



Alberni-Clayoquot Regional District

**SPECIAL BOARD OF DIRECTORS MEETING
PUBLIC CONSULTATION 2019-2023 FINANCIAL PLAN
WEDNESDAY, MARCH 13, 2019, 6:00 PM**

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

AGENDA

PAGE #

1. **CALL TO ORDER**

Recognition of Territories.

2. **APPROVAL OF AGENDA**

(motion to approve, including late items required ALL VOTE 2/3 majority vote)

3. **PUBLIC CONSULTATION**

a. **Presentation – T. Fong, Manager of Finance**

- **2019-2023 Alberni-Clayoquot Regional District Financial Plan**
- **2019 Alberni-Clayoquot Regional Hospital District Annual Budget**

b. **Public Input and Questions**

4. **2019-2023 REGIONAL DISTRICT FINANCIAL PLAN**

(ALL VOTE/WEIGHTED)

a. **Request for Decision**

1st Reading of the 2019-2023 Financial Plan
(Financial Plan attached separately)

2-13

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw cited as 'Bylaw F1141, 2019 to 2023 Alberni-Clayoquot Regional District Financial Plan'. (Prior to voting on first reading Directors should make any motions to amend and then vote on first reading as amended.)

5. **ADJOURN**

(ALL VOTE)



REQUEST FOR DECISION

To: Board of Directors
From: Teri Fong, CPA, CGA, Manager of Finance
Meeting Date: March 13, 2019
Subject: 1st Reading of the 2019-2023 Financial Plan

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw cited as 'Bylaw F1141, 2019 to 2023 Alberni-Clayoquot Regional District Financial Plan'. (Prior to voting on first reading Directors should make any motions to amend and then vote on first reading as amended.)

Overview:

The draft for first reading of the 2019-2023 Financial Plan has been developed in consultation with ACRD staff, consultants, volunteers, committees and directors. It reflects the routine operating costs of existing services and the strategic initiatives as identified by the Board during the priority-setting workshop.

Financial:

The proposed 2019-2023 Alberni-Clayoquot Regional District Financial Plan includes a total budget for expenditures of \$28.5 million. This is an increase from the prior year of \$17.4 million but much of the increase is funded by grants the ACRD has secured from both a Federal and Provincial level. The taxation component of the plan, including both parcel tax and land and improvement requisitions, has increased 11.72% or approximately \$706,000 from the prior year. These increases are not purely operational in nature but a large portion of the increase is a direct result of an increase in the level of service in many of the functions the ACRD provides. This report will identify the service level changes and will highlight any of the other major financial impacts that are included in the plan.

This increase does not reflect what the overall property tax impact will be as there are many other components to a property tax notice depending on whether the property is located within a municipality or electoral area. The other property tax components could include taxation for the following: municipality, province, police, school district and BC Assessment.

Resource Impacts:

Staff time is required to support all of the services of the Regional District. The administration charge for support staff and direct labour and benefit components of the budget are developed by allocating the time of each staff person to the services they support. This allocation process is reviewed annually and considers regular operations as well as the impacts of projects or initiatives. It is created with input from all staff members and is reviewed by both the managers and the Chief Administrative Officer to ensure all services are adequately supported and to complete the expected work plan. It is also important to note that the ACRD is currently negotiating a new collective bargaining agreement as well as undertaking an exempt staff wage review so estimates of wage increases have been included in the plan.

At the beginning of 2018 the Board approved more resources to support the operations of the Regional District. These included the addition of the following positions: Executive Assistant, Administrative Assistant (from part-time to full-time), Manager of Protective Services, Manager of Information Technology (IT), Airport Maintenance Worker and Manager of Operations. Some of these positions replaced contracts that previously provided the service while others were actually new resources. The full financial impact of these positions was not felt until 2019 as many of the positions

were only budgeted for a part year in 2018 to reflect the recruiting process. The exception to this is the Airport Maintenance Worker that was budgeted for the full year in 2018. The financial impact of these positions affected many services including General Government, Emergency Planning, the landfills, airports and the water systems.

