



PEACE RIVER REGIONAL DISTRICT

2017 Financial Plan Summary




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Statements and Goals

The Peace River Regional District is governed by the Local Government Act, the Community Charter and various other Provincial Acts and Regulations.

Local Governments cannot have a deficit budget and must balance the budget.

Regional Districts operate with "functions" and cannot move funds from one function to another.

One of the difficulties when preparing a Regional District budget is that the tax rates vary for all municipal and electoral area participants as well as for the individual service areas. This means that the theory of applying one tax rate or one set percentage of increase is not something that can be achieved.

Another factor that effects the preparation of the budget and the tax rate is the prior year surplus. For Regional Districts the surplus must be carried over to the following year. This can drastically affect the tax rate from year to year - if the surplus is up the tax rate is down and vice versa.



Types of Services

Legislative and Administration

All taxpayers participate in these functions paying the same rate with the exception of Legislative Electoral where only the Electoral Areas participate with all areas paying the same rate.

Regional Services

All taxpayers participate in these functions paying the same rate.

Sub-Regional Services

Partnerships are formed between electoral areas and/or with municipalities to establish a service area and only the taxpayers in those service areas pay the taxes for that specific service.

Local Services

Only the taxpayers participating in that specific service are taxed.



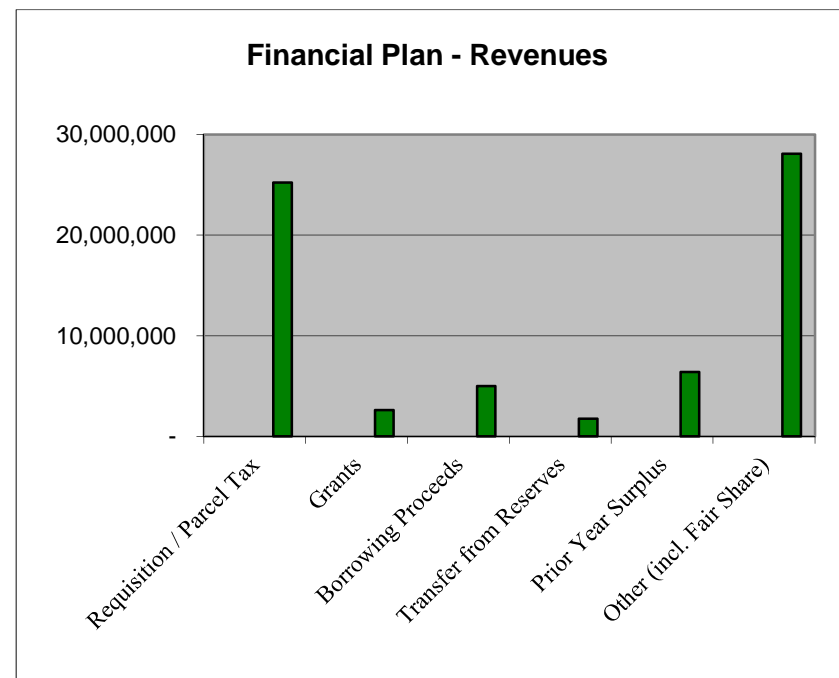
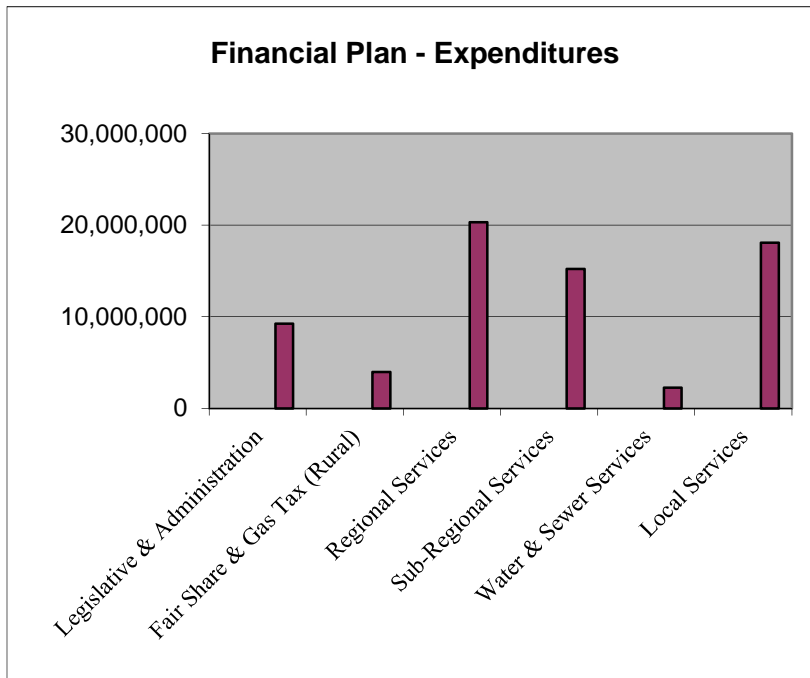
FINANCIAL PLAN

