & Hauling Costs	100		115	130	150	170	190
Consulting & Professional Services	300	299					
Shared Overhead	501	410	365	380	390	401	403
Fairmont Walking Path	11,408	7,239	12,100	11,700	12,400	13,000	14,200
Total Expenditures	113,459	98,564	103,200	111,700	108,900	113,800	135,400
Revenue less Expenditures	10,000	29,558	20,500	13,000	13,300	13,700	8,000
Transfers to Reserves	(8,000)	(8,000)	(8,000)	(8,000)	(8,000)	(8,000)	(8,000)
Transfers from Reserves			58,000				
Capital Expenditures			(58,000)				
Surplus (Deficit)	2,000	21,558	12,500	5,000	5,300	5,700	
Reserve Funds		57,804					
Capital Reserve		5,174					



2024 Budget Information Report

February Board

File : Q ge 126 002 IR
Dept. File:

Date: December 19, 2023
Submitted by: Colin Peet, CV Recreation Services Superintendent
Service Name: Electoral Area G Parks
Service Purpose: To operate and maintain day use parks and school walking path for public use and enjoyment
Participants: Electoral Area G

Operational Items:

- **Edgewater Path** provides a safe, gravelled walking path for Edgewater Elementary students which travels along Sinclair Street. Anticipated budget items include:

• \$1150	• Winter path gravel/sand, supplies
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- **Selkirk Park** provides residents with day use greenspace area for residents of Wilmer.

• \$750	• Weed control, signage, supplies
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Capital Items:

- None

CFO Comments:

- Estimated 2024 tax decrease of \$3,000 = \$1.71 on the average residential property (assessed at \$345,844).
- Estimated 2025 tax increase of \$3,500, pending 2024 operational results.



Area G Parks
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/30/2024

Revenue

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Requisition	\$5,000	\$5,000	\$2,000	\$5,500	\$6,100	\$11,100	\$11,400
Prior Period Surplus	21,775	21,775	18,000	9,800	4,700		
Total Revenue	26,775	26,775	20,000	15,300	10,800	11,100	11,400

Expenditures

Edgewater Path

Salaries & Benefits	3,926	4,174	2,995	3,159	3,230	3,294	3,467
Administration & Overhead	405	249	425	450	470	495	520
Operations & Maintenance	1,150	645	1,150	1,150	1,150	1,150	1,150
Shared Overhead	520	426	330	341	350	361	363
Total Edgewater Path	6,001	5,495	4,900	5,100	5,200	5,300	5,500

Wilmer Community Park

Salaries & Benefits	2,579	1,688	3,417	3,496	3,576	3,748	3,843
Administration & Overhead	355	199	460	370	380	395	410
Operations & Maintenance	750		750	1,250	1,250	1,250	1,250
Consulting & Professional Services	300	312	300				
Shared Overhead	342	280	373	384	394	407	397
Total Wilmer Community Park	4,326	2,480	5,300	5,500	5,600	5,800	5,900

Total Expenditures	10,327	7,975	10,200	10,600	10,800	11,100	11,400
Revenue less Expenditures	16,448	18,800	9,800	4,700			
Surplus (Deficit)	16,448	18,800	9,800	4,700			



2024 Budget Information Report

February Board

File :
Dept. File:

Fhh 503 001
[Enter File #]

Date: January 19, 2024
Submitted by: Holly Ronnquist, CFO
Service Name: Cranbrook Library Contribution
Service Purpose: To contribute to operating and capital costs of the Cranbrook Public Library
Participants: Electoral Area C

Operational Items:

- Budget includes \$1,870 in RDEK operating costs.
- Advertising costs of \$1,200 per year for Electoral Area Representatives.
- Electoral Area C contributes 20% of Cranbrook Public Library costs, increasing the 2024 contribution by \$8,286.

Capital Items:

- None.

CFO Comments:

- 2024 tax increase of \$10,800 = \$2.35 on the average residential property (assessed at \$587,045) and estimated increase of \$3,500 in 2025 pending operational results in 2024.
- Capital upgrade project debenture matures in 2025.
- Building exterior improvements in 2025 dependent upon grant funding.



Cranbrook Library Contribution
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 2/2/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$200,500	\$200,500	\$211,300	\$214,800	\$198,640	\$202,780	\$208,760
Prior Period Surplus	925	925	(500)				
Total Revenue	201,425	201,425	210,800	214,800	198,640	202,780	208,760
<u>Expenditures</u>							
Salaries & Benefits	911	1,391	1,913	1,982	2,045	2,101	2,165
Administration & Overhead	1,200	1,132	1,200	1,200	1,200	1,200	1,200
Grants	199,191	199,191	207,477	211,402	195,173	199,249	205,226
Shared Overhead	123	98	210	216	222	230	169
Total General	201,425	201,813	210,800	214,800	198,640	202,780	208,760
Total Expenditures	201,425	201,813	210,800	214,800	198,640	202,780	208,760
Revenue less Expenditures		(387)					
Surplus (Deficit)		(387)					



2024 Budget Information Report

February Board

File :
Dept. File:

Fhh 503 001
Shh 065 008

Date: February 12, 2024
Submitted by: Holly Ronnquist, CFO
Service Name: Public Library Grants-In-Aid Service
Service Purpose: To assist in funding library services in the RDEK Region (except Cranbrook)
Participants: All municipalities and Electoral Areas, except Cranbrook and Area C

Operational Items:

- The Public Library Grants-In-Aid Service funding is divided into three subregions. The Columbia Valley Subregion which includes Invermere, Radium Hot Springs, Canal Flats and Areas F & G. The Central Subregion includes Kimberley and Electoral Area E. The Elk Valley Subregion includes Fernie, Sparwood, Elkford and Areas A & B. Property owners within each Subregion are taxed only for library grants provided in their Subregion.
- The budgets for all three Subregions normally include an annual 2% inflationary increase, the Radium Hot Spring Public Library will receive a 4% increase in 2024 only.
- Approved 2024 library grants:

○ Invermere Public Library	\$135,842
○ Radium Public Library	44,488
○ Kimberley Public Library	47,393
○ Fernie Public Library	52,019
○ Sparwood Public Library	25,450
○ Elkford Public Library	15,820
○ Grasmere Reading Centre	1,998
○ Jaffray Reading Centre	3,995

CFO Comments:

- Estimated 2024 tax increase of \$1,114 for the Columbia Valley Subregion = \$0.08 for the average residential property (assessed at \$567,000) and \$5,078 in 2025, pending operational results. (total 2024 requisition \$174,847).
- Estimated 2024 tax increase of \$1,121 for the Central Subregion = \$0.18 for the average residential property (assessed at \$567,000) and \$1,551 in 2025, pending operational results. (total requisition \$47,826).
- Estimated 2024 tax increase of \$1,675 for the Elk Valley Subregion = \$0.09 for the average residential property (assessed at \$567,000) and \$2,436 in 2025, pending operational results. (total requisition \$174,847).