Services with significant requisition impacts in 2019:

The following information describes the changes related to the tax increase from the prior year:

- **E911 Emergency Telephone System** – The North Island 9-1-1 (NI911) Corporation budget is based on the provisional budget that was received by their Board on February 1, 2019. The 2019 budget will be adopted by the NI911 Board on March 15, 2019.
- **General Government Services** – Over 50% of the expenditures of this service are staff resources to complete the corporate tasks of the ACRD including administration and financial systems as well as the implementation of programs such as records management, asset management and occupational health and safety initiatives. The requisition increase for 2019 can mostly be attributed to the increase in resources allocated to this service and the associated IT costs for the additional personnel.
- **Grants in Aid** – A Committee of the Whole meeting was held on February 27, 2019 to consider the 2019 Grant-in-Aid applications received. A spreadsheet of the decisions made on the 2019 applications has been attached to this memo. The increase in grant-in-aid commitments from the prior year is approximately \$107,000. This increase is substantial in 2019 partially due to the reverse requisition of \$44,929 to the Island Corridor Foundation that was done in the prior year as they have not met the conditions placed on the grant funding.
- **Regional Parks** – The tax requisition in this service area increases by \$26,000 from the prior year. This increase is a result of the inclusion of the Log Train Trail in Regional Parks as well as increased staff time to explore apportionment options to change the funding mechanism of this service. The grant-in-aid funding mechanism that was previously used to support the Log Train Trail is been removed from 2019 for a reduction of \$16,000.
- **Building Inspection** – The costs of this service are mostly driven by wage costs and the allocation of staff time to this service not just of the building inspectors but also the staff such as the Manager of Planning and Development that supports the service. A new BC Building Code came into effect in December 2018 and it increases the amount of time that a Building Inspector must spend on processing an application.
- **Management of Development, Rural Areas** – The Electoral Area Directors are considering changing the level of service provided by this function particularly in the area of Bylaw Enforcement. Included in the financial plan is staff time equivalent to a part-time position to enforce the new Short Term Vacation Rental Temporary Use Permit Policy. The Directors are also considering the implementation of a municipal ticketing program and therefore staff time equivalent to a part time position has been also included to support this initiative. If the Board would like to delay or chose not to implement the municipal ticketing enforcement approach, due to the overall tax increase included in the budget, a proposed motion is included under the options considered section below.
- **Vancouver Island Regional Library** – The Vancouver Island Regional Library Board of Trustees adopted the 2019 budget on September 22, 2018. The total corporation requisition increased by 4.74% from 2018 but the ACRD's share increased an additional 3.59% as a result of how the assessed values and population of the area increased in comparison to the other member areas.
- **Alberni Valley Emergency Planning** – The service level of emergency planning increased in 2019 due to the implementation of the Manager of Protective Services position in 2018. In addition to the Manager being staff for the entire year the other financial impacts includes the implementation of Level 2 and 3 Emergency Social Services which is an increase in level of service provided to the valley as currently only Level 1 is provided.
- **Alberni Valley & Bamfield Waste Management** – There are many reasons for the projected increase in 2019 including an improved education program, further implementation of solid waste management plan initiatives, and the Request for Proposal process for contracts associated with this service. As an alternative to the increase in tax requisition of approximately \$108,000, the Board could direct staff to adjust tipping fees to cover this

increase. A proposed motion reflecting this approach has been presented under the options considered section below.

- **Alberni Valley Regional Airport** – The Obstacle Limitation Surface (OLS) clearing that is required to publish the Global Positioning System (GPS) still requires work in 2019. The expansion project overall has exhausted the capital reserve fund due to the complications incurred during the project. The increase in the level of service that will result from the implementation of the GPS approach is substantial and will greatly benefit those currently operating at the airport as well as increase the potential for future operations. The budget includes a requisition increase of approximately \$85,000 which can be attributed to the increased contribution to capital in 2019 to begin to replenish the reserve fund. Based on the proposed budget, the reserve fund is estimated to have a balance of \$85,000. The Directors may consider reducing the contribution to capital during 2019 by a maximum of \$80,000 and this option is presented under the options considered section below.
- **Custom Transit** – The Alberni Valley Directors who participate in this service have requested BC Transit expand the service by 1,300 hours per year to meet the needs of the community. This increase in level of service will have a financial impact of \$12,000 in 2019 as the extra hours will begin in September. The 2020 budget will include a further impact of \$24,000 to reflect a full year and the new service level.
- **Long Beach Airport** – No major service level changes are anticipated in 2019 as resources were implemented in the prior year. Staff have no obvious recommendations for decreasing the tax requisition this year but will present in 2019 revenue generating opportunities to reduce the impact of future increases.
- **West Coast Multiplex Service** – Tla-o-qui-aht First Nation has applied for grant funding to construct the multiplex facility. The budget includes a tax requisition of \$19,590 for the staff time estimated to formalize the land commitment made by the ACRD. If Tla-o-qui-aht is successful in the grant and the facility is constructed the financial impact of the operations of the service is estimated at a maximum of \$450,000 per year based on the establishing bylaw.
- **West Coast Transit (proposed service)** – This service is in the public consultation phase with a potential Alternate Approval Process planned for the fall and a budget of \$3,000 in 2019. If this service is successful the local cost estimates for the partnership with BC Transit for a conventional style service is \$240,000 per year, starting partially in 2020 with full implementation planned for 2021.

