

2024-2028
Financial Planning
Core Services
Finance & Administration



		Requisition Budget	2023 Actual	2024 PB	2025 FP	2026 FP	2027 FP	2028 FP
Established:	26-Feb-01							
Authority:	Local Govt Act Sec 338; Board Policy Feb 26/01.							
Amendments:								
Purpose:	Municipal legislative administration							
Participants:	Courtenay, Comox, Cumberland							
Maximum Levy:	No stated limit.							
2024 Maximum:	\$0							
		Municipal Members						
		Comox	187,997	186,067	196,242	202,057	206,418	209,325
		Courtenay	393,062	395,758	417,401	429,769	439,044	445,228
		Cumberland	58,940	58,175	61,356	63,174	64,538	65,447
			\$640,000	\$640,000	\$675,000	\$695,000	\$710,000	\$720,000
		Change from Previous year		\$0	\$35,000	\$20,000	\$15,000	\$10,000
		Residential Tax Rate Estimate	0.0348	0.0348	0.0367	0.0377	0.0386	0.0391
		(per \$1,000 of assessed value)						

Estimates are based on 2024 Completed Roll at Proposed Budget January 2024

Year over Year Change

Revenue and Expenses by Category

100 - Member Municipality Administration

	2023 Budget	2024 Budget	Change	Explanation for Increase (+) or Decrease (-)
Revenues				
Grants in lieu	15,000	15,000	0	
Taxation	640,000	640,000	0	
Transfers from Reserve	0	48,698	48,698	Reserves brought in to keep requisition flat
Prior Year Surplus	49,003	19,000	(30,003)	Prior year surplus brought in to keep requisition flat
Total Revenue	<u>704,003</u>	<u>722,698</u>	<u>18,695</u>	
Expenses				
Support Services	109,091	124,378	15,287	Increased allocation in 2024
Personnel costs	566,910	571,683	4,773	Wage and salary escalation
Materials, Supplies and Utilities	9,766	10,798	1,032	Meeting expense (+1.5K), Office (-500)
Contract and General Services	11,829	15,839	4,010	Legal fees (+4K)
Transfer to Reserve	6,407	0	(6,407)	No contributions as reserve being drawn on
Total Expense	<u>704,003</u>	<u>722,698</u>	<u>18,695</u>	

CVRD 5 Year Operating Budget by Service

Functions: 100

Objects: Multiple

Account Code	Account Description	2023 Actual	2023 Budget	2024 Budget	2025 Financial	2026 Financial	2027 Financial	2028 Financial
01 - General Revenue Fund								
100 - Member Municipality Administration								
Revenues								
100 - Member Municipality Administration								
01-1-100-009	Gil Local Govt	0	15,000	15,000	15,000	15,000	15,000	15,000
01-1-100-020	Reqn Municipal	640,000	640,000	640,000	675,000	695,000	710,000	720,000
01-1-100-145	Transfer from Reserve	0	0	48,698	47,658	51,534	50,653	54,186
01-1-100-150	Surplus Prior Year	49,038	49,003	19,000	0	0	0	0
100 - Member Municipality Administration		689,038	704,003	722,698	737,658	761,534	775,653	789,186
Revenues								
		689,038	704,003	722,698	737,658	761,534	775,653	789,186
Expenses								
100 - Member Municipality Administration								
01-2-100-200	Support Services	109,091	109,091	124,378	124,378	124,378	124,378	124,378
01-2-100-220	Salaries & Wages	290,828	271,707	257,375	269,042	280,646	288,973	297,547
01-2-100-221	Directors Remuneration	173,347	203,654	211,276	215,398	219,521	223,821	228,250
01-2-100-225	Benefits	61,911	77,450	84,212	87,712	91,194	93,692	96,264
01-2-100-228	Honorarium	0	0	5,000	5,000	5,000	5,000	5,000
01-2-100-237	Employer Health Tax	9,026	6,714	6,433	6,726	7,016	7,225	7,437
01-2-100-238	WCB	5,847	7,385	7,387	7,722	8,055	8,294	8,540
01-2-100-266	Deliveries/Transportation	0	100	100	100	100	100	100
01-2-100-284	Meeting Expense	7,228	3,500	5,000	5,000	5,000	5,000	5,000
01-2-100-293	Office Expenses	228	1,500	1,000	1,000	1,000	1,000	1,000
01-2-100-314	Telephone & Alarm Lines	1,327	1,366	1,398	1,431	1,465	1,500	1,500
01-2-100-319	Training/Development & Conferences	1,728	1,200	1,200	1,200	1,200	1,200	1,200
01-2-100-320	Travel	1,249	2,000	2,000	2,000	2,000	2,000	2,000
01-2-100-335	Advertising	0	100	100	100	100	100	100
01-2-100-353	Public Relations	151	500	500	500	500	500	500
01-2-100-369	Insurance Liability	398	329	339	349	359	370	370
01-2-100-381	Legal Fees	34,072	1,000	5,000	5,000	5,000	5,000	5,000
01-2-100-387	Other Prof Fees	5,288	10,000	10,000	5,000	9,000	7,500	5,000
01-2-100-489	Reserve Contr Other	6,407	6,407	0	0	0	0	0
100 - Member Municipality Administration		708,126	704,003	722,698	737,658	761,534	775,653	789,186
Expenses								
		(708,126)	(704,003)	(722,698)	(737,658)	(761,534)	(775,653)	(789,186)
100 - Member Municipality Administration								
		(19,088)	0	0	0	0	0	0
01 - General Revenue Fund								
		(19,088)	0	0	0	0	0	0

		Requisition Budget	2023 Actual	2024 PB	2025 FP	2026 FP	2027 FP	2028 FP
Established:	21-Apr-66							
Authority:	LGA Sec 338 (a) /SLP							
Amendments:								
Purpose:	General administration							
Participants:	Courtenay, Comox, Cumberland, Electoral Areas A, B, C							
Maximum Levy:	No stated limit.							
2024 Maximum:	\$0							
		Electoral Areas						
		Area A	39,296	26,391	26,391	26,391	26,391	26,391
		Area B	28,459	19,641	19,641	19,641	19,641	19,641
		Area C	34,950	24,496	24,496	24,496	24,496	24,496
		Municipal Members						
		Comox	44,780	30,405	30,405	30,405	30,405	30,405
		Courtenay	93,477	64,561	64,561	64,561	64,561	64,561
		Cumberland	14,039	9,506	9,506	9,506	9,506	9,506
			\$255,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000
		Change from Previous year		(\$80,000)	\$0	\$0	\$0	\$0
		Residential Tax Rate Estimate	0.0082	0.0056	0.0056	0.0056	0.0056	0.0056
		(per \$1,000 of assessed value)						

Estimates are based on 2024 Completed Roll at Proposed Budget January 2024

Year over Year Change

Revenue and Expenses by Category

110 - Administration and General Government

	2023 Budget	2024 Budget	Change	Explanation for Increase (+) or Decrease (-)
Revenues				
Grants in lieu	56,200	56,200	0	
Taxation	255,000	175,000	(80,000)	Decrease of 31.4%
Other Revenue	2,000	17,000	15,000	Courtenay substance use strategy funding (+15K)
Government Grants	500,000	180,000	(320,000)	Community works (-175K), Health network (-140K)
Investment Income	150,000	800,000	650,000	Reflecting increase in interest rates
Transfers from Reserve	128,337	0	(128,337)	No withdrawal from reserve in 2024
Prior Year Surplus	706,649	655,000	(51,649)	Reduced reliance on prior surplus at preliminary
Recoveries from Other Functions	5,620,641	6,207,064	586,423	Support services recovery increase with staffing
Total Revenue	7,418,827	8,090,264	671,437	
Expenses				
Personnel costs	3,727,204	4,785,300	1,058,096	FTE up 5.82
Grants to other organizations	270,000	45,000	(225,000)	Grants to H.I. Arts Center (-175K), CVCHN (-25K)
Materials, Supplies and Utilities	1,171,353	1,325,687	154,334	Software (82.8K), Training (+34K), Advertising (+20K)
Contract and General Services	1,045,172	1,063,013	17,841	Professional fees (+16.1K)
Debt Charges	419,188	419,188	0	
Transfer to Reserve	657,655	395,421	(262,234)	Capital works (-318K), Internal carbon (+54.8K)
Transfer to Other Services	52,205	2,205	(50,000)	Transfer from IT to sewer in 2023 (-50K)
Minor Capital	76,050	54,450	(21,600)	Front counter reno (-15K), Storage expansion (-7.5K)
Total Expense	7,418,827	8,090,264	671,437	