Libraries Grant-In-Aid **Five Year Financial Plan** With Revenues and Expenditures For the Twelve Months Ending Sunday, December 31, 2023 2/5/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$317,537	\$317,537	\$322,465	\$330,817	\$337,584	\$344,482	\$351,358
Payments in Lieu of Taxes		1,018					
Local Government Grants & Regional Transfers	6,700	6,978	6,800	6,800	6,800	6,800	6,800
Prior Period Surplus	1,323	1,323	1,723				
Total Revenue	325,560	326,856	330,988	337,617	344,384	351,282	358,158
<u>Expenditures</u>							
<i>Columbia Valley Sub-region Libraries</i>							
Salaries & Benefits	1,114	1,954	1,800	1,855	1,913	1,970	2,031
Administration & Overhead	400		400	400	400	400	400
Grants	178,619	178,619	180,330	183,937	187,615	191,368	195,195
Shared Overhead	148	103	197	203	209	217	155
Total Columbia Valley Sub-region Libraries	180,281	180,676	182,727	186,395	190,137	193,955	197,781
<i>Central Sub-region Libraries</i>							
Salaries & Benefits	200	292	300	309	320	329	340
Administration & Overhead	400		400	400	400	400	400
Grants	46,464	46,464	47,393	48,341	49,308	50,294	51,300
Shared Overhead	27		42	47	52	58	(4)
Total Central Sub-region Libraries	47,091	46,756	48,135	49,097	50,080	51,081	52,036
<i>Elk Valley Sub-region Libraries</i>							
Salaries & Benefits	400	362	400	410	425	437	450
Administration & Overhead	400		400	400	400	400	400
Grants	97,335	97,335	99,282	101,269	103,294	105,360	107,467
Shared Overhead	53	3	44	46	48	49	24
Total Elk Valley Sub-region Libraries	98,188	97,701	100,126	102,125	104,167	106,246	108,341
Total Expenditures	325,560	325,133	330,988	337,617	344,384	351,282	358,158
Revenue less Expenditures		1,723					
Surplus (Deficit)		1,723					



Brisco Community Hall & Cemetery
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 2/3/2024

Revenue

Requisition
 Prior Period Surplus

Total Revenue

2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
\$11,300	\$11,300	\$11,380	\$11,400	\$11,400	\$11,400	\$11,400
338	338	18				
11,638	11,638	11,398	11,400	11,400	11,400	11,400

Expenditures

Salaries & Benefits
 Grants
 Shared Overhead

Total General

499	458	269	270	270	270	269
11,100	11,100	11,100	11,100	11,100	11,100	11,100
39	62	29	30	30	30	31
11,638	11,620	11,398	11,400	11,400	11,400	11,400

Total Expenditures

11,638	11,620	11,398	11,400	11,400	11,400	11,400
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Revenue less Expenditures

	18					
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Surplus (Deficit)

	18					
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Wilmer Community Club
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 2/3/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Requisition	\$9,375	\$9,375	\$9,375	\$9,375	\$9,375	\$9,375	\$9,375
Prior Period Surplus	38	38	98	98	86	62	27
Total Revenue	9,413	9,413	9,473	9,473	9,461	9,437	9,402
<u>Expenditures</u>							
Salaries & Benefits	361	277	339	350	361	371	361
Grants	9,000	9,000	9,000	9,000	9,000	9,000	9,000
Shared Overhead	52	38	36	37	38	39	41
Total General	9,413	9,315	9,375	9,387	9,399	9,410	9,402
Total Expenditures	9,413	9,315	9,375	9,387	9,399	9,410	9,402
Revenue less Expenditures		98	98	86	62	27	
Surplus (Deficit)		98	98	86	62	27	



2024 Budget Information Report

February Board

File:
Dept. File:

Fhh 503 001
[Enter File #]

Date: January 6, 2024
Submitted by: Holly Ronnquist, CFO
Service Name: Wasa Recreation Contribution Service
Service Purpose: To provide annual grant funding to the Wasa Recreation Society toward the cost of operating and maintenance of community amenities including a community hall, outdoor kitchen area, tennis courts, outdoor ice arena, public washroom facility, softball fields, Wasa Lions Trail and playground.
Participants: All properties within the Wasa Recreation Contribution Service Area

Operational Items:

- Annual grant funding of \$20,400 in 2024 and \$20,808 to \$22,082 for the following four years. The grant will be provided to the Wasa Recreation Society, who will distribute 50% of the grant to the Wasa and District Lions Club for operating and maintenance costs of the amenities that they operate.
- Wages reduced to \$425 in 2024, to reflect time required for routine administration.

Capital Items:

- None.

CFO Comments:

- 2024 parcel tax increased by \$410 = increase of \$0.64 per parcel (644 parcels).



Wasa Recreation
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Parcel Taxes	\$20,400	\$20,400	\$20,810	\$21,228	\$21,654	\$22,088	\$22,529
Prior Period Surplus	2,030	2,030	1,388	1,327	1,260	1,189	1,113
Total Revenue	22,430	22,430	22,198	22,555	22,914	23,277	23,642
<u>Expenditures</u>							
Salaries & Benefits	2,256	768	425	439	453	466	481
Grants	20,000	20,000	20,400	20,808	21,224	21,648	22,082
Shared Overhead	174	274	46	48	48	50	52
Total General	22,430	21,042	20,871	21,295	21,725	22,164	22,615
Total Expenditures	22,430	21,042	20,871	21,295	21,725	22,164	22,615
Revenue less Expenditures		1,388	1,327	1,260	1,189	1,113	1,027
Surplus (Deficit)		1,388	1,327	1,260	1,189	1,113	1,027

Date: December 20, 2023
Submitted by: Kevin Paterson, General Manager of Engineering & Environmental Services
Service Name: Edgewater Sewer System
Service Purpose: Regulate and manage the sewer system
Participants: Edgewater community

Operational Items:

- Salaries/benefits decreasing \$1,311 due to the work planned for 2024 and rate increases within the collective agreement.
- Sewer System Maintenance decreases \$9,920, UV bulbs \$1,600, complete sewer main and lift station flushing \$12,000, muffin monster motor maintenance \$4,000, lagoon aerator motor maintenance \$600, lagoon mowing \$2,500, pump for lift station (inventory – replace as needed) \$17,000, shared cost on electronic sign board \$2,400
- Sampling: Columbia River – 5 week testing \$4000
- Treatment: Actizyme \$2,500.
- Advertising: public campaign on fats, oils, grease (FOG) in sewer system \$2,500.
- Consulting increases \$23,750 with the completion of the annual effluent monitoring report in 2023 and utility infrastructure and capacity assessment \$31,250 (Growing Communities Fund).
- The Bylaw adopted in 2021 increased User Fees \$1.50/month for Residential and \$1.00/month for Valley's Edge Park in 2024 and 2025. Larger fee increases for 2026 – 2028 to fund capital reserve contributions.

Capital Items:

- Expenditures include a share of an Operator truck \$4,400.

CFO Comments:

- \$2,000 parcel tax increase in 2024 = \$4 per parcel to a total parcel tax of \$182. Estimating an additional increase of \$5,000 in 2025.
- Utilizing \$34,800 from the Operating Reserve to fund the unexpected maintenance costs in 2023, resulting in a deficit for the service.
- Rebuilding the Operating Reserve with contributions of \$9,000 per year, starting in 2024, with a target of \$75,000.
- Contributing \$25,000 to Capital Reserves in 2024. Increasing contributions to \$106,000 per year by 2027 for asset management (to be funded by fee increases).
- Transferring \$31,250 from the Growing Communities Fund Reserve for utility and capacity assessment.