Requisition Impacts by Area:

This section of the report provide tables, by area, of the tax implications from the prior year. The descriptions above will give context to the increases in each jurisdiction. If an increase is associated with only one area then a description of the cause is provided below the table for that jurisdiction:

Port Alberni

Service	2019 Requisition	2018 Requisition	\$\$ Difference	% Difference	% Difference of Requisition
E911 Telephone System	\$117,598	\$115,460	\$2,138	1.85%	0.16%
General Government Services	462,089	429,561	32,528	7.57%	2.48%
Grants-in-aid	53,276	37,609	15,668	41.66%	1.19%
Regional Parks	18,824	8,615	10,208	118.49%	0.78%
Regional Planning	52,923	55,841	-2,918	-5.23%	-0.22%
Alberni Valley Emergency Planning	99,427	66,591	32,836	49.31%	2.50%
AV & Bamfield Waste Mgmt	73,640	11,379	62,261	547.13%	4.75%
Alberni Valley Regional Airport	368,782	319,245	49,537	15.52%	3.78%
AV Regional Water - Proposed	750	-	750	NA	0.06%
Custom Transit	119,729	112,675	7,054	6.26%	0.54%
Sproat Lake Marine Patrol	21,226	21,141	84	0.40%	0.01%
Port Alberni Arena	134,871	133,692	1,179	0.88%	0.09%
Totals	\$1,523,135	\$1,311,810	\$211,325		16.11%

Tofino

Service	2019 Requisition	2018 Requisition	\$\$ Difference	% Difference	% Difference of Requisition
E911 Telephone System	\$53,182	\$52,576	\$607	1.15%	0.11%
General Government Services	208,975	195,603	13,372	6.84%	2.38%
Grants-in-aid	17,690	9,912	7,778	78.47%	1.38%
Regional Parks	8,513	3,923	4,590	117.00%	0.82%
Regional Planning	23,934	25,427	-1,493	-5.87%	-0.27%
Long Beach Airport	217,639	208,339	9,300	4.46%	1.65%
West Coast Multiplex Service	11,830	-	11,830	NA	2.10%
West Coast Transit – Proposed	1,737	-	1,737	NA	0.31%
West Coast Waste Mgmt	59,370	67,149	-7,779	-11.58%	-1.38%
Totals	\$ 602,870	\$562,928	\$39,941		7.10%

Ucluelet

Service	2019 Requisition	2018 Requisition	\$\$ Difference	% Difference	% Difference of Requisition
E911 Telephone System	\$27,272	\$26,279	\$993	3.78%	0.36%
General Government Services	107,163	97,769	9,394	9.61%	3.41%
Grants-in-aid	9,777	-543	10,320	NA	3.74%
Regional Parks	4,365	1,961	2,404	122.59%	0.87%
Regional Planning	12,273	12,710	-437	-3.44%	-0.16%
Long Beach Airport	111,607	104,135	7,472	7.18%	2.71%
West Coast Multiplex Service	5,223	-	5,223	NA	1.89%
West Coast Transit – Proposed	891	-	891	NA	0.32%
West Coast Waste Mgmt	30,445	33,563	-3,118	-9.29%	-1.13%
Totals	\$309,016	\$275,874	\$33,142		12.01%

Yuułu?iŋ?ath

Service	2019 Requisition	2018 Requisition	\$\$ Difference	% Difference	% Difference of Requisition
E911 Telephone System	\$62	\$410	-\$348	-84.88%	-17.98%
General Government Services	242	1,525	-1,283	-84.13%	-66.30%
Totals	\$304	\$1,935	-\$1,631		-84.29%

The assessed values for Yuułu?iŋ?ath decreased by 83.18% from the prior year. It is the understanding from BC Assessment staff that this is a result of their government passing tax exemption bylaws for some of their properties.

Huu-ay-aht

Service	2019 Requisition	2018 Requisition	\$\$ Difference	% Difference	% Difference of Requisition
General Government Services	\$314	\$326	-\$12	-3.68%	-3.68%
Totals	\$314	\$326	-\$12		-3.68%

Toquaht & Uchucklesaht

There are no taxable assessment for Toquaht or Uchucklesaht in 2019 and therefore no tax applicable to these governments this year. Toquaht council is considering a contribution towards some of the grants-in-aid for a total value of \$600.