CVRD 5 Year Operating Budget by Service

Functions: Multiple

Objects: Multiple

Account Code	Account Description	2023 Actual	2023 Budget	2024 Budget	2025 Financial	2026 Financial	2027 Financial	2028 Financial
01 - General Revenue Fund								
110 - Administration and General Government								
Revenues								
110 - Administration and General Government								
01-1-110-005	Gil Fed Govt	0	200	200	200	200	200	200
01-1-110-008	Gil Prov Govt Agencies	60,065	51,000	51,000	52,000	52,000	53,000	45,000
01-1-110-009	Gil Local Govt	0	5,000	5,000	5,000	5,000	5,000	2,000
01-1-110-013	Fed Gas Tax Funding	0	175,000	0	0	0	0	0
01-1-110-015	Grant Prov Govt Uncond	160,000	160,000	160,000	160,000	160,000	160,000	160,000
01-1-110-016	Grant Prov Govt Conditional	4,582,000	165,000	20,000	0	0	0	0
01-1-110-019	Reqn Elect/Spec Prov Govt	102,704	102,704	70,528	70,528	70,528	70,528	70,528
01-1-110-020	Reqn Municipal	152,296	152,296	104,472	104,472	104,472	104,472	104,472
01-1-110-022	Cond Transfers - Local Govt Other	20,000	0	15,000	15,000	15,000	0	0
01-1-110-057	Rental/Lease Buildings	4,800	0	0	0	0	0	0
01-1-110-120	Interest On Investments	1,546,660	150,000	800,000	800,000	800,000	800,000	800,000
01-1-110-128	Other Revenue	4,181	2,000	2,000	2,000	2,000	2,000	2,000
01-1-110-133	Recoveries - Other	385,783	352,600	431,773	433,648	435,758	436,900	438,074
01-1-110-135	Recoveries-Other Functions	5,052,626	5,268,041	5,272,759	5,911,112	5,964,691	6,264,817	6,454,315
01-1-110-145	Transfer from Reserve	0	128,337	0	0	0	0	0
01-1-110-150	Surplus Prior Year	702,393	706,649	715,000	0	0	0	0
110 - Administration and General Government		12,773,508	7,418,827	7,647,732	7,553,960	7,609,649	7,896,917	8,076,589
114 - Project Management Office								
01-1-114-135	Recoveries-Other Functions	0	0	502,532	430,853	398,094	410,755	423,757
114 - Project Management Office		0	0	502,532	430,853	398,094	410,755	423,757
Revenues		12,773,508	7,418,827	8,150,264	7,984,813	8,007,743	8,307,672	8,500,346
Expenses								
111 - Administration - Management Services								
01-2-111-214	Grants Cond Local Agencies	220,000	270,000	45,000	40,000	40,000	25,000	25,000
01-2-111-220	Salaries & Wages	24,324	23,070	26,089	27,516	29,122	29,991	30,886
01-2-111-225	Benefits	5,058	5,958	7,827	8,255	8,737	8,997	9,266
01-2-111-228	Honorarium	2,834	0	0	0	0	0	0
01-2-111-231	Business Use Auto Premium	84	0	0	0	0	0	0
01-2-111-237	Employer Health Tax	478	573	652	688	728	750	772
01-2-111-238	WCB	620	630	749	790	836	861	886
01-2-111-246	Bank Charges	11	5,000	5,000	5,000	5,000	5,000	5,000

CVRD 5 Year Operating Budget by Service

Functions: Multiple

Objects: Multiple

Account Code	Account Description	2023 Actual	2023 Budget	2024 Budget	2025 Financial	2026 Financial	2027 Financial	2028 Financial
01-2-111-284	Meeting Expense	10,521	33,250	24,812	22,000	22,000	22,000	22,000
01-2-111-290	Miscellaneous	100	0	0	0	0	0	0
01-2-111-293	Office Expenses	2,579	2,500	2,125	2,000	2,000	1,500	1,500
01-2-111-314	Telephone & Alarm Lines	1,256	1,250	1,282	1,316	1,351	1,387	1,424
01-2-111-319	Training/Development & Conferences	6,386	22,000	20,125	19,500	19,500	19,500	12,000
01-2-111-320	Travel	8,138	13,550	15,188	12,200	15,000	14,000	16,500
01-2-111-335	Advertising	235	1,000	1,000	1,000	1,000	1,000	1,000
01-2-111-340	Dues And Memberships	484	1,200	1,200	1,200	1,200	1,200	1,200
01-2-111-347	Library/Publications	30,620	200	200	200	200	200	200
01-2-111-353	Public Relations	15,251	12,500	12,500	12,500	12,500	12,500	12,500
01-2-111-354	Education Programs Public	7	0	0	0	0	0	0
01-2-111-369	Insurance Liability	6,731	6,819	7,024	7,235	7,452	7,676	8,541
01-2-111-372	Insurance Property	16,311	8,773	9,036	9,307	9,586	9,874	10,170
01-2-111-381	Legal Fees	15,125	15,000	15,000	15,000	15,000	15,000	15,000
01-2-111-385	Gis Services	49	0	0	0	0	0	0
01-2-111-387	Other Prof Fees	146,637	296,750	241,000	146,750	149,750	146,750	149,750
01-2-111-424	Rental/Lease - Land	22,187	20,000	22,500	22,500	22,500	22,500	22,500
01-2-111-458	Fuel/Lubricants Vehicle	1,662	3,000	3,000	3,000	3,000	3,000	3,000
01-2-111-461	Insurance/Licence Vehicle	0	3,429	3,532	3,637	3,745	3,857	3,973
01-2-111-464	Repairs & Mtce Vehicle	494	3,000	3,000	3,000	3,000	3,000	3,000
01-2-111-468	Minor Capital	2,531	2,500	5,000	2,500	2,500	2,500	2,500
111 - Administration - Management Services		540,714	751,952	472,841	367,094	375,707	358,043	358,568
112 - Administration - Legislative Services								
01-2-112-220	Salaries & Wages	303,735	295,339	317,785	336,532	348,649	359,074	369,811
01-2-112-225	Benefits	75,250	79,360	90,826	96,180	99,672	102,653	105,725
01-2-112-237	Employer Health Tax	6,001	7,309	7,884	8,348	8,651	8,909	9,173
01-2-112-238	WCB	8,414	8,041	9,051	9,583	9,929	10,227	10,532
01-2-112-251	Cash Overage/Shortage	(19)	0	0	0	0	0	0
01-2-112-266	Deliveries/Transportation	3,227	4,000	2,000	2,000	2,000	2,000	2,000
01-2-112-276	Software Licence/Mtce	1,114	0	0	0	0	0	0
01-2-112-284	Meeting Expense	1,421	850	850	850	850	850	850
01-2-112-293	Office Expenses	17,742	18,500	19,000	19,380	19,768	20,163	20,566
01-2-112-296	Postage	14,926	21,602	21,856	21,862	21,868	21,874	21,880
01-2-112-314	Telephone & Alarm Lines	43,263	48,807	55,796	51,813	52,849	53,907	54,986
01-2-112-319	Training/Development & Conferences	3,560	7,500	7,500	7,500	7,500	7,500	7,500