Edgewater Sewer
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Parcel Taxes	\$88,000	\$88,000	\$90,000	\$95,000	\$95,000	\$95,000	\$95,000
Local Government Grants & Regional Transfers		11,250					
Fees & Charges	104,990	104,474	123,112	149,366	171,836	198,107	210,310
Interest		1,217					
Prior Period Surplus	57,400	57,400	(34,800)	5,000	5,000	5,000	5,000
Total Revenue	250,390	262,340	178,312	249,366	271,836	298,107	310,310
<u>Expenditures</u>							
Salaries & Benefits	86,660	87,931	85,349	89,760	92,690	94,830	97,678
Administration & Overhead	5,490	5,613	7,995	5,945	6,345	6,785	7,285
Operations & Maintenance	51,070	97,685	41,150	50,070	30,670	25,370	30,670
Vehicle & Hauling Costs	4,500	4,258	5,000	5,000	5,000	5,000	5,000
Consulting & Professional Services	10,000	3,478	33,750	5,000	3,500	5,000	2,500
Telephone & Utilities	21,100	23,136	25,100	26,100	26,100	27,100	27,100
Shared Overhead	11,270	9,456	9,518	9,848	10,145	10,448	7,201
Total General	190,090	231,558	207,862	191,723	174,450	174,533	177,434
Total Expenditures	190,090	231,558	207,862	191,723	174,450	174,533	177,434
Revenue less Expenditures	60,300	30,783	(29,550)	57,643	97,386	123,574	132,876
Transfers to Reserves	(42,000)	(42,000)	(34,000)	(56,000)	(95,000)	(115,000)	(115,000)
Transfers from Reserves			67,950				
Capital Expenditures	(16,500)	(25,471)	(4,400)				
Surplus (Deficit)	1,800	(36,689)		1,643	2,386	8,574	17,876
Capital Reserve		387,330					
Operating Reserve		109,340					

Date: January 31, 2024
Submitted by: Kevin Paterson, General Manager of Engineering & Environmental Services
Service Name: Holland Creek Sewage Collection System
Service Purpose: Regulate and manage the sewage collection system
Participants: Holland Creek area (Lakeview Meadows, Antler Ridge, Cottages, Cottages at Copper Point, & Swansea Heights)

Operational Items:

- Salaries/benefits increases \$3,634 due to the work planned for 2024 and rate increases within the collective agreement.
- Sewer Maintenance includes the purchase of a new lift station pump \$40,000 (inventory – install when needed) and sewer system flushing \$6,000.
- Bulk Sewer Purchase includes service increases from Kinbasket Water and Sewer Company which are 2.5% (single and multi family) each year from 2023 to 2026.
- User Fee increases each year of \$0.50/month for Residential are anticipated in January 2024, and 2025 which creates additional revenue of \$4,944 (2024), \$7,416 (2025), and \$9,888 (2026).
- Consulting fees of \$31,250 for utility masterplan and assessment of infrastructure and capacity (funded by Growing Communities fund grant).

Capital Items:

- Expenditures include a share of an Operator truck \$3,850 in 2024.
- Generator at Holland creek lift station \$75,000 – generator, pad, fencing, switch, hook-up in 2024.

CFO Comments:

- Parcel tax increase of \$15,000 in 2024 = \$35 per parcel for a total parcel tax of \$596. A further parcel tax increase of \$31,000 is estimated for 2025 and increases each year after.
- Utilizing \$10,000 from the Operating Reserve in 2024 to minimize the parcel tax increase.
- Utilizing Capital Reserve of \$92,000 in 2024 which includes \$25,000 for a lift station pump and \$67,000 for a backup generator.
- Utilizing Growing Communities Fund Reserve of \$31,250 in 2024 for infrastructure and capacity assessment.
- Increasing contributions to the Capital Reserve over the five years, up to \$39,180 in 2027.



**Holland Creek Sewer
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024**

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Parcel Taxes	\$242,000	\$242,000	\$257,000	\$288,000	\$299,000	\$304,000	\$319,000
Local Government Grants & Regional Transfers		7,500					
Fees & Charges	147,633	139,409	117,320	118,748	122,780	125,300	127,820
Interest		7,475					
Transfer From Other Funds	10,000	10,000					
Prior Period Surplus	39,138	39,138	35,500	5,000	5,000	5,000	5,000
Total Revenue	438,771	445,522	409,820	411,748	426,780	434,300	451,820
<u>Expenditures</u>							
Salaries & Benefits	80,839	72,008	84,473	87,277	89,925	92,442	95,687
Administration & Overhead	4,870	4,397	4,765	4,940	5,135	5,340	5,565
Operations & Maintenance	316,344	174,250	300,693	263,644	269,767	275,767	323,767
Vehicle & Hauling Costs	4,000	2,806	4,000	4,000	4,000	4,000	4,000
Consulting & Professional Services	1,000		5,000	33,250			
Telephone & Utilities	5,900	2,044	4,400	4,400	4,400	4,400	4,400
Shared Overhead	10,440	8,828	9,280	9,585	9,873	10,171	7,221
Total General	423,393	264,334	412,611	407,096	383,100	392,120	440,640
Total Expenditures	423,393	264,334	412,611	407,096	383,100	392,120	440,640
Revenue less Expenditures	15,378	181,188	(2,791)	4,652	43,680	42,180	11,180
Transfers to Reserves	(20,840)	(20,840)	(21,680)	(31,180)	(38,680)	(39,180)	(39,180)
Transfers from Reserves	19,000	19,000	105,000	31,250			30,000
Capital Expenditures	(11,000)	(17,682)	(78,850)				
Surplus (Deficit)	2,538	161,666	1,679	4,722	5,000	3,000	2,000
Capital Reserve		216,536					
Operating Reserve		107,484					

2023 Actual - Adjustments Pending

2024 Budget Information Report

February Board

File :
Dept. File:

Fhh 503 001
Yhh 502 001

Date: December 20, 2023
Submitted by: Kevin Paterson, General Manager of Engineering & Environmental Services
Service Name: Baltac Sewage Collection System
Service Purpose: Regulate and manage the sewage collection system
Participants: Baltac community

Operational Items:

- Salaries/benefits increased \$1,082 due to the work planned for 2024 and rate increases within the collective agreement.

Capital Items:

- No Capital items for 2024.

CFO Comments:

- No increase in parcel tax in 2024. The plan projects parcel tax increases of \$10,000 = \$72 per parcel in each year 2026, 2027, 2028.
- The debenture renews in spring 2026. The current rate is 1.47% and the interest rate is projected to increase to 4%. If the interest rate doubles to 3%, the increase in cost would be \$18,375 in 2026 (half year) and \$36,750 from 2027 on.
- An operating reserve was created in 2022 with transfers of \$10,000 per year to allow for gradual parcel tax increases to fund the higher interest costs expected in 2027. The last contribution would take place in 2026 with drawdowns after that.