Bamfield

Service	2019 Requisition	2018 Requisition	\$\$ Difference	% Difference	% Difference of Requisition
E911 Telephone System	\$8,806	\$9,091	-\$285	-3.13%	-0.07%
General Government Services	34,604	33,824	780	2.31%	0.20%
Grants-in-aid	17,046	14,202	2,844	20.02%	0.73%
Regional Parks	1,410	678	732	107.91%	0.19%
Regional Planning	3,963	4,397	-434	-9.87%	-0.11%
Building Inspection	10,860	9,923	937	9.44%	0.24%
Electoral Area Administration	6,932	8,371	-1,439	-17.20%	-0.37%
Mgmt of Development – Rural Plan	28,194	23,668	4,526	19.12%	1.16%
Vancouver Island Regional Library	39,204	37,752	1,452	3.85%	0.37%
AV & Bamfield Waste Mgmt	60,000	60,000	-	0.00%	0.00%
Bamfield Community Park	17,710	10,210	7,500	73.46%	1.91%
Bamfield Emergency Planning	15,819	13,205	2,614	19.80%	0.67%
Bamfield Volunteer Fire Department	108,751	108,302	449	0.41%	0.11%
Bamfield Water System	92,260	58,160	34,100	58.63%	8.70%
Totals	\$445,558	\$391,783	\$53,775		13.73%

- **Bamfield Community Park** – Additional staff time has been allocated to this service in 2019 to review the Parks Commission bylaw and the operations of the park in terms of risk as identified by the Municipal Insurance Association. The development of documents such as maintenance plans are required to support the operations done by the Commission.
- **Bamfield Emergency Planning** – Discussion and budget has been included in 2019 to ensure succession planning for the future of the Bamfield program.
- **Bamfield Water System** – The increase in this service is related to the Water Treatment Plant debt. If owners opted to prepay the parcel tax amount then there will be no impact to their taxes in 2019.

Beaufort

Service	2019 Requisition	2018 Requisition	\$\$ Difference	% Difference	% Difference of Requisition
E911 Telephone System	\$5,675	\$5,346	\$329	6.15%	0.30%
General Government Services	22,299	19,891	2,408	12.11%	2.22%
Grants-in-aid	20,274	5,978	14,296	239.14%	13.15%
Regional Parks	908	399	509	127.66%	0.47%
Regional Planning	2,554	2,586	-32	-1.24%	-0.03%
Building Inspection	6,998	5,835	1,163	19.93%	1.07%
Electoral Area Administration	3,983	4,482	-499	-11.12%	-0.46%
Mgmt of Development – Rural Plan	18,168	13,919	4,249	30.53%	3.91%
Vancouver Island Regional Library	25,262	22,210	3,052	13.74%	2.81%
Alberni Valley Emergency Planning	4,798	3,084	1,714	55.58%	1.58%
AV & Bamfield Waste Mgmt	3,554	527	3,027	574.32%	2.78%
Alberni Valley Regional Airport	17,796	14,783	3,013	20.38%	2.77%
Custom Transit	5,778	5,218	560	10.73%	0.51%
Sproat Lake Marine Patrol	1,024	979	45	4.60%	0.04%
Mountain Ranch Rd Fire Protection	3,487	3,465	22	0.63%	0.02%
Totals	\$142,559	\$108,702	\$33,857		31.15%

Long Beach

Service	2019 Requisition	2018 Requisition	\$\$ Difference	% Difference	% Difference of Requisition
E911 Telephone System	\$11,404	\$11,152	\$252	2.26%	0.04%
General Government Services	44,812	41,489	3,323	8.01%	0.58%
Grants-in-aid	4,088	2,229	1,859	83.40%	0.32%
Regional Parks	1,825	832	993	119.41%	0.17%
Regional Planning	5,132	5,393	-261	-4.83%	-0.05%
Building Inspection	14,063	12,172	1,891	15.54%	0.33%
Electoral Area Administration	14,063	12,172	1,891	15.54%	-0.23%
Mgmt of Development – Rural Plan	36,511	29,032	7,479	25.76%	1.30%
Vancouver Island Regional Library	50,763	46,274	4,489	9.70%	0.78%
Long Beach Airport	46,670	44,191	2,479	5.61%	0.43%
West Coast Multiplex Service	2,537	-	2,537	NA	0.44%
West Coast Transit – Proposed	372	-	372	NA	0.06%
West Coast Waste Mgmt	12,731	14,243	-1,512	-10.61%	-0.26%
Long Beach Emergency Planning	10,483	3,215	7,268	226.07%	1.26%
Salmon Beach Services	295,190	269,639	25,551	9.48%	4.43%
Salmon Beach Power	65,343	66,066	-723	-1.09%	-0.13%
South Long Beach Fire Protection	15,676	13,698	1,978	14.44%	0.34%
SLB Multi-Purpose Path	7,014	6,947	67	0.96%	0.01%
South Long Beach Street Lighting	933	949	-16	-1.69%	0.00%
Totals	\$633,554	\$576,869	\$56,685		9.83%

