



Special ELECTORAL AREA SERVICES COMMITTEE MEETING

**Monday,
February 25, 2013
Regional District Board Room
175 Ingram Street, Duncan, BC**

3:00 pm

A G E N D A

	<u>Pages</u>
1. <u>APPROVAL OF AGENDA</u>	1-2
2. <u>2013 BUDGETS</u>	
R1 Sybille Sanderson, A/General Manager, regarding Fire Protection – North Oyster Budget 350	3
R2 Sybille Sanderson, A/General Manager, regarding Fire Protection – Mesachie Lake Budget 351	4
R3 Sybille Sanderson, A/General Manager, regarding Fire Protection – Cowichan Lake Budget 352	5
R4 Sybille Sanderson, A/General Manager, regarding Fire Protection – Saltair Budget 353	6
R5 Sybille Sanderson, A/General Manager, regarding Fire Protection – Sahtlam Budget 354	7
R6 Sybille Sanderson, A/General Manager, regarding Fire Protection – Malahat Budget 355	8
R7 Sybille Sanderson, A/General Manager, regarding Fire Protection – Eagle Heights Budget 356	9
R8 Sybille Sanderson, A/General Manager, regarding Fire Protection – Honeymoon Bay Budget 357	10
R9 Sybille Sanderson, A/General Manager, regarding Fire Protection – Youbou Budget (358)	11
R10 Brian Farquhar, Manager, regarding Community Parks and Trails 2013 Budget Background Report	12-16
R11 Tom Anderson, General Manager, regarding 2013 Budget Background Report	17-22

Other Budgets:

- 102 Vancouver Island Library
- 111- 118 Grants in Aid
- 130 Electoral Feasibility Study
- 231-239 Community Parks
- 250 Electoral Area Services
- 450 Recreation – Mill Bay
- 451 Recreation – Glenora
- 456 Recreation – Saltair
- 460 Recreation North Oyster
- 463 Cowichan Wooden Boat Society

-
- 465 Cobble Hill Historical Society
 - 466 Recreation Cobble Hill
 - 467 Shawnigan Lake Historical Society
 - 469 Cowichan Station Association, Area E
 - 470 Frank Jameson Community Centre
 - 475 Mill Bay/Malahat Historical Society
 - 478 Cowichan Station Association, Area B
 - 489 Nature and Habitat, Area I
 - 490 Thetis Island Wharf
 - 491 Thetis Island Boat Launch
 - 492 Cowichan Lake Water Protection
 - 495 South Cowichan Community Policing

*****PLEASE BRING YOUR 2013 BUDGET BOOKS*****

3. **NEW BUSINESS**

4. **PUBLIC/PRESS QUESTIONS**

5. **CLOSED SESSION**

Motion that the meeting be closed to the public in accordance with the Community Charter Part 4, Division 3, Section 90(1), subsections as noted in accordance with each agenda item.

6. **ADJOURNMENT**

NOTE: A copy of the full agenda package is available at the CVRD website www.cvrld.bc.ca

Director L. Iannidinardo
Director M. Walker
Director B. Fraser
Director J. Morrison

Director M. Marcotte
Director G. Giles
Director M. Dorey

Director P. Weaver
Director L. Duncan



RI

STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING OF FEBRUARY 25, 2013

DATE: February 19, 2013 **FILE NO:** 0540-20-EASC-12
FROM: Sybille Sanderson
A/General Manager, Public Safety **BYLAW NO:**
SUBJECT: Fire Protection-North Oyster Budget (350)

Recommendation/Action:

That it be recommended to the Board that the Fire Protection-North Oyster 2013 Budget (350) be approved.

Relation to the Corporate Strategic Plan:

To ensure reliable essential services

Financial Impact: (Reviewed by Finance Division: SEN)

The maximum requisition will be taxed in 2013 which is a net decrease of \$5,993 due to a decrease in assessment values. This will result in a decrease of \$7.67 per \$100,000 of assessed value.

Background:

North Oyster Fire Hall continues to deteriorate and every effort is being made to raise the necessary funds to replace this facility. Operating costs have been augmented by a substantial surplus of \$109,216 with the remainder being transferred to Capital Reserves.

The 2013 budget ensures that the fire department is able to provide essential fire protection to the community.

