



**NORTH COAST REGIONAL DISTRICT
REGULAR BOARD MEETING**

AMENDED AGENDA

**Held at 344 2nd Avenue West in Prince Rupert, B.C.
Saturday, February 24, 2018 at 10:00 AM**

1. CALL TO ORDER

2. CONSIDERATION OF AGENDA (additions/deletions)

3. BOARD MINUTES & BUSINESS ARISING FROM MINUTES

None.	---
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4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

None.	---
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5. DELEGATIONS

None.	---
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6. FINANCE

Round 2 of the draft 2018-2022 North Coast Regional District (NCRD) Five-Year Financial Plan was distributed to the Board and is available on the NCRD website.	
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7. CORRESPONDENCE

7.1 Dodge Cove Recreation Society – 2018 Grant Request	Pg 1
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8. REPORTS / RESOLUTIONS

<u>Add:</u> <u>8.1</u> D. Fish, Corporate Officer – PlaceSpeak – 2018 NCRD Budget Consultation	Pg 2-4
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9. FINANCIAL PLAN'S REVIEW

9.1	Administration – <i>Function [110]</i>	Budget P 1-11
9.2	Electoral Area Administration – <i>Function [120]</i>	Budget P 12-15
9.3	Electoral Area E Administration – <i>Function [121]</i>	Budget P 16-19
9.4	Elections – <i>Function [130]</i>	Budget P 20-22
9.5	Grant-in-Aid Area E – <i>Function [174]</i>	Budget P 23-25
9.6	Sandspit Fire – <i>Function [210]</i>	Budget P 26-28
9.7	Emergency Programming – Area E – <i>Function [229]</i>	Budget P 29-32
9.8	Islands Solid Waste – <i>Function [310-319]</i>	Budget P 33-41
9.9	Regional Recycling (Mainland) – <i>Function [340]</i>	Budget P 42-51
9.10	Sandspit Community Hall – <i>Function [735]</i>	Budget P 52-54
9.11	Sandspit Water – <i>Function [810]</i>	Budget P 55-60

10. NEW BUSINESS

None.	---
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11. OLD BUSINESS

None.	---
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12. PUBLIC INPUT**13. IN-CAMERA**

None.	---
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14. ADJOURNMENT

January 23, 2018

TO:

Skeena Queen Charlotte Regional District (SQCRD) (NCRD)
Chair and Directors of the Board
14-342 3rd Avenue West
Prince Rupert, BC V8J 1L5

FROM:

Dodge Cove Recreation Society (DCRS)
Lou Allison, Director
PO Box 789
Prince Rupert, BC V8J 3Y1

Thank you to the SQCRD for granting a request made in 2017 for \$2000 towards the cost of operating the Dodge Cove community building.

I am writing on behalf of the Dodge Cove Recreation Society (DCRS) to request the same grant of \$2000 from the SQCRD to help with the maintenance and operating costs in 20178

Our operating costs remain fairly constant. Hydro and insurance remain our largest operating costs, as well as some costs for maintenance and supplies.

We will be happy to provide the SQCRD with copies of our financial statements at the end of the fiscal year.

The directors have been very pleased with the continuing high use of the building, with many meetings, events, musical performances and an Art Show, as well as the ongoing use of the computer and Wi-Fi service provided to the community and visitors by one of our renters. We greatly appreciate the assistance from the SQCRD in helping us maintain and operate this building, which is at the heart of our community.

Lou Allison
Director, DCRS

cc. Des Nobels, Representative to the SQCRD- NCRD for DC



Staff Memo

Date: February 24th, 2018

To: D. Chapman, Chief Administrative Officer

From: D. Fish, Corporate Officer

Subject: PlaceSpeak – 2018 NCRD Budget Consultation

Recommendations:

THAT the staff report entitled “PlaceSpeak – 2018 NCRD Budget Consultation” be received for information.

BACKGROUND:

In October 2017 the North Coast Regional District (NCRD) began using PlaceSpeak, a location-based civic engagement platform that is designed to facilitate high-quality, defensible public input practices, as a means of engaging with its residents.

At that time, it was identified that PlaceSpeak would be used as a means of engaging with residents throughout the NCRD Board’s 2018 budgeting process.

This memorandum provides resident feedback with respect to the proposed 2018 NCRD budget received through PlaceSpeak.

DISCUSSION:

The draft 2018-2022 NCRD Five Year Financial Plan and accompanying resources were posted to PlaceSpeak following Round 1 Budget consultation and invited residents to provide comments by way of a discussion topic posted online.

The discussion posted to PlaceSpeak included the following question:

The North Coast Regional District (NCRD) serves its residents by providing local services, facilities, safety and infrastructure for the community. Let's discuss what you think the NCRD is doing well. What could be improved or considered during this budgeting process?

To date, the engagement topic has been viewed twenty-four (24) times, with the following three (3) comments received from residents in Prince Rupert, B.C.:

1.

Thank you for providing a platform for members of the regional district to comment on the NCRD's draft 2018 Budget and 5-Year Financial Plan. As noted by others, the format of this plan is difficult to understand; we agree that community members could better contribute if the plan were presented in a friendlier, more structured, manner.

The key observation we'd like to make is that the Museum of Northern BC has been omitted from the draft budget. The MNBC has been petitioning the NCRD for two years to secure a small contribution to our operating budget. Last year, the Museum Association Board President made our case in a presentation to the NCRD Board, and in September of 2017, we submitted a newly revised proposal asking for \$20,000 to support the operational costs of the Museum's tours and family programs. Other regional arts & culture organizations receive large amounts of funding from the NCRD, notably:

- North Pacific Cannery - \$100,000*
- PR Archives - \$88,240*
- HG Museum - \$48,000*
- Dixon Entrance Museum - \$8,000*
- Port Clements Historical Society - \$10,000*
- Haida Gwaii Arts Council - \$4,000*
- Delkatla Nature Society - \$5,000*
- Haida Gwaii Recreation - \$57,265*
- Dodge Cove Community Assoc - \$2,000*
- PR Library - \$3,500 + \$1,510*

We were not informed that our application again this year had not been included in the NCRD's draft budget. We are hopeful that the NCRD can amend the budget to include the Museum, as the community benefits offered by the MNBC parallel those offered by the institutions mentioned above and the Museum has spent considerable time and effort making this case to the NCRD. If the NCRD for some reason is not able to extend

funding to the MNBC as it does to the Cannery and other similar institutions, we would appreciate an explanation to this effect.

We appreciate your attention. Museum of Northern BC Administration

2.

Thank you for giving the residents of the Regional District a new platform to engage with the NCRD on crucial issues! I hope this will be used for other topics in the future. But I would also like to second the below comment on providing an executive summary of some sort, as the budget document is difficult for the average resident to understand and interpret as it is.

3.

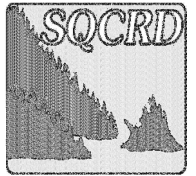
Thank you for providing a very clear overview of revenues and expenditures. I am very pleased to have access to 24 hour recycling drop off in Prince Rupert. I have noticed that people continually leave glass containers at the overnight drop off, despite requests not to, so (if there aren't logistical hurdles preventing this), it may be useful to delegate a bin for glass or alternative after-hours collection method.

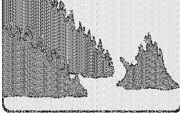
Another thing that might be interesting for residents, and to provide more context for discussion/feedback is an executive summary presentation of the budget - which could provide an overview of changes from year to year, the portion of expenses that are delegated to each category (ie. in a pie chart), and challenges impacting the budget. Just my two cents - a lot of people get a bit bogged down by numbers, so meaning making is helpful in soliciting input.

The PlaceSpeak NCRD budget consultation topic will remain active throughout the NCRD Board budgeting process, and further information, as it is received, will be brought forward for consideration.

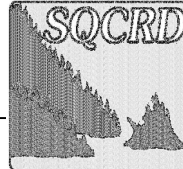
RECOMMENDATION:

Staff is recommending that this memorandum be received for information. Staff will continue to monitor feedback received through PlaceSpeak and will bring this information forward for the Board's consideration at its next budget meeting.



General Manager Established Authority Source of Funding Description	CAO / Treasurer	Employees	Yes				
	1967	Manager					
	Section 338 (2)(a) of the Local Government Act	Location					
	Taxation; 60% of the RD Basic Grant (Prov.); Recoveries	Amendments					
	The Administration function provides the corporate governance for the regional district. It includes Board remuneration for the member municipalities (electoral areas are funded by funtion 120); general expenses related to the administrative offices in Prince Rupert; and staffing costs which are partially recovered thru support service recovies to other functions.	Limit on Tax					
	The main sources of revenues are taxation, grant in lieu of taxation, RD Basic Grant (Provincial), and small amounts of investment and rental income.						
Notes for 2018							
Requisitions	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Adopted Budget	2018 Round 2 Budget	Change from 2017 as \$ as %	Participation Ratios
Electoral Area							
Electoral Area A	10,598	9,883	14,394	12,241	13,349	1,108 9.10%	3.51%
Electoral Area C	4,069	3,755	4,442	4,296	4,641	345 8.00%	1.22%
Electoral Area D	16,151	16,153	16,705	17,165	21,485	4,320 25.20%	5.65%
Electoral Area E	10,514	9,111	8,723	8,407	9,227	820 9.80%	2.43%
Member Municipality							
City of Prince Rupert	252,176	246,117	244,930	247,210	285,173	37,963 15.40%	75.05%
District of Port Edward	13,471	14,617	13,338	13,821	16,827	3,006 21.70%	4.43%
Village of Masset	12,693	11,602	10,622	9,953	10,641	688 6.90%	2.80%
Village of Port Clements	4,864	4,181	4,022	3,989	4,345	356 8.90%	1.14%
Village of Queen Charlotte	15,473	13,833	12,824	12,918	14,310	1,392 10.80%	3.77%
Net Taxes Levied	340,009	329,252	330,000	330,000	379,998	49,998 15.15%	100.00%
Limit by law	0	0	0	0	0		
Funding Remaining	340,009	329,252	330,000	330,000	379,998		
Tax Rate \$ / 100,000	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Adopted Budget	2018 Round 2 Budget		
Property Tax Class							
RESIDENTIAL [01]	1.55	1.35	1.25	1.22	1.33		
UTILITIES [02]	5.42	4.72	4.37	4.27	4.66		
MAJOR INDUSTRY [04]	5.26	4.58	4.25	4.14	4.52		
BUSINESS/OTHER [06]	3.87	3.37	3.12	3.05	3.33		
RECREATIONAL/NON PROFIT [08]	1.55	1.35	1.25	1.22	1.33		

Financial Plan



From Category: 100 To Category: 951

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

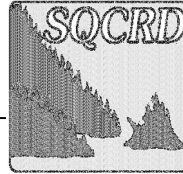
Variance : 2017 Amended Budget

Tax Requisition Object : 5000

2018 Round 2 Budget

Account Code	Account Description	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Amended Budget	2018 Round 2 Budget	Variance \$	%	2019 Financial Plan	2020 Financial Plan	2021 Financial Plan	2022 Financial Plan
General Operating Fund												
General Revenue												
Administration												
01-1-110-5000	Property tax requisitions	340,010	329,252	330,000	330,000	380,000	-50,000	15.2	352,447	352,580	352,580	352,580
01-1-110-5100	Grant in lieu of taxes	18,700	19,000	19,000	19,000	30,000	-11,000	57.9	18,700	18,700	18,700	18,700
01-1-110-5300	Rd basic grant	120,000	120,000	120,000	120,000	120,000	0	0.0	120,000	120,000	120,000	120,000
01-1-110-5400	Grants unconditional	7,500	23,000	23,000	33,000	8,000	25,000	-75.8	7,500	7,500	7,500	7,500
01-1-110-5600	C2c grant - administration	0	0	0	5,000	5,000	0	0.0	0	0	0	0
01-1-110-6140	Rental revenue	2,400	0	0	0	0	0	0.0	0	0	0	0
01-1-110-6660	Investment income	7,000	7,440	7,440	7,980	8,640	-660	8.3	7,000	7,000	7,000	7,000
01-1-110-7100	Support service recovery	290,623	261,293	266,100	237,400	331,270	-93,870	39.5	332,474	332,470	332,470	332,470
01-1-110-8800	Transfer from surplus - administrat	0	0	0	0	84,567	-84,567	0.0	0	0	0	0
Total General Revenue		786,233	759,985	765,540	752,380	967,477	215,097	28.6	838,121	838,250	838,250	838,250
01-3-110-7200	Director remuneration	89,479	91,296	90,910	90,910	97,137	6,227	6.8	94,956	94,960	94,960	94,960
01-3-110-7220	Director travel	26,100	27,750	27,750	26,000	31,600	5,600	21.5	26,100	26,100	26,100	26,100
01-3-110-7240	Meeting expenses	3,800	6,150	6,150	6,750	7,250	500	7.4	3,800	3,800	3,800	3,800
01-3-110-7241	C2c meeting expenses - administr	0	0	0	5,000	5,000	0	0.0	0	0	0	0
01-3-110-7300	Staff salaries & wages	394,489	364,396	382,600	407,560	424,440	16,880	4.1	452,127	452,130	452,130	452,130
01-3-110-7310	Payroll overhead & benefits	86,220	81,297	91,030	91,000	97,000	6,000	6.6	98,816	98,820	98,820	98,820
01-3-110-7320	Staff travel	18,300	22,025	20,750	20,670	23,110	2,440	11.8	18,300	18,300	18,300	18,300
01-3-110-7330	Staff training & conferences	6,540	10,500	10,440	9,500	9,500	0	0.0	6,540	6,540	6,540	6,540
01-3-110-7335	Memberships	9,180	8,430	8,870	9,230	9,230	0	0.0	9,180	9,180	9,180	9,180
01-3-110-7410	Advertising & promotions	1,250	2,150	2,150	2,250	3,330	1,080	48.0	1,250	1,250	1,250	1,250
01-3-110-7430	Bank charges	2,205	2,055	2,060	2,060	2,060	0	0.0	2,205	2,210	2,210	2,210
01-3-110-7440	Postage	668	1,400	1,410	1,410	2,150	740	52.5	668	670	670	670
01-3-110-7450	Subscriptions	1,100	1,100	1,100	1,200	1,200	0	0.0	1,100	1,100	1,100	1,100
01-3-110-7470	Computer maintenance	16,880	27,380	32,880	20,280	16,570	-3,710	-18.3	16,880	16,880	16,880	16,880
01-3-110-7480	Office supplies	6,836	6,936	6,960	7,960	7,960	0	0.0	6,836	6,840	6,840	6,840
01-3-110-7500	Liability insurance	7,840	8,030	8,100	8,600	7,500	-1,100	-12.8	8,739	8,740	8,740	8,740
01-3-110-7610	Telephone	6,600	6,840	7,320	9,480	9,480	0	0.0	6,600	6,600	6,600	6,600
01-3-110-7620	Email / website	3,592	3,780	3,940	4,680	4,220	-460	-9.8	3,592	3,690	3,690	3,690
01-3-110-7630	Photo copier	3,620	4,080	4,080	4,080	4,100	20	0.5	3,620	3,620	3,620	3,620
01-3-110-7720	Professional fees	32,000	78,250	117,000	137,200	167,200	30,000	21.9	32,000	32,000	32,000	32,000
01-3-110-7730	Legal services	4,250	8,250	8,250	8,250	8,250	0	0.0	4,250	4,250	4,250	4,250
01-3-110-8010	Building insurance	450	490	520	550	550	0	0.0	450	450	450	450
01-3-110-8020	Utilities (building)	6,013	1,000	1,000	1,000	1,000	0	0.0	6,892	6,900	6,900	6,900
01-3-110-8030	Building maintenance	1,000	500	800	1,000	1,000	0	0.0	1,000	1,000	1,000	1,000
01-3-110-8040	Rent	47,600	22,000	22,000	22,000	22,000	0	0.0	22,000	22,000	22,000	22,000
01-3-110-8050	Janitorial	5,220	3,900	3,900	4,640	4,640	0	0.0	5,220	5,220	5,220	5,220