- **Long Beach Emergency Planning** – A substantial amount of work needs to be done in this service in 2019 including the creation of an emergency plan for the area. The 2020 budget is anticipated to drop slightly as once the plan is created it will just need to be maintained and exercised.
- **Salmon Beach** – The garbage service was over budget in 2018 due to the increased quantities. The 2019 plan needs to fund the \$5,000 deficit from the prior year as well as budget for the anticipated increased quantities. The recreation service also increases in 2019 based on the Salmon Beach Committee's request as two major projects of a tennis court upgrade and stair access upgrade are planned.
- **South Long Beach Fire Protection** – The increase for 2019 is related to staff time for the Manager of Protective Services to negotiate a new agreement with the District of Ucluelet.

Sproat Lake

Service	2019 Requisition	2018 Requisition	\$\$ Difference	% Difference	% Difference of Requisition
E911 Telephone System	\$45,174	\$44,384	\$790	1.78%	0.06%
General Government Services	177,505	165,137	12,368	7.49%	0.87%
Grants-in-aid	79,757	74,912	4,845	6.47%	0.34%
Regional Parks	7,231	3,312	3,919	118.32%	0.28%
Regional Planning	20,330	21,467	-1,137	-5.30%	-0.08%
Building Inspection	55,706	48,446	7,260	14.99%	0.51%
Electoral Area Administration	33,535	39,034	-5,499	-14.09%	-0.39%
Mgmt of Development – Rural Plan	144,625	115,553	29,072	25.16%	2.05%
Vancouver Island Regional Library	201,087	184,258	16,829	9.13%	1.19%
Alberni Valley Emergency Planning	38,194	25,600	12,594	49.19%	0.89%
AV & Bamfield Waste Mgmt	28,288	4,375	23,913	546.58%	1.69%
Alberni Valley Regional Airport	141,663	122,728	18,935	15.43%	1.34%
Custom Transit	45,992	43,316	2,676	6.18%	0.19%
Sproat Lake Marine Patrol	8,154	8,127	27	0.33%	0.00%
Sproat Lake Animal Control	1,450	1,432	18	1.26%	0.00%
Sproat Lake Arena	26,384	26,315	69	0.26%	0.00%
Sproat Lake Community Park	110,361	91,384	18,977	20.77%	1.34%
Sproat Lake Noise Control	3,026	2,012	1,014	50.40%	0.07%
Sproat Lake Fire Protection	417,207	394,763	22,444	5.69%	1.58%
Totals	\$1,585,667	\$1,416,555	\$169,112		11.94%

- Sproat Lake Community Park** – The maintenance schedule for the Bike Skills Park located at Cougar Smith Park has been increased from the prior level of service to include more annual costs. This new maintenance schedule reduces the risk associated with the high risk asset as the park will be kept in a better condition. Staff time for this service has also increased in 2019 to reflect the need to develop an overall maintenance plan for the parks and trails that are associated with this service.
- Sproat Lake Volunteer Fire Department** – The cost of fire trucks has increased substantially in the past couple of year and the department has adjust the contribution to capital in 2019 to reflect the increase costs.

