

Elk Valley Services Committee

Agenda



February 13, 2020

2:45 pm

Members: Director McKerracher (Chair), Director Wilks (Vice Chair), Director Qualizza, Director Sosnowski and Director Doehle

Voting Rules: Unless otherwise indicated on this agenda, all Directors have one vote and a simple majority is required for a motion to pass.

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1. Call to Order	
2. Addition of Late Items	
3. Adoption of the Agenda	
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5. Invited Presentations & Delegations	
5.1 Elk Valley Transit Future Service Plan Chelsey Mossey, Manager Government Relations, BC Transit and Melissa Coates, Transit Planning Coordinator, BC Transit	
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9. Bylaws
10. Late Agenda Items
11. Reports from Directors
12. Adjournment



MINUTES OF THE ELK VALLEY SERVICES COMMITTEE MEETING

January 9, 2020
Regional District Office, Cranbrook, BC

PRESENT: Committee Chair D. McKerracher District of Elkford
Director M. Sosnowski Electoral Area A
Director S. Doehle Electoral Area B
Chair R. Gay Electoral Area C
Director A. Qualizza City of Fernie
Director D. Wilks District of Sparwood

STAFF: S. Tomlin Chief Administrative Officer
S. Moskal Corporate Officer
C. Thom Executive Assistant
(Recording Secretary)

Call to Order

Committee Chair Dean McKerracher called the meeting to order at 6:28 pm.

Adoption of the Agenda

MOVED by Director Qualizza

SECONDED by Director Sosnowski

THAT the agenda for the Elk Valley Services Committee meeting be adopted.

CARRIED

Adoption of the Minutes

July 4, 2019 Meeting

MOVED by Director Qualizza

SECONDED by Director Doehle

THAT the Minutes of the Elk Valley Services Committee meeting held on July 4, 2019 be adopted as circulated.

CARRIED

Invited Presentations & Delegations

Elk Valley Transit Future Service Plan

Chelsea Mossey, Manager, Government Relations, BC Transit, and Melissa Coates, Transit Planning Coordinator, BC Transit, reviewed the public survey results regarding the Elk Valley Transit Future Service Plan.

New Business

Elk Valley Transit Future Service Plan

48954

MOVED by Director Wilks

SECONDED by Director Qualizza

THAT consideration of the Elk Valley Transit Future Service Plan be postponed one month.

CARRIED

12. Adjournment

Due to a power outage, meeting did not adjourn to closed. The meeting adjourned at 7:00 pm.

Committee Chair Dean McKerracher

Shannon Moskal, Corporate Officer

Request for Decision

File No: Shh 231 003

Date December 20, 2019
Author Shannon Moskal, Corporate Officer
Subject Elk Valley Transit Future Service Plan

REQUEST

To receive the Elk Valley Transit Future Service Plan and decide whether to proceed with a future expansion initiative.

OPTIONS

1. THAT BC Transit be requested to include in their Transit Improvement Process an expansion of the Elk Valley Transit System in 2021 to provide increased service between Elkford and Cranbrook as described in Option 1 of the 2020 Elk Valley Transit Future Service Plan.
2. THAT BC Transit be requested to include in their Transit Improvement Process an expansion of the Elk Valley Transit System in _____ to provide _____ as described in the 2020 Elk Valley Transit Future Service Plan.
3. THAT an expansion of the Elk Valley Transit System not be pursued at this time.

RECOMMENDATION

Option 1.

BACKGROUND/ANALYSIS

Attached is the Elk Valley Transit Future Service Plan prepared by BC Transit. The Plan identifies the following 5 proposals for transit service improvements:

Proposed Service Improvement	Estimated Service Hours	Expansion Buses Required	Estimated RDEK Share of Costs*	Estimated Tax Increase*
1. Increased Service Between Elkford and Cranbrook	1,300	1	\$79,000	56%
2. Elkford – Cranbrook Commuter Service	1,300	1	\$79,000	56%
3. Weekend Service	1,300	1	\$79,000	56%
4. Increased Service Between Fernie and Sparwood	800	1	\$59,000	42%
5. Fernie Local Service Improvements	200	0	\$9,000	6%

* These are high-level estimates and are subject to change. The 2019 requisition for the Service was \$140,000.

BC Transit has recommended that increased service between Elkford and Cranbrook (#1) be prioritized for any future expansion initiatives.

In order to proceed with one of the proposed service improvements, a decision to do so is required. BC Transit would then integrate the request into their 3-year Transit Improvement Process, which is in the process of being updated for 2020 (to be finalized in Jan/Feb 2020). The RDEK currently has an Expansion Memorandum of Understanding with BC Transit which identifies a potential service improvement in 2021. This MOU would be updated to reflect the request. The earliest that a service improvement could be rolled out is 2021 (in the fall), subject to Provincial funding approval.

SPECIFIC CONSIDERATIONS

Financial

Estimated costs for the proposed service improvement would need to be included in the Financial Plan.

Attachment



Transit Future Service Plan

Elk Valley Transit System

February 2020

Regional District
of East Kootenay



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1 Introduction

The Elk Valley Transit Future Service Plan outlines improvements for transit service and infrastructure over the next 3-5 years in the Elk Valley Transit System. This Plan will build upon the Elk Valley Transit System Long-Range Plan (2011) and includes:

- An evaluation of community changes that are impacting transit demand now and over the next five years;
- An update of existing priorities identified in the 2011 Long-Range Plan; and
- Identification of requirements to meet emerging transit demand in the near and medium term.

Transit Future Service Plans provide a number of defined service improvements for implementation over the next five years and ensure transit improvement priorities are consistent with evolving local priorities, emergent transit demands, and BC Transit's operational capacity. The Plan is informed by public engagement processes, analysis of the existing transit system, and feedback from local governments; in addition, it takes into account long-term planning documents for communities in the Elk Valley area.

1.1 Plan Area

The geographic scope for this Plan is shown in the Map below. The area encompasses the jurisdictions of the District of Elkford, the City of Fernie, the District of Sparwood as well as Regional District Electoral Area A.

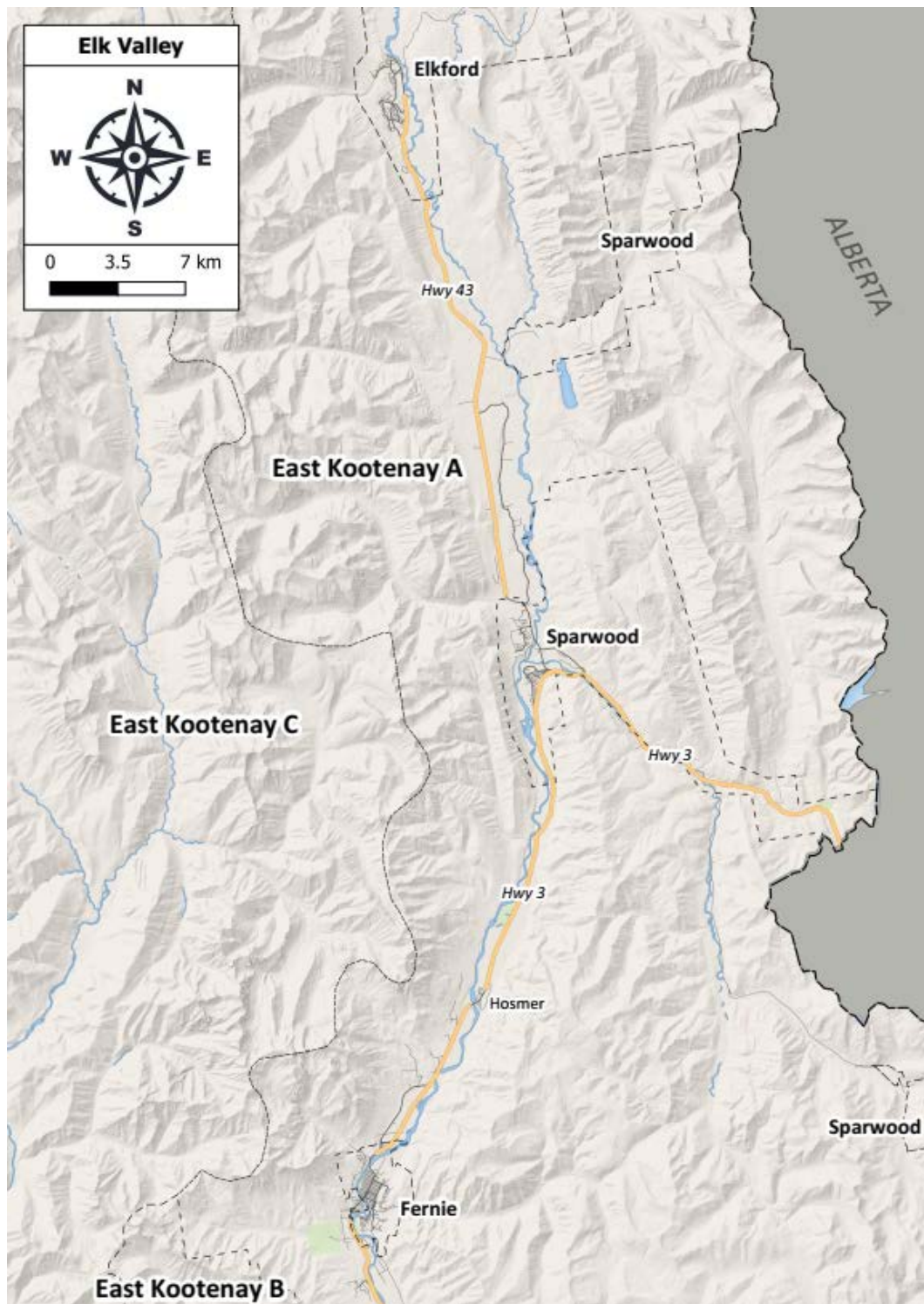


Figure 1: Plan Area

2 Plan Development

2.1 Timeline

Development of the Transit Future Service Plan began in spring 2018 and included phases to understand the present context, obtain feedback from both key stakeholders and the public, and develop a framework for short to medium-term development. Figure 1 illustrates the key steps in developing this Transit Future Service Plan.

