



**PEACE RIVER REGIONAL DISTRICT**



## **2011 Financial Plan Summary**



## **Table of Contents**

Page/Slide	
3	<b>Statements and Goals</b>
4	<b>Types of Services</b>
5	<b>2010 Financial Plan</b>
6	<b>Changes to Financial Plan</b>
7	<b>Requisition</b>
8	<b>Requisition &amp; Assessment Change</b>
9	<b>Fire Protection</b>
10	<b>Solid Waste</b>
11	<b>Water &amp; Sewer Systems</b>
12	<b>Long Term Debt</b>
13	<b>Payroll</b>



## 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 District's 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.



**2011 FINANCIAL PLAN**

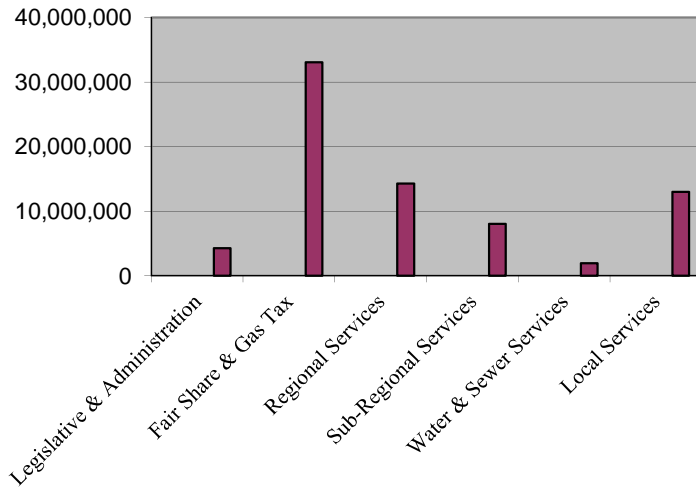
**EXPENDITURES**

Legislative & Administration	\$	4,264,905
Fair Share & Gas Tax	\$	33,090,471
Regional Services	\$	14,276,581
Sub-Regional Services	\$	8,058,754
Water & Sewer Services	\$	1,939,198
Local Services	\$	12,990,269
	<u>\$</u>	<u>74,620,177</u>

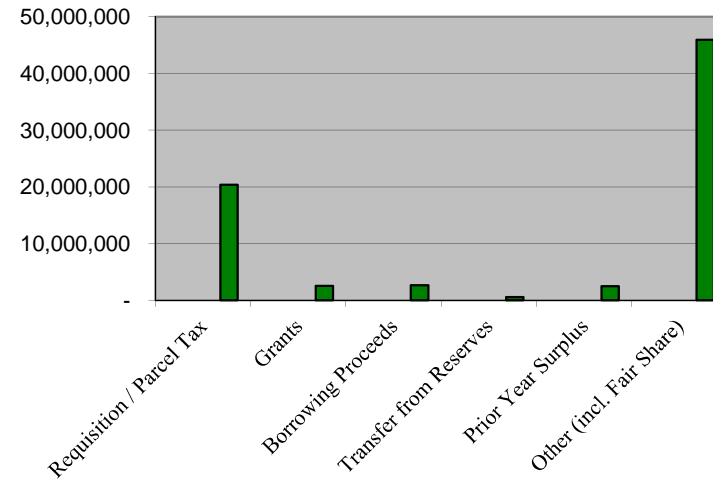
**REVENUE**

Requisition / Parcel Tax	\$	20,395,713
Grants	\$	2,569,625
Borrowing Proceeds	\$	2,685,000
Transfer from Reserves	\$	560,728
Prior Year Surplus	\$	2,496,387
Other (incl. Fair Share)	\$	45,912,723
	<u>\$</u>	<u>74,620,177</u>

**Financial Plan - Expenditures**



**Financial Plan - Revenues**





**Changes to Financial Plan**

	<u>Budget</u>	% Change	<u>Requisition</u>	% Change	Requisition Is <u>% of Budget</u>
2011	\$ 74,620,177	-12%	\$ 20,395,713	25%	27%
2010	\$ 84,619,344	14%	\$ 16,332,546	8%	19%
2009	\$ 74,351,991	16%	\$ 15,173,047	5%	20%
2008	\$ 63,941,476	14%	\$ 14,464,065	-5%	23%
2007	\$ 56,212,777	18%	\$ 15,186,302	6%	27%
2006	\$ 47,592,958		\$ 14,353,586		30%

