



REGIONAL DISTRICT OF NANAIMO

2022-2026 PROVISIONAL FINANCIAL PLAN

December 2, 2021 Committee of the Whole



RDN Budget Overall

- Tax requisition increase of \$7.6 million in 2022
- Items contributing to this increase are:
 - Carry forward surplus decrease of \$5.9 million
 - Changed service levels \$3.3 million
 - Changes within service levels \$2.8 million

Requisition Comparison

Changed service levels			
Legislative Services		774,279	Implementation of Network Security Program Review Recommendations (\$303,367), Information Management Program (IM) enhancement (\$164,101), physical security assessment (\$75,000), enhanced onsite security coverage (\$25,681), facility space planning (\$50,000), building condition assessment (\$10,000), Sustainable Procurement Policy (\$75,000), and Asset Management (\$71,130)
Feasibility Studies/Referendums		148,867	Electoral Area F Governance Study (\$138,867) and new transfer to feasibility reserve in Area C (\$10,000)
EA Planning		210,000	Bylaw 500 update and review (\$110,000) and agricultural area plan update and review (\$100,000)
Area A Recreation		118,945	Re-establishment of recreation services in Area A including recreation programmer
Regional Parks Operations		302,000	Operating impacts related to Qualicum to ACRD Trail project and Tree Fire Risk and Invasive Species Management Policy
Southern Wastewater Treatment		195,970	Operating impact related to Nanaimo Pollution Control Centre and capital program approved by the Board
Northern Wastewater Treatment		410,575	Capital and operating impact of French Creek Pollution Control Centre expansion project and increased contributions to reserves for future capital projects
DWWP		140,000	Regional rainwater management, quantifying watershed natural assets, and ecosystem services
Solid Waste Management		122,046	Implementation of new solid waste management plan programs approved by the Board
Southern Community Transit		896,400	5,000 conventional hours and 2,000 custom hours proposed service expansion effective September 2022 as part of overall 27,500 service hours expansion over 3 years and building reserve for future expansions
		5.1%	3,319,082

Requisition Comparison

Changes within existing service levels			
Electoral Areas Admin/Building Policy & Advice		205,767	Impact of inflation and adjustment for share of bylaw enforcement and building inspection services
EA Planning		410,302	Impact of inflation, additional staffing, and property management software updating costs
Community and Regional Parks Operations		570,923	Morden Colliery Bridge feasibility study, additional staffing and transfers to reserves for future capital projects
Economic Development - Southern Community		127,847	Impact of prior year tax requisition refund to Areas A and C
Ravensong Aquatic Centre		280,462	Increase in contributions to reserves for planned expansion in 2023
Oceanside Place		80,490	2022 costs returning to pre-pandemic operational levels
Northern Community Recreation		323,048	Temporary recreation programmer and inclusion worker and increased program costs
Northern Wastewater Treatment		130,578	Increase in operating costs related to general inflation, additional staffing, and transfer to reserves for future capital projects
Southern Community Transit		336,148	General operating cost increases and inflationary impact
Other increases/decreases		418,666	Cumulative other changes over 106 services
	4.4%	2,884,231	

Regional Community Utilities

REGIONAL & COMMUNITY UTILITIES

	2020 FINAL	2021 FINAL	2022 Preliminary Nov 23 2021	change from 2021 \$	change from 2021 %
Southern Wastewater Treatment	\$9,331,920	\$9,798,516	\$10,288,442	\$489,926	5.0%
Northern Wastewater Treatment	4,193,615	4,352,605	4,893,573	540,968	12.4%
Liquid Waste Management Planning	180,458	185,872	197,024	11,152	6.0%
Drinking Water/Watershed Protection	835,428	842,508	986,286	143,778	17.1%
Solid Waste Management & Disposal	1,080,056	1,220,463	1,379,123	158,660	13.0%
EV Charging Stations			10,118	10,118	NEW
	\$15,621,477	\$16,399,964	\$17,754,566	\$1,354,602	