Beaver Creek

Service	2019 Requisition	2018 Requisition	\$\$ Difference	% Difference	% Difference of Requisition
E911 Telephone System	\$17,590	\$17,211	\$379	2.20%	0.04%
General Government Services	69,118	64,033	5,085	7.94%	0.54%
Grants-in-aid	56,298	50,156	6,142	12.25%	0.65%
Regional Parks	2,816	1,284	1,532	119.31%	0.16%
Regional Planning	7,916	8,324	-408	-4.90%	-0.04%
Building Inspection	21,691	18,785	2,906	15.47%	0.31%
Electoral Area Administration	12,347	14,428	-2,081	-14.42%	-0.22%
Mgmt of Development – Rural Plan	56,315	44,807	11,508	25.68%	1.22%
Vancouver Island Regional Library	78,326	71,443	6,883	9.63%	0.73%
Alberni Valley Emergency Planning	14,872	9,927	4,945	49.81%	0.52%
AV & Bamfield Waste Mgmt	11,015	1,696	9,319	549.47%	0.99%
Alberni Valley Regional Airport	55,162	47,589	7,573	15.91%	0.80%
AV Regional Water – Proposed	112	-	112	NA	0.01%
Custom Transit	17,909	16,796	1,113	6.63%	0.12%
Sproat Lake Marine Patrol	3,175	3,151	24	0.76%	0.00%
Arvay Road Street Lighting	1,533	1,505	28	1.86%	0.00%
Beaver Creek Animal Control	1,450	1,260	190	15.08%	0.02%
Beaver Creek Community Park	26,641	13,715	12,926	94.25%	1.37%
Beaver Creek Arena	20,326	20,384	-58	-0.28%	-0.01%
Beaver Creek Noise Control	1,100	985	115	11.68%	0.01%
Beaver Creek Fire Protection	290,467	287,589	2,878	1.00%	0.30%
Beaver Creek Water System	246,806	246,806	-	0.00%	0.00%
Granville Road Fire Protection	1,869	1,792	77	4.30%	0.01%
Totals	\$1,014,854	\$943,666	\$71,188		7.54%

- **Beaver Creek Community Park** – Additional upgrades are planned to Evergreen Park in 2019 as the park was not well maintained for a number of years and requires further investment to get the asset to an appropriate level of service from a safety and user ability standpoint.
- **Beaver Creek Water System** – Director McNabb is also considering increasing the parcel by \$50 in 2019. This would result in an additional contribution to capital of \$52,000 and additional 5.51% increase to Beaver Creek requisitions. Staff is currently working with Beaver Creek Water System Committee members to determine if they support this approach.

Cherry Creek

Service	2019 Requisition	2018 Requisition	\$\$ Difference	% Difference	% Difference of Requisition
E911 Telephone System	\$19,027	\$19,183	-\$156	-0.81%	-0.04%
General Government Services	74,763	71,368	3,395	4.76%	0.78%
Grants-in-aid	60,488	42,107	18,381	43.65%	4.24%
Regional Parks	3,046	1,431	1,615	112.86%	0.37%
Regional Planning	8,563	9,278	-715	-7.71%	-0.16%
Building Inspection	23,463	20,937	2,526	12.06%	0.58%
Electoral Area Administration	13,656	16,380	-2,724	-16.63%	-0.63%
Mgmt of Development – Rural Plan	60,914	49,939	10,975	21.98%	2.53%
Vancouver Island Regional Library	84,701	78,022	6,679	8.56%	1.54%
Alberni Valley Emergency Planning	16,087	11,064	5,023	45.40%	1.16%
AV & Bamfield Waste Mgmt	11,915	1,891	10,024	530.09%	2.31%
Alberni Valley Regional Airport	59,666	53,040	6,626	12.49%	1.53%
AV Regional Water – Proposed	121	-	121	NA	0.03%
Custom Transit	19,371	18,720	651	3.48%	0.15%
Sproat Lake Marine Patrol	3,434	3,512	-78	-2.22%	-0.02%
Cherry Creek Animal Control	947	-	947	NA	0.22%
Cherry Creek Arena	16,759	16,905	-146	-0.86%	-0.03%
Cherry Creek Community Park	2,338	18,612	-16,274	-87.44%	-3.76%
Cherry Creek Noise Control	1,100	965	135	13.99%	0.03%
Totals	\$480,359	\$433,354	\$47,005		10.85%

Time Requirements – Staff & Elected Officials:

A significant amount of staff and elected official time has gone into the development of this budget.

Policy or Legislation:

The *Local Government Act* requires that the Regional District annually adopt a five year financial plan by March 31st. A public consultation process must be undertaken prior to adoption of the plan and staff have presented in many of the areas of the Regional District in the past couple of weeks including Tofino, Bamfield, Sproat Lake, Beaufort, Cherry Creek and Beaver Creek.

Disclosure:

There may still be changes to the 2018 actual amounts as year-end adjusting entries have not been completed.

Options to Consider:

The following options to reduce the overall tax requisition have been explained in the report above and are for your consideration.