Financial Plan



From Category: 100 To Category: 951

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

Tax Requisition Object : 5000

Variance : 2017 Amended Budget

2018 Round 2 Budget

Account Code	Account Description	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Amended Budget	2018 Round 2 Budget	Variance \$	%	2019 Financial Plan	2020 Financial Plan	2021 Financial Plan	2022 Financial Plan
01-3-110-8100	Grants - unconditional	5,000	5,000	5,000	5,000	0	-5,000	-100.0	5,000	5,000	5,000	5,000
01-3-110-8400	Contribution to reserves	80,173	39,640	0	0	0	0	0.0	0	0	0	0
01-3-110-8800	Prior year (surplus) / deficit	-80,172	-74,640	-101,430	-155,880	0	155,880	-100.0	0	0	0	0
	Total General Expense	786,233	759,985	765,540	752,380	967,477	215,097	28.6	838,121	838,250	838,250	838,250
	Administration Surplus/Deficit	0	0	0	0	0	0	0.0	0	0	0	0

North Coast Regional District
Expenditure Detail Work Sheet
(for the 2018 year) Round 2

Fund Number 110
Fund Description Administration

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
01.1.110.5000	Property Tax Requisitions - final number needed as per printouts to balance				(380,000)
01.1.110.5100	Grant in Lieu of Taxes - based on estimates and historical info.				(30,000)
01.1.110.5300	RD Basic Grant - based on announcement by Province				(120,000)
01.1.110.5400	Grants - Unconditional - NDIT Grant Writer	1.00	8,000	(8,000)	(8,000)
01.1.110.5600	- Community to Community	1.00	5,000	(5,000)	(5,000)
01.1.110.6660	Investment Income - Raymond James - NSCU Interest	12.00 12.00	600 120	(7,200) (1,440)	(8,640)
01.1.110.7100	Support Service Recovery - as calculated			(331,270)	(331,270)

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
01.1.110.8800	Prior Year (Surplus) Deficit				(84,567)
01.3.110.7200	Director Remuneration				
	Chair annual remuneration	1.00	6,973	6,973	
	Member municipality directors (BL 537)	6.00	11,876	71,256	
	Per meeting attendance (6 directors)	89.00	178	15,824	
	Vice Chair annual remuneration	14.00	177	2,484	
		300.00	2	600	
				97,137	97,137
01.3.110.7220	Director Travel				
	as calculated in Director travel worksheet	1.00	31,900	31,900	31,600
01.3.110.7240	Meeting Expenses				
	- Allowance for meals & refreshments	12.00	25	300	
	- Conference calls	10.00	160	1,600	
	- Annual Board Christmas Dinner	1.00	1,500	1,500	
	- Xmas Gift cards for HG located employees	1.00	600	600	
	- Meeting rooms	13.00	250	3,250	
				7,250	7,250
01.3.110.7241	Community to Community	1.00	5,000	5,000	5,000
01.3.110.7300	Staff Salaries & Wages				
	CAO	1.00	126,906	126,906	
	Corporate Officer	1.00	86,750	86,750	
	Treasurer	1.00	99,330	99,330	
	Admin Clerk	1.00	54,227	54,227	

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
	Admin Clerk	1.00	54,227	54,227	424,440
	Allowance for casual worker	1.00	3,000	3,000	
				424,440	
01.3.110.7310	Payroll Overhead & Benefits				97,000
	As Calculated on 2018 salaries worksheet	1.00	96,546.51	96,547	
	Employee Assistance Program	6.00	75	450	
				96,997	
01.3.110.7315	Staff Recruitment				
01.3.110.7320	Staff Travel				23,110
	As Calculated on Staff travel sheet	1.00	23,110	23,110	
01.3.110.7330	Staff Training and Travel				9,500
	- Lynda	12.00	50	600	
	- Vadim Webinars	2.00	350	700	
	- Microsoft training	5.00	320	1,600	
	- Treasurer - course	1.00	1,000	1,000	
	- Corporate Officer - ADMIN course	1.00	1,000	1,000	
	- CAO courses	1.00	600	600	
	- allowance	1.00	4,000	4,000	
				9,500	
01.3.110.7335	Memberships				
	- LGMA	1.00	320	320	
	- CPA	2.00	1,100	2,200	
	- GFOA	2.00	320	640	

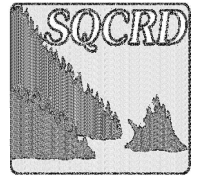
Account Number	Description	No of Units	Unit Cost	Sub Total	Total
01.3.110.7410	- FCM	1.00	320	320	9,230
	- NCLGMA - staff	4.00	35	140	
	-NCLGA - corporate membership	1.00	1,100	1,100	
	- UBCM	1.00	610	610	
	- Coastal Community Network	1.00	3,600	3,600	
	- AVICC	1.00	300	300	
				9,230	3,330
	Advertising & Promotions				
	- advertising - phone book	1.00	550	550	
	- ad - financial plan adoption	1.00	400	400	
	- notice of financial report	2.00	100	200	
	- Remembrance Day Wreath	1.00	80	80	
	- ad - meeting schedule	1.00	100	100	
	-Rebranding	1.00	-	-	
	- allowance	1.00	2,000	2,000	
				3,330	2,060
01.3.110.7430	Bank Charges				
	- NCCU	12.00	75	900	
	- CUETS - annual credit card fee	1.00	80	80	
	- MFA redemption transfers	15.00	4	60	
	- LOC monthly charges	12.00	75	900	
	- LOC interest charges	2.00	60	120	
				2,060	4,040
01.3.110.7440	Postage				
	- postage	5.00	600	3,000	
	- postage meter	4.00	260	1,040	
	sub total			4,040	

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
01.3.110.7450	- courier - allowance	12.00	25	300	2,150
				4,340	
	- recovery for ISW			(1,500)	
	- recovery for RR			(1,010)	
	- contingency			320	
				2,150	1,200
	Subscriptions				
	- council views	1.00	700	700	
	- CPA - PSAB	1.00	250	250	
	- CPA - other (ASPE & IFRS)	1.00	250	250	
				1,200	
01.3.110.7470	Computer Maintenance				16,570
	- computer tech	48.00	60	2,880	
	- Vadim annual support	1.00	7,200	7,200	
	- Vadim hosting for 4 users	48.00	75	3,600	
	- CaseWare - annual maintenance fee	1.00	1,200	1,200	
	- CaseWare - financial reporting	1.00	890	890	
	- Allowance	1.00	800	800	
				16,570	
01.3.110.7480	Office Supplies				
	- copy paper	12.00	75	900	
	- coffee supplies - coffee, creamer, tea, etc.	6.00	150	900	
	- stationary supplies	12.00	350	4,200	
	- headset	1.00	400	400	
	- allowance for cabinets & small furniture	1.00	500	500	

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
	- water	12.00	10	120	7,960
	- computer cheques - annual usage	0.50	1,000	500	
	- sheading/recycling	4.00	110	440	
				7,960	
01.3.110.7500	Liability Insurance				7,500
	- MIABC estimate	1.00	7,000	7,000	
	- allowance	1.00	500	500	
				7,500	
01.3.110.7505	Admin Suspense				
01.3.110.7610	Telephone				9,480
	- cell phone - chair	12.00	130	1,560	
	- cell phone - CAO	12.00	130	1,560	
	- phone 624-2002	12.00	130	1,560	
	- phone 624-2008	12.00	110	1,320	
	- fax 627-8493	12.00	80	960	
	- phone 627-7504 (toll free)	12.00	80	960	
	- long distance	12.00	130	1,560	
				9,480	
01.3.110.7620	Email/Website				4,220
	- website maintenance/training	1.00	500	500	
	- internet domain server	1.00	2,400	2,400	
	- city west internet	12.00	110	1,320	
				4,220	

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
01.3.110.7630	Photo Copier				
	- lease	12.00	208	2,496	
	- copies - b&w	4.00	340	1,360	
	- copies - color	4.00	60	240	
				4,096	4,100
01.3.110.7720	Professional Fees				
	- audit services	1.00	15,200	15,200	
	- HR consulting	1.00	5,000	5,000	
	- Marketing & branding initiative	1.00	10,000	10,000	
	- NDIT - grant writer	1.00	4,000	4,000	
	- Community Energy Association (Elec charging)	1.00	10,000	10,000	
	- RBA	1.00	170,000	120,000	
	- allowance	1.00	3,000	3,000	
				167,200	167,200
01.3.110.7730	Legal Services				
	- allowance for legal services	1.00	8,000	8,000	
	- MFA legal advice - annual fee	1.00	250	250	
				8,250	8,250
01.3.110.8010	Building Insurance				
	- property and contents	1.00	550	550	550
01.3.110.8020	Utilities (building)				
	- electricity	12.00	60	720	
	- anticipated increase for 2017	60.00	0.05	3	
	- allowance	1.00	280	280	
				1,003	1,000
01.3.110.8030	Building Maintenance				

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
01.3.110.8040	- allowance	1.00	1,000	1,000	1,000
	Rent				
	- Reality Executives	12.00	1,700	20,400	
	- storage	1.00	1,600	1,600	
				22,000	22,000
01.3.110.8050	Janitorial				
	- Janitorial	12.00	320	3,840	
	- Janitorial supplies	12.00	25	300	
	- vacuum	1.00	500	500	
				4,640	4,640

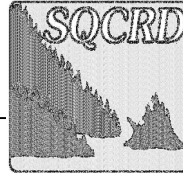


General Manager	CAO / Treasurer	Employees	No
Established	1967	Manager	
Authority	Section 338.(2)(b) of the Local Government Act	Location	
Source of Funding	Taxation, Grant in Lieu., 40% of RD Basic Grant (Provincial)	Amendments	
Description	This function provides funding for administrative activities not included under general administration; including electoral area director remuneration, the cost for attending UBCM and NCLGA for electoral area directors. In addition, a portion of staff time is allocated to this function (based on the approved support service allocation) to reflect the time spent by staff on electoral area issues and projects.		

Notes for 2018

	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Adopted Budget	2018 Round 2 Budget	Change from 2017		Participation Ratios
						as \$	as %	
Requisitions								
Electoral Area								
Electoral Area A	25,964	24,376	31,201	27,895	26,303	-1,592	-5.70%	27.41%
Electoral Area C	9,969	9,261	9,630	9,790	9,145	-645	-6.60%	9.53%
Electoral Area D	39,570	39,841	36,211	39,116	42,332	3,216	8.20%	44.11%
Electoral Area E	25,759	22,473	18,908	19,159	18,181	-978	-5.10%	18.95%
Net Taxes Levied	101,262	95,951	95,950	95,960	95,961	1	0.00%	100.00%
Limit by law	0	0	0	0	0			
Funding Remaining	101,262	95,951	95,950	95,960	95,961			
Tax Rate \$ / 100,000								
Property Tax Class								
RESIDENTIAL [01]	3.79	3.33	2.71	2.78	2.62			
UTILITIES [02]	13.27	11.64	9.48	9.72	9.17			
MAJOR INDUSTRY [04]	12.89	11.31	9.21	9.44	8.91			
BUSINESS/OTHER [06]	9.48	8.31	6.77	6.94	6.55			
RECREATIONAL/NON PROFIT [08]	3.79	3.33	2.71	2.78	2.62			

Financial Plan



From Category: 100 To Category: 951
 Account Code: ??-?-??-???? To : ??-?-??-????