LOCAL SERVICE AREA TAX REVENUES

Duke Point Wastewater Treatment	270,085	302,495	338,795	36,300	12.0%
Northern Community Wastewater - other benefitting areas	1,067,475	1,118,929	1,264,034	145,105	13.0%
Streetlighting Service Areas	106,234	106,896	100,584	(6,312)	(5.9%)
Stormwater Management	10,440	10,649	10,968	319	3.0%
Utility Services	4,795,988	5,124,192	5,657,270	533,078	10.4%
	\$6,250,222	\$6,663,161	\$7,371,651	\$708,490	
	\$21,871,699	\$23,063,125	\$25,126,217	\$2,063,092	

Regional Community Utilities

Southern Wastewater Treatment (\$489,926)

- Operating impact related to NPCC and capital program approved by the Board (\$195,970)
- Reduction in Transfer from appropriated surplus (\$350,000)

Northern Wastewater Treatment (\$540,968)

- Capital and operating impact of French Creek Pollution Control Centre expansion project and increased contributions to reserves for future capital projects (\$410,575)
- Increase in operating costs related to general inflation, additional staffing and transfer to reserves for future capital projects (\$130,393)

Regional Community Utilities

Regional Parcel Tax – Drinking Water (\$143,778)

- Regional rainwater management, quantifying watershed natural assets and ecosystem services
- Bylaw 1556.05 is attached to staff report, will be sent to Inspector of Municipalities for approval prior to adoption

Solid Waste Management (\$158,660)

- Implementation of new solid waste management plan programs approved by the Board (\$122,046)

Regional Community Utilities

	2020 FINAL	2021 FINAL	2022 Preliminary Nov 23 2021	change from 2021 \$	change from 2021 %
WATER UTILITIES					
Nanoose Peninsula (Area E)	1,095,106	1,204,617	1,385,310	180,693	15.0%
Driftwood (Area E)	5,911	5,910	5,941	31	0.5%
Surfside (Area G)	18,611	19,542	20,519	977	5.0%
French Creek (Area G)	98,210	108,031	118,834	10,803	10.0%
Englishman River Community (Area G)	42,285	43,554	52,265	8,711	20.0%
Whiskey Creek Water (Area F)	112,119	116,604	122,434	5,830	5.0%
San Pareil Water (Area G)	180,065	169,457	177,930	8,473	5.0%
San Pareil Water (Fire Improvements Debt Levy)	73,935	73,935	74,306	371	0.5%
Melrose Place (Area F)	25,430	28,990	36,238	7,248	25.0%
Decourcey Water (Area A)	10,401	10,817	12,984	2,167	20.0%
Nanoose Bulk Water (Area E)	1,182,521	1,217,997	1,242,357	24,360	2.0%
French Creek Bulk Water (Area G)	4,320	4,320	4,320	0	0.0%
Westurne Heights Water	21,698	22,132	27,833	5,701	25.8%
	2,870,612	3,025,906	3,281,271	255,365	
SEWAGE COLLECTION UTILITIES					
Hawthorne Rise Debt Levy	9,941	9,940	9,991	51	0.5%
Reid Road Debt Levy	3,624	3,624	3,642	18	0.5%
French Creek (Area G)	831,653	898,185	1,014,949	116,764	13.0%
Fairwinds (Area E)	705,687	810,099	930,000	119,901	14.8%
Surfside Sewer (Area G)	25,044	26,797	30,280	3,483	13.0%
Pacific Shores (Area E)	80,999	83,429	86,766	3,337	4.0%
Barclay Crescent (Area G)	156,607	158,851	182,676	23,825	15.0%
Cedar Sewer Service (Operating) (Area A)	31,727	34,899	40,134	5,235	15.0%
Cedar Sewer Service (Capital Financing) (Area A)	80,094	72,462	77,561	5,099	7.0%
	1,925,376	2,098,286	2,375,999	277,713	
TOTAL UTILITY PARCEL TAX REVENUES	4,795,988	5,124,192	5,657,270	533,078	
Change from previous year	6.2%	6.8%	10.4%		

Recreation and Parks

Ravensong (\$280,462)

- Increase in contribution to reserve for planned expansion in 2023 (\$130,574)
- Surplus Carryforward reduction (\$278,000)
- COVID Grant of \$374,000 is not available in 2022 but operating revenues are projected to more than offset this

Northern Community Recreation (\$323,048)