Functions contributing to the change between the 2010 and 2011 Budgets (+/- \$200,000)

Chetwynd Recreation Complex	(10,504,000)
Chetwynd Leisure Centre	801,000
Chetwynd Arena	531,000
Regional Parks	230,000
Administrative	740,000
Fiscal Services - Fair Share & ISP Upgrade	710,000
Charlie Lake Fire	20,000
Buick Creek Arena	(4,491,000)
Emergency Planning	(287,000)
North Peace Leisure Centre	(462,000)
Solid Waste	3,093,000
	<u>(9,619,000)</u>



	<u>Requisition</u>		Increase (Decrease)	
	<u>2011</u>	<u>2010</u>		
Chetwynd	\$ 1,391,182	\$ 873,724	\$ 517,458	59%
Dawson Creek	\$ 1,561,078	\$ 1,471,218	\$ 89,860	6%
Fort St. John	\$ 2,196,276	\$ 1,899,092	\$ 297,184	16%
Hudson's Hope	\$ 116,203	\$ 100,114	\$ 16,089	16%
Pouce Coupe	\$ 62,502	\$ 55,175	\$ 7,327	13%
Taylor	\$ 198,865	\$ 177,302	\$ 21,563	12%
Tumbler Ridge	\$ 304,551	\$ 247,333	\$ 57,218	23%
Area B	\$ 1,540,608	\$ 1,388,623	\$ 151,985	11%
Area C	\$ 502,384	\$ 452,780	\$ 49,604	11%
Area D	\$ 614,530	\$ 498,648	\$ 115,882	23%
Area E	\$ 10,092	\$ 527,261	\$ (517,169)	-98%
Local Services	\$ 11,286,395	\$ 8,641,273	\$ 2,645,122	31%
<b>TOTAL</b>	<b>\$ 19,784,667</b>	<b>\$ 16,332,543</b>	<b>\$ 3,452,124</b>	<b>21%</b>



**Requisition Change**

**Assessment Change**

(Converted Assessment - Used for Budget Calculations)

2011 Tax Requisition	\$ 20,395,716
2010 Tax Requisition	\$ 16,332,546
Increase	<u>\$ 4,063,170</u> 25%

2011 Converted Assessment	\$ 2,005,409,388
2010 Converted Assessment	\$ 1,866,585,285
Increase	<u>\$ 138,824,103</u> 7%

A few contributing factors to requisition increase:

Chetwynd Recreation Complex <i>(full debenture now in effect)</i>	512,377
Chetwynd Leisure Centre <i>(includes \$500K capital plus new waterslide operation)</i>	718,254
Chetwynd Arena <i>(includes \$300K capital plus cost of new facilities)</i>	799,348
Regional Parks <i>(includes Parks Plan \$70K, Peace Lookout \$88K, Green Streets \$30K)</i>	227,079
Solid Waste <i>(includes Fort St. John Landfill Capital Works of \$825,000 funded via taxation)</i>	840,911
Charlie Lake Fire Department <i>(2 new staff \$188K, increased reserve contribution by \$48K)</i>	28,653
NP Leisure Pool <i>(includes \$188 capital and \$350K to reserve for slide enclosure in 2012)</i>	402,347

**Total      \$ 3,528,969**



**Fire Protection**

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

<u>Rural Fire Departments</u>	<u>2011 Budget</u>	<u>2011 Requisition</u>	<u>2010 Requisition</u>	<u>2010 Call-outs</u>	<u>2010 Cost/Call</u>	<u>2011 ** Cost/Call</u>
<a href="#">2410</a> Charlie Lake	\$ 475,311	\$ 472,432	\$ 443,779	57	\$ 7,786	\$ 8,288
<a href="#">2414</a> Moberly Lake	\$ 90,600	\$ 60,570	\$ 59,923	13	\$ 4,609	\$ 4,659
<a href="#">2416</a> Tomslake	\$ 89,055	\$ 89,017	\$ 93,489	15	\$ 6,233	\$ 5,934