EXPENDITURES

Legislative & Administration	\$ 9,251,009
Fair Share & Gas Tax (Rural)	\$ 3,957,613
Regional Services	\$ 20,326,106
Sub-Regional Services	\$ 15,218,747
Water & Sewer Services	\$ 2,246,818
Local Services	\$ 18,081,137
	<u>\$ 69,081,430</u>

REVENUE

Requisition / Parcel Tax	\$ 25,225,968
Grants	\$ 2,609,844
Borrowing Proceeds	\$ 5,000,000
Transfer from Reserves	\$ 1,769,677
Prior Year Surplus	\$ 6,392,984
Other (incl. Fair Share)	\$ 28,082,959
	<u>\$ 69,081,432</u>





Changes to Financial Plan

	<u>Budget</u>	<u>% Change</u>	<u>Requisition</u>	<u>% Change</u>	<u>Requisition Is % of Budget</u>
2017	\$ 69,081,430	7.4%	\$ 25,225,968	-5.2%	37%
2016	\$ 64,304,494	-40.5%	\$ 26,604,098	11.1%	25%
2015	\$ 108,160,508	12.0%	\$ 23,949,654	3.3%	25%
2014	\$ 96,541,505	6.2%	\$ 23,174,291	4.9%	25%
2013	\$ 90,898,694	9.2%	\$ 22,084,526	8.3%	27%
2012	\$ 83,270,604		\$ 20,395,713		

Some of the functions contributing to the change between the 2016 and 2017 Budgets (+/- \$200,000)

<u>1190</u>	Legislative - Electoral Area	2,874,256
<u>1210</u>	Administrative - Fiscal & Other	212,725
<u>2510</u>	Emergency Planning	2,603,785
<u>4300</u>	Regional Solid Waste	(695,039)
<u>6500</u>	Economic Development	(218,799)
<u>7131</u>	NP Leisure Pool	(462,361)
<u>7150</u>	Chetwynd Arena	2,261,416
<u>7181</u>	Community Parks (Wate)	209,610
<u>8000</u>	Fiscal Services - MFA (municipal debt)	221,160
<u>2-4201</u>	Charlie Lake Sewer	(1,420,783)
		<u>5,585,971</u>



	<u>Requisition</u>		Increase (Decrease)	
	<u>2017</u>	<u>2016</u>		
Chetwynd	\$ 1,338,101	\$ 1,444,369	\$ (106,268)	-7.4%
Dawson Creek	\$ 1,688,517	\$ 1,801,039	\$ (112,522)	-6.2%
Fort St. John	\$ 2,786,053	\$ 3,119,552	\$ (333,499)	-10.7%
Hudson's Hope	\$ 168,939	\$ 185,660	\$ (16,721)	-9.0%
Pouce Coupe	\$ 77,661	\$ 78,475	\$ (814)	-1.0%
Taylor	\$ 179,073	\$ 198,848	\$ (19,775)	-9.9%
Tumbler Ridge	\$ 327,420	\$ 413,792	\$ (86,372)	-20.9%
Area B	\$ 2,228,049	\$ 2,146,530	\$ 81,519	3.8%
Area C	\$ 698,218	\$ 696,633	\$ 1,585	0.2%
Area D	\$ 1,045,192	\$ 1,024,783	\$ 20,409	2.0%
Area E	\$ 970,849	\$ 904,192	\$ 66,657	7.4%
Local Services	\$ 13,717,895	\$ 14,590,227	\$ (872,332)	-6.0%
TOTAL	\$ 25,225,966	\$ 26,604,100	\$ (1,378,134)	-5.2%



Requisition Change

Assessment Change

(Converted Assessment - Used for Budget Calculations)

2017 Tax Requisition	\$ 25,225,966
2016 Tax Requisition	\$ 26,604,098
Increase	<u>\$ (1,378,132)</u> -5.18%

2017 Converted Assessment	\$ 2,939,047,638
2016 Converted Assessment	\$ 2,945,442,944
Increase	<u>\$ (6,395,306)</u> -0.22%

No major change to Requisition from 2016. Largest increase is Legislative Regional by \$353,982
 Mostly due to moving Farmer's Advocate from Electoral Area to Legislative Board.
 Note that this increase will probably be reduced greatly if confirmation received that Province
 is continuing to partner with the Farmer's Advocate program.



Fire Protection

There are three rural fire departments that have service areas established to raise revenues.