Variance : 2017 Amended Budget
 2018 Round 2 Budget

Tax Requisition Object : 5000

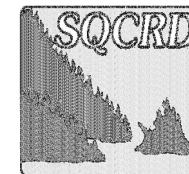
Account Code	Account Description	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Amended Budget	2018 Round 2 Budget	Variance \$	%	2019 Financial Plan	2020 Financial Plan	2021 Financial Plan	2022 Financial Plan
General Operating Fund												
General Revenue												
Electoral Area Administration												
01-1-120-500C	Property tax requisitions	101,262	95,951	95,950	95,960	95,960	0	0.0	103,440	103,440	103,440	103,440
01-1-120-510C	Grant in lieu of taxes	4,800	2,600	2,600	2,600	3,600	-1,000	38.5	2,600	2,600	2,600	2,600
01-1-120-530C	Rd basic grant	80,000	80,000	80,000	80,000	80,000	0	0.0	80,000	80,000	80,000	80,000
01-1-120-880C	Transfer from surplus - electoral ar	0	0	0	0	86,020	-86,020	0.0	0	0	0	0
Total General Revenue		186,062	178,551	178,550	178,560	265,580	87,020	48.7	186,040	186,040	186,040	186,040
01-3-120-710C	Support services - ea admin	57,299	42,166	46,490	51,600	81,600	30,000	58.1	45,539	45,540	45,540	45,540
01-3-120-720C	Director remuneration	60,517	66,423	67,590	67,600	71,200	3,600	5.3	71,736	71,730	71,730	71,730
01-3-120-722C	Director travel	30,820	32,230	32,230	32,230	31,900	-330	-1.0	30,820	30,820	30,820	30,820
01-3-120-723C	Director conferences & prof. devel	4,640	4,640	4,640	4,640	4,640	0	0.0	4,640	4,640	4,640	4,640
01-3-120-724C	Meeting expenses	500	500	500	500	500	0	0.0	500	500	500	500
01-3-120-731C	Payroll overhead & benefits	1,400	1,512	1,600	1,600	3,200	1,600	100.0	1,605	1,610	1,610	1,610
01-3-120-732C	Staff travel	2,200	2,200	2,200	2,200	3,400	1,200	54.5	2,200	2,200	2,200	2,200
01-3-120-733C	Memberships	900	780	780	780	780	0	0.0	900	900	900	900
01-3-120-748C	Office supplies	100	100	200	200	200	0	0.0	100	100	100	100
01-3-120-773C	Legal services	5,000	5,000	5,000	5,000	7,000	2,000	40.0	5,000	5,000	5,000	5,000
01-3-120-810C	Contribution to mimc	23,000	23,000	23,000	23,000	0	-23,000	-100.0	23,000	23,000	23,000	23,000
01-3-120-840C	Contribution to reserves	37,002	39,010	61,160	61,160	61,160	0	0.0	0	0	0	0
01-3-120-880C	Prior year (surplus) deficit	-37,316	-39,010	-66,840	-71,950	0	71,950	-100.0	0	0	0	0
Total General Expense		186,062	178,551	178,550	178,560	265,580	87,020	48.7	186,040	186,040	186,040	186,040
Electoral Area Administration Surplus/Deficit		0	0	0	0	0	0	0.0	0	0	0	0

North Coast Regional District
Expenditure Detail Work Sheet - 2018

Fund Number **120**
Fund Description **Electoral Administration**

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
01.1.120.5000	Property Tax Requisitions			(95,960)	(95,960)
01.1.120.5100	Grant in Lieu of Taxes - as per estimate of prior years			(3,600)	(3,600)
01.1.120.5300	RD Basic Grant			(80,000)	(80,000)
01.1.120.8800	Prior Year (Surplus) Deficit - Estimated Surplus	1	(86,020)	(86,020)	(86,020)
01.3120.7100	Support Services - EA Admin - as calculated			81,600	81,600
01.3.120.7200	Director Remuneration - Rural Directors Annual Remuneration - Rural Directors Per Meeting Remuneration - Directors Remuneration	4 60 3	14,908 178 300	59,632 10,668 900	
				71,200	71,200
01.3.120.7220	Director Travel - as calculated	1	31,900	31,900	31,900
01.3.120.7230	Director Conferences & Professional Dev. - NCLGA (EA Directors) - UBCM (EA Directors)	4 4	300 860	1,200 3,440	

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
				4,640	4,640
01.3.120.7240	Meeting Expenses - Allowance	1	500	500	500
01.3.120.7310	Payroll Overhead & Benefits - CPP Estimate for EA Directors	4	800	3,200	3,200
01.3.120.7320	Staff Travel - Trips to Haida Gwaii - UBCM Staff	2 0.5	1,200 2,000	2,400 1,000	
				3,400	3,400
01.3.120.7335	Memberships - Yellowhead Highway Association - UBCM	1 1	280 500	280 500	
				780	780
01.3.120.7480	Office Supplies - Business Cards	4	50	200	200
01.3.120.7730	Legal Services - Legal Services	1	7,000	7,000	7,000
01.3.120.8100	Contribution to MIMC	1	-	-	-
01.3.120.8400	Contribution to Reserves - Contribution to Reserves	1	61,160	61,160	61,160

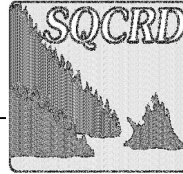


General Manager	CAO	Employees	No
Established	2013	Manager	
Authority	Section 338(2)(b) of the Local Government Act	Location	
Source of Funding	Taxation	Amendments	
Description	This function provides funding for administrative activities not included under general administration or electoral administration.		

Notes for 2018

Requisitions	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Adopted Budget	2018 Round 2 Budget	Change from 2017		Participation Ratios
						as \$	as %	
Electoral Area								
Electoral Area E	12,000	12,000	12,000	12,700	12,700	0	0.00%	100.00%
Net Taxes Levied	12,000	12,000	12,000	12,700	12,700	0	0.00%	100.00%
Limit by law	0	0	0	0	0			
Funding Remaining	12,000	12,000	12,000	12,700	12,700			
Tax Rate \$ / 100,000								
Property Tax Class	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Adopted Budget	2018 Round 2 Budget			
RESIDENTIAL [01]	1.77	1.78	1.72	1.84	1.83			
UTILITIES [02]	6.18	6.22	6.02	6.44	6.41			
MAJOR INDUSTRY [04]	6.01	6.04	5.84	6.26	6.23			
BUSINESS/OTHER [06]	4.42	4.44	4.30	4.60	4.58			
RECREATIONAL/NON PROFIT [08]	1.77	1.78	1.72	1.84	1.83			

Financial Plan



From Category: 100 To Category: 951

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

Variance : 2017 Amended Budget

2018 Round 2 Budget

Tax Requisition Object : 5000

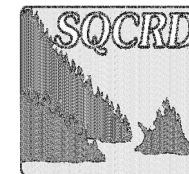
Account Code	Account Description	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Amended Budget	2018 Round 2 Budget	Variance \$	%	2019 Financial Plan	2020 Financial Plan	2021 Financial Plan	2022 Financial Plan
General Operating Fund												
General Revenue												
Electoral Area 'E' Administration												
01-1-121-500C	Property tax requisition	12,000	12,000	12,000	12,700	12,700	0	0.0	14,760	14,760	14,760	14,760
01-1-121-510C	Grant in lieu of taxes	0	250	250	970	970	0	0.0	970	970	970	970
01-1-121-880C	Transfer from surplus - electoral ar	0	0	0	0	2,790	-2,790	0.0	0	0	0	0
Total General Revenue		12,000	12,250	12,250	13,670	16,460	2,790	20.4	15,730	15,730	15,730	15,730
01-3-121-724C	Meeting expenses	0	0	0	550	550	0	0.0	550	550	550	550
01-3-121-741C	Advertising & promotions	0	0	0	1,700	1,700	0	0.0	1,000	1,000	1,000	1,000
01-3-121-748C	Office supplies	0	0	0	1,030	1,030	0	0.0	1,000	1,000	1,000	1,000
01-3-121-761C	Telephone	0	0	0	1,680	1,680	0	0.0	1,680	1,680	1,680	1,680
01-3-121-770C	Contract services	0	0	0	5,500	5,500	0	0.0	5,500	5,500	5,500	5,500
01-3-121-804C	Rent	0	0	0	6,000	6,000	0	0.0	6,000	6,000	6,000	6,000
01-3-121-810C	Grants to other organizations	12,000	0	0	0	0	0	0.0	0	0	0	0
01-3-121-870C	Contingency	0	22,011	16,720	0	0	0	0.0	0	0	0	0
01-3-121-880C	Prior year surplus / deficit	0	-9,761	-4,470	-2,790	0	2,790	-100.0	0	0	0	0
Total General Expense		12,000	12,250	12,250	13,670	16,460	2,790	20.4	15,730	15,730	15,730	15,730
Electoral Area 'E' Administration Surplus/Deficit		0	0	0	0	0	0	0.0	0	0	0	0

North Coast Regional District
Expenditure Detail Work Sheet - 2018

Fund Number **121**
Fund Description **Electoral E Administration**

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
01.1.121.5000	Property Tax Requisition			(12,700)	(12,700)
01.1.121.5100	Grant in Lieu of Taxes			(963)	(970)
01.1.121.6800	Other Revenue				
01.1.121.6801	Donations - MIMC				
01.1121.8800	Prior Year (Surplus) Deficit	1	(2,790)	(2,790)	(2,790)
01.3.121.7240	Meeting Expenses - 11 Committee meetings	11	50	550	550
01.3.121.7410	Advertising and Promotions - As calculated	1	1	1,695	1,700
01.3.121.7480	Office Supplies - As calculated	1	1	1,030	1,030

01.3.121.7610	Telephone - As calculated	12	140	1,680	1,680
01.3.121.7700	Contract Services - MIMC Admin Assistant	1	5,500	5,500	5,500
01.3.121.8020	Utilities	1	-	-	-
01.3.121.8040	Rent - As calculated	12	500	6,000	6,000
01.3.121.8700	Contingency				

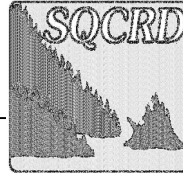


General Manager	CAO / Corporate Officer	Employees	No
Established	1967	Manager	
Authority	Section 338.(2)(b) of the Local Government Act	Location	
Source of Funding	Taxation	Amendments	
Description	This function provides for the cost of holding elections for the electoral areas.	Limit on Tax	

Notes for 2018

	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Adopted Budget	2018 Round 2 Budget	Change from 2017		Participation Ratios
						as \$	as %	
Requisitions								
Electoral Area								
Electoral Area A	1,971	1,270	1,626	1,453	1,371	-82	-5.60%	27.41%
Electoral Area C	757	483	502	510	476	-34	-6.70%	9.53%
Electoral Area D	3,004	2,076	1,887	2,038	2,206	168	8.20%	44.11%
Electoral Area E	1,955	1,171	985	998	947	-51	-5.10%	18.95%
Net Taxes Levied	7,687	5,000	5,000	4,999	5,000	1	0.02%	100.00%
Limit by law	0	0	0	0	0			
Funding Remaining	7,687	5,000	5,000	4,999	5,000			
Tax Rate \$ / 100,000								
Property Tax Class								
RESIDENTIAL [01]	0.29	0.17	0.14	0.15	0.14			
UTILITIES [02]	1.01	0.61	0.49	0.51	0.48			
MAJOR INDUSTRY [04]	0.98	0.59	0.48	0.49	0.47			
BUSINESS/OTHER [06]	0.72	0.43	0.35	0.36	0.34			
RECREATIONAL/NON PROFIT [08]	0.29	0.17	0.14	0.15	0.14			

Financial Plan



From Category: 100 To Category: 951

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

Tax Requisition Object : 5000

Variance : 2017 Amended Budget

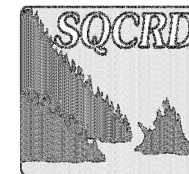
2018 Round 2 Budget

Account Code	Account Description	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Amended Budget	2018 Round 2 Budget	Variance \$	%	2019 Financial Plan	2020 Financial Plan	2021 Financial Plan	2022 Financial Plan
General Operating Fund												
General Revenue												
Elections												
01-1-130-500C	Property tax requisitions	7,687	5,000	5,000	5,000	5,000	0	0.0	5,000	5,000	5,000	5,000
01-1-130-510C	Grant in lieu of taxes	230	200	200	200	200	0	0.0	200	200	200	200
01-1-130-820C	Transfer from reserve - elections	0	0	0	0	0	0	0.0	20,800	20,800	20,800	20,800
01-1-130-880C	Transfer from surplus - elections	0	0	0	0	13,000	-13,000	0.0	0	0	0	0
Total General Revenue		7,917	5,200	5,200	5,200	18,200	13,000	250.0	26,000	26,000	26,000	26,000
01-3-130-730C	Staff salaries & wages	8,700	0	0	0	8,700	8,700	0.0	0	0	0	0
01-3-130-731C	Payroll overhead & benefits	1,950	0	0	0	0	0	0.0	0	0	0	0
01-3-130-732C	Staff travel	0	0	0	0	3,500	3,500	0.0	0	0	0	0
01-3-130-741C	Advertising & promotions	0	0	0	0	1,000	1,000	0.0	0	0	0	0
01-3-130-840C	Contribution to reserves	0	5,728	6,140	6,140	0	-6,140	-100.0	0	0	0	0
01-3-130-870C	Contingency	12,500	0	0	0	5,000	5,000	0.0	26,000	26,000	26,000	26,000
01-3-130-880C	Prior year (surplus) / deficit	-15,233	-528	-940	-940	0	940	-100.0	0	0	0	0
Total General Expense		7,917	5,200	5,200	5,200	18,200	13,000	250.0	26,000	26,000	26,000	26,000
Elections Surplus/Deficit		0	0	0	0	0	0	0.0	0	0	0	0

North Coast Regional District
Expenditure Detail Work Sheet - 2018

Fund Number **130**
Fund Description **Elections**

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
01.1.130.5000	Property Tax Requisition	1	(5,000)	(5,000)	(5,000)
01.1.130.5100	Grant in Lieu of Taxes	1	(200)	(200)	(200)
01.1.130.8800	Transfer from Surplus	1	-	-	(13,000)
01.1.130.6125	Election Cost Recovery	1	-	-	-
01.3.130.7300	Staff Wages Per calcuations	1	8700	8700	8,700
01.3.130.7320	Staff Travel				
	Ferry	2	540	1,080	
	Per Diem	8	80	660	
	Hotel	8	220	1,760	
				3,500	3,500
01.3.130.7410	Advertising	1	1,000	1,000	1,000
01.3.130.8700	Contingency	1	5,000	5,000	5,000



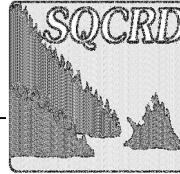
General Manager	CAO / Treasurer	Employees	No
Established		Manager	
Authority	Section 263 (1)(c); 380.(2)(g) and 374.(9) of the LGA	Location	
Source of Funding	Taxation - note Taxation is limited by 374.(9) of the LGA	Amendments	
Description	This function provides discretionary Grant-in-aid funding from Electoral Area E only.	Limit on Tax	

Note: combined funding for all GIA functions (170 through 174) cannot exceed \$0.10 / 1000 for any electoral area.