Submitted by,

Sybille Sanderson

Sybille Sanderson
A/General Manager
Public Safety Department



STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING OF FEBRUARY 25, 2013

DATE: February 19, 2013 **FILE NO:** 0540-20-EASC-12
FROM: Sybille Sanderson **BYLAW NO:**
A/General Manager, Public Safety
SUBJECT: Fire Protection-Mesachie Lake Budget (351)

Recommendation/Action:

That it be recommended to the Board that the Fire Protection-Mesachie Lake 2013 Budget (351) be approved.

Relation to the Corporate Strategic Plan:

To ensure reliable essential services

Financial Impact: (Reviewed by Finance Division: Sen)

The tax requisition has been increased by \$778 resulting in a net increase of \$4.44 per \$100,000 of assessed value.

Background:

This volunteer fire department is to be commended for doing so much with so little! They have been carrying a surplus for a number of years and will be transferring \$10,557 to Capital Reserves in 2013.

We are also extremely pleased that the Imadene Foundation has committed to contributing \$500 per month towards fire protection services in appreciation of the services they continue to receive.

The 2013 budget ensures that the fire department is able to provide essential fire protection to the community.

Submitted by,

Sybille Sanderson
A/General Manager
Public Safety Department



R3

STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING OF FEBRUARY 25, 2013

DATE: February 19, 2013 **FILE NO:** 0540-20-EASC-12
FROM: Sybille Sanderson **BYLAW NO:**
A/General Manager, Public Safety
SUBJECT: Fire Protection-Cowichan Lake Budget (352)

Recommendation/Action:

That it be recommended to the Board that the Fire Protection-Cowichan Lake 2013 Budget (352) be approved.

Relation to the Corporate Strategic Plan:

To ensure reliable essential services

Financial Impact: (Reviewed by Finance Division: SEN)

The tax requisition will have a net increase of \$31,348 that results in an increase of \$16.47 per \$100,000 of assessed value .

Background:

Lake Cowichan Fire Department recently undertook a Fire Underwriters' Survey and the results indicated that their Fire Rescue Vehicle needed to be replaced in 2013 and requires the additional requisition to cover the short-term borrowing costs for a period of five years.

The 2013 budget ensures that the fire department is able to provide essential fire protection to the community.

Submitted by,

A handwritten signature in cursive script that reads "Sybille Sanderson".

Sybille Sanderson
A/General Manager
Public Safety Department



R4

STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING OF FEBRUARY 25, 2013

DATE: February 19, 2013 **FILE NO:** 0540-20-
EASC-12
FROM: Sybille Sanderson **BYLAW NO:**
A/General Manager, Public Safety
SUBJECT: Fire Protection-Saltair Budget (353)

Recommendation/Action:

That it be recommended to the Board that the Fire Protection-Saltair 2013 Budget (353) be approved.

Relation to the Corporate Strategic Plan:

To ensure reliable essential services

Financial Impact: (Reviewed by Finance Division: SN)

The tax requisition will have a net increase of \$5,714 that results in an increase of \$2.46 per \$100,000 of assessed value.

Background:

Ladysmith and North Cowichan - Chemainus Fire Departments provide a contract for service to residents of Saltair with the Lagoon Bridge being the boundary between the two fire services. In return, we fund a portion of their fire department expenses.

The 2013 budget ensures that the fire departments are able to provide essential fire protection to the community.

Submitted by,

Sybille Sanderson

Sybille Sanderson
A/General Manager
Public Safety Department



STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING OF FEBRUARY 25, 2013

DATE: February 19, 2013 **FILE NO:** 0540-20-EASC-12
FROM: Sybille Sanderson
A/General Manager, Public Safety **BYLAW NO:**
SUBJECT: Fire Protection-Sahtlam Budget (354)

Recommendation/Action:

That it be recommended to the Board that the Fire Protection-Sahtlam 2013 Budget (354) be approved.

Relation to the Corporate Strategic Plan:

To ensure reliable essential services

Financial Impact: (Reviewed by Finance Division: Senf)

The tax requisition will have a net increase of \$2,865 that results in a decrease of \$0.40 per \$100,000 of assessed value.

Background:

Sahtlam Fire Rescue is maintaining their training and equipment and transferring to Capital Reserves the \$50,000 donation recently received from developments in the area.

The 2013 budget ensures that the fire department is able to provide essential fire protection to the community.