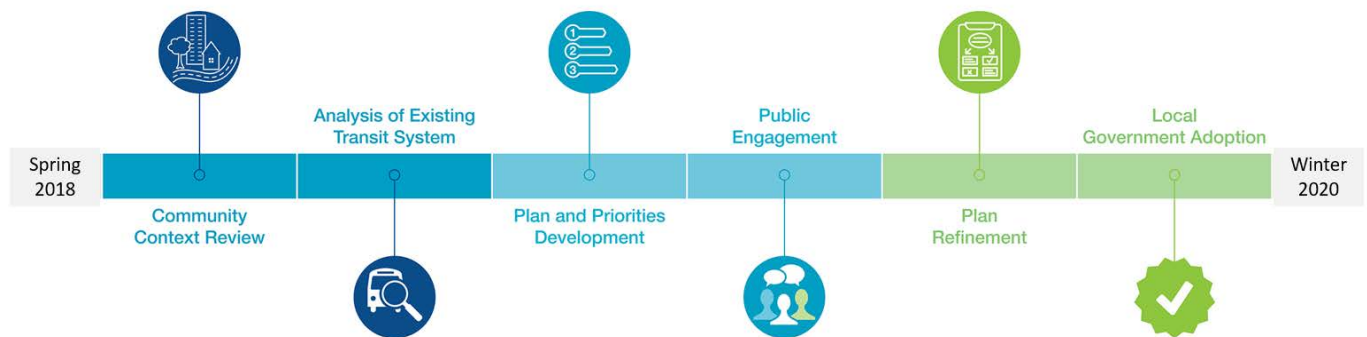


Figure 2: Timeline for the development of this Transit Future Service Plan

2.2 Population and Demographics

BC Transit has worked with staff at the Regional District of East Kootenay to develop this plan. It builds upon the Elk Valley Long-Range Plan (2011), considers land use patterns and demographic trends and incorporates public input.

The following efforts were carried out to inform the development of this plan:

- **Community Context Review:** Local planning documents and recent census data provided a high-level context of the areas changing demographic and land uses, including the Official Community Plans for the [District of Elkford](#), the [District of Sparwood](#) and the [City of Fernie](#).
- **Review of the Existing Transit System:** An evaluation of the existing transit system was carried out to identify the strengths and opportunities of current bus routes in the context of changing land use patterns and ridership demand.
- **Project Working Group:** The content, data collection and recommendations of this Transit Future Service Plan were developed in collaboration with a working group made up of staff from BC Transit, Regional District of East Kootenay and TOK Transit - the contracted operating company.

3 Community Context

The following context was developed through public engagement, stakeholder input, a survey of relevant data and reports, and close examination of the existing transit system and current plans in the Elk Valley. The following considerations provide critical opportunities and challenges to developing the Elk Valley Transit System.

3.1 Population and Demographics

The total population of Elk Valley increased by over 7 per cent between 2011 and 2016 to over 13,000. Elk Valley has a median age of 39, with only 13 per cent of its residents over the age of 65, which is lower than the Regional District average.

The Elk Valley Transit System provides service to the following municipalities:

- The **City of Fernie** is a resort municipality, and the regional centre of the Elk Valley, with a population of 5,249.
- The **District of Elkford** is the northernmost part of the Elk Valley with a population of 2,499.
- The **District of Sparwood** is the second largest community in the Valley, with a population of 3,784.

3.2 Employment and Education

Teck Resources is the major employer in the Elk Valley, operating several coalmines. Teck Resources operates shuttles to bring employees to the coalmines. The tourism industry is also prominent in the area, specifically in Fernie.

The College of the Rockies has a campus located in Fernie. The College of the Rockies continues to have increasing enrolment of international students, which is a market that can rely heavily on transit.

In addition to public schools in each community, the Fernie Academy is a private school that has students attending from across the valley for speciality programs.

3.3 Land Use and Planning

City of Fernie Official Community Plan Bylaw No. 2231, 2014

The City of Fernie's OCP provides a vision for its community based on the priorities of ensuring economic viability, enriching community life and protecting the environment. The following transit supportive policies are provided in Fernie's OCP:

- Request that BC Transit improve and expand existing bus service within Fernie and to neighbouring employment and residential centres (Policy 2-B.1)

- Work with BC Transit to ensure that bus schedules facilitate access between Fernie and neighbouring communities, including Cranbrook, for residents working in those communities and employees living in them (Policy 2-B.2)
- Ensure that major new public institutions and businesses are located in transit accessible locations that are also served by active transportation infrastructure (e.g., bike lanes, walking trails) (Policy 2-B.3)
- Reduce parking requirements according to the *Parking Management Plan 2012* recommendations to encourage better use of land resources and support a shift to more public transit and active transportation alternatives (Policy 2-B.4)
- Request that BC Transit pre-plan bus routes and develop road standards that will accommodate future bus route requirements for large scale developments (Policy 2-B.5)
- Work with BC Transit, RDEK, District of Sparwood, District of Elkford, and BC Parks to enhance bus service to recreation facilities and parks beyond City of Fernie boundaries (Policy 2-B.6)
- Review and revise the *Subdivision Servicing Bylaw* to ensure that potential transit network extensions, including new bus stops and bus pull-ins, are considered as a condition of development (Policy 2-B.7)

District of Elkford Official Community Plan Bylaw No. 710, 2010

The District of Elkford's OCP provides a vision for a community committed to sustainability and has priorities integrated with goals of climate change adaptation and mitigation. The following OCP policies support the development of transit and pedestrian-friendly development:

- Maintain the integrity of the District Growth Boundary in order to direct new development into the District Core and existing neighbourhoods. This can allow for development of clustered areas that are better served by alternative transportation modes (Objective 7.2.1 Policy 1)
- Facilitate transportation planning for the accessibility, safety and mobility of all residents (Objective 7.2.1 Policy 3)

District of Sparwood Official Community Plan Bylaw No. 1165, 2015

The District of Sparwood's OCP provides a vision for a community with diverse housing options, a diverse economy and a vibrant downtown. The following transit supportive policies are provided in Sparwood's OCP:

- Work with BC Transit, RDEK and other local governments in the area to meet the public transit needs of Elk Valley residents (Policy 9.7.1)
- Work with BC Transit to support and improve public transit (Policy 11.10.3)

3.4 Transportation

3.4.1 Health Connections

The Elk Valley is served by a twice-weekly Health Connections service, operated by the same company as the transit system. This service is funded entirely by Interior Health, and provides service between Elkford and Cranbrook. Priority on this transit service is given to those traveling to medical appointments.

3.4.2 Taxi Service

Kootenay Taxi is the only taxi company that provides service in the Elk Valley, is based in Fernie, and provides service within Fernie and Sparwood.

3.5 Transit Context

3.5.1 Conventional Transit

The Elk Valley Transit System was introduced as a basic transit service in 2008 to provide access to services for all the region's residents. The system currently consists of 3,020 annual service hours, three light duty buses and a single route that operates between 7 a.m. and 7 p.m. on weekdays. One vehicle operates the entire system, beginning the service day in Elkford. There are numerous variations to the route that are reflected in the schedule; these allow the driver to provide service within Sparwood as well as between the three principal communities of Elkford, Sparwood and Fernie. A map of the route and the schedule are included on the following pages.