- Temporary recreation programmer and inclusion worker and increased program costs (\$106,000)
- Increased costs associated with moving towards pre pandemic service levels

Recreation and Parks

	2020 FINAL	2021 FINAL	2022 Preliminary Nov 23 2021	change from 2021 \$	change from 2021 %
RECREATION & PARKS					
Ravensong Aquatic Centre	\$2,670,620	\$2,804,620	\$3,085,082	\$280,462	10.0%
Oceanside Place	1,963,838	2,007,669	2,088,159	80,490	4.0%
Northern Community Recreation	1,583,415	1,214,249	1,537,297	323,048	26.6%
Gabriola Island Recreation	110,305	109,699	123,709	14,010	12.8%
Area A Recreation & Culture	231,385	233,699	257,123	23,424	10.0%
Port Theatre/Cultural Centre Contribution	94,973	95,464	96,094	630	0.7%
Regional Parks - operating	1,617,676	1,811,797	2,389,382	577,585	31.9%
Regional Parks - acquisition & capital	1,392,380	1,404,180	1,408,980	4,800	0.3%
Electoral Areas Community Parks	1,622,412	1,664,814	1,960,152	295,338	17.7%
	\$11,287,004	\$11,346,191	\$12,945,978	\$1,599,787	
GENERAL TAXATION FOR OTHER JURISDICTIONS					
Southern Community Recreation	1,432,318	1,271,458	1,374,487	103,029	7.5%
Northern Community Sportsfield Agreement	330,970	315,833	331,096	15,263	4.6%
	\$1,763,288	\$1,587,291	\$1,705,583	\$118,292	
Total	\$13,050,292	\$12,933,482	\$14,651,561	\$1,718,079	

Recreation and Parks

EA A Recreation and Culture (\$23,424)

- Reestablishment of recreation services in EA A including recreation programmer (\$118,945)
- Offset by reduction in Contribution to Reserve funds

Regional Parks Operations (\$577,585)

- Operating impacts related to Qualicum to ACRD Trail project and Tree Fire Risk and Invasive Species Management Plan (\$302,000)
- Parks Technician Position (\$105,080)
- Surplus Carryforward reduction (\$244,000)

Recreation and Parks

Community Parks

- Land Management Parks Planner
- Tree Fire Risk and Invasive Species Management Plan
- Change in Contribution to Reserves, for some EAs

Southern Community Recreation (103,659)

- City of Nanaimo Recreation and Sportsfields (\$60,000)
- Extension and District Recreation Commission insurance (\$3,000) and Rollo McClay Ball Field Dugout repairs (\$40,000)

Transit and Emergency Services

TRANSIT & EMERGENCY SERVICES

	2020 FINAL	2021 FINAL	2022 Preliminary Nov 23 2021	change from 2021 \$	change from 2021 %
Southern Community Transit	\$10,341,669	\$11,204,978	\$12,437,526	\$1,232,548	11.0%
Northern Community Transit	1,364,499	1,500,949	1,681,064	180,115	12.0%
Descanso Bay Emergency Wharf	15,692	15,535	17,490	1,955	12.6%
Gabriola Transit contribution	139,470	143,002	149,211	6,209	4.3%
Gabriola Taxi Saver	7,168	0	8,705	8,705	100.0%
Emergency Planning	382,115	393,578	405,385	11,807	3.0%
District 68 Search & Rescue	48,129	54,930	53,312	(1,618)	(2.9%)
District 69 Marine Search & Rescue	8,000	9,000	17,700	8,700	96.7%
District 69 Land Search & Rescue	10,500	10,500	10,272	(228)	(2.2%)
Southern Restorative Justice/Victim Services	16,500	21,500	21,420	(80)	(0.4%)
Northern Community Justice	152,033	165,498	115,141	(50,357)	(30.4%)
	\$12,485,775	\$13,519,470	\$14,917,226	\$1,397,756	
GENERAL TAXATION FOR OTHER JURISDICTIONS					
SD 68 Emergency 911	168,848	162,226	127,921	(34,305)	(21.1%)
SD 69 Emergency 911	723,896	656,131	682,899	26,768	3.9%
	\$892,744	\$818,357	\$810,820	(\$7,537)	
FIRE PROTECTION	\$5,066,316	\$5,320,012	\$5,821,507	\$501,495	
Total	\$18,444,835	\$19,657,839	\$21,549,553	\$1,891,714	