Submitted by,

Sybille Sanderson

Sybille Sanderson
A/General Manager
Public Safety Department



R6

STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING OF FEBRUARY 25, 2013

DATE: February 19, 2013 FILE NO: 0540-20-EASC-12
FROM: Sybille Sanderson
A/General Manager, Public Safety BYLAW NO:
SUBJECT: Fire Protection-Malahat Budget (355)

Recommendation/Action:

That it be recommended to the Board that the Fire Protection-Malahat 2013 Budget (355) be approved.

Relation to the Corporate Strategic Plan:

To ensure reliable essential services

Financial Impact: (Reviewed by Finance Division: Sen)

The tax requisition will have a net increase of \$6,085 that results in an increase of \$3.35 per \$100,000 of assessed value.

Background:

Malahat Fire Rescue recently received approval to purchase a new Type 2 Engine. Delivery is anticipated for Fall 2013. Costs will be covered by a combination of current revenue, \$60,000 Transfer from Reserves and long-term MFA funding of \$265,000.

The 2013 budget ensures that the fire department is able to provide essential fire protection to the community.

Submitted by,

Sybille Sanderson

Sybille Sanderson
A/General Manager
Public Safety Department



STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING OF FEBRUARY 25, 2013

DATE: February 19, 2013 **FILE NO:** 0540-20-EASC-12
FROM: Sybille Sanderson **BYLAW NO:**
A/General Manager, Public Safety
SUBJECT: Fire Protection-Eagle Heights Budget (356)

Recommendation/Action:

That it be recommended to the Board that the Fire Protection-Eagle Heights 2013 Budget (356) be approved.

Relation to the Corporate Strategic Plan:

To ensure reliable essential services

Financial Impact: (Reviewed by Finance Division: Sen)

The tax requisition will have a net increase of \$12,204 that results in a decrease of \$2.22 per \$100,000 of assessed value.

Background:

City of Duncan Fire Department provides a contract for service to residents of Eagle Heights and Glenora. In return we fund a portion of their fire department expenses.

The 2013 budget ensures that the fire department is able to provide essential fire protection to the community.

Submitted by,

Sybille Sanderson

Sybille Sanderson
A/General Manager
Public Safety Department



R8

STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING OF FEBRUARY 25, 2013

DATE: February 19, 2013 **FILE NO:** 0540-20-EASC-12
FROM: Sybille Sanderson
A/General Manager, Public Safety **BYLAW NO:**
SUBJECT: Fire Protection-Honeymoon Bay Budget (357)

Recommendation/Action:

That it be recommended to the Board that the Fire Protection-Honeymoon Bay 2013 Budget (357) be approved.

Relation to the Corporate Strategic Plan:

To ensure reliable essential services

Financial Impact: (Reviewed by Finance Division: SEN)

The tax requisition will have a net increase of \$3,302 that results in an increase of \$3.56 per \$100,000 of assessed value.

Background:

Honeymoon Bay Fire Rescue will be purchasing a used Rescue Truck and new Air Compressor to ensure the safety of firefighters using Self-Contained Breathing Apparatus (SCBA) in 2013.

The 2013 budget ensures that the fire department is able to provide essential fire protection to the community.

Submitted by,

Sybille Sanderson

Sybille Sanderson
A/General Manager
Public Safety Department



STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING OF FEBRUARY 25, 2013

DATE: February 19, 2013

FILE NO: 0540-20-
EASC-12

FROM: Sybille Sanderson
A/General Manager, Public Safety

BYLAW NO:

SUBJECT: Fire Protection-Youbou Budget (358)

Recommendation/Action:

That it be recommended to the Board that the Fire Protection-Youbou 2013 Budget (358) be approved.

Relation to the Corporate Strategic Plan:

To ensure reliable essential services

Financial Impact: (Reviewed by Finance Division: sen)

The tax requisition will have a net increase of \$7,926 that results in an increase of \$2.47 per \$100,000 of assessed value.

Background:

Youbou Fire Rescue is ensuring that it has the funds available to replace their current garage and purchase a Lake Rescue Boat to ensure coverage of the northern half of Cowichan Lake.

The 2013 budget ensures that the fire department is able to provide essential fire protection to the community.