Baltac Sewer
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Parcel Taxes	\$150,000	\$150,000	\$150,000	\$150,000	\$160,000	\$170,000	\$180,000
Prior Period Surplus	30,392	30,392	32,756	22,546	16,905	2,502	
Total Revenue	180,392	180,392	182,756	172,546	176,905	172,502	180,000
<u>Expenditures</u>							
Salaries & Benefits	8,815	2,508	9,897	10,248	10,567	11,215	11,636
Administration & Overhead	405	376	415	455	490	535	585
Vehicle & Hauling Costs	80	60	80	80	80	80	80
Consulting & Professional Services	5,000		5,000				
Interest	36,750	36,750	36,750	36,750	55,125	73,500	73,500
Shared Overhead	1,171	957	1,082	1,122	1,155	1,186	1,213
Total General	52,221	40,651	53,224	48,655	67,417	86,516	87,014
Total Expenditures	52,221	40,651	53,224	48,655	67,417	86,516	87,014
Revenue less Expenditures	128,171	139,742	129,532	123,891	109,488	85,986	92,986
Debt Principal Repayment	(66,986)	(66,986)	(66,986)	(66,986)	(66,986)	(66,986)	(66,986)
Transfers to Reserves	(40,000)	(40,000)	(40,000)	(40,000)	(40,000)	(30,000)	(30,000)
Transfers from Reserves						11,000	4,000
Surplus (Deficit)	21,185	32,756	22,546	16,905	2,502		
Capital Reserve		194,534					
Operating Reserve		20,602					



**Holland Creek Storm Sewer
Five Year Financial Plan**
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
2/3/2024

Revenue

Prior Period Surplus

Total Revenue

Expenditures

Consulting & Professional Services

Total General

Total Expenditures

Revenue less Expenditures

Surplus (Deficit)

	<u>2023</u> <u>BUDGET</u>	<u>2023</u> <u>ACTUAL</u>	<u>2024</u> <u>BUDGET</u>	<u>2025</u> <u>BUDGET</u>	<u>2026</u> <u>BUDGET</u>	<u>2027</u> <u>BUDGET</u>	<u>2028</u> <u>BUDGET</u>
Prior Period Surplus	\$1,034	\$1,034	\$1,034	\$1,034	\$1,034	\$1,034	
Total Revenue	1,034	1,034	1,034	1,034	1,034	1,034	
Consulting & Professional Services	1,034		1,034	1,034	1,034	1,034	
Total General	1,034		1,034	1,034	1,034	1,034	
Total Expenditures	1,034		1,034	1,034	1,034	1,034	
Revenue less Expenditures		1,034					
Surplus (Deficit)		1,034					

Date: January 10, 2024
Submitted by: Holly Ronnquist, CFO
Service Name: Columbia Valley Septage
Service Purpose: To support septage disposal for businesses and residents of the Columbia Valley
Participants: Portions of Electoral Areas F and G not serviced with community sewer

Operational Items:

- In 2005, in order to address the need for a location to dispose of liquid waste from septic tanks, etc., a receiving facility was constructed onto the Kinbasket sewer system on the Shuswap Reserve. The construction cost of \$330,000 was funded by the RDEK (repaid through taxation of the Columbia Valley Septage service area), and the operations and maintenance is the responsibility of the Kinbasket Water and Sewer Company (Kinbasket), who levy tipping fees in order to cover their costs and earn a profit. The debt from the original construction was paid off in 2011.
- The facility received repairs, as well as the addition of a filter system to prevent similar future damage in 2020. In the spirit of the original arrangement, Kinbasket funded the repairs to the facility, and the RDEK funded upgrades to the infrastructure. Upgrades were budgeted at \$84,630 and came in at \$59,851.

Capital Items:

- None.

CFO Comments:

- No taxation for 2024 to 2028.
- The Columbia Valley Septage service was inactive since 2011 and taxation took place in 2017 and 2018 for the above project.
- Unused funds will stay in the surplus until needed.



CV Septage
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/27/2024

Revenue

Prior Period Surplus

Total Revenue

Expenditures

Salaries & Benefits

Shared Overhead

Total General

Total Expenditures

Revenue less Expenditures

Surplus (Deficit)

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Prior Period Surplus	\$24,642	\$24,642	\$24,598	\$24,429	\$24,255	\$24,075	\$23,888
Total Revenue	24,642	24,642	24,598	24,429	24,255	24,075	23,888
Salaries & Benefits	122	31	152	157	163	169	174
Shared Overhead	17	13	17	17	17	18	18
Total General	139	44	169	174	180	187	192
Total Expenditures	139	44	169	174	180	187	192
Revenue less Expenditures	24,503	24,598	24,429	24,255	24,075	23,888	23,696
Surplus (Deficit)	24,503	24,598	24,429	24,255	24,075	23,888	23,696



2024 Budget Information Report

February Board

File :
Dept. File:

Fhh 503 001
Yhh 502 001

Date: January 15, 2024
Submitted by: Kevin Paterson, GM of Engineering & Environmental Services
Service Name: Holland Creek Water Distribution System
Service Purpose: Regulate and manage the water distribution system
Participants: Holland Creek area (Lakeview Meadows, Antler Ridge, Cottages, Cottages at Copper Point, & south of Athalmer Road)

Operational Items:

- Salaries/benefits increases \$5,110 due to the work planned for 2024 and rate increases within the collective agreement.
- Water system maintenance increases \$3,895. 2024 maintenance includes critical parts for PRV \$1,000, valve maintenance \$5,000, shared cost on electronic message board \$2,640.
- Bulk Water Purchase increases \$5,230 and includes service increases from Kinbasket Water and Sewer Company.
- User Fees increase by \$17,924 (2024 to 2027), including the new commercial connections. Fee increase for 2025 and 2026.
- Consulting fees of \$31,250 for utility masterplan and assessment of infrastructure and capacity (funded by Growing Communities Fund grant).

Capital Items:

- Expenditures include a share of an Operator truck \$3,850.
- Expenditures include the replacement of 120 old style meters for \$45,000, funded by the Capital Reserve.

CFO Comments:

- Estimated 2024 parcel tax increase of \$34,000 = \$85 per parcel, increasing the parcel tax to \$524.
- Parcel taxes projected to increase a further \$20,000 in 2025 and \$5,000 in 2026 for increased operating costs.
- Utilizing Growing Communities Fund grant of \$31,250 in 2024 for infrastructure and capacity assessment.



Holland Creek Water

Five Year Financial Plan

With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Parcel Taxes	\$176,000	\$176,000	\$200,000	\$220,000	\$225,000	\$225,000	\$225,000
Local Government Grants & Regional Transfers		7,500					
Fees & Charges	167,914	157,043	144,038	150,338	159,138	160,338	161,138
Interest		4,612					
Transfer From Other Funds	10,000	10,000					
Prior Period Surplus	12,873	41,873	33,750	15,000	15,000	15,000	15,000
Total Revenue	366,787	397,028	377,788	385,338	399,138	400,338	401,138
<u>Expenditures</u>							
Salaries & Benefits	85,631	80,855	90,741	96,744	99,845	104,311	107,175
Administration & Overhead	5,190	6,105	4,980	5,135	5,295	5,475	5,665
Operations & Maintenance	255,565	121,359	239,990	231,767	242,960	237,160	237,960
Vehicle & Hauling Costs	4,000	3,957	4,000	4,000	4,000	4,000	4,000
Consulting & Professional Services	1,000			32,250	1,000		
Telephone & Utilities	1,700	1,069	2,200	2,200	2,200	2,200	2,200
Shared Overhead	11,421	9,280	10,904	11,258	11,597	11,945	8,629
Total General	364,507	222,626	352,815	383,354	366,897	365,091	365,629
Total Expenditures	364,507	222,626	352,815	383,354	366,897	365,091	365,629
Revenue less Expenditures	2,280	174,402	24,973	1,984	32,241	35,247	35,509
Transfers to Reserves	(1,680)	(1,680)	(25,680)	(27,680)	(26,680)	(26,680)	(26,680)
Transfers from Reserves	111,500	78,393	55,000	31,250			
Capital Expenditures	(112,100)	(96,601)	(48,850)				
Surplus (Deficit)		154,514	5,443	5,554	5,561	8,567	8,829
Capital Reserve		446,040					
Operating Reserve		119,360					

2023 Actual - Adjustments Pending

Date: December 20, 2023
Submitted by: Kevin Paterson, GM of Engineering & Environmental Services
Service Name: Windermere Community Water System
Service Purpose: Administer and manage capital projects
Participants: Windermere community

Operational Items:

- Staff Salaries and Benefits decreases by \$ 21,450 to reflect the work planned for 2024.