CVRD 5 Year Operating Budget by Service

Functions: Multiple

Objects: Multiple

Account Code	Account Description	2023 Actual	2023 Budget	2024 Budget	2025 Financial	2026 Financial	2027 Financial	2028 Financial
01-2-112-320	Travel	509	4,500	4,500	4,500	4,500	4,500	4,500
01-2-112-335	Advertising	0	750	500	500	500	500	500
01-2-112-340	Dues And Memberships	2,237	2,550	2,595	2,641	2,688	2,736	2,785
01-2-112-347	Library/Publications	1,335	1,115	1,850	1,877	1,905	1,933	1,962
01-2-112-353	Public Relations	131	1,000	1,000	1,000	1,000	1,000	1,000
01-2-112-381	Legal Fees	6,796	4,000	5,500	5,500	5,500	5,500	7,000
01-2-112-385	Gis Services	443	250	250	250	250	250	250
01-2-112-387	Other Prof Fees	1,125	10,000	12,500	10,000	10,000	10,000	10,000
01-2-112-438	Contract Svcs Equip/Mach	5,202	5,050	5,121	5,193	5,267	5,342	5,356
01-2-112-444	Rental/Leases - Mach/Equip	4,288	11,806	12,700	12,800	12,902	13,006	13,112
01-2-112-447	Repairs/Mtce Mach/Equip	0	1,000	500	500	500	500	500
01-2-112-464	Repairs & Mtce Vehicle	25	0	0	0	0	0	0
01-2-112-468	Minor Capital	8,475	7,500	8,500	8,500	8,500	8,500	8,500
112 - Administration - Legislative Services		509,201	540,829	588,064	607,309	625,248	640,924	658,488
113 - Administration - Financial Services								
01-2-113-220	Salaries & Wages	1,026,752	1,096,006	1,258,668	1,350,631	1,391,917	1,429,722	1,468,695
01-2-113-225	Benefits	242,891	296,445	370,610	398,155	410,514	421,831	433,495
01-2-113-237	Employer Health Tax	20,248	26,815	30,955	33,254	34,286	35,231	36,203
01-2-113-238	WCB	26,697	29,497	35,536	38,175	39,359	40,445	41,565
01-2-113-246	Bank Charges	7,384	46,013	52,000	53,040	54,101	55,183	56,287
01-2-113-276	Software Licence/Mtce	77,436	115,470	90,710	83,679	86,575	89,492	91,795
01-2-113-284	Meeting Expense	972	400	800	800	800	800	800
01-2-113-293	Office Expenses	7,591	7,000	8,500	8,670	8,843	9,020	9,200
01-2-113-314	Telephone & Alarm Lines	685	1,200	1,200	1,200	1,200	1,200	1,200
01-2-113-319	Training/Development & Conferences	15,445	17,825	25,170	24,674	24,749	24,824	36,400
01-2-113-320	Travel	8,867	11,810	10,700	10,700	10,700	10,700	10,700
01-2-113-335	Advertising	7,095	1,500	3,000	3,000	3,000	3,000	3,000
01-2-113-340	Dues And Memberships	7,865	11,000	12,650	12,870	12,993	13,118	13,245
01-2-113-347	Library/Publications	392	250	250	250	250	250	250
01-2-113-353	Public Relations	8,488	2,000	2,000	4,500	2,000	2,000	2,000
01-2-113-360	Accounting & Audit Fees	33,825	39,000	39,300	41,450	43,697	46,079	48,604
01-2-113-381	Legal Fees	402	1,000	1,000	1,000	1,000	1,000	1,000
01-2-113-387	Other Prof Fees	46,643	103,835	60,000	7,500	7,500	7,500	7,500
01-2-113-468	Minor Capital	9,484	13,500	9,950	6,500	4,750	8,250	11,750
113 - Administration - Financial Services		1,549,162	1,820,566	2,012,999	2,080,048	2,138,234	2,199,645	2,273,689

CVRD 5 Year Operating Budget by Service

Functions: Multiple

Objects: Multiple

Account Code	Account Description	2023 Actual	2023 Budget	2024 Budget	2025 Financial	2026 Financial	2027 Financial	2028 Financial
114 - Project Management Office								
01-2-114-220	Salaries & Wages	0	0	371,222	305,077	272,648	280,804	289,205
01-2-114-225	Benefits	0	0	84,682	82,202	81,794	84,242	86,761
01-2-114-237	Employer Health Tax	0	0	8,882	7,488	6,817	7,020	7,230
01-2-114-238	WCB	0	0	10,196	8,596	7,825	8,059	8,301
01-2-114-276	Software Licence/Mtce	0	0	3,920	2,620	2,760	2,900	3,050
01-2-114-281	Materials & Supplies	0	0	500	530	560	590	620
01-2-114-284	Meeting Expense	0	0	1,000	1,050	1,110	1,170	1,230
01-2-114-293	Office Expenses	0	0	600	630	670	710	750
01-2-114-305	Safety Equipment	0	0	1,170	1,230	1,300	1,370	1,440
01-2-114-314	Telephone & Alarm Lines	0	0	1,360	1,430	1,510	1,590	1,670
01-2-114-319	Training/Development & Conferences	0	0	17,000	17,900	18,800	19,800	20,800
01-2-114-340	Dues And Memberships	0	0	2,000	2,100	2,300	2,500	2,700
114 - Project Management Office		0	0	502,532	430,853	398,094	410,755	423,757
115 - Administration - Human Resources								
01-2-115-220	Salaries & Wages	487,014	519,117	620,793	652,783	683,034	703,428	724,431
01-2-115-225	Benefits	112,514	134,139	182,667	192,050	201,013	207,015	213,200
01-2-115-237	Employer Health Tax	9,580	12,898	15,520	16,321	17,076	17,587	18,111
01-2-115-238	WCB	12,599	14,187	17,817	18,736	19,601	20,190	20,790
01-2-115-276	Software Licence/Mtce	3,659	13,666	12,350	10,850	10,850	10,850	10,850
01-2-115-284	Meeting Expense	967	1,000	1,750	1,750	1,750	1,750	1,750
01-2-115-293	Office Expenses	3,740	1,140	2,740	2,640	2,640	1,140	1,140
01-2-115-305	Safety Equipment	156	5,335	4,456	4,456	4,456	4,456	4,456
01-2-115-314	Telephone & Alarm Lines	1,581	3,040	1,500	1,500	1,500	1,500	1,500
01-2-115-319	Training/Development & Conferences	12,812	22,170	35,285	21,175	24,540	19,175	20,095
01-2-115-320	Travel	5,575	12,315	8,000	6,000	10,000	7,000	11,000
01-2-115-335	Advertising	9,334	8,245	26,000	11,000	11,000	11,000	11,000
01-2-115-340	Dues And Memberships	1,699	3,188	4,920	4,920	4,920	4,920	4,920
01-2-115-347	Library/Publications	5,491	4,985	5,725	5,725	5,725	5,725	5,725
01-2-115-353	Public Relations	32	16,100	500	4,300	4,100	4,100	4,000
01-2-115-381	Legal Fees	5,279	20,000	20,000	20,000	20,000	20,000	20,000
01-2-115-387	Other Prof Fees	35,432	133,360	128,550	101,050	60,550	56,050	100,550
01-2-115-468	Minor Capital	2,604	8,550	6,000	6,000	2,000	4,000	0
01-2-115-495	Transfer To Other Functions	2,205	2,205	2,205	2,205	2,205	2,205	2,205
115 - Administration - Human Resources		712,273	935,640	1,096,778	1,083,461	1,086,960	1,102,091	1,175,723