Submitted by,

Sybille Sanderson

Sybille Sanderson
A/General Manager
Public Safety Department



R 10

STAFF REPORT

SPECIAL ELECTORAL AREA SERVICES COMMITTEE MEETING OF FEBRUARY 25, 2013

DATE: February 15, 2013 **FILE NO:**
FROM: Brian Farquhar, Manager Parks & Trails Division **BYLAW NO:**
SUBJECT: Community Parks and Trails 2013 Budget Background Report

Recommendation/Action:

That the Committee provide further direction if desired.

Relation to the Corporate Strategic Plan:

The Community Parks and Trails 2013 Budgets are in compliance with the Goals and Objectives of the Strategic Plan.

Financial Impact: (Reviewed by Finance Division: SEM)

The financial impact is dependent upon the recommendations made by the Committee and ultimately approved by the Regional Board.

Further to the CVRD 2013 Annual Budget Package you have been provided, the comments below provide a further explanation to budgets administered through the Community Parks and Trails Program. The Electoral Area Community Parks and Trails budgets are inclusive of feedback received from individual Parks and Recreation Commissions during the Fall 2012 budget planning process.

Electoral Area A Community Parks (231)

Expenditures

- General expenditures for this function remain at similar levels as last year, with minor increases to the parks operations maintenance. The summer playground program and summer parks work crew programs remain at the same level as 2012. Minor Capital projects include piling replacement at Mill Bay Community Wharf and a new picnic shelter and park furniture at McClaren Park.

Revenues

- The requisition remains at the same level as 2012.

Electoral Area B Community Parks (232)

Expenditures

- General expenditures for this function remain at similar levels as last year including the summer playground and summer parks work crew programs, with minor additional costs attributed to the parks operations maintenance. The budget includes funds for implementation of the Invasive Species Management Strategy for Shawnigan Lake Community Parks and capital funds for acquisition of the Elsie Miles School Property.

Revenues

- The requisition remains at the same level as 2012. Revenues also include a \$105,000 Transfer from Reserves and \$390,000 in short term borrowing for acquisition of the Elsie Miles School property in 2013.

Electoral Area C Community Parks (233)

Expenditures

- General expenditures for this function remain at similar levels as last year including the summer playground and summer parks work crew programs, with minor increases to the parks operations maintenance. Minor Capital works includes surfacing the Watson Park Trail and landscaping Ross Park. Major Capital is budgeted for a new washroom facility at Quarry Nature Park and potential land acquisition.

Revenues

- The requisition remains at the same level as 2012, with a \$122,000 Transfer from Reserves for the new washroom building and \$200,000 in short term borrowing for possible parkland purchase in 2013 if required.

Electoral Area D Community Parks (234)

Expenditures

- General expenditures for this function remain at similar levels as last year including the summer playground and summer parks work crew programs, with additional costs attributed to the parks operations maintenance for the new Cowichan Bay Marine Gateway development. Short term debt repayment is in place for the Marine Gateway development site acquisition and major capital identifies a new playground for Coverdale Watson Park.

Revenues

- The requisition remains at the same level as 2012. Short term borrowing of \$100,000 highlighted in the budget is for possible parkland purchase in 2013.

Electoral Area E Community Parks (235)

Expenditures

- General expenditures include a minor increase for annual parks maintenance. Minor Capital projects include Busy Place Creek Trail, Johns Road Picnic Area, landscaping and trail work at the Glenora Trailhead Park and initial community trail development in the Sahtlam area. Major capital project work is focused on Phase I development of Creighton Park in Sahtlam inclusive of a playground, parking, trails and landscaping.

Revenues

- The requisition is increased by \$9,100 from 2012, with these funds applied to major capital project work. Transfer from Reserves of \$225,000 in the budget is for possible parkland purchase in 2013.

Electoral Area F Community Parks (236)

Expenditures

- General expenditures include a minor increase for annual parks maintenance. Minor capital work in 2013 includes a raingarden drainage system for the parking lot at Central Park.

Revenues

- The requisition remains at the same level as 2012.

Electoral Area G Community Parks (237)

Expenditures

- General expenditures include minor increases for annual parks maintenance. Minor Capital projects include a new public beach access, trail improvements in Stocking Creek Park and initial development of the Clifcoe Road community pathway at Centennial Park to repave the sport court and improve the park entrance.

Revenues

- The requisition remains at the same level as 2012. Transfer from Reserves of \$105,500 and short term borrowing of \$100,000 highlighted in the budget is for possible parkland purchase in 2013.