<u>Rural Fire Departments</u>	<u>2017 Budget</u>	<u>2017 Requisition</u>	<u>2016 Requisition</u>	<u>2016 Call-outs</u>	<u>2016 Cost/Call</u>	<u>2017 ** Cost/Call</u>
2410 Charlie Lake	\$ 857,833	\$ 745,742	\$ 771,793	105	\$ 7,350	\$ 7,102
2414 Moberly Lake	\$ 79,377	\$ 79,360	\$ 58,932	21	\$ 2,806	\$ 3,779
2416 Tomslake	\$ 106,432	\$ 106,153	\$ 119,259	20	\$ 5,963	\$ 5,308

** (3) Based on 2017 Requisition divided by 2016 Call-outs

There are fire protection areas on the fringe of five of the municipalities that have rural service areas. Agreements are in place and funds are raised within the service area outside the municipality to pay a percentage of the municipal fire budget.

<u>Fire Protection Areas with Municipal Agreements</u>	<u>2017 MUNICIPAL Fire Dept. Budget</u>	<u>2017 RURAL Requisition</u>	<u>2016 Total Call-outs</u>	<u>2016 Rural Call-outs</u>	<u>* (3) Municipal Fire Dept. Cost per Call-out</u>	<u>* (3) Rural Only Cost per Call-out</u>
					<u>Total Call-Outs</u>	<u>Rural Req./Rural Call-Outs</u>
2411 Chetwynd	\$ 285,706	\$ 66,946	130	53	\$ 2,198	\$ 1,263
2412 Dawson Creek <i>*(1)</i> (93% of Req.)	\$ 3,240,888	\$ 352,324	423	19	\$ 7,662	\$ 18,543
2412 Pouce Coupe <i>*(1)</i> (7% of Req.)	\$ 233,612	\$ 26,519	41	7	\$ 5,698	\$ 3,788
2413 Fort St. John <i>*(2)</i>	\$ 4,562,537	\$ 684,834	782	56	\$ 5,834	\$ 12,229
2415 Taylor	\$ 316,430	\$ 186,340	159	52	\$ 1,990	\$ 3,583

**(1) Note: Dawson Creek & Pouce Coupe are one service area with all taxpayers paying same rate.*

**(2) Note: Fort St. John includes final payment of \$100,000 toward the new fire hall.*

**(3) Note: The cost per call-out is the 2017 budget divided by total 2016 call-outs*

Fire Departments with No Rural Fire Protection Areas - Number of Call-outs

Hudson's Hope	81	Tumbler Ridge	99	Arras	16
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Solid Waste

Solid Waste - Expenditures

Administration/Operations (incl. debentures)	1,968,184
Vehicles	44,500
Supplies (computer/office/shop)	55,000
Transfer to Reserves	3,720,000
Operations (includes Addtn'l Site Work)	396,000
Contractors	5,169,000
Transport/Haul	726,000
Extra Charges Recoverable (In/Out)	-
Recycling / Waste Reduction	2,161,780
Spring/Fall Clean-up	100,000
Water Monitoring	178,500
Remediation / Closure	50,000
Capital	2,326,000
Total Expenditures	16,894,964

Solid Waste - Revenue

Tax Requisition - Electoral	3,961,295
Tax Requisition - Municipal	1,789,377
Grants	600,000
Fees (includes Cash Short/Over)	3,892,670
Extra Charges Recoverable (In/Out)	-
Admin Fees from Other Functions	19,500
Recovered Costs	20,000
Recycling commission & MMBC	81,100
Other/Miscellaneous/Sale of Assets	70,411
Borrowing Proceeds	5,000,000
Transfer from Reserves	-
Appr. Surplus - Solid Waste	1,460,611
Total Revenue	16,894,964

Tax Rate \$ 0.25 per \$1,000 of taxable assessment - Improvements Only

The 2017 Solid Waste Budget includes the North Peace Regional Landfill new front entrance (borrowed funds to be received in 2017 when project completed).

	<u>Budget</u>	<u>Requisition</u>	<u>Tax Rate</u>	<u>Tax % of Budget</u>
2017	16,894,964	5,750,672	\$ 0.31	34%
2016	18,974,155	7,043,406	\$ 0.31	37%
2015	14,242,152	6,692,452	\$ 0.31	47%
2014	15,078,001	6,117,721	\$ 0.31	41%
2013	15,581,029	6,202,101	\$ 0.33	40%



Water & Sewer Systems

The Peace River Regional District operates one water system and seven rural sewer systems.**

	<u>2017 Budget</u>	<u>Parcel Tax</u>	<u>Number</u>	
Fort St. John Airport Subdivision Water	\$ 75,665	\$ 14,500	58	Parcel tax & user fees
Fort St. John Airport Subdivision Sewer	\$ 77,942	\$ 18,434	58	Parcel tax & user fees
Charlie Lake Sewer **	\$ 1,771,921	\$ 98,100	654	Parcel Tax & 380 user fees
Chilton Sewer	\$ 24,775	\$ 21,999	35	Parcel tax only - no user fees
Friesen Sewer	\$ 11,445	\$ 4,000	13	Parcel tax & user fees
Harper Imperial Sewer	\$ 75,300	\$ 46,975	60	Parcel tax & user fees
Kelly Lake Sewer	\$ 47,295	\$ 18,750	21	Parcel tax only - no user fees
Rolla Sewer	\$ 162,474	\$ 24,437	67	Frontage tax

*** Charlie Lake Sewer is funded via user fees only for operations.*

The parcel tax was previously for debenture payments which are now done.