Capital Items:

- Expenditures in 2024 include \$100,000 decommissioning of Windermere low lift pump and chlorination pump buildings and intake removal and completion of the DCC/Masterplan.
- Expenditures in 2025 include \$1,391,876 for engineering and construction of water system upgrades.

CFO Comments:

- No change to parcel tax in 2024 and 2025 keeping the average frontage tax at \$244 and parcel tax at \$228 for a total of \$472.
- The parcel tax is expected to increase in 2026 by an estimated \$49,904 due to renewal of the 2020 debenture = \$78 per parcel – based on 639 parcels.
- The 2019 debenture was fixed for 10 years – renews in 2029.
- The 2020 debenture was only fixed for 5 years (due to uncertainty in the market related to Covid 19) and renews in October 2025. The initial interest rate was 0.91%. With an estimated renewal rate of 4.0%, the resulting increase is estimated at \$49,904, if the principal payment decreases due to an increase in the capitalization rate.
- Once the final capital work is completed, utilizing the remainder of the debenture funds, this service will exist only for the repayment of debt.



Windermere Water
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/30/2024

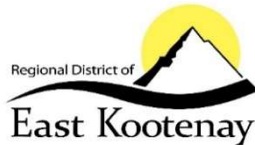
Revenue

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Parcel Taxes	\$301,723	\$301,723	\$301,723	\$302,287	\$352,191	\$352,191	\$352,191
Interest		2,784					
Total Revenue	301,723	304,507	301,723	302,287	352,191	352,191	352,191

Expenditures

Salaries & Benefits	51,488	32,005	30,038	500	500	500	500
Interest	99,365	99,365	99,365	99,365	165,886	165,886	165,886
Shared Overhead	6,866	5,634	2,846	64	64	64	64
Total General	157,719	137,004	132,249	99,929	166,450	166,450	166,450
 Total Expenditures	 157,719	 137,004	 132,249	 99,929	 166,450	 166,450	 166,450
 Revenue less Expenditures	 144,004	 167,503	 169,474	 202,358	 185,741	 185,741	 185,741
Debt Principal Repayment	(202,358)	(202,358)	(202,358)	(202,358)	(185,741)	(185,741)	(185,741)
Debt Borrowing	58,354		142,884	1,391,876			
Capital Expenditures		(9,820)	(110,000)	(1,391,876)			
Surplus (Deficit)		(44,676)					

2023 Actual - Adjustments Pending



2024 Budget Information Report

February Board

File :
Dept. File:

Fhh 503 001
Yhh 502 001

Date: December 20, 2023
Submitted by: Kevin Paterson, GM of Engineering & Environmental Services
Service Name: Elko Community Water System
Service Purpose: Regulate and manage the community water system
Participants: Elko community

Operational Items:

- Salaries/benefits increases \$5,894 due to the work planned for 2024 and rate increases within the collective agreement.
- Water System Maintenance \$10,250 increase due to 2 pressure tanks being replaced \$4,000, new battery back up for controls \$1,000.
- User Fee increase of \$8/month in each year from 2024 to 2028. Additional revenue from the proposed user fee increase will be \$10,416 (2024), \$16,368 (2025), \$22,320 (2026), and \$28,272 (2027).

Capital Items:

- 2024 expenditure for a share of an Operator truck at \$9,350.
- 2024 expenditure of \$100,000 for the Solar Panel Project (80% funded by CBT Energy Grant), planned for pumphouse location to provide power for facilities and reduce energy costs.
- 2025 expenditures include the pumphouse piping and valves project for approximately \$100,000 with request for \$70,000 to be funded from the Community Works Fund (pending Board approval).

CFO Comments:

- Parcel tax remains at \$32,998 = \$508 for average parcel (frontage tax) in 2024.
- RDEK plans to carry out the process for a 25% frontage tax increase during 2024, to be effective in 2025 = \$127 for the average parcel. The increased frontage tax will fund increased contributions to the Capital Reserve for asset management and \$15,000 to the Operating Reserve between 2025 and 2027.



Elko Water
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Parcel Taxes	\$32,998	\$32,998	\$32,998	\$41,248	\$41,248	\$41,248	\$41,248
Local Government Grants & Regional Transfers			80,000	70,000			
Fees & Charges	43,152	44,687	52,869	55,944	61,992	68,040	74,088
Prior Period Surplus	13,759	14,679	27,690	5,000	5,000	5,000	5,000
Total Revenue	89,909	92,364	193,557	172,192	108,240	114,288	120,336
<u>Expenditures</u>							
Salaries & Benefits	37,704	38,033	43,598	41,616	41,894	43,769	45,472
Administration & Overhead	2,705	1,928	2,775	2,840	2,920	3,005	1,855
Operations & Maintenance	9,250	1,879	13,800	5,250	7,800	5,250	43,500
Vehicle & Hauling Costs	1,800	1,788	1,800	1,800	1,800	1,800	
Consulting & Professional Services	1,000		1,000	20,000	1,000		
Telephone & Utilities	19,700	16,957	19,700	20,200	20,200	20,700	20,700
Shared Overhead	4,885	4,089	4,334	4,486	4,626	4,764	2,809
Total General	77,044	64,674	87,007	96,192	80,240	79,288	114,336
Total Expenditures	77,044	64,674	87,007	96,192	80,240	79,288	114,336
Revenue less Expenditures	12,865	27,690	106,550	76,000	28,000	35,000	6,000
Transfers to Reserves			(9,000)	(26,000)	(28,000)	(35,000)	(26,000)
Transfers from Reserves			11,800	50,000			20,000
Capital Expenditures	(9,350)		(109,350)	(100,000)			
Surplus (Deficit)	3,515	27,690					
Capital Reserve		50,134					
Operating Reserve		61,435					



2024 Budget Information Report

February Board

File :
Dept. File:

Fhh 503 001
Yhh 502 001

Date: January 31, 2024
Submitted by: Kevin Paterson, GM of Engineering & Environmental Services
Service Name: Moyie Water System
Service Purpose: Regulate and manage the water system
Participants: Moyie community

Operational Items:

- Salaries/benefits decrease \$418 due to the work planned for 2024.
- Water System Maintenance increased \$2,947 which includes reconfiguration of blow-off valve on private property \$1,000, paving on Campbell St. \$4,000 to finish the 2023 repair, purchase of new well pump \$8,000 and tree removal at pumphouse \$2,000.
- As per the Bylaw in 2022, User Fee increase of \$4/month for residential connections to occur in July each year, 2022 to 2024. There is a proposed \$8/month increase in 2025-2027. Additional revenue from existing fee increase and new fee increases will be \$3,480 (2023), \$6,906 (2024), \$12,060 (2025), \$19,942 (2026), and \$25,824 (2027).