Electoral Area H Community Parks (238)

Expenditures

- General expenditures include a minor adjustment for annual parks maintenance to account for less planned extra work. Minor Capital works planned include new public beach access development at Raise Road.

Revenues

- The requisition remains at the same level as 2012. Transfer from Reserves of \$18,500 is for Minor and Major Capital.

Electoral Area I Community Parks (239)

Expenditures

- General expenditures include minor increased costs for annual parks maintenance and similar funds as 2012 for the summer parks work crew. Minor Capital includes funds for replacement of the irrigation system at the Youbou Little League Park and trail improvements in Price Park. Major Capital project work is grant funding dependent for proposed rehabilitation several existing amenities at Arbutus Park including the lifeguard/changeroom/washroom building, playground and picnic shelter.

Revenues

- The requisition remains at the same level as 2012. The budget also includes \$117,500 for a provincial grant applied for and matching funds from a Transfer from Reserves.

Bright Angel Park (281)

Expenditures

- General expenditures include minor increases in operational expenses and Major Capital for upgrades/replacement of washroom, playground, playing field, trails, volleyball court, off-leash area, fitness stations and parks furniture funded by an approved Provincial Recreation Facilities Rejuvenation Grant and Gas Tax Funding.

Revenues

- The requisition is increased by \$5,000 from 2012 to \$45,000 to provide sufficient matching funding combined with the significant surplus carryforward from 2012 as required by the approved provincial grant. The provincial grant provides \$300,000 in 2013 for the rejuvenation project along with \$60,000 in approved Tax funding.

South Cowichan Parks (282)

Expenditures

- General expenditures include minor increases in maintenance expenses and application of Major Capital funding to the Mill Bay Historic Church rehabilitation Phase III.

Revenues

- The requisition remains at the same level as 2012.

Saltair Recreation (456)

Expenditures

- General expenditures are focused on recreation program fee costs.

Revenues

- The requisition is reduced to zero dollars for 2013, a reduction by \$20,000 from 2012.

Community Parks and Trails (279)

Expenditures

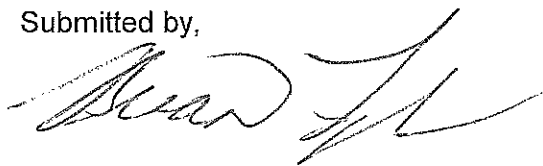
- The overall expenditures for Function 279 (Community Parks and Trails) proposed for 2013 are similar to the 2012 level, with exceptions being increases for wage adjustments

and increased operational costs for aging fleet vehicles. Operational costs for one fleet vehicle have been moved to Function 280 (Regional Parks) to account for this vehicle's predominant use by Regional Parks and Trails. The cumulative increase in the budget from 2012 to 2013 is \$37,594 with the above adjustments.

Revenues

- The function has a decreased surplus carryforward from 2012 and increased expenditures as noted above which equates to a \$52,888 requisition increase for 2013.

Submitted by,



Brian Farquhar
Manager
Parks and Trails Division
Parks, Recreation & Culture Department

BF/ca



R 11

STAFF REPORT

SPECIAL ELECTORAL AREA SERVICES COMMITTEE MEETING OF FEBRUARY 25, 2013

DATE: February 19, 2013

FILE NO:

FROM: Tom Anderson, General Manager

BYLAW NO:

SUBJECT: 2013 Budget Background Report

Recommendation/Action:

That the Inspections and Enforcement Budget (320) be amended as proposed and that the Planning and Development Department Budgets be recommended to the Regional Board for approval, or, that further direction be provided.

Relation to the Corporate Strategic Plan:

The Planning and Development Department 2013 Budget is in compliance with the Goals and Objectives of the Strategic Plan.

Financial Impact: *(Reviewed by Finance Division: [Signature])*

The financial impact is dependent upon the recommendations made by the Committee and ultimately voted on by the Regional Board.

Background:

The comments below provide further explanation to the 2013 Draft Budget packages that all Directors have been provided.

Animal Control (310)

Expenditures

- General expenditures for this function will remain at similar levels as last year. The only significant change comes under the Contract for Services account where in 2012, \$10,000 was directed towards Cowichan Cat Rescue and no funds have been included to this point in time, this year. This account does contain \$500 which is directed toward the Friends of Furies which is a citizen group from Thetis Island that take care of stray animals. Overall, expenditures are projected to decrease by approximately \$5,000 from that budgeted last year.