Transit and Emergency Services

Southern Community Transit (\$1,232,548)

- Service Expansion for Conventional and Custom (\$896,400)
- General operating cost increases and inflationary impact (\$336,148)

Northern Community Transit (\$180,115)

- Interdepartmental charge from Southern Community Transit for:
 - 2023 Expansion 2,600 hours of 20,000 hours allocated to the North
 - 2025 Expansion 2,600 hours of 20,000 hours allocated to the North

Transit and Emergency

FIRE PROTECTION

	2020 FINAL	2021 FINAL	2022 Preliminary Nov 23 2021	change from 2021 \$	change from 2021 %
Nanaimo River Fire (Area C)	\$17,792	\$17,797	\$17,262	(\$535)	(3.0%)
Coombs-Hilliers Fire Volunteer (Area F)	607,527	631,828	735,761	103,933	16.4%
Errington Fire Volunteer (Area F, G)	742,928	794,933	864,484	69,551	8.7%
Nanoose Bay Fire Volunteer (Area E, G, F)	932,491	966,141	979,675	13,534	1.4%
Dashwood Fire Volunteer (Area F, G, H)	812,750	845,260	918,442	73,182	8.7%
Dashwood Fire Hall (Area F, G, H)		50,000	14,630	(35,370)	(70.7%)
Meadowood Fire (Area F)	139,858	46,701	89,158	42,457	90.9%
Extension Fire Volunteer (Area C)	192,200	203,732	230,989	27,257	13.4%
Bow Horn Bay (Area H)	468,968	554,313	645,304	90,991	16.4%
Cassidy Waterloo Fire Contract (Area A, C)	210,640	225,385	241,162	15,777	7.0%
Wellington Fire Contract (Area C - Pleasant Valley)	95,232	95,765	130,207	34,442	36.0%
Parksville (Local) Fire Contract (Area G)	146,103	146,193	166,651	20,458	14.0%
French Creek Fire Contract (Area G)	699,827	741,964	787,782	45,818	6.2%
	\$5,066,316	\$5,320,012	\$5,821,507	\$501,495	

Planning and Development

PLANNING AND DEVELOPMENT

Electoral Area Community & Long Range Planning
 Regional Growth Strategy
 Economic Development - Southern Community
 Economic Development - Northern Community

Bylaw Enforcement

Animal Control - Area A, B, C, Lantzville
 Animal Control Area E, G, H
 Animal Control Area F
 Hazardous Properties
 Unightly Premises
 Noise Control

	2020 FINAL	2021 FINAL	2022 Preliminary Nov 23 2021	change from 2021 \$	change from 2021 %
Electoral Area Community & Long Range Planning	\$1,823,187	\$1,923,463	\$2,543,765	\$620,302	32.2%
Regional Growth Strategy	947,980	921,334	942,135	20,801	2.3%
Economic Development - Southern Community	65,000	(62,847)	65,000	127,847	203.4%
Economic Development - Northern Community	39,486	(51,237)	0	51,237	100.0%
Bylaw Enforcement					
Animal Control - Area A, B, C, Lantzville	52,817	54,875	62,004	7,129	13.0%
Animal Control Area E, G, H	89,869	94,996	102,420	7,424	7.8%
Animal Control Area F	25,000	25,265	34,469	9,204	36.4%
Hazardous Properties	22,311	18,251	26,830	8,579	47.0%
Unightly Premises	12,658	13,202	24,511	11,309	85.7%
Noise Control	74,060	73,730	125,997	52,267	70.9%
	\$3,152,368	\$3,011,032	\$3,927,131	\$916,099	

Planning and Development

Electoral Area Community Planning (\$520,302)

- Board direction - remove \$100,000 for Agricultural Plan
- Surplus Carryforward reduction (\$118,000)
- Bylaw 500 update and review (\$110,000)
- Interdepartmental Mapping increase (\$55,000)
- Bylaw interdepartmental (\$85,000)
- Admin Building Allocation (\$152,000)

Planning and Development

Noise Control (\$52,267)