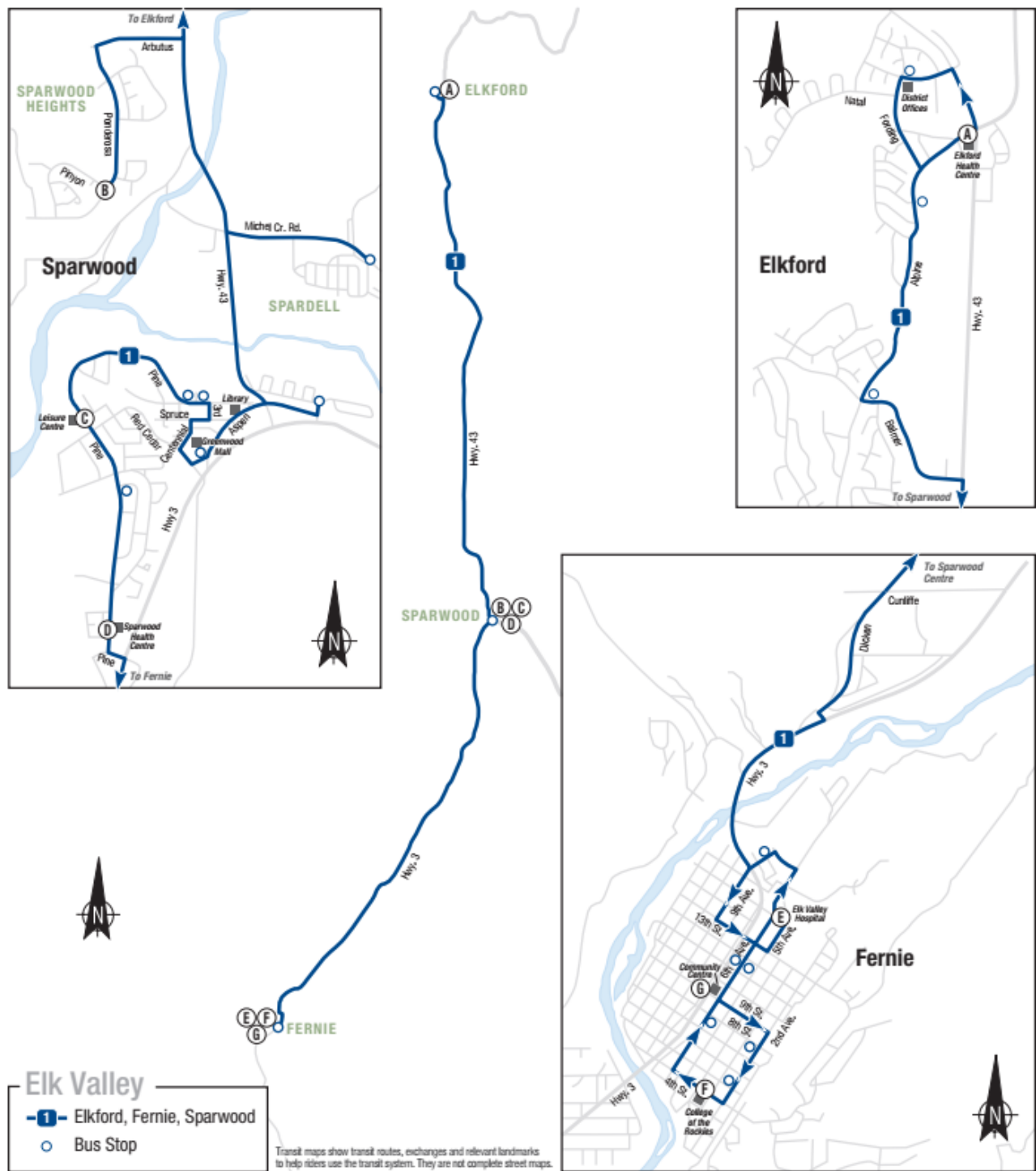


Figure 3: Elk Valley Transit System

1 Elkford, Fernie, Sparwood

Monday to Friday

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(E)	(D)	(C)	(B)	(A)
Lv. Elkford Health Centre	Sparwood Heights	Sparwood Leisure Centre	Sparwood Health Centre	Elk Valley Hospital	College of the Rockies	Fernie Community Centre	Elk Valley Hospital	Sparwood Health Centre	Sparwood Leisure Centre	Sparwood Heights	Ar. Elkford Health Centre
7:00	7:40	7:55	8:00	8:30	8:40	8:45	8:50	9:15	9:20	9:35	–
–	–	–	11:00	–	–	–	–	–	11:05	11:20	12:00
12:00	12:40	12:55	1:00	1:30	1:40	1:45	1:50	2:15	2:20	2:35	–
–	–	–	4:20	–	–	–	–	–	4:25	4:40	–
–	4:40	–	–	5:10	5:20	5:25	5:30	5:55	6:00	6:15	6:55

Figure 4: Elk Valley Transit System schedule

3.5.2 Ridership

Transit ridership has trended upward overall since 2009, peaking at 10,000 annual rides in 2017-18. This increase in ridership correlates to a period of population growth in the Elk Valley.

The financial investment has remained essentially constant over this time frame; the modest variation in service hours shown on the chart results from year to year differences in overtime wages and calendar schedules

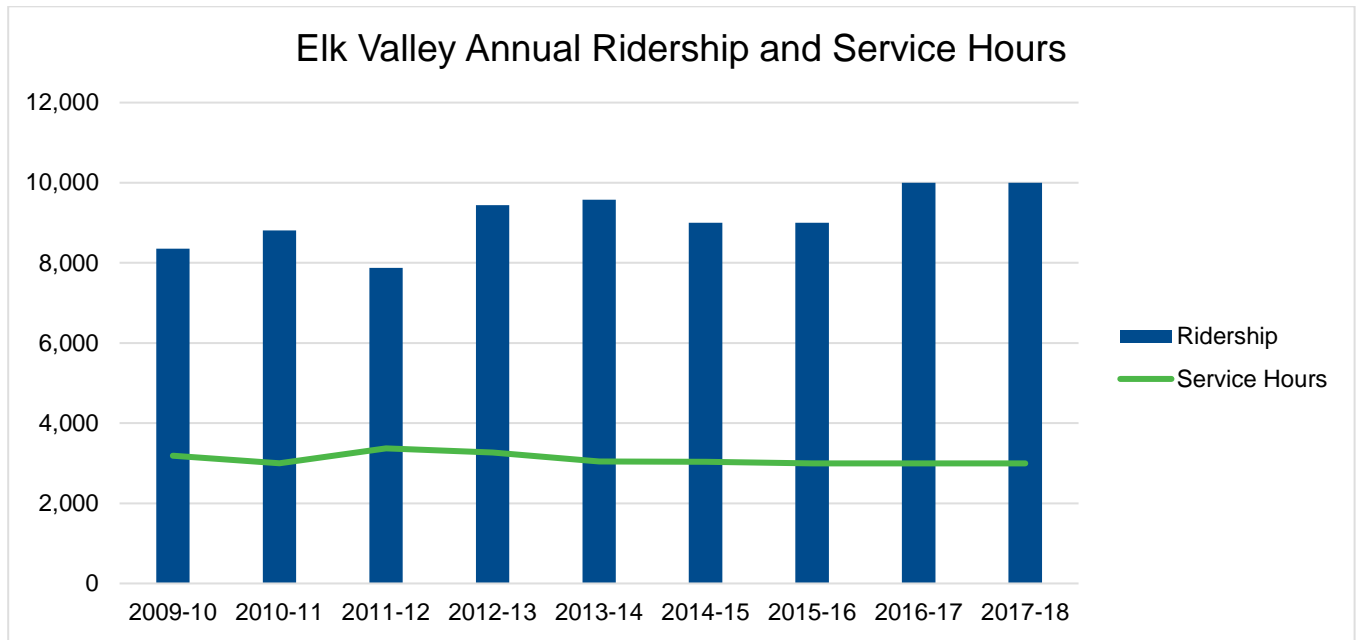


Figure 5: Elk Valley Annual Ridership and Service Hours

4 Proposed Transit Changes

This section discusses several possible scenarios for the future service design of transit in the Elk Valley. At this stage, these recommendations are high-level proposals that may entail further planning and analysis to determine specifics of routing, scheduling or stop placement. Resource requirements have been estimated for each option.

Proposed changes were developed in collaboration with the Regional District of East Kootenay and TOK Transit, and are based on results from engagement, detailed in section 4.2.

4.1 Service Design Options

4.1.1 Option 1: Increased service between Elkford and Cranbrook

Health Connections currently operates between Elkford and Cranbrook on Wednesdays and Fridays only. Additional service would be provided by BC Transit and the Regional District of East Kootenay to have service between Elkford and Cranbrook on all weekdays that does not require booking in advance¹.

**Current Health Connections Transit Service
between Elkford and Cranbrook**

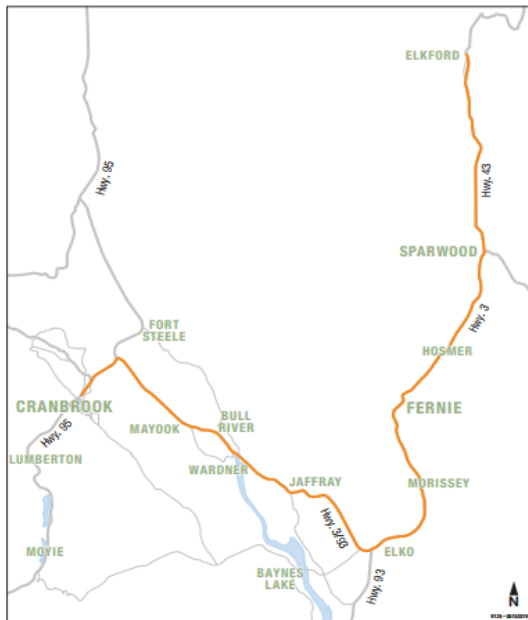


Figure 6: Elkford to Cranbrook Health Connections Service

¹ Note: expansion to this service would be cost-shared by the Regional District of East Kootenay and BC Transit, and would not be funded by Interior Health as a Health Connections service

Benefits:

- Would provide more opportunities to travel to Cranbrook

Considerations:

- Would not meet the needs of those commuting to and from work in Cranbrook

Resources Required:

- 1,300 annual service hours
- 1 expansion bus

4.1.2 Option 2: Elkford - Cranbrook Commuter Service

In addition to the two weekly Health Connections trips between Elkford and Cranbrook, this option would provide commuter service to and from Cranbrook from Monday – Friday. There would be a morning trip operating from Elkford to Cranbrook, and an afternoon trip operating from Cranbrook to Elkford.