Revenues

- Revenues from Dog Tags and Licenses are expected to remain at similar levels as last year. While the Surplus carried over from last year is approximately \$2,000 less, our Expenditures are projected to be less which will allow for a reduction in the 2013 Requisition by approximately \$3,000.

Inspections and Enforcement (320)

As noted at the last EASC meeting, the Inspections and Enforcement Budget (320) has been amended from what you have in the budget packages that you were given a few weeks ago. Attached is the revised budget. A description of the changes is noted below.

Expenditures

- Most General Expenditures are projected to remain at similar levels as last year. However, expenditures under the Salaries account are up from what was budgeted last year due to added costs associated with including the Bylaw Enforcement Officer under this function. Due to the expected decrease in revenues predicted for this year, this functions File Digitization program has been put on hold which will reduce expenditures in that account by approximately \$30,000 over that budgeted last year. Projected expenditures for Legal Services have been reduced by \$10,000 over that budgeted last year as we expect a similar year as last in this account. Contract for Services for the RCMP Lake Patrol Program is budgeted for the usual \$13,000.

Revenues

- Building Permit fees for 2012 came in lower than projected last year so projections for this year have been reduced. Lower revenues last year have resulted in a significant deficit. As such, \$43,000 is recommended to be taken from the Operating Reserve which was put in place to help in just such times. Overall, the Requisition will be required to increase to \$384,088 in this function.

Community Planning (325)

Expenditures

- Of significance is the approximate \$117,000 increase in the cost of Legal Services over that which was budgeted last year. As a result, we have budgeted an additional \$80,000 over that 2012 budgeted amount for this year as it is expected to be another busy year in that regard.
- A number of Allocations have increased including those to General Government and GIS in the amount of approximately \$40,000.

Revenues

- Revenues for Fees and Permits were \$84,000 short of expectation last year so we have reduced our expectations for 2013 by approximately \$40,000.
- As a result of the decrease in revenue from last year, the increased cost of Legal Services in 2012, along with some other accounts to a lesser extent, there has been a \$247,000 swing in Surplus to Deficit from last year to this year. Couple this with the above noted projected cost of Legal Services for this year, it is necessary to increase the Requisition by approximately \$427,000.

Thetis Island Wharf (490)

- No major expenditures are expected in 2013. The requisition will remain at the same level as the last several years in order to build up reserves in the likelihood that significant repairs will be required in future years. There is currently \$35,000 within an Operating Reserve for this function.

Thetis Island Boat Launch (491)

- No major expenditures are expected in 2013. As with the Wharf, the requisition will remain at the same amount as in previous years in order to build up a reserve in the event that significant repairs are required in future years. There is currently \$4,000 within an Operating Reserve for this function.

Submitted by,

A handwritten signature in black ink, appearing to be 'Tom Anderson', with a long horizontal line extending to the right.

Tom Anderson, MCIP, RPP
General Manager
Planning & Development Department

TRA/ca

Cowichan Valley Regional District
Budget Report by Cost Center



CVRD

GL5260

Date : Feb 18, 2013

Page : 1

Time : 7:59 am

Account Code : ??-?-????-????

To : ??-?-????-????