Bylaw 1045.01, 1081.01 and 1053.01 attached to the Staff Report required to be sent to Inspector of Municipalities prior to adoption

	Tax Requisition	Surplus Carry Forward Reduction	Bylaw Enforcement Interdepartmental
EA A	\$ 10,412	\$ 3,430	\$ 6,567
EA B	10,821	4,007	6,567
EA C	12,311	545	6,567
EA E	10,521	2,380	6,567
EA G	8,202	1,331	6,567
	\$ 52,267	\$ 11,693	\$ 32,835

Corporate Services

CORPORATE SERVICES

Legislative Services
 House Numbering
 Electoral Areas Admin/Building Policy & Advice
 Community Grants
 Feasibility Studies/Referendums

GENERAL TAXATION FOR OTHER JURISDICTIONS

Vancouver Island Regional Library

Total

	2020 FINAL	2021 FINAL	2022 Preliminary Nov 23 2021	change from 2021 \$	change from 2021 %
Legislative Services	\$2,804,454	\$2,870,472	\$3,439,475	\$569,003	19.8%
House Numbering	20,613	20,410	20,395	(15)	(0.1%)
Electoral Areas Admin/Building Policy & Advice	706,915	699,661	905,428	205,767	29.4%
Community Grants	(384,963)	115,813	127,259	11,446	9.9%
Feasibility Studies/Referendums	130,000	97,750	246,617	148,867	152.3%
	\$3,277,019	\$3,804,106	\$4,739,174	\$935,068	
Vancouver Island Regional Library	2,390,638	2,441,200	2,514,435	73,235	2.9%
Total	\$5,667,657	\$6,245,306	\$7,253,609	\$1,008,303	

Corporate Services

Legislative Services (Administration) - \$569,003

- Implementation of Network Security Program Review Recommendations (\$303,367)
- Information Management Program enhancement (\$164,101)
- Physical Security Assessment (\$75,000)
- Enhanced onsite security coverage (\$25,281)
- Facility space planning (\$50,000)
- Building condition assessment (\$10,000)
- Sustainable Procurement Policy (\$75,000)
- Asset Management (\$71,130)

Corporate Services

Electoral Area Administration/Building Policy & Advice (\$205,767)

- Electoral Area Director remuneration and communication allowances, annual dues and travel for Electoral Area Directors to attend conferences, \$750 allowance per Director for public consultation, cost of elections
- For Building Policy and Advice, clerical, office operations, legal, shared vehicle with inspection services
- Impact of inflation and adjustment for share of bylaw enforcement and building inspection services
 - Surplus Carry forward reduction (\$134,000)
 - Contribution toward vehicle purchase (\$29,000)
 - 50% of recommended permanent building clerk position (\$40,000)

Corporate Services

- Administrative Cost Allocations have been in place for a number of years
- For 2022, the Board has formalized the policy framework
- On the revenue side, Corporate Services has increase in
 - Interdepartmental Recoveries (\$914,424)
 - Miscellaneous Revenue (\$800,000)
- On the expense side,
 - All service areas have Administration which increases as it is calculated as a percentage on prior years budget
 - For 2022, it is based on 2021 budget and 2021 budget is higher than 2020 budget resulting in an increase
 - For services that are administered through the RDN administration building
 - Admin Building Allocation appears in Building Ops expense or through interdepartmental charges in 2022 for the first year

Corporate Services

Incremental Changes in Corporate Services:

Tax Requisition Increase	\$1.0 million
Admin Allocation Recovery increase	\$1.7 million
Surplus Carryforward decrease	\$1.4 million
Staffing and Service Level Changes	\$1.1 million
Contribution to reserve increase	\$0.2 million

Next Steps

2022-2026 Financial Plan Amendment is set for February once the following data is received:

- 2022 Assessment
 - 2021 Actuals
 - Final Parcel Count
 - Population Census data (Expected February 9)
 - Englishman River & Arrowsmith Water Service Joint Ventures
 - External costs for other jurisdictions - Northern Community Sports Field Agreement, Southern Community Recreation, 911
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- December 14: Provisional Financial Plan Adoption
 - February 8: Updated Financial Plan presentation
 - February 22: Financial Plan Amendment Bylaw Adoption

Questions?