



CENTRAL COAST REGIONAL DISTRICT

TO: Darla Blake, CAO

September 3, 2013

FROM: Donna Mikkelson, CFO

SUBJECT: FINANCIAL REPORT – September 2013

RECOMMENDATION:

THAT the Financial Report dated September 03, 2013 be received.

This report contains information on the following topics:

- 1. UBCM Policy Paper on Local Government Finance
- 2. Request for Proposals (RFP) for Audit Services
- 3. Actual vs. Budget Comparison for the period January to August 2013
- 4. Preparing for Financial Planning 2014-2018

UBCM Policy Paper on Local Government Finance

The Union of BC Municipalities (UBCM) membership will be asked to endorse the July 2013 report of the Select Committee on Local Government Finance, **Strong Fiscal Futures: A Blueprint for Strengthening BC Local Governments' Finance System** at the annual convention to be held later this month.

The purpose of the report is to set out a realistic, practical agenda for reforming BC's system of local government finance in order to improve resiliency of the existing system, improve value to taxpayers, advance an agenda to both grow the economy and to have local governments share in the benefits of that growth, work to expand revenue tools and to build the local government partnership.

The 5 key directions outlined in the plan are resiliency, value, responsiveness, fairness and excellence. It is proposed that initial priorities would be to achieve greater resiliency, address cost drivers, and engage the provincial government on an agenda for economic growth and an agreement on the introduction of the Infrastructure and Community Development Bank. If endorsed by the UBCM membership, the blueprint will form the basis of the dialogue between the provincial and local governments in order to move forward.

Board Meeting
 SEP 12 2013
 CCRD ITEM (C)

Request for Proposals – Audit Services

The three year quote for audit services as supplied by PMT Chartered Accountants will expire at year end. Accordingly, administration has issued a request for proposals for annual services for a five year period commencing with the December 31, 2013 year end cycle.

The RFP has been posted on the regional district's website and was first published in the Coast Mountain News in the August 29th issue. It will also be run twice in the Williams Lake Tribune. PMT has been invited to submit a proposal. The deadline for submissions is September 27, 2013 and the determination of the successful firm will follow in due course. Pursuant to the *Local Government Act* the board is required to appoint the auditors annually.

2013 Budget vs. Actual January – August 2013

Attached is a report on actual Revenue and Expenditures by Service against the financial plan for the period January to August 2013. Unless otherwise stated, revenues and expenditures are on track with original estimates and have not attracted comment.

1. Revenue

Please note that the revenue figures for Provincial Grants – Other (40130) and Federal Grants (40040) are comprised of funding from the Flood Protection Program (40038). They are one and the same, although they are shown separately to accurately reflect the original budget presentation.

2. Administrative Services

The Community Works Fund actual expenditures are under budget due to projects for Parks and Recreation, Nuxalk Hall Rehabilitation, and others, that are not yet completed or paid out. Expenditures related to solid waste management are also not yet booked.

3. Development Services

The Economic Development schedule is expected to be on track by year end, although we have been advised by Northern Development Initiative Trust that certain expenditures attributed to 2012 and paid out in 2013 will not be claimable until 2014. This may affect a small loss in 2013 (<\$2,000), but will be recoverable in next years planning.

The land use Planning function will be undertaking a situational analysis and needs assessment later this fall as indicated in the strategic plan. It may or may not attract additional cost in terms of the resources required to complete the work.

4. Environmental Services

Some expenditures related to the Thorsen Creek Waste and Recycling Centre will be moved to the Community Works Fund once completed, as approved by the board. Expenditures and revenues are on track. Work has been steadily progressing at the landfill.

5. Leisure Services

Administration has requested an extension of the funding required to complete the projects for Parks and Recreation as part of the Disaster Financial Assistance (DFA) Program as a result of the September 2010 flooding in the Bella Coola valley. The infield at Walker Island is incomplete as is the accessible outhouse building. Both are the subject of advertising this week, and the projects are targeted for completion prior to year end.

Once again, the regional district must acknowledge the valiant and dedicated efforts of the Pool Commission. They have managed to complete most of the projects on their work plan while coming in under budget in several categories. Not only have they managed to have the pool operational (despite continuous challenges), they have slightly increased their user fee revenues as well. A job well done, by a committed group of valley residents – and not a small feat.