Function Type : Selective

GENERAL REVENUE FUND
320 - ENFORCEMENT & INSPECTION

2012 2012 2013
ACTUAL VALUE AMENDED REVI WORKING PAPE

REVENUES

2000 GRANTS

01-1-2000-2100 FEDERAL GRANTS IN LIEU

-59 0 0

Total GRANTS

-59 0 0 0

4433 RECOVERY OF COSTS

01-1-4433-0000 RECOVERY OF COSTS

-43 0 0

Total RECOVERY OF COSTS

-43 0 0 0

5100 FEES & PERMITS

01-1-5100-3505 BUILDING PERMITS

-475,529 -660,000 -572,183

Total FEES & PERMITS

-475,529 -660,000 -572,183 0

5211 VIOLATION FINES

01-1-5211-0010 PLANNING TICKETS

0 -500 -500

01-1-5211-0011 REGULATORY TICKETS

-700 -2,500 -2,000

01-1-5211-0012 ENGINEERING TICKETS

-500 -5,000 -3,000

Total VIOLATION FINES

-1,200 -8,000 -5,500 0

7571 REQUISITION

01-1-7571-0000 REQUISITION

-259,833 -259,833 -384,088

Total REQUISITION

-259,833 -259,833 -384,088 0

9110 SURPLUS/DEFICIT - CURRENT YEAR

01-1-9110-0000 SURPLUS/DEFICIT

16,366 16,366 139,951

Total SURPLUS/DEFICIT - CURF

16,366 16,366 139,951 0

9120 SURPLUS - PRIOR YEARS

01-1-9120-0000 SURPLUS - PRIOR YEARS

0 0 -43,000

Total SURPLUS - PRIOR YEARS

0 0 -43,000 0

Total REVENUES

-720,297 -911,467 -864,820

EXPENSES

2920 ENFORCEMENT AND INSPECTION EXPENDITURES

01-2-2920-1101 SALARIES/FULL TIME REGULA

563,806 550,000 569,000

01-2-2920-1400 BENEFITS

132,204 145,000 147,940

01-2-2920-2111 TRAVEL

8,116 4,000 5,000

01-2-2920-2122 COURIER & EXPRESS

229 50 50

01-2-2920-2131 TELEPHONE

6,384 4,000 7,000

01-2-2920-2210 ADVERTISING

1,333 200 200

01-2-2920-2230 SUBSCRIPTIONS

149 250 250

01-2-2920-2327 LAND TITLES EXPENSES

30 100 100

01-2-2920-2330 CONSULTANTS

1,512 1,000 1,000

01-2-2920-2340 TRAINING & DEVELOPMENT

3,817 8,500 8,500

01-2-2920-2341 REGISTRAR/CONFERENCES/S

3,749 8,000 8,000

01-2-2920-2371 INSURANCE - CASUALTY

205 225 225

01-2-2920-2375 INSURANCE CLAIMS

912 2,500 0

01-2-2920-2395 MEMBERSHIPS

2,992 2,200 3,000

01-2-2920-2475 MISCELLANEOUS EQUIPMENT

6,037 10,000 4,000

01-2-2920-2476 PURCHASED REPAIRS/OFFICE

0 400 400

01-2-2920-2532 COMPUTER SOFTWARE UPGR

1,763 3,000 3,000

01-2-2920-4100 ALLOC - GENERAL GOVERNMI

31,681 31,681 36,300

01-2-2920-4102 ALLOC - PHOTOCOPY

2,500 2,500 2,500

01-2-2920-4200 ALLOC - PLANNING

15,000 15,000 15,000

01-2-2920-4530 ALLOC - FACILITIES & FLEET

891 891 703

01-2-2920-4540 ALLOC - INFO TECHNOLOGY

19,356 21,970 23,676

Cowichan Valley Regional District
Budget Report by Cost Center



CVRD

GL5260

Date : Feb 18, 2013

Page : 2

Time : 7:59 am

Account Code : ??-?-????-????

To : ??-?-????-????