CVRD 5 Year Operating Budget by Service

Functions: Multiple

Objects: Multiple

Account Code	Account Description	2023 Actual	2023 Budget	2024 Budget	2025 Financial	2026 Financial	2027 Financial	2028 Financial
116 - Administration - Information Services								
01-2-116-220	Salaries & Wages	406,373	472,572	480,480	501,124	516,091	531,506	547,385
01-2-116-225	Benefits	88,811	127,596	144,144	150,336	154,827	159,454	164,216
01-2-116-237	Employer Health Tax	7,981	11,681	12,013	12,528	12,903	13,288	13,685
01-2-116-238	WCB	10,823	12,849	13,789	14,381	14,812	15,254	15,710
01-2-116-276	Software Licence/Mtce	98,289	273,512	360,512	328,342	337,062	294,370	415,350
01-2-116-284	Meeting Expense	81	0	0	0	0	0	0
01-2-116-293	Office Expenses	44,938	44,000	41,000	41,000	50,500	44,000	44,000
01-2-116-314	Telephone & Alarm Lines	42,931	50,425	54,765	54,825	54,825	57,825	57,825
01-2-116-319	Training/Development & Conferences	6,045	15,000	20,000	23,000	23,000	26,000	24,000
01-2-116-320	Travel	0	10,000	10,000	10,000	10,000	100,000	10,000
01-2-116-335	Advertising	1,313	0	0	0	0	0	0
01-2-116-340	Dues And Memberships	390	350	390	400	400	450	450
01-2-116-347	Library/Publications	0	200	200	200	200	200	200
01-2-116-387	Other Prof Fees	48,599	90,000	259,000	148,000	67,500	61,500	67,500
01-2-116-447	Repairs/Mtce Mach/Equip	13,315	11,500	15,000	15,000	18,000	18,000	18,000
01-2-116-468	Minor Capital	21,308	19,500	23,000	22,500	25,000	20,000	20,000
01-2-116-495	Transfer To Other Functions	50,000	50,000	0	0	0	0	0
116 - Administration - Information Services		841,195	1,189,185	1,434,293	1,321,636	1,285,120	1,341,847	1,398,321
117 - Administration - Communications								
01-2-117-220	Salaries & Wages	290,532	296,155	319,205	337,299	347,207	357,411	367,922
01-2-117-225	Benefits	74,110	80,767	95,761	101,189	104,162	107,225	110,377
01-2-117-237	Employer Health Tax	5,705	7,181	7,981	8,432	8,681	8,935	9,198
01-2-117-238	WCB	7,990	7,901	9,161	9,681	9,964	10,258	10,559
01-2-117-276	Software Licence/Mtce	36,427	53,000	71,000	73,000	74,000	75,000	76,000
01-2-117-284	Meeting Expense	483	800	800	800	800	800	800
01-2-117-293	Office Expenses	6,743	8,300	8,400	8,500	9,000	9,100	9,200
01-2-117-314	Telephone & Alarm Lines	0	525	525	525	525	525	0
01-2-117-319	Training/Development & Conferences	2,464	16,500	10,000	10,200	10,300	10,400	10,500
01-2-117-320	Travel	2,254	5,000	5,000	5,000	5,000	5,000	5,000
01-2-117-335	Advertising	12,466	60,000	61,000	62,000	63,000	64,000	64,000
01-2-117-340	Dues And Memberships	820	1,200	1,250	1,250	1,275	1,300	1,300
01-2-117-347	Library/Publications	0	500	500	500	500	500	500
01-2-117-353	Public Relations	41	0	0	0	0	0	0
01-2-117-387	Other Prof Fees	27,297	44,500	44,500	47,500	52,500	84,500	55,500

CVRD 5 Year Operating Budget by Service

Functions: Multiple

Objects: Multiple

Account Code	Account Description	2023 Actual	2023 Budget	2024 Budget	2025 Financial	2026 Financial	2027 Financial	2028 Financial
01-2-117-468	Minor Capital	2,056	2,000	2,000	2,000	2,000	2,000	2,000
117 - Administration - Communications		469,388	584,329	637,083	667,876	688,914	736,954	722,856
118 - Administration - Fiscal Services and Capital								
01-2-118-485	Contr To Capital Works Reserve	516,000	516,000	198,000	251,000	203,000	248,000	248,000
01-2-118-489	Reserve Contr Other	141,629	141,655	197,421	209,208	221,703	284,948	248,987
118 - Administration - Fiscal Services and Capital		657,629	657,655	395,421	460,208	424,703	532,948	496,987
119 - Administration - Corporate Office								
01-2-119-220	Salaries & Wages	104,559	121,295	173,121	183,554	189,050	194,709	200,539
01-2-119-225	Benefits	22,866	33,475	51,936	55,066	56,716	58,413	60,161
01-2-119-237	Employer Health Tax	2,064	3,023	4,328	4,590	4,726	4,868	5,013
01-2-119-238	WCB	2,893	3,325	4,970	5,268	5,425	5,588	5,756
01-2-119-275	Permits/Licences	642	300	700	700	700	700	700
01-2-119-314	Telephone & Alarm Lines	2,071	4,000	4,000	4,000	4,000	4,000	4,000
01-2-119-319	Training/Development & Conferences	358	1,000	1,000	1,000	1,000	1,000	1,000
01-2-119-372	Insurance Property	12,660	19,000	19,000	19,000	19,000	19,000	19,000
01-2-119-381	Legal Fees	0	1,000	0	0	0	0	0
01-2-119-387	Other Prof Fees	24,812	51,000	20,000	0	10,000	0	0
01-2-119-400	Contracted Svcs Buildings/Land Mtce	75,670	118,500	165,000	125,000	125,000	125,000	125,000
01-2-119-403	Buildings Repairs & Mtce	8,838	6,000	10,000	10,000	10,000	10,000	10,000
01-2-119-406	Heating	11,087	25,000	25,000	25,000	25,000	25,000	25,000
01-2-119-409	Hydro	36,823	47,000	48,410	49,862	51,358	52,899	53,000
01-2-119-410	Carbon Offset	0	965	0	0	0	0	0
01-2-119-412	Janitorial/Cleaning Supplies	8,753	10,500	10,000	10,500	10,000	10,500	10,000
01-2-119-415	Landscaping/Grounds Mtce	9,070	20,000	20,000	20,000	20,000	20,000	20,000
01-2-119-418	Refuse Collection	6,008	7,500	7,500	7,500	7,500	7,500	7,500
01-2-119-421	Rental/Lease Buildings	2,178	4,000	4,000	4,000	4,000	4,000	4,000
01-2-119-427	Sewage Disposal	8,526	8,100	8,600	8,600	8,600	8,600	8,600
01-2-119-430	Water	3,286	6,000	6,000	6,000	6,000	6,000	6,000
01-2-119-438	Contract Svcs Equip/Mach	6,536	6,000	7,500	7,500	7,500	7,500	7,500
01-2-119-468	Minor Capital	23,644	22,500	0	0	0	0	0
01-2-119-505	Debt Charges-Principal	256,008	256,008	256,008	256,008	256,008	256,008	256,008
01-2-119-506	Debt Charges-Interest	163,180	163,180	163,180	163,180	163,180	163,180	163,180
119 - Administration - Corporate Office		792,530	938,671	1,010,253	966,328	984,763	984,465	991,957
Expenses		(6,072,092)	(7,418,827)	(8,150,264)	(7,984,813)	(8,007,743)	(8,307,672)	(8,500,346)
110 - Administration and General Government		6,701,416	0	0	0	0	0	0

CVRD 5 Year Operating Budget by Service

Functions: Multiple

Objects: Multiple

Account Code	Account Description	2023 Actual	2023 Budget	2024 Budget	2025 Financial	2026 Financial	2027 Financial	2028 Financial
01 - General Revenue Fund		6,701,416	0	0	0	0	0	0

Capital Object Summary - 10 Years

Budget Year 2024
 Report Group Object Category
 Stage All
 Function Type or Service - 110 - Administration and General Government
 Object Category or Object All
 Asset Category or Asset Type All
 Fund Category or Fund All

	Rank	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Funding Source											
130R - Transfer from reserve		734,000	83,000	137,000	70,000	157,000	-	108,000	40,000	-	-
140R - Transfers other		100,000	-	-	-	-	-	-	-	-	-
Total Funding Source		834,000	83,000	137,000	70,000	157,000	-	108,000	40,000	-	-

Capital Object Summary - 10 Years

Budget Year 2024
 Report Group Object Category
 Stage All
 Function Type or Service - 110 - Administration and General Government
 Object Category or Object All
 Asset Category or Asset Type All
 Fund Category or Fund All

	Rank	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Expenditure											
050 - Capital projects and equipment		834,000	83,000	137,000	70,000	157,000	-	108,000	40,000	-	-
Total Expenditure		834,000	83,000	137,000	70,000	157,000	-	108,000	40,000	-	-

Electoral Areas Expenditure & Election Services

130

		Requisition Budget	2023 Actual	2024 PB	2025 FP	2026 FP	2027 FP	2028 FP
Established:	01-Aug-65							
Authority:	LGA Sec 338; Board Policy Feb 26/01.							
Amendments:								
		Electoral Areas						
		Area A	420,871	445,286	457,247	494,042	493,491	493,065
Purpose:	Electoral area administration & election services	Area B	304,806	331,393	340,294	367,677	367,268	366,951
		Area C	374,323	413,321	424,424	458,577	458,066	457,671
			\$1,100,000	\$1,190,000	\$1,221,965	\$1,320,296	\$1,318,825	\$1,317,687
Participants:	Electoral Areas A, B, C							
		Change from Previous year		\$90,000	\$31,965	\$98,331	(\$1,471)	(\$1,138)
Maximum Levy:	No stated limit.							
2024 Maximum:	\$0							
		Residential Tax Rate Estimate	0.0882	0.0951	0.0977	0.1055	0.1054	0.1053
		(per \$1,000 of assessed value)						