In the Management of Development, Rural Area, service the Board could chose to delay the implementation of the municipal ticketing enforcement approach. The following motion is provided for your consideration:

- 1. THAT the Board of Directors amend Financial Plan Bylaw F1141, Management of Planning – Rural Development, page 24, as follows:**
 - Line 3 - tax requisition – decrease by \$36,000 to \$308,727**
 - Line 13 – labour & benefits – decrease by \$36,000 to \$287,000**

In the Alberni Valley and Bamfield Waste Management Service the Board could increase tipping fees instead of the requisition in order to cover the 2019 operating costs. The estimated impact to the tipping fees would be approximately 5% but needs to be further investigated by staff if this motion is passed. As a note, this would affect the City of Port Alberni in terms of their garbage collection service and would likely result in an increase in City of Port Alberni user

rates. The following motion is provided for your consideration:

2. THAT the Board of Directors amend Financial Plan Bylaw F1141, Alberni Valley and Bamfield Waste Management Service, page 28, as follows:

Line 2 - tax requisition - decrease by \$100,000 to \$88,412

Line 5 – tipping fees – increase by \$100,000 to \$2,100,000

And direct staff to amend the Solid Waste Disposal and Tipping Fees bylaw for the Alberni Valley Landfill to cover the cost increases in 2019.

In the Alberni Valley Regional Airport Service the Board could reduce the contribution to capital in 2019 in order to reduce the increase in the tax requisition. The following motion is provided for your consideration:

3. THAT the Board of Directors amend Financial Plan Bylaw F1141, Alberni Valley Regional Airport, page 32, as follows:

Line 2 – tax requisition – decrease by \$80,000 to \$563,069

Line 23 – capital fund contribution – decrease by \$80,000 to \$352,500

The impact of the recommendations presented above are as follows:

Service	Rural Planning		AVLF		AVRA	
	\$\$ Difference	% Difference of Requisition	\$\$ Difference	% Difference of Requisition	\$\$ Difference	% Difference of Requisition
City of Port Alberni	\$-	-%	-\$57,347	-4.37%	-\$45,878	-3.50%
A – Bamfield	-2,944	-0.75%	-	-%	-	-
B – Beaufort	-1,897	-1.75%	-2,767	-2.55%	-2,214	-2.04%
C – Long Beach	-3,813	-0.66%	-	-%	-	-
D – Sproat Lake	-15,103	-1.07%	-22,029	-1.56%	-17,623	-1.24%
E – Beaver Creek	-5,881	-0.62%	-8,578	-0.91%	-6,862	-0.73%
F – Cherry Creek	-6,361	-1.47%	-9,278	-2.14%	-7,423	-1.71%
Totals	-\$36,000	-0.60%	-\$100,000	-1.66%	-80,000	-1.33%