Benefits:

- Would provide opportunities for commuters to take transit to work in Cranbrook

Considerations:

- Would only provide one trip in each direction, which may not meet all shift times

Resources Required:

- 1,300 annual service hours
- 1 expansion bus

4.1.3 Option 3: Introduce weekend service

Introduce service on Saturdays and Sundays on route 1 Elkford, Fernie, Sparwood.

Benefits:

- Would provide opportunities to take transit to work, recreational activities, etc. on weekends

Considerations:

- Would not provide additional weekday service

Resources Required:

- 1,300 annual service hours

4.1.4 Option 4: Increased service between Fernie and Sparwood

One additional round-trip between Fernie and Sparwood on weekdays.

Benefits:

- Would provide additional connections between Fernie and Sparwood

Considerations

- Would not provide any additional service to or from Elkford

Resources Required:

- 800 annual service hours
- 1 expansion bus

4.1.5 Option 5: Fernie Local Service Improvements

Extend Route 1 service in Fernie to the Mountain View area. This would provide service to Rocky Mountain Village.

Benefits:

- Would provide service to an area currently not serviced by transit

Considerations:

- Would not provide additional service to residents of Elkford or Sparwood.

Resources Required:

- 200 annual hours

Proposed Service to Mountain View Area

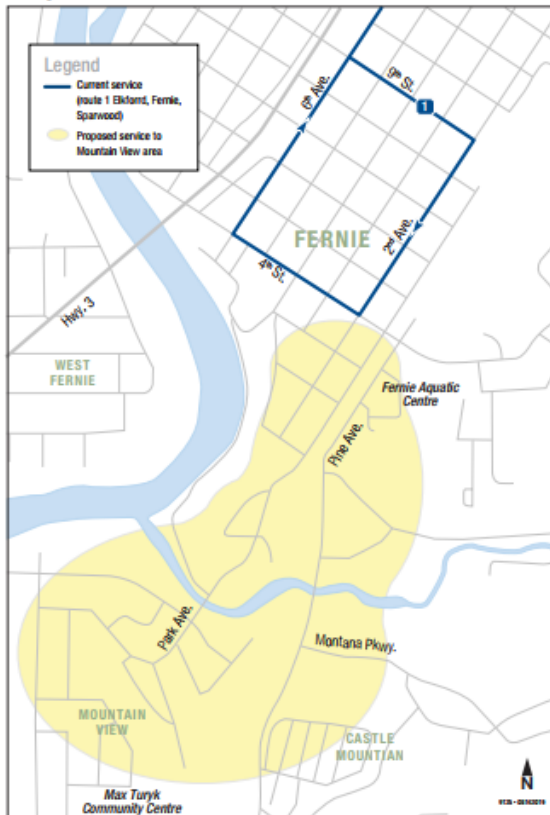


Figure 7: Proposed service to Mountain View Area

Proposed Service Improvement	Est. Service Hours	Expansion Buses
Option 1: Increased service between Elkford and Cranbrook	1,300	1
Option 2: Elkford – Cranbrook commuter service	1,300	1
Option 3: Introduce weekend service	1,300	1
Option 4: Increased service between Fernie and Sparwood	800	1
Option 5: Fernie local service improvements	200	0

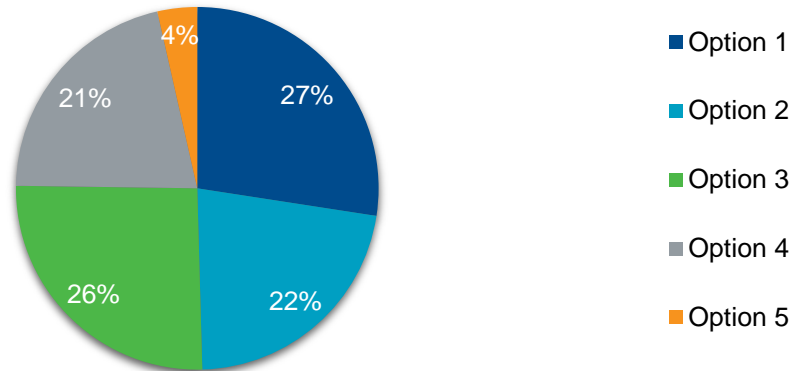
Table 1: Summary of Proposed Transit Changes and Resources Required

4.2 Public Engagement Results

Public engagement took place in form of an online survey summer of 2019 and presented the above options for future transit service improvements. A total of 148 respondents participated in the online survey. Results of the survey are detailed below.

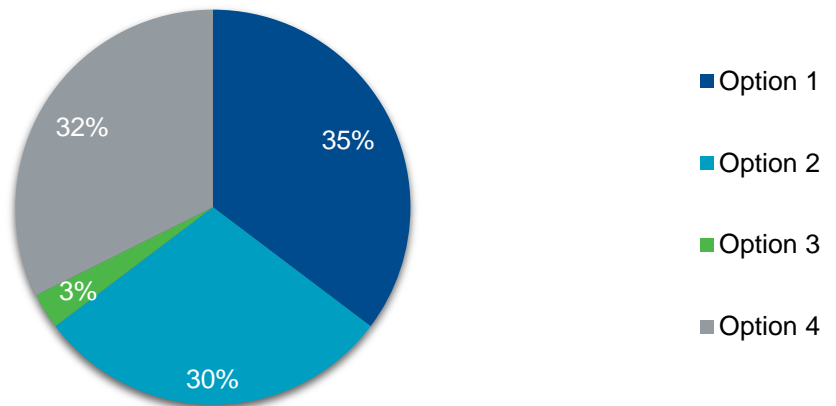
All respondents

Which service improvement option would be most beneficial to you?



Transit riders

Which service improvement option would be most beneficial to you?



4.3 Implementation Priorities

The following section details an implementation strategy over time for short to medium-term transit service improvements. The implementation plan prioritizes improvements in accordance with local government, stakeholder and public feedback.

4.3.1 Transit Service Priorities

Table 2: Implementation Priorities for Proposed Transit Changes

Implementation Priority	Service Hours Required	Buses Required
1: Increase service between Elkford and Cranbrook	1,300	1
2: Implement a commuter service between Elkford and Cranbrook	1,300	1
3: Increase service between Fernie and Sparwood	800	1
4: Introduce weekend service	1,300	1
5: Fernie local service improvements	200	0

4.3.2 Infrastructure Priorities

There are a limited number of bus stops in the Elk Valley Transit System. In the future, additional bus stop amenities such as shelters and benches should be considered for each community in the transit system.

4.4 Future Considerations

The following section details future considerations for the Elk Valley Transit System. These considerations were highlighted through the engagement process and through the Regional District of East Kootenay during the plan refinement phase.

4.4.1 Fernie Academy

A group of online survey respondents indicated an interest in an earlier afternoon trip time departing Fernie for students attending the Fernie Academy. This service would require an additional trip or major adjustment to the times of the current afternoon trips.

4.4.1 Sparwood/Elkford Commuter

A group of teachers who work in Elkford and Sparwood expressed a desire for commuter service from Fernie to Elkford. To service this market, additional trips would be required.

5 Recommendations

This plan outlines several service options for future transit service improvements. Service improvements will be integrated into the three year Transit Improvement Process (TIPs), which is updated on an annual basis. Prior to implementation of service changes, BC Transit staff will work with staff at the Regional District of East Kootenay to ensure service improvements appropriately reflect local needs. Additional targeted engagement may be conducted.

It is recommended that the Regional District of East Kootenay:

- Receive this report for information; and
- Prioritize increased service between Elkford and Cranbrook for any future expansion initiatives.



Elk Valley Transit Future Service Plan

Engagement Report

July 2019

Regional District of East
Kootenay



1.0 Introduction

BC Transit and the Regional District of East Kootenay are developing a Transit Future Service Plan for the Elk Valley Transit System. The plan will outline priorities for transit service improvements in the area.

Public engagement took place in form of an online survey from June 4 to July 8, 2019. In total, 148 respondents participated in the survey.

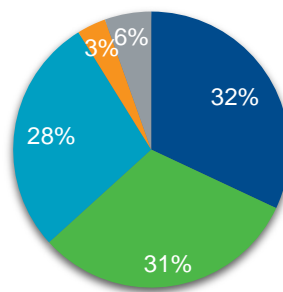


2.0 Findings

2.1 Demographics

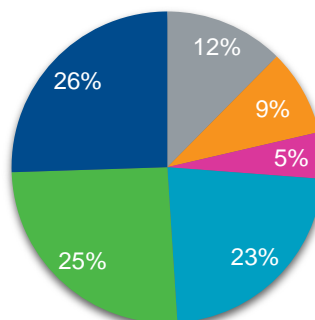
The online survey asked for detailed demographic information and travel patterns to help inform service design by building a picture of how residents use transit.