Estimates are based on 2024 Completed Roll at Proposed Budget January 2024

Year over Year Change

Revenue and Expenses by Category

130 - Electoral Areas Administration

	2023 Budget	2024 Budget	Change	Explanation for Increase (+) or Decrease (-)
Revenues				
Grants in lieu	4,000	4,000	0	
Taxation	1,100,000	1,190,000	90,000	Increase of 8.8%
Transfers from Reserve	0	27,787	27,787	Reserve withdrawal to temper requisition increase
Prior Year Surplus	129,746	0	(129,746)	No reliance on prior year surplus at preliminary
Total Revenue	1,233,746	1,221,787	(11,959)	
Expenses				
Support Services	103,931	111,204	7,273	Increased allocation in 2024
Personnel costs	961,612	971,067	9,455	Wage and salary escalation
Materials, Supplies and Utilities	75,767	73,995	(1,772)	Constituency expense (-4.5K), Meetings (+2K)
Contract and General Services	63,849	64,874	1,025	Legal (+3.5K), Professional Fees (1.5K), PR (+1K)
Transfer to Reserve	28,587	647	(27,940)	Drawing down reserve to temper requisition
Total Expense	1,233,746	1,221,787	(11,959)	

CVRD 5 Year Operating Budget by Service

Functions: Multiple

Objects: Multiple

Account Code	Account Description	2023 Actual	2023 Budget	2024 Budget	2025 Financial	2026 Financial	2027 Financial	2028 Financial
01 - General Revenue Fund								
130 - Electoral Areas Expenditure & Election Services								
Revenues								
130 - Electoral Areas Administration								
01-1-130-005	Gil Fed Govt	0	4,000	4,000	4,000	4,000	4,000	4,000
01-1-130-019	Reqn Elect/Spec Prov Govt	1,100,000	1,100,000	1,190,000	1,221,965	1,320,296	1,318,825	1,317,687
01-1-130-133	Recoveries - Other	0	0	0	0	0	0	0
01-1-130-145	Transfer from Reserve	0	0	27,787	29,906	32,341	33,685	35,070
01-1-130-150	Surplus Prior Year	116,458	116,502	0	0	0	0	0
01-1-130-151	Funds Allocated from Prior Year	13,244	13,244	0	0	0	0	0
130 - Electoral Areas Administration		1,229,702	1,233,746	1,221,787	1,255,871	1,356,637	1,356,510	1,356,757
Revenues		1,229,702	1,233,746	1,221,787	1,255,871	1,356,637	1,356,510	1,356,757
Expenses								
130 - Electoral Areas Administration								
01-2-130-200	Support Services	99,847	99,847	108,416	108,416	108,416	108,416	108,416
01-2-130-220	Salaries & Wages	593,676	556,942	536,369	560,869	585,750	603,126	621,026
01-2-130-221	Directors Remuneration	169,998	187,766	191,356	194,978	198,601	203,021	207,574
01-2-130-225	Benefits	119,336	149,827	166,911	174,258	181,723	186,937	192,307
01-2-130-228	Honorarium	0	0	5,000	5,000	5,000	5,000	5,000
01-2-130-237	Employer Health Tax	14,856	13,764	13,410	14,020	14,641	15,077	15,531
01-2-130-238	WCB	11,771	15,138	15,393	16,097	16,812	17,309	17,819
01-2-130-263	Constituency Expenses	4,550	9,000	4,500	4,500	4,500	9,000	3,500
01-2-130-284	Meeting Expense	12,895	6,000	8,000	8,000	8,000	8,000	8,000
01-2-130-293	Office Expenses	229	1,000	1,000	1,000	1,000	1,000	1,000
01-2-130-314	Telephone & Alarm Lines	1,875	3,151	2,795	2,815	2,835	2,856	2,877
01-2-130-319	Training/Development & Conferences	6,286	7,500	7,500	7,500	7,500	7,500	7,500
01-2-130-320	Travel	13,888	21,000	21,000	21,000	21,000	21,000	21,000
01-2-130-335	Advertising	0	500	500	500	500	500	500
01-2-130-340	Dues And Memberships	24,056	23,866	24,700	25,194	25,697	26,212	26,736
01-2-130-353	Public Relations	44,053	49,000	48,000	48,000	48,000	48,000	48,000
01-2-130-369	Insurance Liability	788	813	837	862	888	915	942
01-2-130-381	Legal Fees	34,025	1,500	5,000	5,000	5,000	5,000	5,000
01-2-130-387	Other Prof Fees	5,288	10,000	10,000	5,000	9,000	10,000	5,000
01-2-130-489	Reserve Contr Other	28,587	28,587	647	0	0	20,137	0
130 - Electoral Areas Administration		1,186,004	1,185,201	1,171,334	1,203,009	1,244,863	1,299,006	1,297,728

CVRD 5 Year Operating Budget by Service

Functions: Multiple

Objects: Multiple

Account Code	Account Description	2023 Actual	2023 Budget	2024 Budget	2025 Financial	2026 Financial	2027 Financial	2028 Financial
131 - Electoral Areas Elections								
01-2-131-200	Support Services	4,084	4,084	2,788	2,788	2,788	2,788	2,788
01-2-131-220	Salaries & Wages	29,510	29,151	31,489	33,235	35,537	36,595	37,685
01-2-131-225	Benefits	7,228	7,508	9,447	9,971	10,661	10,978	11,305
01-2-131-237	Employer Health Tax	580	722	788	831	888	915	942
01-2-131-238	WCB	812	794	904	954	1,020	1,050	1,082
01-2-131-281	Materials & Supplies	0	250	250	250	2,000	250	250
01-2-131-293	Office Expenses	0	250	250	250	5,000	250	250
01-2-131-319	Training/Development & Conferences	0	500	500	500	2,000	500	500
01-2-131-320	Travel	0	250	250	250	1,500	250	250
01-2-131-335	Advertising	0	500	500	500	18,000	500	500
01-2-131-369	Insurance Liability	73	36	37	38	39	40	41
01-2-131-381	Legal Fees	0	1,000	1,000	1,000	1,000	1,000	1,000
01-2-131-385	Gis Services	0	0	0	0	1,000	0	0
01-2-131-387	Other Prof Fees	154	1,500	0	0	25,000	0	0
01-2-131-421	Rental/Lease Buildings	2,178	2,000	2,250	2,295	5,341	2,388	2,436
131 - Electoral Areas Elections		44,619	48,545	50,453	52,862	111,774	57,504	59,029
Expenses		(1,230,622)	(1,233,746)	(1,221,787)	(1,255,871)	(1,356,637)	(1,356,510)	(1,356,757)
130 - Electoral Areas Expenditure & Election Services		(920)	0	0	0	0	0	0
01 - General Revenue Fund		(920)	0	0	0	0	0	0

Established:	11-Aug-69	Requisition Budget	2023 Actual	2024 PB	2025 FP	2026 FP	2027 FP	2028 FP
Authority:	LGA - Sec 338 (c) /SLP see Admin Reserve Fund BL No. 27	Electoral Areas						
Amendments:		Area A	2,320	2,271	2,271	2,271	2,271	2,271
Purpose:	For the undertaking of feasibility studies in relation to proposed services.	Area B	1,680	1,690	1,690	1,690	1,690	1,690
		Area C	2,063	2,108	2,108	2,108	2,108	2,108
		Municipal Members						
Participants:	Courtenay, Comox, Cumberland, Electoral Areas A, B, C	Comox	2,625	2,597	2,597	2,597	2,597	2,597
		Courtenay	5,488	5,523	5,523	5,523	5,523	5,523
Maximum Levy:		Cumberland	823	812	812	812	812	812
2024 Maximum:	\$0		\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
		Change from Previous year		\$0	\$0	\$0	\$0	\$0
		Residential Tax Rate Estimate	0.0005	0.0005	0.0005	0.0005	0.0005	0.0005
		(per \$1,000 of assessed value)						