Submitted by: _____

Teri Fong, CPA, CGA, Manager of Finance



Approved by: _____

Douglas Holmes, BBA, CPA, CA, Chief Administrative Officer

Name	2017 Granted	2018 Granted	Participants	2019 Request	Muni's & EA's	AV Grant	WC Grant	Other Grant	Participants
GIA 01 - Air Quality Council	\$10,000.00	\$10,000.00	CPA, A, B, D, E, F	\$12,000.00				\$10,000.00	CPA, A, B, D, E, F
GIA 02 - Alberni District Fall Fair (in kind)	\$1,000.00	\$1,000.00	Muni & EA's	\$1,000.00	\$1,000.00				
GIA 03 - Alberni Valley Chamber of Commerce	\$1,000.00	\$1,000.00	A	\$13,000.00				\$1,000.00	A
	\$1,000.00	\$1,000.00	D					\$1,000.00	D
	\$1,000.00	\$1,000.00	E					\$1,000.00	E
	\$1,000.00	\$1,000.00	F					\$1,000.00	F
GIA 04 - Alberni Valley Hospice Society	\$2,500.00	\$4,000.00	CPA, A, B, D, E, F	\$5,000.00				\$4,000.00	CPA, A, B, D, E, F
GIA 05 - Alberni Valley Rescue Squad	\$6,000.00	\$6,000.00	Muni, EA's & Toq	\$13,552.00	\$6,000.00				Toq too
	\$6,000.00	\$0.00	CPA, A, B, D, E, F					\$7,552.00	CPA, A, B, D, E, F
GIA 06 - Alberni Valley Wrestling Club	\$1,500.00	\$1,500.00	Muni & EA's	\$1,500.00	\$1,500.00				
GIA 07 - Arrowsmith Amateur Radio Club	\$0.00	\$5,307.00	AV	\$4,000.00		\$4,000.00			
GIA 08 - Central West Coast Forest Society	\$3,500.00	\$3,500.00	Tof, Ucl, Toq & C	\$3,500.00			\$3,500.00		Toq too
GIA 09 - Music by the Sea	\$2,000.00	\$2,000.00	Muni & EA's	\$2,000.00	\$2,000.00				
GIA 10 - Port Alberni Marine Rescue Society	\$6,000.00	\$6,000.00	AV	\$6,000.00		\$6,000.00			
GIA 11 - Port Alberni Victim Services Society	\$26,000.00	\$26,000.00	CPA, A, D, E, F	\$26,000.00				\$26,000.00	CPA, A, D, E, F
GIA 12 - Vancouver Island North Film Commission	\$7,500.00	\$7,500.00	Muni & EA's	\$10,000.00	\$10,000.00				
GIA 13 - West Coast Aquatic Management Association	\$17,000.00	\$17,000.00	Muni, EA's & Toq	\$17,000.00	\$17,000.00				
GIA 14 - Westcoast Inland Search & Rescue	\$6,000.00	\$6,000.00	Muni, EA's & Toq	\$6,000.00	\$6,000.00				Toq too
GIA 15 - Alberni Golf Club	\$0.00	\$0.00	AV	\$3,619.00		\$0.00			
GIA 16 - BC Conservation Foundation	\$0.00	\$0.00	WC	\$6,000.00			\$6,000.00		
GIA 17 - Beaver Creek Community Club	\$0.00	\$0.00	B	\$16,966.00				\$14,966.00	B
	\$0.00	\$0.00	C						
	\$0.00	\$0.00	E					\$2,000.00	E
GIA 18 - Cherry Creek Community Rec. Commission	\$1,000.00	\$0.00	B	\$20,000.00				\$0.00	
	\$3,000.00	\$0.00	E					\$2,000.00	E
	\$16,000.00	\$0.00	F					\$18,000.00	F
GIA 19 - Leadership VI WC Chapter	\$0.00	\$0.00	Ucl & C	\$1,000.00				\$1,000.00	Ucl & C
GIA 20 - PA Association for Community Living	\$0.00	\$0.00	AV	\$3,600.00		\$3,600.00			
GIA 21 - Port Alberni Maritime Heritage Society	\$5,000.00	\$0.00	AV	\$5,000.00		\$5,000.00			
GIA 22 - Port Alberni Shelter Society	\$0.00	\$0.00	Muni & EA's	\$5,000.00	\$5,000.00				
GIA 23 - Surfrider Pacific Rim	\$0.00	\$0.00	WC	\$5,000.00			\$5,000.00		
Economic Development	\$2,500.00	\$2,500.00	A	\$2,500.00				\$2,500.00	A
	\$2,000.00	\$2,000.00	B	\$2,000.00				\$2,000.00	B
	\$6,000.00	\$6,000.00	D	\$6,000.00				\$6,000.00	D
	\$6,000.00	\$6,000.00	E	\$6,000.00				\$6,000.00	E
	\$5,333.00	\$5,333.00	F	\$5,333.00				\$5,333.00	F
McLean's Mill	\$29,900.00	\$29,900.00	B, D, E, F	\$29,900.00				\$29,900.00	B, D, E, F
Bamfield Community Affairs	\$7,000.00	\$10,000.00	A	\$10,000.00				\$10,000.00	A
Sproat Lake Community Association	\$16,900.00	\$11,900.00	D	\$11,900.00				\$11,900.00	D
PY - Alberni Valley Transition Towns Society	\$2,000.00	\$2,000.00	AV	\$0.00					in kind except for vehicle
PY - Carving on the Edge Festival Society	\$1,853.00	\$2,500.00	CPA, All Electoral Areas	\$0.00					CPA, All Electoral Areas
PY - Strawberry Isle Marine Research Society	\$1,000.00	\$0.00	Muni & EA's	\$0.00					
PY - The Bread of Life Centre	\$0.00	\$5,000.00	CPA, A, B, D, E, F	\$0.00					
PY - Westcoast Community Resources	\$5,000.00	\$0.00	WC	\$0.00					
PY - Island Corridor Foundation	\$0.00	-\$44,929.00	CPA, Ucl, A, D, E, F	\$0.00					
Totals	\$209,486.00	\$138,011.00		\$260,370.00	\$48,500.00	\$18,600.00	\$14,500.00	\$163,151.00	
Total Committed 2019		\$244,751.00							
Increase/Decrease from Prior Year		\$106,740.00							