Where do you live?



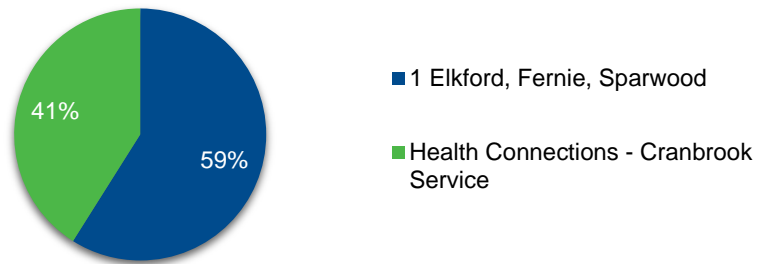
- Elkford
- Sparwood
- Fernie
- Hosmer
- Other

How often do you use transit?

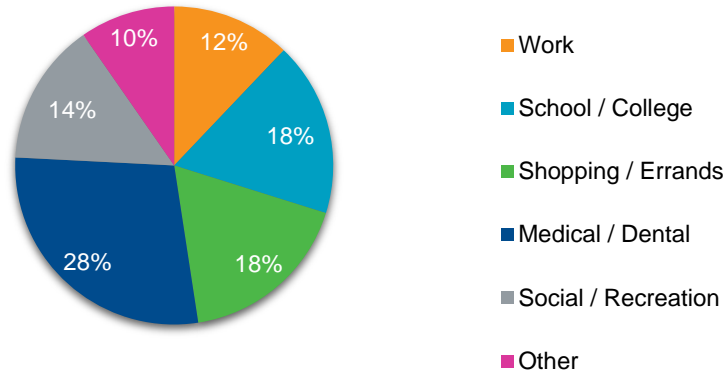


- 5 days per week
- 3-4 days per week
- 1-2 days per week
- A few times per month
- A few times per year
- Never

Which route(s) do you usually ride?



What is your primary trip purpose when taking the bus?

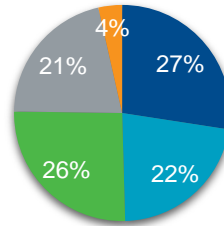


2.2 Service Improvement Options

The survey detailed five service improvement options, and participants were asked to choose which option would be most beneficial for them. Results were analyzed with all responses as well as responses only from transit riders.

All respondents

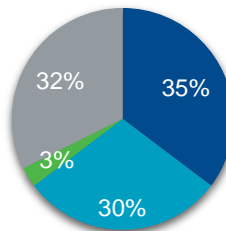
Which service improvement option is most beneficial to you?



- Option 1: Increased service between Elkford and Cranbrook
- Option 2: Elkford - Cranbrook Commuter Service
- Option 3: Introduce weekend service
- Option 4: Increased service between Fernie and Sparwood
- Option 5: Fernie local service improvements to the Mountain View area

Transit riders

Which service improvement option is most beneficial to you?



- Option 1: Increased service between Elkford and Cranbrook
- Option 2: Elkford - Cranbrook Commuter service
- Option 3: Introduce weekend service
- Option 4: Increased service between Fernie and Sparwood

2.3 Open-ended Feedback: Comments & Suggestions

The survey presented opportunities for respondents to provide open-ended comments and general feedback.

Key themes that emerged through these comments included:

- Additional trips, especially earlier and later
- More trips times to align with students attending the Fernie Academy
- Bus stop improvements and increasing awareness of transit

3.0 Next Steps

The responses for the engagement process have been tabulated and analyzed to support the future development of the Elk Valley Transit Future Service Plan. The next step in the process is to use this information to identify priorities for Elk Valley over the next five years.



Information Report

Fhh 503 001-17

Date: February 6, 2020
Author: Holly Ronnquist, CFO
Subject: 2020 – 2024 Five-year Financial Plan Summary - Adopted

Overall, total 2020 operating expenditures are increasing 4.5% (\$1.46 Million) from 2019.

Setting aside extraordinary items, notably some significant grants, there is a 2.2% increase in what we have termed the 'Shared Operating Budget' made up of the services shared by most jurisdictions. The breakdown is shown below.

	2020	2019	Increase	%
Shared Operating Budget* (Refer to details on Page 2)	\$16,143,080	\$15,792,123	\$350,957	2.2%
Extraordinary Items:				
• Affected Forestry Worker Grant	75,000	0		
• Community Works Fund Grants	572,500	1,175,000		
• Fuel Management, Agriculture, And Firesmarting (granted projects)	341,730	412,758		
• Rural Dividend, CBT Grants (RDEK & Other Orgs), Emergency Program Grants	948,104	374,138		
• Regional Agricultural Project (3 years)	<u>207,270</u>	<u>252,314</u>		
SUBTOTAL	<u>\$2,144,604</u>	<u>\$2,214,210</u>		
Total Shared Budget*	\$18,287,684	\$18,006,333	\$681,351	3.8%
Non-shared Items				
• Municipal Debt Payments	4,554,291	4,554,291		
• Service Areas	8,260,017	7,686,122		
• Utilities	<u>2,494,339</u>	<u>2,285,376</u>		
SUBTOTAL	<u>\$15,308,607</u>	<u>\$14,525,789</u>	\$ 782,818	5.3%
TOTAL EXPENDITURES	<u>\$33,996,331</u>	<u>\$32,532,122</u>	<u>\$1,464,209</u>	<u>4.5%</u>

*Shared Operating includes General Administration, Electoral Area Administration, Building Inspection, Planning, Libraries, Parks, Economic Development, Solid Waste, Septage, Weed Control, Transit, Emergency Programs and 911.

.../2

The following are some significant items affecting the 2.2% increase in the Shared Operating Budget:

Additions:

• General Admin – Board remuneration increase	11,725
• Rural Development Intern position – Rural Development of BC grant	36,000
• Wage increases	104,000
• Columbia Valley Solid Waste – cover material	100,000
• Columbia Valley Solid Waste – Fairmont Transfer Station access road	48,500
• Central Solid Waste – design, operation and closure plan/ conformance review	75,000
• Waldo Cove Park establishment	18,580

Service Areas and Utilities

The following are some significant items affecting the 5.3% increase in the Non - Shared Operating Budget:

Reductions:

• Rosen Lake Water Level Control – safety upgrades	(23,215)
• Fairmont Flood Control – debris cleanout	(61,110)
• Mosquito Control – normal control year	(27,174)
• Windermere Water – moving to East Side Lake Windermere Water (7 months)	(186,154)

Additions:

• Elk Valley Mine Tax Sharing – grants and projects	379,541
• Upper Elk Valley Fire – new contract and contribution to fire hall addition	51,875
• Area A Flood Control – archaeological mapping	35,000
• Lazy Lake Water Level Control - culvert	21,286
• Columbia Valley Recreation – Canal Flats Arena chiller replacement	125,000
• East Side Lake Windermere Water – operating costs (full service June 2020)	299,419

Capital Expenditures

The 2020 – 2024 Financial Plan also includes \$12,478,019 in capital expenditures in 2020. A list of the larger projects in 2020 are as follows:

Windermere Water – connect to water treatment plant and upgrade distribution system	4,556,251
Area A Flood – Hill Road dyke	948,751
Area B Septage Ponds – construction	388,993
Edgewater Fire – fire engine	433,000
Windermere Fire Dept – water tender	353,000
Fairmont Fire Dept – water tender	353,000
Timber Ridge/Eastside Water – water system looping project	1,872,000
Computer, IT, audio equipment	408,287
Fairmont Flood & Debris Control – Phase 2 completion & Cold Spring Creek upgrades	220,992
All Solid Waste Subregions – organics composting facility Phase 1	298,440

Effect on Taxation

The overall tax effect of the draft financial plan is an increase of 4.9% in total taxation. For the Shared Services, there is a 6.0% tax increase. With about 1.2% new assessment, this would result in an average tax increase of 4.8%.

A further breakdown of the increases is on the following page.