Estimates are based on 2024 Completed Roll at Proposed Budget January 2024

Year over Year Change

Revenue and Expenses by Category

150 - Feasibility Studies - Regional

	2023 Budget	2024 Budget	Change	Explanation for Increase (+) or Decrease (-)
Revenues				
Taxation	15,000	15,000	0	
Prior Year Surplus	30,288	64,083	33,795	No funds dispersed in 2023
Recoveries from Other Functions	21,811	11,250	(10,561)	Larger recovery from parks in year of establishment
Total Revenue	67,099	90,333	23,234	
Expenses				
Support Services	2,932	1,135	(1,797)	Decreased allocation in 2024
Contract and General Services	64,167	89,198	25,031	Unallocated professional fees of 88.5K
Total Expense	67,099	90,333	23,234	

CVRD 5 Year Operating Budget by Service

Functions: 150

Objects: Multiple

Account Code	Account Description	2023 Actual	2023 Budget	2024 Budget	2025 Financial	2026 Financial	2027 Financial	2028 Financial
01 - General Revenue Fund								
150 - Feasibility Studies - Regional								
Revenues								
150 - Feasibility Studies - Regional								
01-1-150-019	Reqn Elect/Spec Prov Govt	6,064	6,064	6,068	6,068	6,068	6,068	6,068
01-1-150-020	Reqn Municipal	8,936	8,936	8,932	8,932	8,932	8,932	8,932
01-1-150-135	Recoveries-Other Functions	21,811	21,811	11,250	11,250	11,250	14,439	0
01-1-150-150	Surplus Prior Year	30,288	30,288	64,083	0	0	0	0
150 - Feasibility Studies - Regional		67,099	67,099	90,333	26,250	26,250	29,439	15,000
Revenues		67,099	67,099	90,333	26,250	26,250	29,439	15,000
Expenses								
150 - Feasibility Studies - Regional								
01-2-150-200	Support Services	2,932	2,932	1,135	1,135	1,135	1,135	1,135
01-2-150-369	Insurance Liability	84	114	90	94	98	102	106
01-2-150-387	Other Prof Fees	0	64,053	89,108	25,021	25,017	28,202	13,759
150 - Feasibility Studies - Regional		3,016	67,099	90,333	26,250	26,250	29,439	15,000
Expenses		(3,016)	(67,099)	(90,333)	(26,250)	(26,250)	(29,439)	(15,000)
150 - Feasibility Studies - Regional		64,083	0	0	0	0	0	0
01 - General Revenue Fund		64,083	0	0	0	0	0	0

Established:

Authority: LGA/Municipal Finance Authority Act

Amendments:

Purpose: Debt – In 1971, the provincial government created the Municipal Finance Authority (MFA) as the central borrowing agency for municipalities and regional districts. By law, all local governments, with the exception of the City of Vancouver, are required to borrow funds for capital projects through the MFA. Regional districts function as a critical part of the MFA system. All capital borrowing requests from member municipalities and from the regional district corporation itself must be coordinated and processed by the regional district before being forwarded to the MFA.

Participants: Comox, Courtenay, Cumberland

Maximum Levy: n/a

2024 Maximum: \$0

CVRD 5 Year Operating Budget by Service

Functions: Multiple

Objects: Multiple

Account Code	Account Description	2023 Actual	2023 Budget	2024 Budget	2025 Financial	2026 Financial	2027 Financial	2028 Financial
01 - General Revenue Fund								
190 - Member Municipality Debt								
Revenues								
191 - Member Municipality Debt								
01-1-191-021	Cond Transfers - Local Govt Debt	1,536,106	1,536,106	1,511,897	1,305,841	1,224,684	1,085,373	580,904
191 - Member Municipality Debt		1,536,106	1,536,106	1,511,897	1,305,841	1,224,684	1,085,373	580,904
193 - Member Municipality Debt								
01-1-193-021	Cond Transfers - Local Govt Debt	12,084	12,084	0	0	0	0	0
193 - Member Municipality Debt		12,084	12,084	0	0	0	0	0
194 - Member Municipality Debt								
01-1-194-021	Cond Transfers - Local Govt Debt	465,096	465,096	465,096	465,096	465,096	465,096	465,096
194 - Member Municipality Debt		465,096	465,096	465,096	465,096	465,096	465,096	465,096
Revenues		2,013,286	2,013,286	1,976,993	1,770,937	1,689,780	1,550,469	1,046,000
Expenses								
190 - Member Municipality Debt								
01-2-190-505	Debt Charges-Principal	1,327,963	1,327,964	1,297,413	1,154,967	1,091,334	986,777	677,572
01-2-190-506	Debt Charges-Interest	685,322	685,322	679,580	615,970	598,446	563,692	368,428
190 - Member Municipality Debt		2,013,286	2,013,286	1,976,993	1,770,937	1,689,780	1,550,469	1,046,000
Expenses		(2,013,286)	(2,013,286)	(1,976,993)	(1,770,937)	(1,689,780)	(1,550,469)	(1,046,000)
190 - Member Municipality Debt		0	0	0	0	0	0	0
01 - General Revenue Fund		0	0	0	0	0	0	0

911 Answering Service

275

	Requisition Budget	2023 Actual	2024 PB	2025 FP	2026 FP	2027 FP	2028 FP
Established: 29-Nov-93							
Authority: BL 1579							
Amendments:							
	Local Service Area						
	9-771-CNR-SRVA#55	348,526	390,311	419,897	427,427	446,259	460,306
Purpose: To provide enhanced 9-1-1 emergency telephone service.	Municipal Members						
	Comox	150,878	167,049	179,711	182,934	190,994	197,006
	Courtenay	315,455	355,308	382,240	389,094	406,238	419,025
Participants: Courtenay, Comox, Cumberland, Electoral Areas A, B, C	Cumberland	47,303	52,229	56,188	57,195	59,715	61,595
		\$862,162	\$964,896	\$1,038,036	\$1,056,650	\$1,103,207	\$1,137,931
Maximum Levy: \$.35 per \$1,000 - 100% Assessment							
2024 Maximum: \$9,774,927	Change from Previous year		\$102,734	\$73,140	\$18,614	\$46,557	\$34,724
	Residential Tax Rate Estimate	0.0279	0.0312	0.0336	0.0342	0.0357	0.0368
	(per \$1,000 of assessed value)						

Estimates are based on 2024 Completed Roll at Proposed Budget January 2024

Year over Year Change

Revenue and Expenses by Category

275 - 911 Answering Service

	2023 Budget	2024 Budget	Change	Explanation for Increase (+) or Decrease (-)
Revenues				
Taxation	862,162	964,896	102,734	Increasing with payment to NI911 corp
Government Grants	45,000	0	(45,000)	NextGen911 funding received in 2023
Prior Year Surplus	20,995	0	(20,995)	No reliance on prior year surplus at preliminary
Total Revenue	928,157	964,896	36,739	
Expenses				
Support Services	9,922	10,013	91	Increased allocation in 2024
Grants to other organizations	855,270	951,139	95,869	Requisition to NI911 corp increasing
Contract and General Services	347	335	(12)	
Transfer to Reserve	62,618	3,409	(59,209)	NextGen911 funding (-45K) went to reserve in 2023
Total Expense	928,157	964,896	36,739	

CVRD 5 Year Operating Budget by Service

Functions: 275

Objects: Multiple

Account Code	Account Description	2023 Actual	2023 Budget	2024 Budget	2025 Financial	2026 Financial	2027 Financial	2028 Financial
01 - General Revenue Fund								
275 - 911 Answering Service								
Revenues								
275 - 911 Answering Service								
01-1-275-016	Grant Prov Govt Conditional	0	45,000	0	0	0	0	0
01-1-275-019	Reqn Elect/Spec Prov Govt	348,526	348,526	390,311	419,897	427,427	446,259	460,306
01-1-275-020	Reqn Municipal	513,636	513,636	574,585	618,139	629,223	656,948	677,625
01-1-275-150	Surplus Prior Year	20,995	20,995	0	0	0	0	0
01-1-275-151	Funds Allocated from Prior Year	0	0	0	0	0	0	0
275 - 911 Answering Service		883,157	928,157	964,896	1,038,036	1,056,650	1,103,207	1,137,931
Revenues								
		883,157	928,157	964,896	1,038,036	1,056,650	1,103,207	1,137,931
Expenses								
275 - 911 Answering Service								
01-2-275-200	Support Services	9,922	9,922	10,013	10,013	10,013	10,013	10,013
01-2-275-210	Grant Operational	861,793	855,270	951,139	1,024,246	1,042,849	1,089,395	1,124,103
01-2-275-369	Insurance Liability	322	347	335	368	379	390	406
01-2-275-489	Reserve Contr Other	17,618	62,618	3,409	3,409	3,409	3,409	3,409
275 - 911 Answering Service		889,655	928,157	964,896	1,038,036	1,056,650	1,103,207	1,137,931
Expenses								
		(889,655)	(928,157)	(964,896)	(1,038,036)	(1,056,650)	(1,103,207)	(1,137,931)
275 - 911 Answering Service								
		(6,498)	0	0	0	0	0	0
01 - General Revenue Fund								
		(6,498)	0	0	0	0	0	0