Capital Items:

- Expenditures include a share of an Operator truck at \$9,350.

CFO Comments:

- 2024 estimated frontage tax increase of \$1,000 = \$12 per average parcel. This tax was decreased by \$36 per average parcel in 2023.
- Utilizing \$36,350 of the Operating Reserve in 2024 to fund the well pump, operator truck and repay the operating deficit from 2023. Contributions to replenish the Operating Reserve begin in 2025 and range between \$3,000 and \$4,000 each year.
- The debenture for the 2006 upgrades matures in 2026, resulting in the Service being debt free.
- Increasing contributions to reserves to \$21,000 in 2027.



Moyie Water
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Parcel Taxes	\$28,730	\$28,730	\$29,730	\$29,730	\$29,730	\$23,000	\$21,000
Provincial Grants						10,000	
Fees & Charges	47,493	45,857	49,575	53,073	63,955	66,837	63,288
Prior Period Surplus	10,019	10,019	(8,050)	5,000	5,000	5,000	5,000
Total Revenue	86,242	84,606	71,255	87,803	98,685	104,837	89,288
<u>Expenditures</u>							
Salaries & Benefits	42,598	43,675	42,180	41,365	42,704	43,254	43,775
Administration & Overhead	3,075	3,135	3,170	3,325	3,505	3,705	3,940
Operations & Maintenance	24,203	30,888	25,450	19,400	12,950	9,400	9,450
Vehicle & Hauling Costs	1,800	2,685	2,000	2,000	2,000	2,000	2,000
Consulting & Professional Services	500				1,000	19,000	
Telephone & Utilities	6,600	4,556	6,100	6,200	6,300	6,400	6,500
Interest	2,871	2,871	2,871	2,871	1,436		
Shared Overhead	5,736	4,536	4,625	4,783	4,931	5,078	3,123
Total General	87,383	92,345	86,396	79,944	74,826	88,837	68,788
Total Expenditures	87,383	92,345	86,396	79,944	74,826	88,837	68,788
Revenue less Expenditures	(1,141)	(7,739)	(15,141)	7,859	23,859	16,000	20,500
Debt Principal Repayment	(3,859)	(3,859)	(3,859)	(3,859)	(3,859)		
Transfers to Reserves	(5,000)	(5,000)	(8,000)	(14,000)	(20,000)	(21,000)	(20,500)
Transfers from Reserves	19,350	10,000	36,350	10,000		5,000	
Capital Expenditures	(9,350)		(9,350)				
Surplus (Deficit)		(6,598)					
Capital Reserve		139,326					
Operating Reserve		32,867					



2024 Budget Information Report

February Board

File :
Dept. File:

Fhh 503 001
[Enter File #]

Date: December 20, 2023
Submitted by: Kevin Paterson, GM of Engineering & Environmental Services
Service Name: Timber Ridge Water
Service Purpose: Manage capital upgrades by utilizing reserve funds
Participants: Timber Ridge Community

Operational Items:

- Salaries/benefits/overhead fixed at \$300 for 2024, 2025 and 2026 for work related to taxation and debenture payment only.

Capital Items:

CFO Comments:

- Parcel tax remains at \$47,123 = \$255 per parcel until debenture matures in 2026.
- Service will no longer be active once debt is paid.
- All utility fees and operating expenditures are under the Eastside Lake Windermere Water Service.



Timber Ridge Water
Five Year Financial Plan
 With Revenues and Expenditures
 For the Twelve Months Ending Sunday, December 31, 2023
 1/30/2024

Revenue

Parcel Taxes
 Provincial Grants
 Prior Period Surplus

Total Revenue

Expenditures

Salaries & Benefits
 Consulting & Professional Services
 Interest
 Shared Overhead

Total General

Total Expenditures

Revenue less Expenditures

Debt Principal Repayment
 Transfers from Reserves
 Capital Expenditures

Surplus (Deficit)

Operating Reserve

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
Parcel Taxes	\$47,123	\$47,123	\$47,123	\$47,123	\$47,123		
Provincial Grants	117,094	117,094					
Prior Period Surplus		30,000					
Total Revenue	164,217	194,217	47,123	47,123	47,123		
Salaries & Benefits	274	571	271	271	271		
Consulting & Professional Services		30,464					
Interest	10,130	10,130	10,130	10,130	10,130		
Shared Overhead	26	7	29	29	29		
Total General	10,430	41,172	10,430	10,430	10,430		
Total Expenditures	10,430	41,172	10,430	10,430	10,430		
Revenue less Expenditures	153,787	153,045	36,693	36,693	36,693		
Debt Principal Repayment	(36,993)	(36,993)	(36,993)	(36,993)	(36,993)		
Transfers from Reserves	68,318	71,559	300	300	300		
Capital Expenditures	(185,112)	(187,608)					
Surplus (Deficit)		3					

900

Date: December 20, 2023
Submitted by: Kevin Paterson, GM of Engineering & Environmental Services
Service Name: Edgewater Water System
Service Purpose: Regulate and manage the water system
Participants: Edgewater community

Operational Items:

- Salaries/benefits increases \$6,403 due to the work planned for 2024 and rate increases within the collective agreement.
- Water System Maintenance decreases \$17,810, 2024 maintenance includes \$3,500 for hydrant repairs, \$6,000 PRV maintenance, invasive weed control and brush clearing along the Lake Baptiste siphon line right-of-way \$2,000, raise siphon line intake \$7,000, pave access to plant \$5,000, share cost on portable sign board \$3,600.
- Consulting Fees is \$124,750 and includes the \$40,000 Baptiste Dam inundation assessment, \$20,000 asset management plan (application for \$10,000 planning grant pending), \$20,000 Master Plan (Community Works Fund grant pending), filtration report \$10,000 and utility infrastructure and capacity assessment \$31,250 (Growing Communities Fund).
- Water User Fees are increasing in 2024. Water User Fees under the Base Rate portion are proposed to increase \$3/month for residential connections in each year from 2025-2027. Also, consumption fees are proposed to increase \$0.10 in each year from 2025-2027. Similar increases would occur for non-residential connections. Additional revenue from the new fee increases will be \$22,868 (2025), \$45,628 (2026), and \$68,388 (2027).

Capital Items:

- Expenditures include a share of an Operator Truck \$7,700.
- 2025 includes water system upgrades of \$500,000 (funded by Growing Communities Fund); project to be determined.

CFO Comments:

- 2024 parcel tax increase \$4,000 = \$7 per parcel for a total parcel tax of \$203. An additional \$14,000 increase is estimated in 2025 (pending 2024 operational results).
- 2024 budget includes drawing \$31,250 from the Growing Communities Fund Reserve and \$30,000 from the Capital Reserve for the Dam inundation assessment. The budgeted 2024 transfer to the Capital Reserve is \$100,000, a \$10,000 increase from 2023 for asset management.
- The 2024 budget includes a \$27,000 Community Works Fund Grant for asset management, pending approval of the Board.