RDEK REQUISITION CHANGE - FOR REFERENCE PURPOSES ONLY - 2020 Completed Roll - 2020 Taxes										
	2016	2017	2018	2019	2020	% Change	Non-Market Change	Average Individual Increase	*	Increase on \$354,000 Residential Property
CITY OF CRANBROOK	2,188,964	2,185,698	2,197,831	2,177,981	2,242,448	3.0%	1.2%	1.8%		\$ 4
CITY OF FERNIE	1,298,512	1,279,840	1,305,087	1,319,982	1,308,261	-0.9%	2.3%	-3.2%	2	(7)
CITY OF KIMBERLEY	759,238	746,409	770,798	810,051	858,253	6.0%	2.0%	4.0%		8
DISTRICT OF SPARWOOD	846,090	784,971	704,199	791,737	868,238	9.7%	-0.7%	10.4%	2	24
DISTRICT OF ELKFORD	481,782	479,069	431,389	444,851	494,632	11.2%	5.2%	6.0%	2	11
JUMBO GLACIER MTN RESORT	597	619	648	651	724	11.3%	0.0%	11.3%		0
DISTRICT OF INVERMERE	705,023	781,231	821,781	871,213	995,138	14.2%	0.8%	13.4%		36
VILLAGE OF RADIUM	294,075	316,642	346,474	359,393	415,596	15.6%	0.9%	14.8%	1	40
VILLAGE OF CANAL FLATS	88,025	96,259	99,066	118,794	143,516	20.8%	4.7%	16.1%	1	41
Sub-total Municipalities	6,662,306	6,670,738	6,677,273	6,894,654	7,326,805	6.3%	1.4%	4.8%	3	
ELECTORAL AREA "A"	949,244	935,844	856,922	809,313	845,070	4.4%	1.7%	2.7%	2	6
ELECTORAL AREA "B"	1,064,836	1,065,598	1,095,233	1,145,541	1,173,567	2.4%	1.0%	1.4%		4
ELECTORAL AREA "C"	1,517,951	1,549,300	1,540,472	1,563,606	1,614,670	3.3%	1.0%	2.3%		8
ELECTORAL AREA "E"	561,442	573,017	621,311	600,082	613,597	2.3%	1.2%	1.1%		3
ELECTORAL AREA "F"	2,530,005	2,607,126	2,724,494	2,904,590	3,160,009	8.8%	1.4%	7.4%	1	28
ELECTORAL AREA "G"	345,387	363,590	366,953	387,416	427,805	10.4%	1.0%	9.5%	1	33
Sub-total Electoral Areas	6,968,865	7,094,475	7,205,383	7,410,548	7,834,717	5.7%	0.9%	4.8%		
TOTAL	13,631,171	13,765,213	13,882,656	14,305,202	15,161,522	6.0%	1.2%	4.8%	3	\$ 13

*see explanations next page

CONVERTED ASSESSMENT COMPARISON				
AREA	2019 CONVERTED ASSESSMENT	2020 CONVERTED ASSESSMENT	PERCENT CHANGE	
CITY OF CRANBROOK	363,275,003	386,970,099	6.5%	
CITY OF FERNIE	182,122,895	198,567,446	9.0%	
CITY OF KIMBERLEY	128,469,663	141,426,649	10.1%	
DISTRICT OF SPARWOOD	118,769,453	119,489,885	0.6%	
DISTRICT OF ELKFORD	78,743,471	85,274,919	8.3%	
JUMBO GLACIER MTN RESORT	96,358	93,541	-2.9%	
DISTRICT OF INVERMERE	111,995,443	113,952,146	1.7%	
VILLAGE OF RADIUM	45,126,051	46,528,312	3.1%	
VILLAGE OF CANAL FLATS	15,144,055	16,388,905	8.2%	
Sub-total Municipalities	1,043,742,392	1,108,691,902	6.2%	58
ELECTORAL AREA "A"	115,176,693	123,178,405	6.9%	
ELECTORAL AREA "B"	128,774,797	135,385,546	5.1%	
ELECTORAL AREA "C"	156,296,086	167,994,595	7.5%	
ELECTORAL AREA "E"	62,123,956	66,005,133	6.2%	
ELECTORAL AREA "F"	268,591,662	270,989,233	0.9%	
ELECTORAL AREA "G"	37,888,698	39,234,542	3.6%	
Sub-total Electoral Areas	768,851,892	802,787,454	4.4%	42
TOTAL	1,812,594,284	1,911,479,356	5.5%	

Avg Individual Increase	4.8%
CV Rec Funding Requests	-0.6%
CV Solid Waste Funding Request	-0.5%
Add'l Tsf to G/A Build Reserve	-0.7%
	3.1%

Requisition Change Explanations:

1. Columbia Valley Tax Increases

Increases in taxation required for Columbia Valley Services are being reflected in larger percentage increases for those jurisdictions.

The services resulting in notable increases are (on average):

Columbia Valley Recreation	2.7%
Columbia Valley Solid Waste	7.1%
Columbia Valley Libraries	1.1%
Columbia Valley Emergency	0.4%

2. Elk Valley Solid Waste

In 2018 all jurisdictions within the Elk Valley Solid Waste Service enjoyed a \$200,000 tax decrease which reduced taxation by an average of 5.7%. Taxation in 2020 reflects the regular solid waste budget with operational increases and the impact of the market for recycled materials, bringing taxation closer to the 2017 level.

With the Fernie Transfer Station debt now repaid, the portion of the requisition that is shared based on assessment values is reduced, and a greater proportion is now being apportioned based on the volume of waste generated from each jurisdiction.

In 2019, the tonnage of solid waste collected saw a reduction of 380 tonne and the decrease (similar to the decrease that occurred in 2016) was reflected in a decrease in the tipping fee paid to the Central Landfill. However, the decrease in tonnage did not occur equally in each Municipality and Electoral Area within the EV Solid Waste Subregion. Sparwood and Elkford experienced an increase in tonnage and Fernie and Electoral Area A experienced a decrease in tonnage.

The following table demonstrates the impact on the overall shared services requisition increase to each of the Elk Valley jurisdictions:

	Increase/ (Decrease) In Tonnage	Increase/ (Decrease) In Tonnage In %	Overall Tax Increase Before Tonnage Change	Overall Tax Increase After Tonnage Change
City of Fernie	(547.3)	(13.8%)	2.6%	(3.2%)
District of Sparwood	190.7	8.7%	2.9%	10.4%
District of Elkford	80.1	6.7%	0.0%	6.0%
Electoral Area A	(103.5)	(0.1%)	4.0%	2.7%

3. Assessment Growth

Changes in the total tax collected are only one factor in the overall change of the requisition. The change in the assessment value for a jurisdiction in relation to the average change in assessment value will also have an impact. In 2020, RDEK jurisdictions saw a wide range of assessment changes from increase of 0.70% for Electoral Area F to an increase of 9.9% for the City of Fernie (followed closely by the City of Kimberley at 9.39%). Overall, Municipalities assessments increased on average 5.3% and Electoral Area assessments increased 5.4% and assessments for the RDEK as whole increased 5.8%.

Jurisdictions (and individual properties) with larger than average assessment increases will attract a larger proportion of the tax requisition, while those with lower assessment increases will benefit from a reduced share.

2020 Budget Information Report

☐ Manager Review ☐

File : Fhh 503 001
Dept. File: Ehh 650 031

Date: February 3, 2020
Submitted by: Anita Charest, Emergency Program Coordinator
Service Name: Elk Valley South Country Emergency Program
Service Purpose: Emergency Services
Participants: City of Fernie, District of Sparwood, District of Elkford, Electoral Areas A & B

Operational Items:

- The ESSD On-Call stipend has been increased from \$250 a month to \$12 per day increasing the budget from \$3,000 to \$4,380. There has not been an increase to this stipend for the past 10 years. This will result in an increase in taxation of \$1,380 starting in 2020 which is equivalent to 7 cents on the average residential property valued at \$350,000.
- A \$7,000 item line has been included in the budget for training in 2023. This is the EVSC portion of a regional full-scale exercise planned for 2023.

Capital Items:

CFO Comments:

- Estimated tax decrease of \$51 for 2020 and projected increase of 9.2% in 2021 pending operating results in 2020.
- Recommend transfers to the Operating Reserve recommence with a transfer of \$1,000 in 2020.
- ESS or EOC grants that are for projects affecting all three Emergency Sub-Regions will be included in the Central Emergency Program budget to streamline administration of the grants.



**EV Emergency Program
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Tuesday, December 31, 2019
2/3/2020**

	2019 BUDGET	2019 ACTUAL	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET
<u>Revenue</u>							
Requisition	\$119,551	\$119,551	\$119,500	\$130,500	\$133,000	\$142,000	\$136,500
Payments in Lieu of Taxes		277					
Local Government Grants & Regional Transfers	7,600						
Prior Period Surplus	(150)	(4,714)	14,834	4,397	3,000	3,000	3,000
Total Revenue	127,001	115,114	134,334	134,897	136,000	145,000	139,500
<u>Expenditures</u>							
Salaries & Benefits	62,447	48,077	70,331	71,532	72,569	74,350	75,615
Administration & Overhead	13,050	12,327	15,710	15,890	15,770	15,800	15,830
Consulting & Professional Services	9,875	9,555	12,630	12,630	12,630	12,630	12,630
Grants	20,000	19,494	20,000	20,000	20,000	20,000	20,000
Telephone & Utilities	5,490	5,419	5,580	5,580	5,580	5,580	5,580
Shared Overhead	9,102	5,988	9,083	9,265	9,451	9,640	9,845
Total General	119,964	100,859	133,334	134,897	136,000	138,000	139,500
Total Expenditures	119,964	100,859	133,334	134,897	136,000	138,000	139,500
Revenue less Expenditures	7,037	14,254	1,000			7,000	
Transfers to Reserves			(1,000)			(7,000)	
Transfers from Reserves	563	579					
Capital Expenditures	(7,600)						
Surplus (Deficit)		14,834					

Date: February 3, 2020
Submitted by: Shannon Moskal, Corporate Officer
Service Name: Access Guardian Program Service
Service Purpose: The Access Guardian Program delivers a range of services to the public who are accessing recreational areas in the Service Area including education, public relations, and compliance and enforcement relating to access management
Participants: Electoral Area A

Operational Items:

- The contract with the Conservation Officer Service for provision of the Access Guardian Program expires December 31, 2021.
- Funding for the program includes contributions of \$8,600 from the City of Fernie, District of Elkford, District of Sparwood and the Electoral Area A share of the Elk Valley Tax Sharing funds. Municipal contributions are confirmed to 2021.
- The Columbia Basin Trust contributes up to \$28,000/year in 2017 – 2021 with \$26,600 being required for 2020.
- The budget includes a \$60,000 payment to the Conservation Officer Service for providing the Access Guardian.