		Requisition Budget	2023 Actual	2024 PB	2025 FP	2026 FP	2027 FP	2028 FP
Established:	21-Sep-79							
Authority:	SLP #53							
Amendments:								
Purpose:	Make grants-in-aid toward the cost of acquisition, construction, and equipping of cemetery facilities within the participating member municipalities.							
Participants:	Courtenay, Comox, Electoral Area B							
Maximum Levy:	\$.031 per \$1,000 - 100% Assessment							
2024 Maximum:	\$564,945							
		Electoral Areas						
		Area B	25,735	25,838	30,145	30,145	30,145	30,145
		Municipal Members						
		Comox	40,205	39,707	46,325	46,325	46,325	46,325
		Courtenay	84,060	84,455	98,531	98,531	98,531	98,531
			\$150,000	\$150,000	\$175,000	\$175,000	\$175,000	\$175,000
		Change from Previous year		\$0	\$25,000	\$0	\$0	\$0
		Residential Tax Rate Estimate	0.0074	0.0074	0.0087	0.0087	0.0087	0.0087
		(per \$1,000 of assessed value)						

Estimates are based on 2024 Completed Roll at Proposed Budget January 2024

Year over Year Change

Revenue and Expenses by Category

400 - Cemetery

	2023 Budget	2024 Budget	Change	Explanation for Increase (+) or Decrease (-)
Revenues				
Taxation	150,000	150,000	0	Capital needs vary, tax held stable w/ reserves
Transfers from Reserve	55,296	0	(55,296)	No reserve withdrawal needed in 2024
Prior Year Surplus	4,792	0	(4,792)	No reliance on prior year surplus
Total Revenue	210,088	150,000	(60,088)	
Expenses				
Support Services	1,624	1,229	(395)	Decreased allocation in 2024
Grants to other organizations	208,000	120,000	(88,000)	Capital needs are fewer in 2024
Contract and General Services	464	382	(82)	
Transfer to Reserve	0	28,389	28,389	Building reserve for higher capital costs in future
Total Expense	210,088	150,000	(60,088)	

CVRD 5 Year Operating Budget by Service

Functions: 400

Objects: Multiple

Account Code	Account Description	2023 Actual	2023 Budget	2024 Budget	2025 Financial	2026 Financial	2027 Financial	2028 Financial
01 - General Revenue Fund								
400 - Cemetery								
Revenues								
400 - Cemetery								
01-1-400-019	Reqn Elect/Spec Prov Govt	25,735	25,735	25,838	30,145	30,145	30,145	30,145
01-1-400-020	Reqn Municipal	124,265	124,265	124,162	144,855	144,855	144,855	144,855
01-1-400-145	Transfer from Reserve	0	55,296	0	7,252	0	67,285	0
01-1-400-150	Surplus Prior Year	4,792	4,792	0	0	0	0	0
400 - Cemetery		154,792	210,088	150,000	182,252	175,000	242,285	175,000
Revenues		154,792	210,088	150,000	182,252	175,000	242,285	175,000
Expenses								
400 - Cemetery								
01-2-400-200	Support Services	1,624	1,624	1,229	1,229	1,229	1,229	1,229
01-2-400-210	Grant Operational	0	208,000	120,000	180,000	150,000	240,000	80,000
01-2-400-369	Insurance Liability	395	464	382	397	413	430	447
01-2-400-485	Contr To Capital Works Reserve	0	0	28,389	626	23,358	626	93,324
400 - Cemetery		2,019	210,088	150,000	182,252	175,000	242,285	175,000
Expenses		(2,019)	(210,088)	(150,000)	(182,252)	(175,000)	(242,285)	(175,000)
400 - Cemetery		152,773	0	0	0	0	0	0
01 - General Revenue Fund		152,773	0	0	0	0	0	0

		Requisition Budget	2023 Actual	2024 PB	2025 FP	2026 FP	2027 FP	2028 FP
Established:	30-Jun-76							
Authority:	SLP #38,							
Amendments:	Bylaw 725, 2022, Bylaw 702, 2022SLP #48/#57/BLs 731/1001/2395/3004							
Purpose:	to provide for the promotion and marketing of the Comox Valley for the purpose of tourism and destination marketing and visitor information services, including through the formation of partnerships with community organizations and service providers.							
Participants:	Cumberland, Courtenay, Defined portion of Area A Baynes Sound, Electoral Areas B, C							
Maximum Levy:	\$.278 per \$1,000 - 100% Assessment							
2024 Maximum:	\$5,854,455							
		Defined Area						
		Part Area A Baynes Sound	34,587	30,668	30,207	29,594	37,299	37,705
		Electoral Areas						
		Area B	41,793	37,584	37,020	36,269	45,711	46,209
		Area C	51,325	46,876	46,172	45,235	57,012	57,633
		Municipal Members						
		Courtenay	136,514	122,847	121,003	118,548	149,411	151,038
		Cumberland	20,470	18,058	17,787	17,426	21,963	22,202
			\$284,689	\$256,033	\$252,190	\$247,072	\$311,397	\$314,787
		Change from Previous year		(\$28,656)	(\$3,843)	(\$5,118)	\$64,325	\$3,390
		Residential Tax Rate Estimate	0.0121	0.0108	0.0106	0.0104	0.0131	0.0133
		(per \$1,000 of assessed value)						

Estimates are based on 2024 Completed Roll at Proposed Budget January 2024

Year over Year Change

Revenue and Expenses by Category

550 - Comox Valley Tourism Service

	2023 Budget	2024 Budget	Change	Explanation for Increase (+) or Decrease (-)
Revenues				
Grants in lieu	31,000	31,000	0	
Taxation	284,689	256,033	(28,656)	Decrease of 10.1%
Sale of Services	66,475	76,717	10,242	Increase to Comox contract
Government Grants	236,550	12,450	(224,100)	Destination BC grant received in 2023
Transfers from Reserve	5,000	0	(5,000)	No withdrawal needed in 2024
Total Revenue	623,714	376,200	(247,514)	
Expenses				
Support Services	31,343	24,285	(7,058)	Decreased allocation in 2024
Personnel costs	33,208	36,679	3,471	Wage and salary escalation
Grants to other organizations	306,550	32,450	(274,100)	Operational grant to 4VI in 2023
Materials, Supplies and Utilities	32,000	72,950	40,950	Landscaping/Grounds (+24K), Janitorial (+11K)
Contract and General Services	136,194	99,057	(37,137)	Building maintenance (+53.9K), Prof. fees (+17K)
Debt Charges	75,571	74,870	(701)	
Transfer to Reserve	4,654	27,384	22,730	Increased contribution to capital works reserve
Transfer to Other Services	1,194	3,525	2,331	Increased internal cost of carbon transfer
Minor Capital	3,000	5,000	2,000	Washroom accessibility renovation
Total Expense	623,714	376,200	(247,514)	