Notes for 2018

Requisitions	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Adopted Budget	2018 Round 2 Budget	Change from 2017		Participation Ratios
						as \$	as %	
Electoral Area								
Electoral Area E	3,829	3,900	3,900	3,900	3,900	0	0.00%	100.00%
Net Taxes Levied	3,829	3,900	3,900	3,900	3,900	0	0.00%	100.00%
Limit by law	4,034	4,067	0	0	0			
Funding Remaining	-205	-167	3,900	3,900	3,900			
Tax Rate \$ / 100,000								
Property Tax Class								
RESIDENTIAL [01]	0.56	0.58	0.56	0.57	0.56			
UTILITIES [02]	1.97	2.02	1.96	1.98	1.97			
MAJOR INDUSTRY [04]	1.92	1.96	1.90	1.92	1.91			
BUSINESS/OTHER [06]	1.41	1.44	1.40	1.41	1.41			
RECREATIONAL/NON PROFIT [08]	0.56	0.58	0.56	0.57	0.56			

Financial Plan



From Category: 100 To Category: 951

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

Variance : 2017 Amended Budget

2018 Round 2 Budget

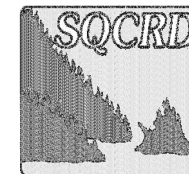
Tax Requisition Object : 5000

Account Code	Account Description	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Amended Budget	2018 Round 2 Budget	Variance \$	%	2019 Financial Plan	2020 Financial Plan	2021 Financial Plan	2022 Financial Plan
General Operating Fund												
General Revenue												
Grant-In-Aid - Area E												
01-1-174-5000	Property tax requisition	3,829	3,900	3,900	3,900	3,900	0	0.0	3,900	3,900	3,900	3,900
01-1-174-5100	Grant in lieu of taxes	160	100	100	100	100	0	0.0	100	100	100	100
	Total General Revenue	3,989	4,000	4,000	4,000	4,000	0	0.0	4,000	4,000	4,000	4,000
01-3-174-8100	Grants to other organizations	3,650	0	0	0	0	0	0.0	0	0	0	0
01-3-174-8700	Contingency	500	5,398	5,600	4,000	4,000	0	0.0	4,000	4,000	4,000	4,000
01-3-174-8800	Prior year (surplus)/deficit	-161	-1,398	-1,600	0	0	0	0.0	0	0	0	0
	Total General Expense	3,989	4,000	4,000	4,000	4,000	0	0.0	4,000	4,000	4,000	4,000
	Grant-In-Aid - Area E Surplus/Deficit	0	0	0	0	0	0	0.0	0	0	0	0

North Coast Regional District
Expenditure Detail Work Sheet - 2018

Fund Number **174**
Fund Description **Grants-in-Aid - Area E**

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
01.1.174.5000	Property Tax Requisition	1	(3,900)	(3,900)	(3,900)
01.1.174.5100	Grant in Lieu of Taxes	1	(100)	(100)	(100)
01.3.174.8700	Contingency	1	4,000	4,000	-
	- Contingency	1	-	-	-
	- Surplus			4,000	4,000
01.3.174.8800	Prior Year (Surplus) Deficit	1	-	-	-

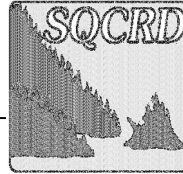


General Manager	CAO / Treasurer	Employees	No
Established	1987	Manager	
Authority	Bylaw 173 - 1987	Location	Sandspit
Source of Funding	Taxation	Amendments	Bylaws 264 - 1994; 473 - 2005; and 473.1 - 2011
Description	The Sandspit Fire Protection Grant-in-Aid service provides a means for the Regional District to provide grant funding to the Sandspit Volunteer Fire Department which is operated by third party society.		

Notes for 2018

Requisitions	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Adopted Budget	2018 Round 2 Budget	Change from 2017		Participation Ratios
						as \$	as %	
Other								
Sandspit Fire Protection Area	27,500	27,500	27,500	27,500	27,500	0	0.00%	100.00%
Net Taxes Levied	27,500	27,500	27,500	27,500	27,500	0	0.00%	100.00%
Limit by law	27,500	27,500	0	0	0			
Funding Remaining	0	0	27,500	27,500	27,500			
Tax Rate \$ / 100,000								
Property Tax Class								
RESIDENTIAL [01]	7.10	7.13	6.91	7.09	7.05			
UTILITIES [02]	24.84	24.97	24.20	24.81	24.68			
MAJOR INDUSTRY [04]	24.13	24.25	23.51	24.10	23.98			
BUSINESS/OTHER [06]	17.74	17.83	17.29	17.72	17.63			
RECREATIONAL/NON PROFIT [08]	7.10	7.13	6.91	7.09	7.05			

Financial Plan



From Category: 100 To Category: 951
 Account Code: ??-?-???-???? To : ??-?-???-????

Tax Requisition Object : 5000

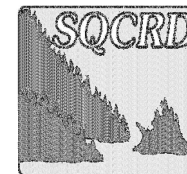
Variance : 2017 Amended Budget
 2018 Round 2 Budget

Account Code	Account Description	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Amended Budget	2018 Round 2 Budget	Variance \$	%	2019 Financial Plan	2020 Financial Plan	2021 Financial Plan	2022 Financial Plan
General Operating Fund												
General Revenue												
Sandspit Fire												
01-1-210-500C	Property tax requisitions	27,500	27,500	27,500	27,500	27,500	0	0.0	27,500	27,500	27,500	27,500
01-1-210-510C	Grant in lieu of taxes	1,100	1,100	1,100	1,100	1,100	0	0.0	1,100	1,100	1,100	1,100
01-1-210-880C	Transfer from surplus - sandspit fir	0	0	0	0	155	-155	0.0	0	0	0	0
	Total General Revenue	28,600	28,600	28,600	28,600	28,755	155	0.5	28,600	28,600	28,600	28,600
01-3-210-710C	Support services - sandspit fire	2,836	2,647	2,650	2,800	2,800	0	0.0	3,316	3,320	3,320	3,320
01-3-210-781C	Insurance - sandspit fire	120	120	120	120	120	0	0.0	120	120	120	120
01-3-210-802C	Utilities	250	250	250	250	250	0	0.0	270	270	270	270
01-3-210-810C	Grants to other organizations	23,733	51,221	51,220	48,593	25,585	-23,008	-47.3	24,894	24,890	24,890	24,890
01-3-210-880C	Prior year (surplus) / deficit	1,661	-25,638	-25,640	-23,163	0	23,163	-100.0	0	0	0	0
	Total General Expense	28,600	28,600	28,600	28,600	28,755	155	0.5	28,600	28,600	28,600	28,600
	Sandspit Fire Surplus/Deficit	0	0	0	0	0	0	0.0	0	0	0	0

North Coast Regional District
Expenditure Detail Work Sheet - 2018

Fund Number **210**
Fund Description **Sandspit Fire**

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
01.1.210.5000	Property Tax Requisition	1	(27,500)	(27,500)	(27,500)
01.1.210.5100	Grant in Lieu of Taxes	1	(1,100)	(1,100)	(1,100)
01.1.210.8800	Prior Year (Surplus) Deficit - Surplus	1	(155)	(155)	(155)
01.3.210.7100	Support Services - Sandspit Fire - Support Service Allocation	1	2,800	2,800	2,800
01.3.210.7810	Insurance - WCB Coverage for Volunteers	1	120	120	120
01.3.210.8020	Utilities - Sandspit Water Service	1	250	250	250
01.3.210.8100	Grants to Other Organizations - 2018 Grant	1	25,585	25,585	25,585



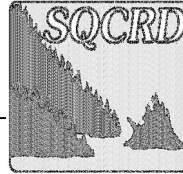
General Manager	CAO	Employees	No
Established	2013	Manager	
Authority	Bylaw 553	Location	
Source of Funding	Taxation	Amendments	
Description	This function provides for an emergency program within Electoral Area E.		

The purpose of the emergency program is to maintain and implement a comprehensive plan for effective emergency response and recovery for communities in the event of a disaster.

Notes for 2018

Requisitions	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Adopted Budget	2018 Round 2 Budget	Change from 2017		Participation Ratios
						as \$	as %	
Electoral Area								
Electoral Area E	10,000	10,000	10,000	10,000	10,000	0	0.00%	100.00%
Net Taxes Levied	10,000	10,000	10,000	10,000	10,000	0	0.00%	100.00%
Limit by law	20,171	20,293	0	0	0			
Funding Remaining	-10,171	-10,293	10,000	10,000	10,000			
Tax Rate \$ / 100,000								
Property Tax Class								
RESIDENTIAL [01]	1.47	1.48	1.43	1.45	1.44			
UTILITIES [02]	5.15	5.18	5.01	5.08	5.05			
MAJOR INDUSTRY [04]	5.00	5.03	4.87	4.93	4.90			
BUSINESS/OTHER [06]	3.68	3.70	3.58	3.63	3.61			
RECREATIONAL/NON PROFIT [08]	1.47	1.48	1.43	1.45	1.44			

Financial Plan



From Category: 100 To Category: 951
 Account Code: ??-?-???-???? To : ??-?-???-????

Tax Requisition Object : 5000

Variance : 2017 Amended Budget
 2018 Round 2 Budget

Account Code	Account Description	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Amended Budget	2018 Round 2 Budget	Variance \$	%	2019 Financial Plan	2020 Financial Plan	2021 Financial Plan	2022 Financial Plan
General Operating Fund												
General Revenue												
Emergency Program Area E												
01-1-229-500C	Property tax requisition	10,000	10,000	10,000	10,000	10,000	0	0.0	10,000	10,000	10,000	10,000
01-1-229-510C	Grant in lieu of taxes	400	250	250	250	250	0	0.0	250	250	250	250
01-1-229-880C	Transfer from surplus - emergency	0	0	0	0	23,820	-23,820	0.0	0	0	0	0
Total General Revenue		10,400	10,250	10,250	10,250	34,070	23,820	232.4	10,250	10,250	10,250	10,250
01-3-229-724C	Meeting expense	0	150	150	150	150	0	0.0	0	0	0	0
01-3-229-732C	Staff travel	0	300	300	300	300	0	0.0	0	0	0	0
01-3-229-741C	Advertising & promotions	0	200	200	200	200	0	0.0	0	0	0	0
01-3-229-785C	Permits and licences	0	2,000	2,000	2,000	2,000	0	0.0	0	0	0	0
01-3-229-810C	Grants to other organizations	20,000	0	0	0	0	0	0.0	0	0	0	0
01-3-229-840C	Contribution to reserves	0	16,514	6,420	6,420	6,420	0	0.0	0	0	0	0
01-3-229-870C	Contingency	14,463	25,000	25,000	25,000	25,000	0	0.0	10,250	10,250	10,250	10,250
01-3-229-880C	Prior year (surplus)/ deficit	-24,063	-33,914	-23,820	-23,820	0	23,820	-100.0	0	0	0	0
Total General Expense		10,400	10,250	10,250	10,250	34,070	23,820	232.4	10,250	10,250	10,250	10,250
Emergency Program Area E Surplus/Deficit		0	0	0	0	0	0	0.0	0	0	0	0

North Coast Regional District
Expenditure Detail Work Sheet - 2018

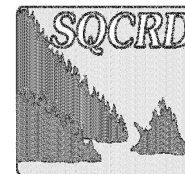
Fund Number **229**
Fund Description **Emergency Prog Area E**

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
01.1.229.5000	Property Tax Requisition	1	(10,000)	(10,000)	(10,000)
01.1.229.5100	Grant in Lieu of Taxes	1	(250)	(250)	(250)
01.3.229.8800	Prior Year (Surplus) Deficit - Surplus	1	(23,820)	(23,820)	(23,820)
01.3.229.7240	Meeting Expenses - Sandspit Hall Rental	1	150	150	150
01.3.229.7320	Staff Travel - Mileage and Travel Allowance	1	300	300	300
01.3.229.7410	Advertising and Promotions - Allowance for Advertising	1	200	200	200
01.3.229.7850	Permits and Licenses - License of Occupation	1	500	500	2,000
	- Park Use Permit	1	1,000	1,000	
	- ALC Permit	1	500	500	
				2,000	
01.3.229.8400	Contribution to Reserves				

01.3.229.8700	- Contribution to Reserves	1	6,420	6,420	6,420
	Contingency				
	- Siren Project	1	15,000	15,000	
	- Survey Project	1	6,000	6,000	
	- Education Project	1	2,000	2,000	
	- Planned Exercise Project	1	2,000	2,000	
				25,000	25,000

North Coast Regional District								
Consolidation of Island Solid Waste Budgets for 2018								
		310	311	313	315	317	319	
		ISW General	Recycling	Hauling	Trans Station	Landfill	Collection	Totals
5000	Property Tax Requisitions	(140,000)						(140,000)
5100	Grant in Lieu of Taxes	(4,600)						(4,600)
6010	User Fees (rural)	(130,460)						(130,460)
6011	User Fees (band contract)	(147,600)						(147,600)
6013	User Fees (municipalities)	(341,280)						(341,280)
6015	Cont. in lieu of taxes (band ag)	(51,000)						(51,000)
6090	Penalty for late payments	(3,500)						(3,500)
6095	Discounts for early payment	3,500						3,500
6099	Spring clean up	(9,500)						(9,500)
6121	MMBC & GBN Program		(3,000)					(3,000)
6130	ISW rec commercial program		(9,600)					(9,600)
6135	Commercial drop off charges		(4,500)					(4,500)
6150	ISW Rec white goods		(8,800)					(8,800)
6160	ISW recycling agreements		(2,600)					(2,600)
6200	Tipping Charges					(82,000)		(82,000)
6210	Sale of materials		(900)					(900)
6220	Commercial charges					(5,160)		(5,160)
6800	Other Revenue	(1,000)						(1,000)
8800	Prior year (surplus) deficit	(139,040)						(139,040)
		(964,480)	(29,400)	-	-	(87,160)	-	(1,081,040)
8410	Transfer from reserve					(16,000)		(16,000)
TOTAL		(964,480)	(29,400)			(103,160)		(1,097,040)
7100	Support services (gen gov)	87,000	-					87,000
7300	Salaries & Wages	53,443	118,173	47,157	45,323	30,020	8,583	302,699
7310	Overhead & benefits	10,080	30,629	12,222	11,488	7,781	2,224	74,424
7320	Staff travel	6,500						6,500
7330	Staff training & conferences	500						500
7335	Memberships/Licenses					210		210
7410	Advertising & promotions	2,500	1,000			1,000		4,500
7440	Postage	2,210						2,210
7460	Collection handling charge	21,980						21,980
7470	Computer maintenance	500						500