CFO Comments:

- No change in funding in five year plan.



**Access Guardian Program
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Tuesday, December 31, 2019
2/3/2020**

Revenue

Local Government Grants & Regional Transfers	\$52,400	\$52,400	\$52,400	\$52,400	\$52,400	\$52,400	\$52,400
Transfer From Other Funds	9,000	9,000	8,600	8,600	8,600	8,600	8,600
Prior Period Surplus	34,461	34,461	35,500	35,678	35,835	35,974	36,096
Total Revenue	95,861	95,861	96,500	96,678	96,835	96,974	97,096

Expenditures

Salaries & Benefits	698	285	720	735	750	765	780
Consulting & Professional Services	60,000		60,000	60,000	60,000	60,000	60,000
Shared Overhead	110	42	102	108	111	113	114
Total General	60,808	327	60,822	60,843	60,861	60,878	60,894

Total Expenditures

Revenue less Expenditures

Surplus (Deficit)

	2019 BUDGET	2019 ACTUAL	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET
Total Revenue	95,861	95,861	96,500	96,678	96,835	96,974	97,096
Total Expenditures	60,808	327	60,822	60,843	60,861	60,878	60,894
Revenue less Expenditures	35,053	95,534	35,678	35,835	35,974	36,096	36,202
Surplus (Deficit)	35,053	95,534	35,678	35,835	35,974	36,096	36,202

Date: February 3, 2020
Submitted by: Kevin Paterson, Environmental Services Manager
Service Name: Elk Valley Solid Waste
Service Purpose: To provide solid waste management services for the businesses and residents of the Elk Valley Subregion.
Participants: Fernie, Sparwood, Elkford and Electoral Area A.

Operational Items:

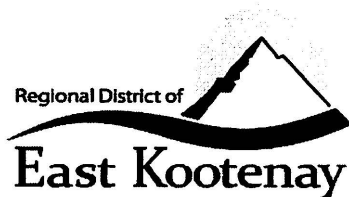
- The establishment of a staffed depots at the Fernie, Sparwood and Elkford Transfer Stations for Recycle BC will be completed in 2020. \$108,000 for operations of depots.

Capital Items:

- Scale software upgrades Sparwood and Elkford \$32,000
- Organics Infrastructure Program – establishment of composting infrastructure in the Elk Valley. Total Project amount \$999,480 with Federal / Provincial funding contribution of \$666,320. Seeking outside funding partners for additional \$166,580 and balance from the Service \$166,580.

CFO Comments:

- Estimate tax increase of \$42,088 = 2% in 2020 and an increase of 12% projected for 2021 pending operating results from 2020.
- Estimated tax of \$2.11 million in 2020 in comparison to taxation in 2017, which was \$2.28 million.
- Tax increases include EV Solid Waste share of the proposed Organics Composting Facility of \$16,667 in 2020 and \$150,000 in 2021, assuming a funding partner for a matching amount is found.
- The market for recycled materials continued to weaken in 2019 and the cost per tonne increased to \$346 in December (contract cost per tonne was \$275). This has resulted in increased recycling costs in all three subregions.



**EV Solid Waste
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Tuesday, December 31, 2019
2/3/2020**

	2019 BUDGET	2019 ACTUAL	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET
<u>Revenue</u>							
Requisition	\$2,071,912	\$2,071,912	\$2,114,000	\$2,370,000	\$2,223,000	\$2,261,000	\$2,304,000
Payments in Lieu of Taxes		6,292					
Provincial Grants			66,320	600,000			
Local Government Grants & Regional Transfers	8,500	2,000	25,080	158,500	8,500	8,500	8,500
Fees & Charges	81,500	275,970	118,160	118,160	118,160	118,160	118,160
Interest		4,000					
Prior Period Surplus	522,481	522,481	425,215	300,000	300,000	300,000	300,000
Total Revenue	2,684,393	2,882,654	2,748,775	3,546,660	2,649,660	2,687,660	2,730,660
<u>Expenditures</u>							
Legislative	5,000	6,314	1,000	1,000	1,000	1,000	1,000
Salaries & Benefits	92,973	73,137	109,923	111,304	114,281	116,346	118,366
Administration & Overhead	61,411	41,178	56,711	57,411	57,025	57,725	56,825
Operations & Maintenance	1,777,531	1,636,859	1,765,801	1,792,597	1,801,860	1,836,640	1,869,361
Vehicle & Hauling Costs	202,000	193,338	202,000	202,000	202,000	202,000	202,000
Consulting & Professional Services	32,000	21,039	21,000	21,000	11,000	11,000	20,000
Telephone & Utilities	20,456	21,156	20,456	20,650	21,500	21,650	21,500
Interest	48,000	48,000	53,750	53,750	53,750	53,750	53,750
Shared Overhead	14,631	11,795	14,596	14,890	15,186	15,491	15,800
Total General	2,254,002	2,052,815	2,245,237	2,274,602	2,277,602	2,315,602	2,358,602
Total Expenditures	2,254,002	2,052,815	2,245,237	2,274,602	2,277,602	2,315,602	2,358,602
Revenue less Expenditures	430,391	829,839	503,538	1,272,058	372,058	372,058	372,058
Debt Principal Repayment	(69,558)	(69,558)	(69,558)	(69,558)	(69,558)	(69,558)	(69,558)
Transfers to Reserves	(325,000)	(325,000)	(325,000)	(325,000)	(325,000)	(325,000)	(325,000)
Transfers from Reserves	22,500	22,500	22,500	22,500	22,500	22,500	22,500
Capital Expenditures	(58,333)	(32,566)	(131,480)	(900,000)			
Surplus (Deficit)		425,215					
Operating Reserve		211,862					
Landfill Closure Reserves		709,136					

Date: February 3, 2020
Submitted by: Kevin Paterson, Environmental Services Manager
Service Name: Area A Septage
Service Purpose: To provide a septage disposal facility for the businesses and residents of the Elk Valley Subregion.
Participants: Electoral Area A.

Operational Items:

- This service continues to generate significant revenues with minimal operational and maintenance costs.

Capital Items:

- Groundwater Monitor Contractor recommends additional test well \$30,000.

CFO Comments:

- Estimate a negative tax of -\$450,000 again in 2020 to offset \$375,000 in taxation for Area A Flood and \$75,000 in other Area A taxation.
- Revenue estimate has been increased to \$400,000 to reflect actual revenues over last several years.
- Budget includes creating a new Environmental Remediation Reserve with initial transfer of \$125,000 in 2020 and annual transfers of \$25,000 each year after until reserve reaches \$225,000.
- Septage Reserve being drawn down each year to minimize taxation. Projected balance of \$254,269 in 2024.



**Area A Septage
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Tuesday, December 31, 2019
2/3/2020**

Revenue

	2019 BUDGET	2019 ACTUAL	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET
Requisition	(\$450,000)	(\$450,000)	(\$450,000)	(\$450,000)	(\$450,000)	(\$450,000)	(\$450,000)
Fees & Charges	300,000	618,769	400,000	400,000	400,000	400,000	400,000
Prior Period Surplus	20,785	20,785	167,594				
Total Revenue	(129,215)	189,555	117,594	(50,000)	(50,000)	(50,000)	(50,000)

Expenditures

Salaries & Benefits	1,885	438	2,247	2,292	2,337	2,385	2,432
Operations & Maintenance	41,700	21,407	55,700	23,200	43,200	23,200	22,700
Shared Overhead	297	116	320	327	332	339	346
Total General	43,882	21,961	58,267	25,819	45,869	25,924	25,478
Total Expenditures	43,882	21,961	58,267	25,819	45,869	25,924	25,478
Revenue less Expenditures	(173,097)	167,594	59,327	(75,819)	(95,869)	(75,924)	(75,478)
Transfers to Reserves			(125,000)	(25,000)	(25,000)	(25,000)	(25,000)
Transfers from Reserves	173,097		65,673	100,819	120,869	100,924	100,478
Surplus (Deficit)		167,594					
Septage Reserve		743,032					

Date: February 3, 2020
Submitted by: Shannon Moskal, Corporate Officer
Service Name: Elk Valley Victim Assistance Service
Service Purpose: Operation of the Elk Valley Victim Assistance Program
Participants: Electoral Areas A and B (portion), Fernie, Sparwood, Elkford

Operational Items:

- The RDEK's annual contribution to the Program has been increased to \$13,310 (was \$11,388 in 2019).
- The Provincial Grant for 2020/21 is estimated to be \$48,690.
- The Program runs from April 1st – March 31st.

CFO Comments:

- Estimate tax increase of \$1,177 = 7.9% in 2020. A portion of this is to keep up with inflation on RDEK portion of funding.
- The service was without a contractor for many months in 2019 and refunds are owing to the Province of BC for their contribution. A surplus is being kept until the final reconciliation for 2019 is complete.