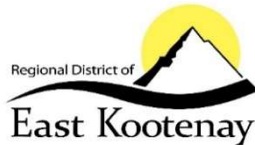
Edgewater Water

Five Year Financial Plan

With Revenues and Expenditures

For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Parcel Taxes	\$106,000	\$106,000	\$110,000	\$124,000	\$167,000	\$173,000	\$173,000
Provincial Grants	10,000		10,000				
Local Government Grants & Regional Transfers	27,000	11,250	27,000				
Fees & Charges	236,230	235,887	259,156	282,024	282,784	295,544	314,450
Interest		4,797					
Prior Period Surplus	75,976	75,946	56,500	20,000	20,000	26,650	38,000
Total Revenue	455,206	433,880	462,656	426,024	469,784	495,194	525,450
<u>Expenditures</u>							
Salaries & Benefits	162,849	149,812	169,252	174,751	180,795	186,955	192,544
Administration & Overhead	12,710	14,240	16,130	15,910	17,055	18,820	19,872
Operations & Maintenance	77,446	61,962	59,636	37,946	40,496	37,496	31,096
Vehicle & Hauling Costs	5,800	6,279	5,500	5,500	5,500	5,500	5,500
Consulting & Professional Services	85,500	1,242	124,750	33,000	1,000	3,000	21,000
Telephone & Utilities	9,600	6,911	10,100	10,100	10,100	10,600	10,600
Shared Overhead	21,289	17,670	19,926	20,567	21,188	21,823	17,131
Total General	375,194	258,117	405,294	297,774	276,134	284,194	297,743
Total Expenditures	375,194	258,117	405,294	297,774	276,134	284,194	297,743
Revenue less Expenditures	80,012	175,763	57,362	128,250	193,650	211,000	227,707
Transfers to Reserves	(90,000)	(90,000)	(100,000)	(124,000)	(167,000)	(173,000)	(173,000)
Transfers from Reserves	30,000		61,250	500,000			
Capital Expenditures	(16,500)	(25,523)	(7,700)	(504,250)			(2)
Surplus (Deficit)	3,512	60,239	10,912		26,650	38,000	54,705
Capital Reserve		263,455					
Operating Reserve		89,001					



2024 Budget Information Report

February Board

File :
Dept. File:

Fhh 503 001
Yhh 502 001

Date: December 20, 2023
Submitted by: Kevin Paterson, GM of Engineering & Environmental Services
Service Name: Rushmere Water System
Service Purpose: Regulate and manage the water system
Participants: Rushmere community

Operational Items:

- Salaries/benefits increases \$7,353 due to the work planned for 2024 and rate increases within the collective agreement.
- Water System Maintenance increase of \$43,940, replace membrane filters \$45,000, check valve replacement \$1,000, SCADA upgrades \$4,000, assessment of plant air system \$4,000 and a shared cost for electronic sign board \$1,440.
- Water User Fees increase \$10/month 2024. An additional service connection and the fee increase results in additional revenue, \$8,400 (2024), and \$10,620 (2025 to 2027).

Capital Items:

- Expenditures include a share of an Operator truck \$3,300.

CFO Comments:

- The estimated parcel tax increase is \$20,000 in 2024 = \$455 per parcel, increasing the overall parcel tax to \$2,114. The parcel tax is estimated increase to \$94,500 in 2025, pending operating results.
- The debenture renews in fall 2025. The current interest rate is 1.28% and the renewal rate is estimated at 4%, which would increase interest expense by \$24,265. Principal payments may reduce slightly due to a higher capitalization rate. The estimated parcel tax increase due to the debenture renewal is \$21,000 = \$477 in 2026.
- Capital Reserve contributions range between \$12,500 and \$16,600 over the five year plan for asset management. Contributions to the Operating Reserve for filter replacements, remains at \$6,000 in 2024 and increases to \$6,500 each year 2025 – 2028.
- As per bylaw, property owners will be given a commutation (prepayment) opportunity on the debenture in 2025. Notification will be sent to property owners around May 2025. Property owners who have made a prepayment on the debenture will no longer be charged for the portion of the parcel tax related to the debt but will still pay the operating portion of the parcel tax annually. More information will be provided as the renewal date approaches.



Rushmere Water
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Parcel Taxes	\$73,000	\$73,000	\$93,000	\$94,500	\$115,500	\$115,500	\$115,500
Local Government Grants & Regional Transfers		3,750					
Fees & Charges	48,600	47,687	53,040	55,260	55,260	55,260	55,260
Interest		1,980					
Prior Period Surplus	11,496	11,496	6,686	10,000	10,000	10,000	10,000
Total Revenue	133,096	137,914	152,726	159,760	180,760	180,760	180,760
<u>Expenditures</u>							
Salaries & Benefits	61,662	61,147	69,015	72,194	74,838	77,567	80,376
Administration & Overhead	2,465	2,150	3,920	2,875	3,085	3,775	3,287
Operations & Maintenance	19,113	8,173	63,053	7,863	7,613	7,613	8,213
Vehicle & Hauling Costs	1,700	2,839	2,000	2,000	2,000	2,000	2,000
Telephone & Utilities	7,100	5,520	7,100	7,200	7,200	7,200	7,200
Interest	11,392	11,392	11,392	11,392	35,657	35,657	35,657
Shared Overhead	8,698	6,574	9,380	9,685	9,975	10,275	7,429
Total General	112,130	97,795	165,860	113,209	140,368	144,087	144,162
Total Expenditures	112,130	97,795	165,860	113,209	140,368	144,087	144,162
Revenue less Expenditures	20,966	40,119	(13,134)	46,551	40,392	36,673	36,598
Debt Principal Repayment	(18,066)	(18,066)	(18,066)	(18,066)	(15,000)	(15,000)	(15,000)
Transfers to Reserves	(6,000)	(6,000)	(18,500)	(23,100)	(22,100)	(20,100)	(20,100)
Transfers from Reserves	9,700		53,000				
Capital Expenditures	(6,600)	(9,367)	(3,300)	(4,250)			(2)
Surplus (Deficit)		6,686		1,135	3,292	1,573	1,496
Capital Reserve		66,933					
Operating Reserve		68,428					

2024 Budget Information Report

February Board

File :
Dept. File:

Fhh 503 001
Yhh 502 001

Date: December 20, 2023
Submitted by: Kevin Paterson, GM of Engineering & Environmental Services
Service Name: Spur Valley Water System
Service Purpose: Regulate and manage the water system
Participants: Spur Valley community

Operational Items:

- Salaries/benefits decreases \$6,981 due to the work planned for 2024 and rate increases within the collective agreement.
- Water System Maintenance decrease of \$3,910 which includes the installation of a new pump (if needed), leak detection \$10,000, shared cost of electronic sign board \$1,440.
- User Fee increase \$6/month and \$0.20/m³ on July 1, 2024, and \$8/month on July 1, 2025. Additional revenue with these increases will be \$11,740 (2024), \$18,492 (2025), \$21,996 (2026 and 2027).

Capital Items:

- Expenditures include a share of an Operator truck in \$3,300.

CFO Comments:

- No change to parcel tax in 2024 (used only for debenture costs) = \$262 per parcel.
- Capital Reserve contribution \$26,500 in 2024 and increasing to \$38,000 within the five year plan. Larger contributions will be required in the future to meet rising cost of infrastructure replacement.
- The debenture term renews in fall 2026. The interest rate is expected to increase from the current 2.1% to an estimated 4%, resulting in increased parcel tax rate in 2027. At a 4% interest rate there would be an estimated parcel tax increase of \$54.