7480	Office Supplies	1,000						1,000
7490	Safety Supplies					500		500
7610	Telephone	4,200						4,200
7620	Email/website	1,629						1,629
7700	Contract services		38,100		8,500	33,420		80,020
7710	Contracts						202,080	202,080
7720	Professional fees					15,000		15,000
7730	Legal services	3,000						3,000
7820	Freight/transportation		2,250	4,000				6,250
7821	Recycling Hauling		42,000					42,000
7840	Monitoring/Lab work					11,500		11,500
7850	Permits & licenses				250			250
7870	Repairs & main - site/facilities		1,500	3,000	6,000	1,000		11,500
7860	Utilities		770			900		1,670
7880	Supplies		2,100			2,500		4,600
7899	Landfill closure costs					35,000		35,000
7910	Vehicle insurance		2,310	1,790				4,100
7920	Fuel & lubricants		13,000	18,000		12,500		43,500
7930	Repairs & maint - vehicles		3,000	12,000		5,000		20,000
8010	Building insurance		900			1,300		2,200
8030	Building maintenance		550			1,000		1,550
8210	MFA interest							-
8220	MFA principal							-
8230	Lease interest			11				11
8240	Lease principal			4,027				4,027
8400	Contribution to reserves	56,930						56,930
8401	Contribution to landfill reserve	27,000						27,000
8700	Contingency				1,000			1,000
9500	capital purchase - Minor Equipment					16,000		16,000
		278,472	256,282	102,207	72,561	174,631	212,887	1,097,040

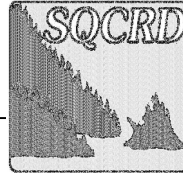


General Manager	CAO	Employees	Yes
Established	1994	Manager	Robb Kidd
Authority	Bylaw 271 (Service Est) and 276 (Fees and Charges)	Location	Haida Gwaii
Source of Funding	User Fees and Taxation	Amendments	276 - 18 amendments with most recent being Bylaw 573, 2013
Description	Functions 310 through 319 provide for the operation of the Island Solid Waste Service. Including General Admin; Recycling; Hauling; Transfer Stations; Landfill and Collection services.		

Notes for 2018

	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Adopted Budget	2018 Round 2 Budget	Change from 2017		Participation Ratios
						as \$	as %	
Requisitions								
Electoral Area								
Electoral Area D	37,878	41,207	44,214	45,832	50,124	4,292	9.40%	35.80%
Electoral Area E	24,657	23,243	23,087	22,448	21,527	-921	-4.10%	15.38%
Member Municipality								
Village of Masset	29,769	29,596	28,113	26,576	24,827	-1,749	-6.60%	17.73%
Village of Port Clements	11,407	10,666	10,645	10,651	10,136	-515	-4.80%	7.24%
Village of Queen Charlotte	36,288	35,288	33,941	34,492	33,386	-1,106	-3.20%	23.85%
Net Taxes Levied	139,999	140,000	140,000	139,999	140,000	1	0.00%	100.00%
Limit by law	167,657	175,060	0	0	0			
Funding Remaining	-27,658	-35,060	140,000	139,999	140,000			
Tax Rate \$ / 100,000								
Property Tax Class								
RESIDENTIAL [01]	3.63	3.44	3.31	3.25	3.10			
UTILITIES [02]	12.71	12.04	11.57	11.39	10.86			
MAJOR INDUSTRY [04]	12.34	11.69	11.24	11.06	10.55			
BUSINESS/OTHER [06]	9.08	8.60	8.27	8.14	7.76			
RECREATIONAL/NON PROFIT [08]	3.63	3.44	3.31	3.25	3.10			

Financial Plan

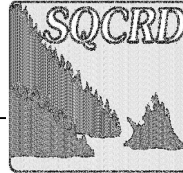


From Category: 100 To Category: 951
 Account Code: ??-?-???-???? To : ??-?-???-????

Variance : 2017 Amended Budget
 2018 Round 2 Budget
 Tax Requisition Object : 5000

Account Code	Account Description	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Amended Budget	2018 Round 2 Budget	Variance \$	%	2019 Financial Plan	2020 Financial Plan	2021 Financial Plan	2022 Financial Plan
General Operating Fund												
General Revenue												
ISW - General												
01-1-310-500C	Property tax requisitions	140,000	140,000	140,000	140,000	140,000	0	0.0	193,678	193,680	193,680	193,680
01-1-310-510C	Grant in lieu of taxes	5,400	4,600	4,600	4,600	4,600	0	0.0	4,600	4,600	4,600	4,600
01-1-310-601C	User fees - isw	128,736	130,464	130,460	130,460	130,460	0	0.0	130,464	130,470	130,470	130,470
01-1-310-6011	User fees - isw band contract	147,600	147,600	147,600	147,600	147,600	0	0.0	147,600	147,600	147,600	147,600
01-1-310-6013	User fees - isw municipalities	347,616	344,160	344,160	344,160	341,280	2,880	-0.8	344,160	344,160	344,160	344,160
01-1-310-6015	Contribution in lieu of taxes - band	51,000	51,000	51,000	51,000	51,000	0	0.0	51,000	51,000	51,000	51,000
01-1-310-609C	Penalty for late payment	3,000	3,500	3,500	3,500	3,500	0	0.0	3,500	3,500	3,500	3,500
01-1-310-6095	Discounts for early payment	-7,100	-7,900	-7,900	-7,900	-3,500	-4,400	-55.7	-7,900	-7,900	-7,900	-7,900
01-1-310-6095	Spring cleanup revenue	12,000	11,000	11,000	11,000	9,500	1,500	-13.6	11,000	11,000	11,000	11,000
01-1-310-680C	Other revenue	0	0	0	1,000	1,000	0	0.0	0	0	0	0
01-1-310-880C	Transfer from surplus - isw - gener	0	0	0	0	139,040	-139,040	0.0	0	0	0	0
Total General Revenue		828,252	824,424	824,420	825,420	964,480	139,060	16.8	878,102	878,110	878,110	878,110
01-3-310-710C	Support services - isw gen	85,653	86,153	85,590	82,600	87,000	4,400	5.3	93,045	93,050	93,050	93,050
01-3-310-730C	Staff salaries and wages (isw gene	10,586	17,749	18,860	19,160	53,443	34,283	178.9	19,168	19,170	19,170	19,170
01-3-310-731C	Payroll oh & benefits - isw general	2,447	4,750	5,280	5,360	10,080	4,720	88.1	5,101	5,100	5,100	5,100
01-3-310-732C	Staff travel	1,500	1,500	1,500	1,500	6,500	5,000	333.3	1,500	1,500	1,500	1,500
01-3-310-733C	Staff training & conferences	500	500	500	2,500	500	-2,000	-80.0	500	500	500	500
01-3-310-741C	Advertising & promotions	0	0	0	0	2,500	2,500	0.0	0	0	0	0
01-3-310-744C	Postage	2,146	2,100	2,110	2,210	2,210	0	0.0	2,100	2,100	2,100	2,100
01-3-310-746C	Collection handling charge	21,900	22,000	21,980	21,980	21,980	0	0.0	22,000	22,000	22,000	22,000
01-3-310-747C	Computer maintenance	500	500	500	500	500	0	0.0	500	500	500	500
01-3-310-748C	Office supplies	650	650	650	1,000	1,000	0	0.0	650	650	650	650
01-3-310-761C	Telephone	3,540	3,900	3,960	3,960	4,200	240	6.1	3,900	3,900	3,900	3,900
01-3-310-762C	Email / website	900	900	900	900	1,630	730	81.1	900	900	900	900
01-3-310-773C	Legal services	0	3,000	3,000	3,000	3,000	0	0.0	0	0	0	0
01-3-310-840C	Contribution to reserves	150,164	56,926	56,930	56,930	56,930	0	0.0	0	0	0	0
01-3-310-8401	Contribution to landfill reserve	26,561	27,000	27,000	27,000	27,000	0	0.0	27,000	27,000	27,000	27,000
01-3-310-880C	Prior year (surplus) / deficit	-141,363	-124,926	-156,290	-123,650	0	123,650	-100.0	0	0	0	0
Total General Expense		165,684	102,702	72,470	104,950	278,473	173,523	165.3	176,364	176,370	176,370	176,370
ISW - General Surplus/Deficit		662,568	721,722	751,950	720,470	686,007	-34,463	-4.8	701,738	701,740	701,740	701,740

Financial Plan

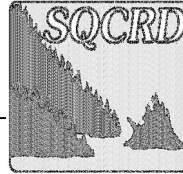


From Category: 100 To Category: 951
 Account Code: ??-?-??-???? To : ??-?-??-????

Variance : 2017 Amended Budget
 2018 Round 2 Budget
 Tax Requisition Object : 5000

Account Code	Account Description	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Amended Budget	2018 Round 2 Budget	Variance \$	%	2019 Financial Plan	2020 Financial Plan	2021 Financial Plan	2022 Financial Plan
General Operating Fund												
General Revenue												
ISW - Recycling												
01-1-311-6121 Mmbc and gbn program		0	750	750	750	3,000	-2,250	300.0	750	750	750	750
01-1-311-6130 Isw rec commercial charges (pick u		13,000	9,600	9,600	9,600	9,600	0	0.0	9,600	9,600	9,600	9,600
01-1-311-6135 Commercial drop off charges (recy		0	7,500	7,500	7,500	4,500	3,000	-40.0	7,500	7,500	7,500	7,500
01-1-311-6150 Isw rec - white goods		9,600	9,600	9,600	9,600	8,800	800	-8.3	9,600	9,600	9,600	9,600
01-1-311-6160 Isw recycling agreements		10,683	4,000	4,000	4,000	2,600	1,400	-35.0	4,000	4,000	4,000	4,000
01-1-311-6210 Sale of materials		900	900	900	900	900	0	0.0	900	900	900	900
Total General Revenue		34,183	32,350	32,350	32,350	29,400	-2,950	-9.1	32,350	32,350	32,350	32,350
01-2-311-8410 Transfer from reserve - isw- recycli		0	0	0	14,000	0	14,000	-100.0	0	0	0	0
Total Capital revenue		0	0	0	14,000	0	-14,000	-100.0	0	0	0	0
01-3-311-7300 Staff salaries & wages - isw recycli		81,983	118,736	122,110	125,990	118,173	-7,817	-6.2	127,443	127,450	127,450	127,450
01-3-311-7310 Payroll oh & benefits- isw recycling		19,178	29,090	31,750	32,760	30,629	-2,131	-6.5	31,224	31,230	31,230	31,230
01-3-311-7410 Advertising & promotions		1,000	1,000	1,000	1,000	1,000	0	0.0	1,000	1,000	1,000	1,000
01-3-311-7700 Contract services		27,600	33,600	33,600	33,600	38,100	4,500	13.4	33,600	33,600	33,600	33,600
01-3-311-7820 Freight / transportation		2,000	2,000	2,000	2,000	2,250	250	12.5	2,000	2,000	2,000	2,000
01-3-311-7821 Recycling hauling		7,410	24,000	24,600	24,600	42,000	17,400	70.7	24,000	24,000	24,000	24,000
01-3-311-7860 Utilities		700	700	700	770	770	0	0.0	756	760	760	760
01-3-311-7870 Repairs and maintenance - site / fa		1,500	1,500	1,500	1,500	1,500	0	0.0	1,500	1,500	1,500	1,500
01-3-311-7880 Supplies		2,000	2,000	2,000	2,100	2,100	0	0.0	2,000	2,000	2,000	2,000
01-3-311-7910 Vehicle insurance		2,050	2,200	2,200	2,310	2,310	0	0.0	2,200	2,200	2,200	2,200
01-3-311-7920 Fuel and lubricants		12,500	13,000	13,000	13,000	13,000	0	0.0	13,500	13,500	13,500	13,500
01-3-311-7930 Repairs and maintenace - vehicles		3,000	3,000	3,000	3,000	3,000	0	0.0	3,000	3,000	3,000	3,000
01-3-311-8010 Building insurance - isw - recycling		775	840	860	900	900	0	0.0	840	840	840	840
01-3-311-8030 Building maintenance - isw - recycl		500	500	500	550	550	0	0.0	500	500	500	500
Total General Expense		162,196	232,166	238,820	244,080	256,282	12,202	5.0	243,563	243,580	243,580	243,580
01-4-311-9100 Capital purchase - vehicles		0	0	18,000	0	0	0	0.0	0	0	0	0
01-4-311-9500 Capital purchase - minor equipmer		10,000	0	14,000	14,000	0	-14,000	-100.0	0	0	0	0
Total Capital Expense		10,000	0	32,000	14,000	0	-14,000	-100.0	0	0	0	0
ISW - Recycling Surplus/Deficit		-138,013	-199,816	-238,470	-211,730	-226,882	-15,152	7.2	-211,213	-211,230	-211,230	-211,230

Financial Plan



From Category: 100 To Category: 951

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

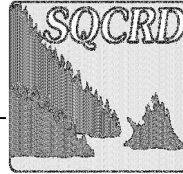
Variance : 2017 Amended Budget

2018 Round 2 Budget

Tax Requisition Object : 5000

Account Code	Account Description	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Amended Budget	2018 Round 2 Budget	Variance \$	%	2019 Financial Plan	2020 Financial Plan	2021 Financial Plan	2022 Financial Plan
General Operating Fund												
General Revenue												
ISW - Hauling												
01-3-313-730C	Staff salaries & wages - isw hauling	41,626	44,507	45,700	51,880	47,157	-4,723	-9.1	48,266	48,270	48,270	48,270
01-3-313-731C	Payroll oh & benefits - isw hauling	9,744	10,904	11,880	13,490	12,222	-1,268	-9.4	11,825	11,830	11,830	11,830
01-3-313-782C	Freight / transportation	2,500	2,500	2,500	2,500	4,000	1,500	60.0	2,500	2,500	2,500	2,500
01-3-313-787C	Repairs and maintenance - site / fa	3,000	3,000	3,000	3,000	3,000	0	0.0	3,000	3,000	3,000	3,000
01-3-313-791C	Vehicle insurance	2,500	1,700	1,700	1,790	1,790	0	0.0	1,700	1,700	1,700	1,700
01-3-313-792C	Fuel and lubricants	22,000	18,000	18,000	18,000	18,000	0	0.0	20,000	20,000	20,000	20,000
01-3-313-793C	Vehicle repairs & maintenance	6,000	6,000	6,000	6,000	12,000	6,000	100.0	6,000	6,000	6,000	6,000
01-3-313-823C	Lease interest	2,150	2,150	2,150	2,150	12	-2,138	-99.4	2,150	2,150	2,150	2,150
01-3-313-824C	Lease principal	14,150	14,150	14,150	14,150	4,027	-10,123	-71.5	14,150	14,150	14,150	14,150
Total General Expense		103,670	102,911	105,080	112,960	102,208	-10,752	-9.5	109,591	109,600	109,600	109,600
ISW - Hauling Surplus/Deficit		-103,670	-102,911	-105,080	-112,960	-102,208	10,752	-9.5	-109,591	-109,600	-109,600	-109,600

Financial Plan



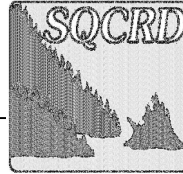
From Category: 100 To Category: 951
 Account Code: ??-?-??-???? To : ??-?-??-????