**EV Victim Assistance
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Tuesday, December 31, 2019
2/3/2020**

	<u>2019</u> <u>BUDGET</u>	<u>2019</u> <u>ACTUAL</u>	<u>2020</u> <u>BUDGET</u>	<u>2021</u> <u>BUDGET</u>	<u>2022</u> <u>BUDGET</u>	<u>2023</u> <u>BUDGET</u>	<u>2024</u> <u>BUDGET</u>
<u>Revenue</u>							
Requisition	\$14,823	\$14,823	\$16,000	\$16,500	\$17,000	\$17,600	\$19,300
Payments in Lieu of Taxes		1,217					
Provincial Grants	46,680	56,090	48,670	48,690	48,690	48,690	48,690
Prior Period Surplus	1,569	1,569	8,800	7,585	6,628	5,847	5,329
Total Revenue	63,072	73,698	73,470	72,775	72,318	72,137	73,319
<u>Expenditures</u>							
Salaries & Benefits	1,580	4,659	2,166	2,213	2,254	2,300	2,346
Administration & Overhead	500	411					
Consulting & Professional Services	60,743	21,677	63,411	63,619	63,897	64,180	64,469
Shared Overhead	249	944	308	315	320	328	333
Total General	63,072	27,691	65,885	66,147	66,471	66,808	67,148
Total Expenditures	63,072	27,691	65,885	66,147	66,471	66,808	67,148
Revenue less Expenditures		46,008	7,585	6,628	5,847	5,329	6,171
Surplus (Deficit)		46,008	7,585	6,628	5,847	5,329	6,171

Date: February 3, 2020
Submitted by: Jamie Davies, Recreation & Control Services Supervisor
Service Name: Elk Valley Regional Airport
Service Purpose: To operate and maintain a year-round airstrip for use by the public
Participants: Electoral Area A, Fernie, Sparwood and Elkford

Operational Items:

- The Elk Valley Regional Airport is located 12 km north of Sparwood on the east side of the Lower Elk Valley Rd. Budget highlights include:

\$10,000	Line painting the taxiway and runway (every 3 years)
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Capital Items:

- No capital items.

CFO Comments:

- Tax increase for 2020 estimated at \$693 = 1.7%.



EV Airport
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Tuesday, December 31, 2019
2/3/2020

Revenue

	2019 BUDGET	2019 ACTUAL	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET
Requisition	\$40,807	\$40,807	\$41,500	\$44,500	\$48,600	\$52,600	\$54,500
Payments in Lieu of Taxes		117					
Fees & Charges	6,500	4,738	6,500	6,500	6,500	6,500	6,500
Prior Period Surplus	6,599	6,704	5,575	6,035	4,122	932	337
Total Revenue	53,906	52,365	53,575	57,035	59,222	60,032	61,337

Expenditures

Salaries & Benefits	6,796	4,819	7,568	7,720	7,874	8,032	8,192
Administration & Overhead	5,540	4,643	4,795	4,995	5,195	5,420	5,620
Operations & Maintenance	47,000	35,802	33,000	47,000	23,000	48,000	35,000
Vehicle & Hauling Costs	500	400	500	500	500	500	500
Telephone & Utilities	500	409	600	600	600	600	600
Shared Overhead	1,070	717	1,077	1,098	1,121	1,143	1,165
Total General	61,406	46,790	47,540	61,913	38,290	63,695	51,077
Total Expenditures	61,406	46,790	47,540	61,913	38,290	63,695	51,077
Revenue less Expenditures	(7,500)	5,575	6,035	(4,878)	20,932	(3,663)	10,260
Transfers to Reserves	(10,000)	(10,000)	(10,000)	(15,000)	(20,000)	(20,000)	(20,000)
Transfers from Reserves	17,500	10,000	10,000	24,000		24,000	10,000
Surplus (Deficit)		5,575	6,035	4,122	932	337	260

Reserve Funds 64,531

2020 Budget Information Report

February Board

File :
Dept. File:

Fhh 503 001
Shh 231 003

Date: January 13, 2020
Submitted by: Debbie Renaud, Deputy CFO
Shannon Moskal, Corporate Officer
Service Name: EV Transit
Service Purpose: To provide public transit service connecting Elkford, Sparwood and Fernie.
Participants: Elkford, Fernie, Sparwood, Electoral Area A

Operational Items:

- Staff salaries have increased by \$1,373, and reflect the work planned in 2020
- Direct operating costs have increased by \$14,000, mainly increased fixed costs, fleet maintenance, tires and insurance.
- The financial plan does not include costs for expansion of the transit system in future years.

CFO Comments:

- No tax increase for 2020 due to not requiring charter rental in 2019. Projected increase of 11% in 2021 pending operating results in 2021.
- Drawing down surplus to mitigate tax increases in the five year plan.
- 2018 surplus was \$3,856 less than anticipated.



EV Transit
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Tuesday, December 31, 2019
2/3/2020

	2019 BUDGET	2019 ACTUAL	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET
<u>Revenue</u>							
Requisition	\$140,000	\$140,000	\$140,000	\$155,000	\$162,000	\$170,000	\$176,500
Payments in Lieu of Taxes		464					
Fees & Charges	15,000	19,785	15,000	15,000	15,000	15,000	15,000
Prior Period Surplus	64,361	60,505	89,367	87,336	86,749	72,409	57,005
Total Revenue	219,361	220,755	244,367	257,336	263,749	257,409	248,505
<u>Expenditures</u>							
Salaries & Benefits	5,437	5,643	6,810	6,949	7,083	7,225	7,369
Administration & Overhead	3,350	2,176	3,350	3,350	3,350	3,350	3,350
Operations & Maintenance	1,500		1,500	1,500	1,500	1,500	1,500
Consulting & Professional Services	130,400	122,440	144,400	157,800	178,400	187,300	196,600
Shared Overhead	855	1,128	971	988	1,007	1,029	1,047
Total General	141,542	131,388	157,031	170,587	191,340	200,404	209,866
Total Expenditures	141,542	131,388	157,031	170,587	191,340	200,404	209,866
Revenue less Expenditures	77,819	89,367	87,336	86,749	72,409	57,005	38,639
Surplus (Deficit)	77,819	89,367	87,336	86,749	72,409	57,005	38,639
Reserve Funds		177,450					

Date: February 3, 2020
Submitted by: Holly Ronnquist, CFO
Service Name: Public Library Grants-In-Aid Service
Service Purpose: To assist in funding library services in the RDEK Region (except Cranbrook)
Participants: All municipalities and Electoral Areas, except Cranbrook and Area C

Operational Items:

- The Public Library Grants-In-Aid Service funding is divided into three subregions. The Columbia Valley Subregion which includes Invermere, Radium Hot Springs, Canal Flats and Areas F & G. The Central Subregion includes Kimberley and Electoral Area E. The Elk Valley Subregion includes Fernie, Sparwood, Elkford and Areas A & B. Property owners within each Subregion are taxed only for library grants provided in their Subregion.
- The budgets for all three Subregions include a 2% inflationary increase.
- During 2019 budget deliberations, the Board granted an increase of \$11,000 to the Invermere Public Library and \$11,000 to the Radium Public Library and the RDEK amended the Library Grants in Aid Bylaw to increase the Columbia Valley maximum funding to \$213,000.
- The RDEK has received requests from the Invermere Public Library for a further increase of \$15,385 and the Radium Public Library for a further increase of \$24,953 in the 2020 budget.

Capital Items:

- None.

CFO Comments:

- Overall tax increase of \$45,428 = 16.1% and reflects 2% inflationary increases plus requests for additional increases of \$15,385 for the Invermere Public Library and \$24,953 for the Radium Hot Springs Public Library. The Invermere and Radium requests make up \$40,338 = 14.3% of the overall increase = \$3 on the average residential property.
- Approval of Invermere and Radium Public Library requests will result in 90% of the new bylaw maximum being allocated.



**Libraries Grant-In-Aid
Five Year Financial Plan
With Revenues and Expenditures
For the Twelve Months Ending Tuesday, December 31, 2019
2/3/2020**

Revenue

	2019 BUDGET	2019 ACTUAL	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET
Requisition	\$282,152	\$282,153	\$327,580	\$336,380	\$342,213	\$349,166	\$356,256
Payments in Lieu of Taxes		1,105					
Local Government Grants & Regional Transfers	5,250	6,480	6,470	6,470	6,470	6,470	6,470
Prior Period Surplus	2,562	2,562	2,158				
Total Revenue	289,964	292,300	336,208	342,850	348,683	355,636	362,726

Expenditures

Salaries & Benefits	1,770	2,005	1,874	1,912	1,948	1,989	2,027
Administration & Overhead	1,100	945	1,100	1,100	1,100	1,100	1,100
Grants	286,893	286,893	332,968	339,566	345,358	352,264	359,310
Shared Overhead	201	299	266	272	277	283	289
Total General	289,964	290,141	336,208	342,850	348,683	355,636	362,726
Total Expenditures	289,964	290,141	336,208	342,850	348,683	355,636	362,726
Revenue less Expenditures		2,158					
Surplus (Deficit)		2,158					