Function Type : Selective

GENERAL REVENUE FUND
320 - ENFORCEMENT & INSPECTION

		2012 ACTUAL VALUE	2012 AMENDED REVI	2013 WORKING PAPE	
01-2-2920-4550	ALLOC - HUMAN RESOURCES	13,902	14,902	14,854	
01-2-2920-4560	ALLOC - LIABILITY INSURANCE	37,326	42,655	42,443	
01-2-2920-5110	SUNDRY EXPENSES	2,896	2,500	2,500	
01-2-2920-5411	CLOTHING	496	700	750	
01-2-2920-5919	SAFETY SUPPLIES	378	750	750	
01-2-2920-5920	SUPPLIES - OFFICE	4,845	9,000	7,500	
01-2-2920-8150	BANK CHARGES	4,555	0	4,000	
01-2-2920-9910	CONTINGENCY	0	7,143	7,429	
Total ENFORCEMENT AND INSPECTION		867,062	889,117	916,070	0
2921 FILE DIGITIZATION					
01-2-2921-1400	BENEFITS	8,349	3,500	773	
01-2-2921-2338	CONTRACT FOR SERVICES	37,577	35,000	7,727	
01-2-2921-5110	SUNDRY EXPENSES	970	1,000	1,000	
Total FILE DIGITIZATION		46,896	39,500	9,500	0
3921 2010 JEEP (674XDC)					
01-2-3921-2373	INSURANCE/AUTOMOTIVE EQ	1,316	1,300	1,350	
01-2-3921-2470	PURCHASED REPAIRS - VEHICLE	0	150	300	
01-2-3921-2570	PURCHASED MAINTENANCE	88	350	300	
01-2-3921-5310	FUEL & LUBRICANTS	2,273	1,800	1,700	
Total 2010 JEEP (674XDC)		3,677	3,600	3,650	0
3930 2011 JEEP (843WBM) NORM					
01-2-3930-2373	INSURANCE/AUTOMOTIVE EQ	1,330	1,250	1,350	
01-2-3930-2470	PURCHASED REPAIRS - VEHICLE	0	500	300	
01-2-3930-2570	PURCHASED MAINTENANCE	258	300	300	
01-2-3930-5310	FUEL & LUBRICANTS	1,471	1,500	1,500	
Total 2011 JEEP (843WBM) NORM		3,059	3,550	3,450	0
3931 2012 JEEP (769TLJ)					
01-2-3931-2373	INSURANCE/AUTOMOTIVE EQ	875	0	900	
01-2-3931-2470	PURCHASED REPAIRS - VEHICLE	0	0	250	
01-2-3931-2570	PURCHASED MAINTENANCE	58	0	300	
01-2-3931-5310	FUEL & LUBRICANTS	377	0	1,800	
Total 2012 JEEP (769TLJ)		1,309	0	3,250	0
6115 04 FORD P/U (3768WJ) GARY					
01-2-6115-2373	INSURANCE/AUTOMOTIVE EQ	849	900	900	
01-2-6115-2470	PURCHASED REPAIRS - VEHICLE	0	300	300	
01-2-6115-2570	PURCHASED MAINTENANCE	702	400	300	
01-2-6115-5310	FUEL & LUBRICANTS	1,674	1,600	1,700	
Total 04 FORD P/U (3768WJ) GARY		3,225	3,200	3,200	0
6121 07 TOYOTA PU (5578KT)					
01-2-6121-2373	INSURANCE/AUTOMOTIVE EQ	1,053	1,000	1,100	
01-2-6121-2470	PURCHASED REPAIRS - VEHICLE	0	200	300	
01-2-6121-2570	PURCHASED MAINTENANCE	24	400	300	
01-2-6121-5310	FUEL & LUBRICANTS	1,794	2,300	2,200	
Total 07 TOYOTA PU (5578KT)		2,871	3,900	3,900	0
6126 2008 JEEP (142JXV)					
01-2-6126-2373	INSURANCE/AUTOMOTIVE EQ	1,051	1,200	1,100	
01-2-6126-2470	PURCHASED REPAIRS - VEHICLE	0	200	300	
01-2-6126-2570	PURCHASED MAINTENANCE	1,114	200	300	
01-2-6126-5310	FUEL & LUBRICANTS	1,460	1,500	1,600	
Total 2008 JEEP (142JXV)		3,625	3,100	3,300	0

Cowichan Valley Regional District
Budget Report by Cost Center



C.V.R.D.

GL5260

Page : 3

Date : Feb 18, 2013

Time : 7:59 am

Account Code : ??-?-????-????

To : ??-?-????-????

Function Type : Selective

GENERAL REVENUE FUND				
320 - ENFORCEMENT & INSPECTION				
	2012	2012	2013	
	ACTUAL VALUE	AMENDED REVI	WORKING PAPE	
6195 BYLAW ENFORCEMENT EXPENDITURES				
01-2-6195-2321 LEGAL SERVICES	11,079	20,000	10,000	
01-2-6195-2338 CONTRACT FOR SERVICES	13,000	13,000	13,000	
Total BYLAW ENFORCEMENT E	24,079	33,000	23,000	0
8221 TRANSFER/GENERAL CAPITAL FUND				
01-2-8221-6126 VEHICLES & MACHINERY	21,893	23,000	0	
Total TRANSFER/GENERAL CAF	21,893	23,000	0	0
9900 INTERNAL RECOVERIES				
01-2-9900-4106 ALLOC - PARKS	-36,950	-10,000	-12,000	
01-2-9900-4200 ALLOC - PLANNING	-80,000	-80,000	-80,000	
01-2-9900-4203 ALLOC - THETIS WHARF	-500	-500	-500	
01-2-9900-4575 ALLOC - ENGINEERING	0	0	-12,000	
Total INTERNAL RECOVERIES	-117,450	-90,500	-104,500	0
Total EXPENSES	860,248	911,467	864,820	
Surplus/Deficit	139,951	0	0	