Tax Requisition Object : 5000

Variance : 2017 Amended Budget
 2018 Round 2 Budget

Account Code	Account Description	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Amended Budget	2018 Round 2 Budget	Variance \$	%	2019 Financial Plan	2020 Financial Plan	2021 Financial Plan	2022 Financial Plan
General Operating Fund												
General Revenue												
ISW - Transfer Station												
01-3-315-7300	Staff salaries & wages - isw transfe	48,320	42,025	43,170	44,170	45,323	1,153	2.6	47,546	47,550	47,550	47,550
01-3-315-7310	Payroll oh & benefits - isw transfer	11,303	9,863	10,790	11,490	11,488	-2	-0.0	11,159	11,160	11,160	11,160
01-3-315-7700	Contract services	8,500	8,500	8,500	8,500	8,500	0	0.0	8,500	8,500	8,500	8,500
01-3-315-7850	Permits & licences	0	0	250	250	250	0	0.0	0	0	0	0
01-3-315-7870	Repairs and maintenance - site / fa	5,000	13,000	5,000	5,000	6,000	1,000	20.0	13,000	13,000	13,000	13,000
01-3-315-8700	Contingency	0	0	1,000	1,000	1,000	0	0.0	0	0	0	0
	Total General Expense	73,123	73,388	68,710	70,410	72,561	2,151	3.1	80,205	80,210	80,210	80,210
01-4-315-9500	Capital purchase - minor equipmer	0	18,000	18,010	0	0	0	0.0	18,000	18,000	18,000	18,000
	Total Capital Expense	0	18,000	18,010	0	0	0	0.0	18,000	18,000	18,000	18,000
	ISW - Transfer Station Surplus/Deficit	-73,123	-91,388	-86,720	-70,410	-72,561	-2,151	3.1	-98,205	-98,210	-98,210	-98,210

Financial Plan



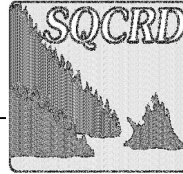
From Category: 100 To Category: 951
 Account Code: ??-?-??-???? To : ??-?-??-????

Variance : 2017 Amended Budget
 2018 Round 2 Budget

Tax Requisition Object : 5000

Account Code	Account Description	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Amended Budget	2018 Round 2 Budget	Variance \$	%	2019 Financial Plan	2020 Financial Plan	2021 Financial Plan	2022 Financial Plan
General Operating Fund												
General Revenue												
ISW - Landfill												
01-1-317-620C	Tipping fees	61,000	78,000	78,000	78,000	82,000	-4,000	5.1	78,000	78,000	78,000	78,000
01-1-317-622C	Commercial charges	5,160	5,160	5,160	5,160	5,160	0	0.0	5,160	5,220	5,220	5,220
	Total General Revenue	66,160	83,160	83,160	83,160	87,160	4,000	4.8	83,160	83,220	83,220	83,220
01-2-317-841C	Transfer from reserve - isw- landfill	0	0	0	26,000	16,000	10,000	-38.5	0	0	0	0
	Total Capital revenue	0	0	0	26,000	16,000	-10,000	-38.5	0	0	0	0
01-3-317-730C	Staff salaries & wages - isw landfill	50,351	54,853	56,430	60,030	30,020	-30,010	-50.0	61,401	61,410	61,410	61,410
01-3-317-731C	Payroll oh & benefits - isw landfill	11,754	13,439	14,670	15,610	7,781	-7,829	-50.2	14,104	14,110	14,110	14,110
01-3-317-733C	Memberships & licences	210	210	210	210	210	0	0.0	210	210	210	210
01-3-317-741C	Advertising & promotions	1,000	1,000	1,000	1,000	1,000	0	0.0	1,000	1,000	1,000	1,000
01-3-317-749C	Safety supplies - isw - landfill	500	500	500	500	500	0	0.0	500	500	500	500
01-3-317-770C	Contract services	18,500	28,500	28,420	28,420	33,420	5,000	17.6	3,500	3,500	3,500	3,500
01-3-317-772C	Professional fees	25,000	15,000	15,000	15,000	15,000	0	0.0	15,000	15,000	15,000	15,000
01-3-317-784C	Monitoring and lab testing	13,000	11,500	11,500	11,500	11,500	0	0.0	11,500	11,500	11,500	11,500
01-3-317-786C	Utilities	700	700	700	700	900	200	28.6	756	760	760	760
01-3-317-787C	Repairs and maintenance - site / fa	1,000	1,000	1,000	1,000	1,000	0	0.0	1,000	1,000	1,000	1,000
01-3-317-788C	Supplies	3,500	2,500	2,500	2,500	2,500	0	0.0	2,500	2,500	2,500	2,500
01-3-317-789C	Landfill closure costs	35,439	35,000	35,000	35,000	35,000	0	0.0	35,000	35,000	35,000	35,000
01-3-317-792C	Fuel and lubricants	7,500	7,500	7,500	7,500	12,500	5,000	66.7	7,500	7,500	7,500	7,500
01-3-317-793C	Repairs and maintenance - vehicle	2,500	30,000	2,500	2,500	5,000	2,500	100.0	2,500	2,500	2,500	2,500
01-3-317-801C	Building insurance	1,375	1,240	1,240	1,300	1,300	0	0.0	1,240	1,240	1,240	1,240
01-3-317-803C	Building maintenance	500	500	1,000	1,000	1,000	0	0.0	500	500	500	500
01-3-317-821C	Interest on debenture debt	10,500	10,500	10,500	10,500	0	-10,500	-100.0	10,500	10,500	10,500	10,500
01-3-317-822C	Principal on debenture debt	7,350	7,350	7,350	7,350	0	-7,350	-100.0	7,350	7,350	7,350	7,350
01-3-317-823C	Lease interest	1,250	0	0	0	0	0	0.0	0	0	0	0
01-3-317-824C	Lease principal	18,250	0	0	0	0	0	0.0	0	0	0	0
	Total General Expense	210,179	221,292	197,020	201,620	158,631	-42,989	-21.3	176,061	176,080	176,080	176,080
01-4-317-910C	Vehicles - isw - landfill	0	0	0	0	16,000	16,000	0.0	0	0	0	0
01-4-317-950C	Capital purchase - minor equipmer	10,000	0	18,000	26,000	0	-26,000	-100.0	0	0	0	0
	Total Capital Expense	10,000	0	18,000	26,000	16,000	-10,000	-38.5	0	0	0	0
	ISW - Landfill Surplus/Deficit	-154,019	-138,132	-131,860	-118,460	-71,471	46,989	-39.7	-92,901	-92,860	-92,860	-92,860

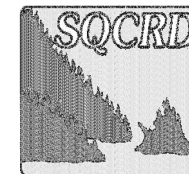
Financial Plan



From Category: 100 To Category: 951
 Account Code: ??-?-???-???? To : ??-?-???-????

Variance : 2017 Amended Budget
 2018 Round 2 Budget
 Tax Requisition Object : 5000

Account Code	Account Description	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Amended Budget	2018 Round 2 Budget	Variance \$	%	2019 Financial Plan	2020 Financial Plan	2021 Financial Plan	2022 Financial Plan
General Operating Fund												
General Revenue												
ISW - Collection												
01-3-319-7300	Staff salaries & wages - isw collect	7,057	3,550	3,780	3,830	8,581	4,751	124.0	3,834	3,840	3,840	3,840
01-3-319-7310	Payroll oh & benefits - isw collectic	1,631	870	980	1,000	2,224	1,224	122.4	939	940	940	940
01-3-319-7710	Contracts - operations	185,055	185,055	185,060	202,080	202,080	0	0.0	185,055	185,060	185,060	185,060
	Total General Expense	193,743	189,475	189,820	206,910	212,885	5,975	2.9	189,828	189,840	189,840	189,840
	ISW - Collection Surplus/Deficit	-193,743	-189,475	-189,820	-206,910	-212,885	-5,975	2.9	-189,828	-189,840	-189,840	-189,840

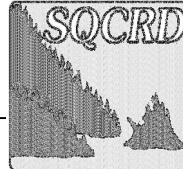


General Manager	CAO	Employees	Yes
Established	1994	Manager	Tim Des Champ
Authority	Bylaw 270 (Service Est.) and 322 (Fees and Charges)	Location	Prince Rupert
Source of Funding	Taxation; Fees and Charges	Amendments	322 - amended by 451 and 509; BL 270 amended by 270.1
Description	This function supports the operation of the Regional (Mainland) Recycling Depot.		

Notes for 2018

Requisitions	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Adopted Budget	2018 Round 2 Budget	Change from 2017		Participation Ratios
						as \$	as %	
Electoral Area								
Electoral Area A	8,492	8,069	11,635	10,004	9,463	-541	-5.40%	4.17%
Electoral Area C	3,260	3,066	3,591	3,511	3,290	-221	-6.30%	1.45%
Member Municipality								
City of Prince Rupert	202,058	200,933	197,992	202,030	202,158	128	0.10%	89.12%
District of Port Edward	10,794	11,933	10,782	11,295	11,929	634	5.60%	5.26%
Net Taxes Levied	224,604	224,001	224,000	226,840	226,840	0	0.00%	100.00%
Limit by law	291,652	334,937	0	0	0			
Funding Remaining	-67,048	-110,936	224,000	226,840	226,840			
Tax Rate \$ / 100,000								
Property Tax Class								
RESIDENTIAL [01]	1.24	1.10	1.01	1.00	0.94			
UTILITIES [02]	4.34	3.85	3.54	3.49	3.30			
MAJOR INDUSTRY [04]	4.22	3.74	3.43	3.39	3.21			
BUSINESS/OTHER [06]	3.10	2.75	2.53	2.49	2.36			
RECREATIONAL/NON PROFIT [08]	1.24	1.10	1.01	1.00	0.94			

Financial Plan



From Category: 100 To Category: 951

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

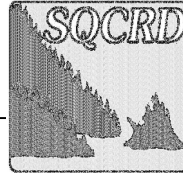
Variance : 2017 Amended Budget

Tax Requisition Object : 5000

2018 Round 2 Budget

Account Code	Account Description	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Amended Budget	2018 Round 2 Budget	Variance \$	%	2019 Financial Plan	2020 Financial Plan	2021 Financial Plan	2022 Financial Plan
General Operating Fund												
General Revenue												
Regional (Mainland) Recycling												
01-1-340-500C	Property tax requisitions	224,604	224,000	224,000	226,840	226,840	0	0.0	236,316	236,340	236,340	236,340
01-1-340-510C	Grant in lieu of taxes	13,200	13,000	13,000	13,000	19,000	-6,000	46.2	13,000	13,000	13,000	13,000
01-1-340-540C	Grants - conditional	0	60,000	50,000	0	0	0	0.0	0	0	0	0
01-1-340-610C	Sale of services	7,000	8,085	8,090	8,090	5,350	2,740	-33.9	8,085	8,090	8,090	8,090
01-1-340-6110	Processing	123,000	130,800	130,800	130,800	124,200	6,600	-5.0	130,800	130,800	130,800	130,800
01-1-340-612C	Sale of materials	140,000	86,860	86,860	86,860	92,020	-5,160	5.9	86,860	86,860	86,860	86,860
01-1-340-6121	Mmbc & gbn program	0	95,196	96,200	96,200	99,196	-2,996	3.1	95,196	95,200	95,200	95,200
01-1-340-613C	Commercial charges	17,000	24,620	24,620	24,620	24,620	0	0.0	24,620	24,620	24,620	24,620
01-1-340-6135	Other commercial charges	1,200	0	0	0	0	0	0.0	0	0	0	0
01-1-340-614C	Rental revenue	17,760	21,680	21,680	21,680	21,680	0	0.0	21,680	21,680	21,680	21,680
01-1-340-615C	Bulk recycling	32,000	28,800	28,800	28,800	28,800	0	0.0	28,800	28,800	28,800	28,800
01-1-340-616C	Recycling agreements	25,844	33,012	33,010	33,010	33,010	0	0.0	33,012	33,020	33,020	33,020
01-1-340-6161	Agreement - kitimat stikine	0	44,793	0	0	0	0	0.0	0	0	0	0
01-1-340-680C	Other revenue	0	0	0	1,500	1,500	0	0.0	6,250	7,250	7,250	7,250
01-1-340-880C	Transfer from surplus - regional (m	0	0	0	0	98,970	-98,970	0.0	0	0	0	0
Total General Revenue		601,608	770,846	717,060	671,400	775,186	103,786	15.5	684,619	685,660	685,660	685,660
01-2-340-540C	Grants conditional	123,000	0	0	0	0	0	0.0	0	0	0	0
01-2-340-695C	Proceeds from sale of asset / lease	0	23,560	0	0	0	0	0.0	0	0	0	0
01-2-340-841C	Transfer from reserve	40,000	15,000	0	0	0	0	0.0	0	0	0	0
Total Capital revenue		163,000	38,560	0	0	0	0	0.0	0	0	0	0
01-3-340-710C	Support services - mainland recycl	74,768	74,168	73,480	73,000	77,520	4,520	6.2	80,101	80,110	80,110	80,110
01-3-340-724C	Regional recycling meeting expens	150	150	200	200	200	0	0.0	150	150	150	150
01-3-340-730C	Staff salaries & wages	242,654	280,176	299,060	301,650	315,266	13,616	4.5	330,217	330,220	330,220	330,220
01-3-340-731C	Payroll overhead & benefits	65,310	70,794	78,020	78,280	80,125	1,845	2.4	86,023	86,030	86,030	86,030
01-3-340-732C	Staff travel	5,000	6,400	6,400	6,400	6,400	0	0.0	6,400	6,400	6,400	6,400
01-3-340-733C	Staff training & conferences	645	3,645	3,650	3,650	14,875	11,225	307.5	3,645	3,650	3,650	3,650
01-3-340-7335	Memberships	1,175	1,175	1,180	1,180	1,180	0	0.0	1,175	1,180	1,180	1,180
01-3-340-741C	Advertising & promotions	6,744	6,744	6,740	6,740	5,744	-996	-14.8	6,744	6,750	6,750	6,750
01-3-340-744C	Postage/ courier	500	1,010	1,100	1,100	1,100	0	0.0	1,010	1,010	1,010	1,010
01-3-340-747C	Computer maintenance	1,000	1,000	1,000	1,000	1,000	0	0.0	1,000	1,000	1,000	1,000
01-3-340-748C	Office supplies	2,300	2,300	2,300	2,300	1,850	-450	-19.6	2,300	2,300	2,300	2,300
01-3-340-749C	Safety supplies	1,500	1,500	1,500	1,500	2,700	1,200	80.0	1,500	1,500	1,500	1,500
01-3-340-761C	Telephone	3,420	3,900	3,900	3,900	3,900	0	0.0	3,780	3,780	3,780	3,780
01-3-340-762C	Email / website	1,000	1,260	1,260	1,260	1,260	0	0.0	1,000	1,000	1,000	1,000
01-3-340-772C	Professional fees - regional (mainl	4,000	64,000	54,000	4,000	3,000	-1,000	-25.0	4,000	4,000	4,000	4,000