6. Protective Services

Expenditures are under budget due to the vacancy associated with the Emergency Planning Coordinator. It is anticipated that this will be rectified this fall once the administrative requirements are fulfilled.

7. Transportation Services

The Bella Coola Airport is under expended due to incomplete projects. The crack sealing project, however, has recently been completed and will be booked shortly (value \$20,000). The Denny Island Airport had budgeted for a contingency in the order of \$10,000 which will not be expended, likely due to a preference for accumulating funds.

Preparing for Financial Planning 2014

Financial planning for the years 2014-2018 will commence early this fall in conjunction with the strategic planning process. All submissions are welcome and encouraged for input.

Respectfully Submitted,



Donna Mikkelson, CFO

Central Coast Regional District
Revenue and Expenditures - By Service - Actual vs. Budget

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	<u>Jan-Aug 2013</u>	<u>2013</u>
	Actual	Budget
Revenue		
40005 · Nuxalk Nation Cont to Landfill	22,500	30,000
40008 - Airport Rentals and Charges	38,994	55,076
40013 · Central Coast Regional Hosp District	13,000	13,000
40030 · Counter Sales	494	900
40035 · Donations	950	2,350
40038 - Emergency Management Init. FPP	0	212,688
40040 · Federal Grants	(8,190)	1,500
40045 · Fire Protection Tolls	3,235	3,200
40052 · Gas Tax Agreement (Fed/Prov)	0	178,554
40055 · Grants in lieu of taxes	31,414	36,438
40100 · Interest Income	3,239	12,500
40115 · Apportioned Administration	62,334	62,334
40116 · Prov cost share - street lights	164	426
40120 · Misc revenue	4,074	40,400
40122 · User Fees - Swimming Pool	14,307	12,000
40135 · Registration fees - Recreation	1,200	3,200
40125 · Provincial Basic Grant	207,714	207,714
40130 · Provincial Grants - Other	204,933	72,941
40145 · Rezoning & Land Use fees	0	700
40155 · Tax Levy	606,084	606,084
40156 - Parcel Taxes	37,025	37,500
40200 · Landfill User Fees	2,255	3,000
40210 · Water tolls & charges	34,226	38,000
Total Revenue	1,279,952	1,630,505
Expenditures		
<u>Administrative Services</u>		
Community Works Fund	68,062	291,500
Feasibility Studies		
General Operations	335,506	554,182
Grants In Aid	14,500	15,230
<u>Development Services</u>		
Economic Development	46,365	84,511
Land Use Planning	13,500	20,041
LSA Street Lighting (BC Townsite)	5,781	9,600
Valley Street Lighting	2,706	4,300
<u>Environmental Services</u>		
Thorsen Creek Waste & Recycling	136,783	145,696
Waterworks Operating (LSA BC Town site)	34,424	52,650
Waterworks Capital (LSA BC Townsite)	9,800	19,521
<u>Leisure Services</u>		
Parks and Recreation - Bella Coola	11,683	79,137

Central Coast Regional District
Revenue and Expenditures - By Service - Actual vs. Budget

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	<u>Jan-Aug 2013</u>	<u>2013</u>
Recreation - Denny Island	1,262	9,289
Swimming Pool	76,969	110,489
Regional Library (VIRL)	36,513	48,440
<u>Protective Services</u>		
Diking - Bella Coola Airport	0	0
Emergency Management	10,985	53,500
Emergency Mgmt Initiatives (FPP)	36,449	212,688
Fire Protection (LSA Townsite)	11,656	32,783
House Numbering	2,000	4,000
<u>Transportation Services</u>		
Airport - Bella Coola	38,629	144,239
Airport - Denny Island	2,085	12,919
Total Expenditures	<u>895,658</u>	<u>1,904,715</u>
Excess (Deficiency) of Revenue over Expenditures	384,294	(274,210)
Other Income/Expense		
Other Income		
40004 · Surplus, beginning of year	0	1,207,141
Total Other Income	0	1,207,141
Other Expense		
50204 · Deficit, beginning of year	0	19,682
50224 · Surplus, end of the year	0	913,249
Total Other Expense	<u>0</u>	<u>932,931</u>
Net Other Income	<u>0</u>	<u>274,210</u>
Net Income	<u><u>384,294</u></u>	<u><u>0</u></u>