Spur Valley Water
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Parcel Taxes	\$16,768	\$16,768	\$16,768	\$16,768	\$16,768	\$20,191	\$20,191
Local Government Grants & Regional Transfers		3,750					
Fees & Charges	91,200	93,919	97,696	104,448	107,952	111,452	114,952
Interest		1,918					
Prior Period Surplus	32,814	32,814	37,786	15,000	18,000	15,000	15,000
Total Revenue	140,782	149,169	152,250	136,216	142,720	146,643	150,143
<u>Expenditures</u>							
Salaries & Benefits	58,689	43,518	51,708	53,912	55,335	58,128	60,334
Administration & Overhead	2,650	1,919	4,040	2,985	3,175	3,845	3,547
Operations & Maintenance	27,213	7,041	23,303	9,713	7,116	14,716	7,716
Vehicle & Hauling Costs	1,800	1,996	2,200	2,000	2,000	2,000	2,000
Consulting & Professional Services	1,000		1,000				
Telephone & Utilities	3,600	1,913	3,600	3,600	3,600	3,600	3,600
Interest	6,048	6,048	6,048	6,048	6,048	11,491	11,491
Shared Overhead	7,650	6,363	6,783	7,031	7,258	7,491	5,040
Total General	108,650	68,798	98,682	85,289	84,532	101,271	93,728
Total Expenditures	108,650	68,798	98,682	85,289	84,532	101,271	93,728
Revenue less Expenditures	32,132	80,371	53,568	50,927	58,188	45,372	56,415
Debt Principal Repayment	(10,718)	(10,718)	(10,718)	(10,718)	(10,718)	(8,700)	(8,700)
Transfers to Reserves	(22,500)	(22,500)	(26,500)	(34,500)	(38,000)	(27,000)	(38,000)
Transfers from Reserves	8,500						
Capital Expenditures	(6,600)	(9,367)	(3,300)	(2,750)			(1)
Surplus (Deficit)	814	37,786	13,050	2,959	9,470	9,672	9,714
Capital Reserve		198,570					
Operating Reserve		49,135					

Date: December 20, 2023
Submitted by: Kevin Paterson, GM of Engineering & Environmental Services
Service Name: East Side Lake Windermere Water System
Service Purpose: Regulate and manage the water system
Participants: East side of Lake Windermere including Copper Point Resort, Aurora Heights, Timber Ridge, Baltac, Pedley Heights, Swansea Road & Heights, and Windermere

Operational Items:

- Salaries/benefits increases \$70,387 due to the work planned for 2024 and rate increases within the collective agreement.
- Water System Maintenance increase \$22,041 and includes service and watermain repairs \$20,000, water meter replacements \$8,000, fire hydrant repair/replacement \$5,000, lake intake flushing \$3,000, PAC injection C-can (health & safety) \$35,000, PRV servicing/critical parts inventory \$6,000, high lift surge protection \$9,000, 895 reservoir cleaning (ROV), shared cost on electronic sign board \$9,360.
- SCADA/Instrumentation increases by \$13,000 for reprogramming and updates.
- Treatment and Chemicals decreases by \$19,000 as all media replacement was included in the treatment train rebuilds and switching to PAC+ coagulant.
- Consulting increases \$25,500 and includes the asset management and pressure zone assessment.
- The Bylaw adopted in 2021 increases Consumption rate \$0.13/m³ for Residential in each year starting January 2022 until 2024. The same Consumption rate increase is anticipated 2025 to 2027. A \$3.50/month increase to the Residential Base rate is proposed each year from 2024 to 2027. Similar percentage Base rate increases would occur for Bulk, Non-profit, and Commercial customers. Additional revenue above 2022 with the existing Consumption rate increase and new Base rate increase is \$95,288 (2024), \$194,526 (2025), \$289,614 (2026), and \$384,702 (2027).

Capital Items:

- 2024 Capital Expenditures include:
 - \$550,000 for Engineering of Reservoir Fill / Distribution Mains, Communication and Controls Upgrades with funding from the General Capital Reserve.
 - \$12,000 for SCADA upgrades
 - \$9,900 for Operator truck.
- 2025 Capital Expenditures include:
 - \$1,144,009 for the engineering and construction of the 895 Reservoir Fill Main with funding of \$570,000 from the Community Works Fund Grant (approved by the Board September 2022) and \$574,009 from the capital reserve.

- \$1,802,338 for the engineering and construction of the 940 Reservoir Distribution Main with funding of \$959,333 from the Community Works Fund Grant (approved by the Board September 2022) and \$843,005 from the capital reserve.
- 2026 Capital Expenditures include:
 - \$1,462,000 for water main replacements and system upgrades (funded by the Growing Communities Fund grant)

CFO Comments:

- There is no taxation for this service, operations rely solely on utility fees.
- Contribution of \$30,000 in 2024 and 2025 to bring the Operating Reserve to target of \$500,000. Contributions to the Capital Reserve range from \$112,000 in 2024 to \$544,000 in 2028. Further contributions to reserve will be required once the asset management plan is complete. The Capital Reserves balance in 2028 is currently expected to be \$2,467,989 (pending further projects).
- Future capital projects will possibly require a debenture and increased user fees or taxation to support debt payments and interest.



**East Side Lake Windermere Water
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Sunday, December 31, 2023
1/30/2024**

	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2028 BUDGET
<u>Revenue</u>							
Provincial Grants	\$157,682	\$157,682	\$10,000				
Local Government Grants & Regional Transfers		30,000		1,529,333			
Fees & Charges	1,176,926	1,202,477	1,311,606	1,369,654	1,464,034	1,559,782	1,631,146
Interest		10,796					
Prior Period Surplus	114,660	114,660	77,500				
Total Revenue	1,449,268	1,515,615	1,399,106	2,898,987	1,464,034	1,559,782	1,631,146
<u>Expenditures</u>							
Salaries & Benefits	506,880	520,782	577,267	597,471	614,742	632,600	650,309
Administration & Overhead	66,677	98,342	77,280	77,535	81,710	88,160	83,407
Operations & Maintenance	233,512	218,129	294,053	179,113	178,150	211,650	145,350
Vehicle & Hauling Costs	14,400	23,142	16,000	16,000	16,000	16,000	16,000
Consulting & Professional Services	42,000	1,354	67,500	10,000	6,000	6,000	6,000
Telephone & Utilities	104,200	92,843	107,700	107,700	107,700	107,700	104,701
Shared Overhead	66,357	54,958	60,602	62,835	64,732	66,672	49,377
Total General	1,034,026	1,009,551	1,200,402	1,050,654	1,069,034	1,128,782	1,055,144
Total Expenditures	1,034,026	1,009,551	1,200,402	1,050,654	1,069,034	1,128,782	1,055,144
Revenue less Expenditures	415,242	506,064	198,704	1,848,333	395,000	431,000	576,002
Transfers to Reserves	(82,000)	(82,000)	(174,000)	(312,000)	(395,000)	(431,000)	(576,000)
Transfers from Reserves	1,107,687		550,000	1,417,014	1,462,000		
Capital Expenditures	(1,403,944)	(835,816)	(571,900)	(2,953,347)	(1,462,000)		(2)
Surplus (Deficit)	36,985	(411,752)	2,804				
Capital Reserve		2,767,003					
Operating Reserve		434,829					

2023 Actual - Adjustments Pending