Starting in 2017 there will be a parcel tax of \$150 per parcel to be placed in reserve for use for improvements to existing system.

The large increase to the budget is for the new lagoons, the storage pond plus the Truck Receiving Facility - all of these major cost projects were funded via Fair Share and Gas Tax and the user fees will pay for operations to be self sufficient from the Charlie Lake Sewer System..



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Long Term Debt

	<u>2017 Scheduled Payments</u>			<u>2016</u>
	Principal	Interest	Total	Year End Balance
<u>Municipal Long Term Debt</u>				
Dawson Creek	2,544,072	1,722,725	4,266,796	33,613,378
Fort St. John	1,488,787	2,134,389	3,623,176	37,430,665
Hudson's Hope	1,765	1,703	3,468	16,663
Tumbler Ridge	114,206	112,053	226,259	1,384,775
Chetwynd	56,578	35,200	91,778	1,543,422
Pouce Coupe	-	-	-	-
Taylor	-	-	-	-
Total	<u>4,205,407</u>	<u>4,006,070</u>	<u>8,211,477</u>	<u>73,988,903</u>
<u>Regional District Long Term Debt</u>				
Solid Waste	414,109	165,174	579,283	3,788,498
Clearview Gym	240,000	22,000	262,000	240,000
South Peace Multiplex	624,949	833,000	1,457,949	9,280,991
Buick Arena	77,742	104,175	181,917	1,799,341
Chetwynd Rec Plex	239,707	321,210	560,917	5,548,032
Harper/Imperial Sewer	22,604	15,389	37,992	356,619
Total	<u>1,619,111</u>	<u>1,460,948</u>	<u>3,080,058</u>	<u>21,013,482</u>
<i>Total Municipal and Regional District Debt</i>				<i>95,002,385</i>



Payroll Budget
(wages and benefits)

	<u>2017</u>	<u>2016</u>	<u>Increase</u>	
Administration / Finance	\$ 1,834,205	\$ 1,718,522	7%	Includes Communications Coordinator plus temporary hours for Records project.
Electoral Area	\$ 83,491	\$ -	New	Last year half of GM of Community Services wages charged here
Management of Development	\$ 555,669	\$ 549,255	1%	
RD Development	\$ 444,168	\$ 400,218	11%	New position of IT Manager (8 months last year now full year)
Building Inspection	\$ 189,385	\$ 110,559	71%	Addition of Level 3. Additional costs to be paid for by the municipalities (except FSJ).
Solid Waste	\$ 837,872	\$ 867,592	-3%	GM not at highest level of position as previous GM was.
Community Services	\$ 363,702	\$ 357,767	2%	Full year of Protective Services Manager <i>See note below</i>
Parks & Recreation	\$ 86,723	\$ 89,188		New position started near end of 2015
Invasive Plants	\$ 158,418	\$ 214,153	-26%	FT Coordinator position not being filled. Trial of 2 seasonal employees 4 months each.
Charlie Lake Fire Department	\$ 234,383	\$ 225,089	4%	No change to staffing levels. Staff have moved up step in wage grid.
NP Economic Dev Commission	\$ 198,943	\$ 204,156	-3%	Last year overbudgeted cost of benefits.
	<u>\$ 4,986,959</u>	<u>\$ 4,736,499</u>	<u>5%</u>	

***Note that all 3 Community Services wages are posted to Emergency Planning, then funds are collected from the applicable functions/service areas where the staff work (of the total \$358K charged there is \$228K collected to offset). This is also the same for the GM of Development Services that was split 3 ways and is now all in Management of Development with the other two functions (Bldg. Inspection & RD Development) paying higher "admin fees".*

Staffing budget includes:

- 26 Full-time CUPE (not including Temporary Labourers)
- 1 Part-time CUPE
- 17 Full-time Exempt Employees (includes 2 CL Fire Dept. staff & 1 NP EDC)

All department budgets includes a small allowance to payout any overtime and vacation not taken by year end.

Administration includes amounts for temporary/casual staff.

Solid Waste includes 12 months for temporary labourers (1 @ 2 mos & 2 @ 5 mos)