CVRD 5 Year Operating Budget by Service

Functions: 550

Objects: Multiple

Account Code	Account Description	2023 Actual	2023 Budget	2024 Budget	2025 Financial	2026 Financial	2027 Financial	2028 Financial
01 - General Revenue Fund								
550 - Comox Valley Tourism Service								
Revenues								
550 - Comox Valley Tourism Service								
01-1-550-005	Gil Fed Govt	0	1,000	1,000	1,000	1,000	1,000	1,000
01-1-550-009	Gil Local Govt	0	30,000	30,000	30,000	30,000	30,000	30,000
01-1-550-016	Grant Prov Govt Conditional	250,088	236,550	12,450	0	0	0	0
01-1-550-019	Reqn Elect/Spec Prov Govt	127,705	127,705	115,128	113,399	111,098	140,023	141,547
01-1-550-020	Reqn Municipal	156,984	156,984	140,905	138,790	135,974	171,374	173,240
01-1-550-025	Sale Svcs Local Govt	66,475	66,475	73,717	69,747	68,499	0	0
01-1-550-057	Rental/Lease Buildings	0	0	3,000	3,000	3,000	3,000	3,000
01-1-550-133	Recoveries - Other	3,060	0	0	0	0	0	0
01-1-550-145	Transfer from Reserve	0	5,000	0	0	0	0	0
550 - Comox Valley Tourism Service		604,311	623,714	376,200	355,936	349,571	345,397	348,787
Revenues								
		604,311	623,714	376,200	355,936	349,571	345,397	348,787
Expenses								
550 - Comox Valley Tourism Service								
01-2-550-200	Support Services	31,343	31,343	24,285	24,285	24,285	24,285	24,285
01-2-550-210	Grant Operational	155,344	286,550	12,450	0	0	0	0
01-2-550-212	Grants Uncond Local Govt	20,000	20,000	20,000	20,000	20,000	20,000	20,000
01-2-550-220	Salaries & Wages	25,323	25,349	27,096	29,173	30,888	31,808	32,754
01-2-550-225	Benefits	5,733	6,540	8,127	8,753	9,266	9,543	9,826
01-2-550-237	Employer Health Tax	498	628	679	730	773	796	819
01-2-550-238	WCB	696	691	777	838	888	912	940
01-2-550-246	Bank Charges	0	5,000	0	0	0	0	0
01-2-550-293	Office Expenses	218	1,000	1,000	1,000	1,000	1,000	1,000
01-2-550-314	Telephone & Alarm Lines	1,891	0	3,000	3,050	3,075	4,000	4,025
01-2-550-319	Training/Development & Conferences	0	1,000	1,000	1,000	1,000	1,000	1,000
01-2-550-320	Travel	0	1,000	1,000	1,000	1,000	1,000	1,000
01-2-550-335	Advertising	0	1,000	1,000	1,000	1,000	1,000	1,000
01-2-550-340	Dues And Memberships	0	700	700	700	700	700	700
01-2-550-369	Insurance Liability	6,540	1,594	1,332	1,385	1,440	1,498	1,558
01-2-550-372	Insurance Property	4,682	4,600	4,600	4,600	4,600	4,600	4,600
01-2-550-381	Legal Fees	626	10,000	10,000	10,000	10,000	10,000	10,000
01-2-550-385	Gis Services	36	0	0	0	0	0	0

CVRD 5 Year Operating Budget by Service

Functions: 550

Objects: Multiple

Account Code	Account Description	2023 Actual	2023 Budget	2024 Budget	2025 Financial	2026 Financial	2027 Financial	2028 Financial
01-2-550-387	Other Prof Fees	50,000	50,000	67,000	60,000	50,000	50,000	50,000
01-2-550-403	Buildings Repairs & Mtce	35,235	70,000	16,125	16,500	17,000	17,500	18,000
01-2-550-406	Heating	2,716	3,120	3,000	3,200	3,400	3,600	3,800
01-2-550-409	Hydro	8,088	17,680	15,000	15,500	16,000	16,500	17,000
01-2-550-412	Janitorial/Cleaning Supplies	0	0	11,000	11,220	11,444	11,672	11,905
01-2-550-415	Landscaping/Grounds Mtce	0	0	23,950	24,250	24,500	24,750	25,000
01-2-550-418	Refuse Collection	0	0	2,800	2,850	2,900	2,950	3,000
01-2-550-425	Property/Parcel Taxes	226	300	300	300	300	300	300
01-2-550-427	Sewage Disposal	0	0	8,000	8,100	8,200	8,300	8,400
01-2-550-430	Water	1,161	1,200	1,200	1,200	1,200	1,200	1,200
01-2-550-468	Minor Capital	2,500	3,000	5,000	0	0	0	0
01-2-550-485	Contr To Capital Works Reserve	4,654	4,654	18,719	18,718	18,719	83,719	83,719
01-2-550-489	Reserve Contr Other	0	0	8,665	8,678	8,623	8,565	8,505
01-2-550-495	Transfer To Other Functions	1,194	1,194	3,525	3,737	3,961	4,199	4,451
01-2-550-505	Debt Charges-Principal	73,000	73,000	73,000	73,000	73,000	0	0
01-2-550-506	Debt Charges-Interest	13,562	2,571	1,870	1,169	409	0	0
550 - Comox Valley Tourism Service		445,268	623,714	376,200	355,936	349,571	345,397	348,787
Expenses		(445,268)	(623,714)	(376,200)	(355,936)	(349,571)	(345,397)	(348,787)
550 - Comox Valley Tourism Service		159,044	0	0	0	0	0	0
01 - General Revenue Fund		159,044	0	0	0	0	0	0

		Requisition Budget	2023 Actual	2024 PB	2025 FP	2026 FP	2027 FP	2028 FP
Established:	17-Jun-95							
Authority:	BL 1705							
Amendments:	BL 2364							
		Local Service Area						
		2-771-CNR-LSA#43	1,602,121	1,852,674	1,907,876	1,964,694	2,023,216	2,083,494
Purpose:	Participation in the Vancouver Island Regional Library District.		\$1,602,121	\$1,852,674	\$1,907,876	\$1,964,694	\$2,023,216	\$2,083,494
		Change from Previous year		\$250,553	\$55,202	\$56,818	\$58,522	\$60,278
Participants:	Electoral Areas A,B,C							
Maximum Levy:	No stated limit.	Residential Tax Rate Estimate	0.1285	0.1481	0.1525	0.1571	0.1618	0.1666
2024 Maximum:	\$0	(per \$1,000 of assessed value)						

Estimates are based on 2024 Completed Roll at Proposed Budget January 2024

Year over Year Change

Revenue and Expenses by Category

630 - Vancouver Island Regional Library

	2023 Budget	2024 Budget	Change	Explanation for Increase (+) or Decrease (-)
Revenues				
Taxation	1,602,121	1,852,674	250,553	Requisition up to meet VIRL budget increase
Prior Year Surplus	5,433	40	(5,393)	2023 projected surplus
Total Revenue	<u>1,607,554</u>	<u>1,852,714</u>	<u>245,160</u>	
Expenses				
Support Services	9,754	9,418	(336)	Increased allocation in 2024
Grants to other organizations	1,597,205	1,842,562	245,357	VIRL budget increase from 2023
Contract and General Services	595	734	139	Increased insurance costs
Total Expense	<u>1,607,554</u>	<u>1,852,714</u>	<u>245,160</u>	

CVRD 5 Year Operating Budget by Service

Functions: 630

Objects: Multiple

Account Code	Account Description	2023 Actual	2023 Budget	2024 Budget	2025 Financial	2026 Financial	2027 Financial	2028 Financial
01 - General Revenue Fund								
630 - Vancouver Island Regional Library								
Revenues								
630 - Vancouver Island Regional Library								
01-1-630-019	Reqn Elect/Spec Prov Govt	1,602,121	1,602,121	1,852,674	1,907,876	1,964,694	2,023,216	2,083,494
01-1-630-150	Surplus Prior Year	5,433	5,433	40	0	0	0	0
630 - Vancouver Island Regional Library		1,607,554	1,607,554	1,852,714	1,907,876	1,964,694	2,023,216	2,083,494
Revenues								
		1,607,554	1,607,554	1,852,714	1,907,876	1,964,694	2,023,216	2,083,494
Expenses								
630 - Vancouver Island Regional Library								
01-2-630-200	Support Services	9,754	9,754	9,418	9,418	9,418	9,418	9,418
01-2-630-210	Grant Operational	1,597,206	1,597,205	1,842,562	1,897,695	1,954,482	2,012,972	2,073,217
01-2-630-369	Insurance Liability	554	595	734	763	794	826	859
630 - Vancouver Island Regional Library		1,607,514	1,607,554	1,852,714	1,907,876	1,964,694	2,023,216	2,083,494
Expenses								
		(1,607,514)	(1,607,554)	(1,852,714)	(1,907,876)	(1,964,694)	(2,023,216)	(2,083,494)
630 - Vancouver Island Regional Library								
		40	0	0	0	0	0	0
01 - General Revenue Fund								
		40	0	0	0	0	0	0