Financial Plan



From Category: 100 To Category: 951

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

Variance : 2017 Amended Budget

Tax Requisition Object : 5000

2018 Round 2 Budget

Account Code	Account Description	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Amended Budget	2018 Round 2 Budget	Variance \$	%	2019 Financial Plan	2020 Financial Plan	2021 Financial Plan	2022 Financial Plan
01-3-340-773C	Legal services - regional recycling	0	2,000	2,000	2,000	2,000	0	0.0	0	0	0	0
01-3-340-782C	Freight / transportation	42,000	65,288	55,800	55,800	55,800	0	0.0	65,288	65,290	65,290	65,290
01-3-340-782E	Sorting charges	0	7,675	0	0	0	0	0.0	0	0	0	0
01-3-340-783C	Disposal / tipping charges	4,040	4,040	4,240	6,325	6,325	0	0.0	4,040	4,040	4,040	4,040
01-3-340-783E	Material purchases - reg recycling	2,500	2,500	2,500	2,500	2,500	0	0.0	2,500	2,500	2,500	2,500
01-3-340-784C	Monitoring and lab testing - region	0	0	0	0	480	480	0.0	0	0	0	0
01-3-340-786C	Regional recycling utilites	15,800	15,800	16,000	18,600	19,200	600	3.2	17,064	17,070	17,070	17,070
01-3-340-787C	Repairs and maintenance - site / fa	6,000	8,000	8,000	46,510	28,000	-18,510	-39.8	8,000	8,000	8,000	8,000
01-3-340-788C	Shop supplies	9,500	12,700	12,700	12,700	12,700	0	0.0	12,700	12,700	12,700	12,700
01-3-340-788E	Small tools and minor equip. purch	500	500	500	500	500	0	0.0	500	500	500	500
01-3-340-791C	Vehicle insurance	1,000	1,050	4,200	4,200	3,000	-1,200	-28.6	1,050	1,050	1,050	1,050
01-3-340-792C	Fuel and lubricants	10,500	12,000	12,000	12,000	12,000	0	0.0	12,000	12,000	12,000	12,000
01-3-340-793C	Repairs and maintenance - vehicle	18,500	21,000	21,000	21,000	21,500	500	2.4	21,000	21,000	21,000	21,000
01-3-340-801C	Building insurance	7,100	8,350	8,370	8,370	8,460	90	1.1	8,300	8,300	8,300	8,300
01-3-340-821C	Interest on debenture debt	17,720	17,720	17,740	0	0	0	0.0	0	0	0	0
01-3-340-822C	Principal on debenture debt	12,097	12,097	12,110	0	0	0	0.0	0	0	0	0
01-3-340-823C	Lease interest	3,058	3,058	3,060	604	1,405	801	132.6	0	0	0	0
01-3-340-824C	Lease principal	20,388	20,388	20,390	31,955	21,196	-10,759	-33.7	0	0	0	0
01-3-340-840C	Contribution to reserves	27,927	0	34,000	64,000	64,000	0	0.0	34,000	34,000	34,000	34,000
01-3-340-880C	Prior year (surplus) / deficit	-7,188	2,018	-51,340	-101,824	0	101,824	-100.0	-30,868	-29,870	-29,870	-29,870
Total General Expense		601,608	734,406	717,060	671,400	775,186	103,786	15.5	684,619	685,660	685,660	685,660
01-4-340-960C	Capital purchase - heavy equipme	30,000	60,000	0	0	0	0	0.0	0	0	0	0
01-4-340-995C	Building - regional recycling	133,000	15,000	0	0	0	0	0.0	0	0	0	0
Total Capital Expense		163,000	75,000	0	0	0	0	0.0	0	0	0	0
Regional (Mainland) Recycling Surplus/Deficit		0	0	0	0	0	0	0.0	0	0	0	0

North Coast Regional District
Expenditure Detail Work Sheet - 2018

Fund Number **340**
Fund Description **Regional Recycling**

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
01.1.340.5000	Property Tax Requisition			(226,840)	(226,840)
01.1.340.5100	Grants in Lieu of Taxes - as per estimate of prior years				(19,000)
01.1.340.5400	Grants - Conditional - asset mgmt. carry forward from 2015				
01.1.340.6100	Sales of Service				
	- shredding	120	(35)	(4,200)	
	- blue bags	25	(46)	(1,150)	
				(5,350)	(5,350)
01.1.340.6110	Processing - Encorp Processing	12	(10,350)	(124,200)	(124,200)
01.1.340.6120	Sale of Materials				
	- commercial cardboard and paper	12	(4,500)	(54,000)	
	- batteries & cords	3	(3,400)	(10,200)	
	- tires	3	(3,000)	(9,000)	
	- scrap material	1	(8,500)	(8,500)	
	- bottle return	24	(430)	(10,320)	
				(92,020)	(92,020)

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
01.1.340.6121	MMBC & GBN Program				
	- MMBC top up on households per year on 6059 households x 0.75	12	(354)	(4,248)	
	- MMBC top up 923.85% of MMBC top up is allocated to ISW Recycling	12	(1,179)	(14,148)	
	- MMBC residential depot contract	12	(5,700)	(68,400)	
	- GBN Contract for processing	12	(950)	(11,400)	
	- adjustment for additional Xmas Salaries	1	(1,000)	(1,000)	
				(99,196)	(99,196)
01.1.340.6130	Commercial Charges				
	- commercial charges	4	(4,655)	(18,620)	
	- SD 52 Annual contract	1	(6,000)	(6,000)	
				(24,620)	(24,620)
01.1.340.6140	Rental Revenue				
	- Vehicle storage	14	(600)	(8,400)	
	- Norlabs	12	(925)	(11,100)	
	- City West	1	(2,180)	(2,180)	
				(21,680)	(21,680)
01.1.340.6150	Bulk Recycling				
	- White goods	12	(2,400)	(28,800)	(28,800)
01.1.340.6160	Recycling Agreements				
	- Product care paint	12	(675)	(8,100)	
	- Product care lights	12	(126)	(1,512)	
	- Product care small appliances	12	(400)	(4,800)	
	- Metlakatla Recyclables (contract)	6	(600)	(3,600)	
	- Encorp Electronics	12	(1,250)	(15,000)	
				(33,012)	(33,010)
01.1.340.6161	Agreement - Kitimat Stikine				

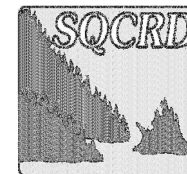
Account Number	Description	No of Units	Unit Cost	Sub Total	Total
01.1.340.6800	Other Revenue - based on prior year				(1,500)
01.1.340.8800	Prior Years Surplus	1	- 98,970	(98,970)	(98,970)
01.3.340.7100	Support Services - Mainland Recycling - as per spreadsheet			77,520	77,520
01.3.340.7240	Regional Recycling Meeting Expenses - meeting costs	4	50	200	200
01.3.340.7300	Staff Salaries & Wages - Manager - as per calculations - 5 CUPE full time as calculated - CUPE casual as calculated - Allowance for Xmas salaries (2018)			78,007 172,026 63,373 1,860	
				315,266	315,266
01.3.340.7310	Payroll Overhead & Benefits - Benefit allowance (see wage work sheet) - EFAP	7	75	79,600.00 525.00	
				80,125	80,125
01.3.340.7320	Staff Travel - RCBC conference - Car allowance - Course Attendance - allowance	1 12 1	2,000 250 1,400	2,000 3,000 1,400	
				6,400	6,400
01.3.340.7330	Staff Training & Conferences - RCBC confront registration - Safety course - New Employee orientation program	1 1 1	550 100 800	550 100 800	

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
	- Fall protection program	1	800	800	14,875
	- Fall protection Course	6	125	750	
	- First Aid	6	120	720	
	- Forklift course	2	275	550	
	- Whims	6	80	480	
	-Nffire and safety hours of work to compile courses	95	75	7,125	
	Essential Managerial competencies	1	3,000	3,000	
01.3.340.7335				14,875	1,180
	Memberships				
	- Recycling Council of BC	1	180	180	
01.3.340.7410	- BC Product Stewardship Council	1	1,000	1,000	5,744
				1,180	
	Advertising & Promotions				
	- Waste watchers directory	1	1,000	1,000	
	- Phone book directory	1	200	200	
01.3.340.7440	- MMBC additional education	6059	0.75	4,544	1,100
				5,744	
01.3.340.7470	Postage/Courier				1,000
	- Recovery from Admin	1	1,100	1,100	
01.3.340.7480	Computer Maintenance				1,850
	- allowance	1	500	500	
	- Set up VPN to SQCRD server	1	500	500	
01.3.340.7490				1,000	1,850
	Office Supplies				
	- Misc. office supplies	1	550	550	
01.3.340.7490	- water/coffee supplies	1	1,300	1,300	400
				1,850	
01.3.340.7490	Safety Supplies				400
	- safety allowance	1	300	300	
	- boot allowance	1	400	400	

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
01.3.340.7610	- hearing tests	1	400	400	2,700
	- safety gloves	1	200	200	
	- Harness - Universal fit	6	200	1,200	
	- first aid supplies	1	200	200	
				2,700	
01.3.340.7610	Telephone				3,900
	- cell phone	12	85	1,020	
	- depot phone	12	240	2,880	
				3,900	
01.3.340.7620	Email/Website				1,260
	- internet	12	105	1,260	
01.3.340.7720	Professional Fees - Regional (Mainland)				3,000
	- professional fees	1	3,000	3,000	
			-	-	
				3,000	
01.3.340.7730	Legal Services- Regional Recycling				2,000
	- allowance	1	2,000	2,000	
01.3.340.7820	Freight/Transportation				55,800
	- commercial cardboard/other	36	1,300	46,800	
	- tire shipping	3	2,200	6,600	
	- bailing wire	3	800	2,400	
				55,800	
01.3.340.7830	Disposal/Tipping Charges				6,325
	- Rupert Disposal (weekly pick up)	12	500	6,000	
	Rupert Disposal (summer cleanup)	1	325	325	
				6,325	

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
01.3.340.7835	Material Purchases - Reg Recycling - allowance	1	2,500	2,500	2,500
01.3.340.7840	Monitoring & Lab Testing	1	480	480	480
01.3.340.7860	Regional Recycling Utilities - mthly amount	6	3,200	19,200	19,200
01.3.340.7870	Repairs & Maint/ Site & Facilities - Plumbing/electrical - allowance - Alarm - Pest control - Misc. - Fire extinguishers Emergency Repairs	1 1 1 1 1 1	2,000 500 2,000 3,000 500 20,000	2,000 500 2,000 3,000 500 20,000	28,000
01.3.340.7880	Shop Supplies - Bale ties - Steel strapping - Bulk bags	4 1 1	1,800 4,000 1,500	7,200 4,000 1,500	12,700
01.3.340.7885	Small Tools & Minor Equipment - allowance	1	500	500	500
01.3.340.7910	Vehicle Insurance	12	250	3,000	3,000
01.3.340.7920	Fuel & Lubricants - Fuel - Propane	12 12	350 650	4,200 7,800	

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
				12,000	12,000
01.3.340.7930	Repairs & Maint. Vehicles & Equip				
	- vehicle repairs	1	5,000	5,000	
	- forklift	1	5,000	5,000	
	- balers	1	6,000	6,000	
	- cutter	1	1,000	1,000	
	- compressor, crushers, tec	1	3,500	3,500	
	- Bins	1	1,000	1,000	
				21,500	21,500
01.3.340.8010	Building Insurance				
	- Building	1	7,500	7,500	
	- 2011 Toyota forklift	2	90	180	
	- 2012 Gemini Baler	1	200	200	
	- 2014 Doosan Forklift	1	50	50	
	- 24/7 recycling station	1	470	470	
	- misc. - allowance	1	60	60	
				8,460	8,460
01.3.340.8230	Lease Interest				
	- Vehicle lease payment	1	385	385	
	- Baler Least interest	1	20	20	
	- New Toyota Fork lift	1	1,000	1,000	
				1,405	1,405
01.3.340.8240	Lease Principal				
	- Vehicle lease payment	12	722	8,660.70	
	- Baler Lease - Principal	1	3,871	3,871.30	
	- New Toyota Fork lift			8,664.00	
				21,196	21,196
01.3.340.8400	Transfer to Reserves				
	- allowance	1	64,000	64,000	64,000
01.4.340.9500	Minor equipment	1			



General Manager	CAO / Treasurer	Employees	Yes
Established		Manager	
Authority	Bylaw No. 582, 2014	Location	
Source of Funding	Taxation	Amendments	
Description	This function provides funding for the operations, maintenance and capital improvements for the Sandspit Community Hall and the two associated properties.		

In accordance from with Section 345(1)(a) of the Local Government Act:

1) Year 1 (2015) the maximum requisition is equal to the greater of \$15,000 or \$0.372 per \$1,000

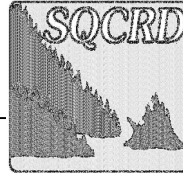
2) Year 2 (2016), the greater of \$16,200 or \$0.402 per \$1,000

3) For all subsequent years (2017+), the greater of \$17,500 or \$0.434 per \$1,000

Notes for 2018

Requisitions	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Adopted Budget	2018 Round 2 Budget	Change from 2017		Participation Ratios
						as \$	as %	
Electoral Area								
Electoral Area E	0	15,000	15,000	15,000	15,000	0	0.00%	100.00%
Net Taxes Levied	0	15,000	15,000	15,000	15,000	0	0.00%	100.00%
Limit by law	0	15,017	0	0	0			
Funding Remaining	0	-17	15,000	15,000	15,000			
Tax Rate \$ / 100,000								
Property Tax Class								
RESIDENTIAL [01]	0.00	2.22	2.15	2.18	2.16			
UTILITIES [02]	0.00	7.77	7.52	7.61	7.57			
MAJOR INDUSTRY [04]	0.00	7.55	7.30	7.40	7.35			
BUSINESS/OTHER [06]	0.00	5.55	5.37	5.44	5.41			
RECREATIONAL/NON PROFIT [08]	0.00	2.22	2.15	2.18	2.16			

Financial Plan



From Category: 100 To Category: 951

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

Tax Requisition Object : 5000

Variance : 2017 Amended Budget

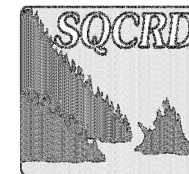
2018 Round 2 Budget

Account Code	Account Description	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Amended Budget	2018 Round 2 Budget	Variance \$	%	2019 Financial Plan	2020 Financial Plan	2021 Financial Plan	2022 Financial Plan
General Operating Fund												
General Revenue												
Sandspit Community Hall												
01-1-735-500C	Property tax requisitions	0	15,000	15,000	15,000	15,000	0	0.0	17,500	17,510	17,510	17,510
01-1-735-510C	Grant in lieu of taxes	0	100	100	100	100	0	0.0	100	100	100	100
01-1-735-680C	Other revenue	0	3,000	3,000	3,000	2,500	500	-16.7	3,000	3,000	3,000	3,000
01-1-735-880C	Transfer from surplus - sandspit cc	0	0	0	0	6,080	-6,080	0.0	0	0	0	0
	Total General Revenue	0	18,100	18,100	18,100	23,680	5,580	30.8	20,600	20,610	20,610	20,610
01-3-735-710C	Support services - sandspit commi	0	2,377	2,380	2,500	2,500	0	0.0	2,570	2,580	2,580	2,580
01-3-735-801C	Building insurance	0	2,800	2,800	2,800	3,000	200	7.1	2,800	2,800	2,800	2,800
01-3-735-802C	Utilities	0	4,495	4,500	4,500	4,500	0	0.0	4,600	4,700	4,700	4,700
01-3-735-803C	Building maintenance	0	1,100	3,000	3,000	3,000	0	0.0	3,300	3,500	3,500	3,500
01-3-735-809C	Repayment of deficit	0	598	0	0	0	0	0.0	0	0	0	0
01-3-735-870C	Contingency	0	4,328	10,680	10,680	10,680	0	0.0	7,330	7,030	7,030	7,030
01-3-735-880C	Prior year (surplus) / deficit	0	2,402	-5,260	-5,380	0	5,380	-100.0	0	0	0	0
	Total General Expense	0	18,100	18,100	18,100	23,680	5,580	30.8	20,600	20,610	20,610	20,610
	Sandspit Community Hall Surplus/Deficit	0	0	0	0	0	0	0.0	0	0	0	0

North Coast Regional District
Expenditure Detail Work Sheet - 2018

Fund Number **735**
Fund Description **Sandspit Comm Hall**

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
01.1.735.5000	Property Tax Requisitions - as calculated	1	(15,000)	(15,000)	(15,000)
01.1.735.5100	Grant in lieu of taxes -estimated	1	(100)	(100)	(100)
01.3.735.8800	Prior year (surplus) deficit				(6,080)
01.1.735.6800	Other Revenue				
	- hall rental	1	(2,000)	(2,000)	
	- fund raising	1	(500)	(500)	
				(2,500)	(2,500)
01.3.735.7100	Support Services - as calculated	1	2,500	2,500	2,500
01.3.735.8010	Building Insurance - estimated	1	3,000	3,000	3,000
01.3.735.8020	Utilities - estimated	1	4,500	4,500	4,500
01.3.735.8030	Building Maintenance - estimated	1	3,000	3,000	3,000
01.3.735.8700	Contingency				
	- liability insurance	1	2,100	2,100	
	- operating expenses	1	2,230	2,230	
	- transfer to reserve	1	1,090	1,090	
	- 2015 surplus	1	5,260	5,260	
				10,680	10,680

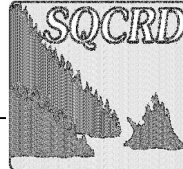


General Manager	CAO / Treasurer	Employees	No
Established		Manager	
Authority	Bylaw 469 - Service and 558 - Rates	Location	
Source of Funding	Parcel Tax; Fees and Charges	Amendments	Bylaw 469.1 - Service
Description	This Service is for the provision, distribution and treatment of water in the community of Sandspit.		
	Other applicable bylaws - #486 - Reserve; #517 Parcel Tax		

Notes for 2018

Requisitions	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Adopted Budget	2018 Round 2 Budget	Change from 2017		Participation Ratios
						as \$	as %	
Net Taxes Levied	0	0	0	0	0	0	0.00%	0.00%
Limit by law	0	0	0	0	0			
Funding Remaining	0	0	0	0	0			
Tax Rate \$ / 100,000	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Adopted Budget	2018 Round 2 Budget			
Property Tax Class								
RESIDENTIAL [01]	0.00	0.00	0.00	0.00	0.00			
UTILITIES [02]	0.00	0.00	0.00	0.00	0.00			
MAJOR INDUSTRY [04]	0.00	0.00	0.00	0.00	0.00			
BUSINESS/OTHER [06]	0.00	0.00	0.00	0.00	0.00			
RECREATIONAL/NON PROFIT [08]	0.00	0.00	0.00	0.00	0.00			

Financial Plan



From Category: 100 To Category: 951
 Account Code: ??-?-??-???? To : ??-?-??-????

Variance : 2017 Amended Budget
 2018 Round 2 Budget
 Tax Requisition Object : 5000

Account Code	Account Description	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Amended Budget	2018 Round 2 Budget	Variance \$	%	2019 Financial Plan	2020 Financial Plan	2021 Financial Plan	2022 Financial Plan
Water Operating												
General Revenue												
Sandspit Water												
02-1-810-520C	Parcel tax	46,800	50,000	50,000	50,000	50,000	0	0.0	50,000	50,020	50,020	50,020
02-1-810-540C	Grants conditional	10,000	10,000	10,000	10,000	10,000	0	0.0	0	0	0	0
02-1-810-602C	User fees - sandspit water	48,000	48,000	48,000	48,000	48,000	0	0.0	48,000	48,000	48,000	48,000
02-1-810-602I	Metering revenue	24,000	0	0	0	0	0	0.0	0	0	0	0
02-1-810-609E	Discounts for early payment	0	-3,000	-3,000	-3,000	-3,000	0	0.0	-3,000	-3,000	-3,000	-3,000
02-1-810-880C	Transfer from surplus - sandspit w:	0	0	0	0	21,330	-21,330	0.0	0	0	0	0
	Total General Revenue	128,800	105,000	105,000	105,000	126,330	21,330	20.3	95,000	95,020	95,020	95,020
02-2-810-841C	Transfer from reserve - sandspit w:	0	0	0	11,200	11,200	0	0.0	0	0	0	0
	Total Capital revenue	0	0	0	11,200	11,200	0	0.0	0	0	0	0
02-3-810-710C	Administration recovery	23,484	20,560	20,670	29,600	28,000	-1,600	-5.4	22,205	22,210	22,210	22,210
02-3-810-741C	Advertising & promotions	250	250	250	250	250	0	0.0	250	250	250	250
02-3-810-744C	Postage - sandpit water	520	405	410	410	410	0	0.0	405	410	410	410
02-3-810-748C	Office supplies - sandpit water	125	125	130	200	200	0	0.0	125	130	130	130
02-3-810-771C	Contracts - operations	0	36,000	36,000	36,000	36,000	0	0.0	36,000	36,000	36,000	36,000
02-3-810-772C	Professional fees	15,000	15,000	15,000	16,200	15,000	-1,200	-7.4	5,000	5,000	5,000	5,000
02-3-810-773C	Legal services	1,000	1,000	1,000	2,000	2,000	0	0.0	1,000	1,000	1,000	1,000
02-3-810-784C	Monitoring and testing	0	1,000	1,000	1,000	1,000	0	0.0	1,000	1,000	1,000	1,000
02-3-810-785C	Permits and licences	750	750	750	1,350	1,350	0	0.0	750	750	750	750
02-3-810-786C	Utilities	6,500	6,500	6,500	6,880	6,880	0	0.0	7,020	7,020	7,020	7,020
02-3-810-787C	Repairs & maintenance	0	7,000	7,000	7,000	7,000	0	0.0	7,000	7,000	7,000	7,000
02-3-810-788C	Water system supplies	0	7,000	7,000	9,300	9,300	0	0.0	7,000	7,000	7,000	7,000
02-3-810-788E	Small tools & minor equipment	0	500	500	1,000	1,000	0	0.0	500	500	500	500
02-3-810-801C	Building insurance	900	950	930	940	940	0	0.0	950	950	950	950
02-3-810-810C	Grants to other organizations	53,283	0	0	0	0	0	0.0	0	0	0	0
02-3-810-840C	Contribution to reserves	36,000	0	60,100	7,000	7,000	0	0.0	0	0	0	0
02-3-810-870C	Contingency	3,575	43,025	7,860	10,000	10,000	0	0.0	5,795	5,800	5,800	5,800
02-3-810-880C	Prior year (surplus) / deficit	-12,587	-35,065	-60,100	-22,930	0	22,930	-100.0	0	0	0	0
	Total General Expense	128,800	105,000	105,000	106,200	126,330	20,130	19.0	95,000	95,020	95,020	95,020
02-4-810-950C	Minor equipment - sandspit water	0	0	0	10,000	11,200	1,200	12.0	0	0	0	0
	Total Capital Expense	0	0	0	10,000	11,200	1,200	12.0	0	0	0	0
	Sandspit Water Surplus/Deficit	0	0	0	0	0	0	0.0	0	0	0	0

North Coast Regional District
Expenditure Detail Work Sheet - 2018

Fund Number **810**
Fund Description **Sandspit Water**

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
02.1.810.5200	Parcel Tax - same as prior year	1	(50,000)	(50,000)	(50,000)
02.1.810.5400	Grants Conditional - Infrastructure Planning Grant	1	(10,000)	(10,000)	(10,000)
02.1.810.6020	User Fees - Sandspit Water - annual user fees - same as prior year	1	(48,000)	(48,000)	(48,000)
02.1.810.6095	Discounts for Early Payment - based on prior year	1	3,000	3,000	3,000
02.1.810.8800	Prior Year (surplus) deficit	1	(21,330)	(21,330)	(21,330)
02.4.810. 8410	Transfer from reserve - Adding additional pipe	1	(11,200)	(11,200)	(11,200)
02.1.810.6800	Other Revenue				
02.3.810.7100	Administration Recovery - as calculated	1	28,000	28,000	28,000

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
02.3.810.7410	Advertising & Promotions - parcel tax review panel advertising	1	250	250	250
02.3.810.7420	Bad Debts/Write-offs				
02.3.810.7440	Postage - Sandspit water billing allocation	1	410	410	410
02.3.810.7480	Office Supplies - billing paper	1	200	200	200
02.3.810.7710	Contracts - Operations - water operator contract	1	36,000	36,000	36,000
02.3.810.7720	Professional Fees - allowance for engineering etc.	1	15,000	15,000	15,000
02.3.810.7730	Legal Services - allowance	1	2,000	2,000	2,000
02.3.810.7840	Monitoring and Testing - testing	1	1	1,000	1,000
02.3.810.7850	Permits & Licenses - sandspit water reservoir	1	600	600	
	- water license	1	150	150	

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
02.3.810.7860	- well water license	3	200	600	1,350
				1,350	
	Utilities				6,880
	- hydro	1	6,550	6,550	
	- hydro increase	6,550	0	328	
				6,878	
02.3.810.7870	Repairs and Maintenance				7,000
	- allowance	1	7,000	7,000	
02.3.810.7880	Water System Supplies				9,300
	- water system parts	1	8,300	8,300	
	- allowance	1	1,000	1,000	
				9,300	
02.3.810.7885	Small Tools & Minor Repairs				1,000
	- allowance	1	1,000	1,000	
02.3.810.8010	Building Insurance				940
	- pumphouse 5	1	140	140	
	- pumphouse 7	1	120	120	
	- pumphouse 9	1	120	120	
	- reservoir	1	560	560	
				940	
02.3.810.8100	Grants to Other Organizations				
02.3.810.8400	Contributions to Reserves				7,000
	- 2015 surplus	1	7,000	7,000	

Account Number	Description	No of Units	Unit Cost	Sub Total	Total
02.3.810.8700	Contingency - allowance	1	10,000	10,000	10,000
02-4-810-9500	Minor Equipment- Sandspit Water	1	11,200	11,200	11,200

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