\*\* Based on 2011 Requisition divided by 2010 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>2011 MUNICIPAL Fire Dept. Budget</u>	<u>2011 RURAL Requisition</u>	<u>2010 Total Call-outs</u>	<u>2010 Rural Call-outs</u>	<u>* (3) Municipal Fire Dept. Cost per Call-out</u>	<u>Rural Only</u>
<a href="#">2411</a> Chetwynd	\$ 250,066	\$ 65,458	94	22	\$ 2,660	\$ 2,975
<a href="#">2412</a> Dawson Creek <i>*(1) (87% of Function)</i>	\$ 2,749,406	\$ 258,910	397	13	\$ 6,925	\$ 19,916
<a href="#">2412</a> Pouce Coupe <i>*(1) (13% of Function)</i>	\$ 84,500	\$ 38,688	20	8	\$ 4,225	\$ 4,836
<a href="#">2413</a> Fort St. John <i>*(2)</i>	\$ 3,828,449	\$ 537,048	717	53	\$ 5,340	\$ 10,133
<a href="#">2415</a> Taylor	\$ 291,250	\$ 140,908	112	44	\$ 2,600	\$ 3,202

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

*\*(2) Note: Fort St. John includes \$150,000 toward the new fire hall (2nd of 10 years)*

*\*(3) Note: The municipal cost is the 2011 municipal budget divided by total 2010 call-outs*

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

Hudson's Hope	38	Tumbler Ridge	134	Arras	8
---------------	----	---------------	-----	-------	---



-4300

**Solid Waste**

Solid Waste - Expenditures

Administration/Operations (incl. debentures)	1,483,813
Vehicles	63,800
Supplies (computer/office/shop)	35,659
Transfer to Reserves	260,000
Operations (includes Addtn'l Site Work)	264,750
Contractors	2,609,519
Transport/Haul	1,283,000
Recycling / Waste Reduction	1,564,120
Spring/Fall Clean-up	125,000
Water Monitoring	76,200
Remediation / Closure	-
Capital	<u>3,595,000</u>
<b>Total Expenditures</b>	<b><u>11,360,860</u></b>

Solid Waste - Revenue

Tax Requisition - Electoral	3,074,203
Tax Requisition - Municipal	1,598,645
Grants	480,000
Fees (includes Cash Short/Over)	2,468,860
Admin Fees from Other Functions	19,640
Recovered Costs	16,000
Borrowing Proceeds	2,685,000
Unappropriated Surplus	1,018,512
<b>Total Revenue</b>	<b><u>11,360,860</u></b>

**Tax Rate \$ 0.30 per \$1,000 of taxable assessment - Improvements Only**

This 2011 budget includes the installation of a six manned transfer stations - Tomslake, Wonowon, Pink Mountain, Upper Halfway, Rose Prairie & Kelly Lake. These are the first of several that will be installed to replace the present un-manned sites throughout the region as per the Solid Waste Management Plan that was adopted in 2009.

	<u>Budget</u>	<u>Requisition</u>	<u>Tax Rate</u>	<u>Tax % of Budget</u>
2011	11,360,860	4,672,848	\$ 0.30	41%
2010	8,268,435	3,831,937	\$ 0.26	46%
2009	7,678,586	3,315,322	\$ 0.23	43%
2008	7,566,978	3,002,130	\$ 0.22	40%
2007	5,661,362	2,875,992	\$ 0.25	51%



Water & Sewer Systems

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

	<u>2011 Budget</u>	<u>Parcel Tax</u>	<u>Number</u>	
Fort St. John Airport Subdivision Water	\$ 89,985	\$ 9,000	57	Parcel tax & user fees
Fort St. John Airport Subdivision Sewer	\$ 36,300	\$ 10,559	57	Parcel tax & user fees
Charlie Lake Sewer	\$ 250,436	\$ 34,216	380	Parcel tax & user fees
Chilton Sewer	\$ 31,545	\$ 22,292	35	Parcel tax only - no user fees
Friesen Sewer	\$ 10,305	\$ 7,670	13	Parcel tax & user fees
Harper Imperial Sewer	*** \$ 1,475,695	\$ 7,750	48	Parcel tax & user fees
Kelly Lake Sewer	\$ 21,107	\$ 18,750	20	Parcel tax only - no user fees
Rolla Sewer	\$ 23,825	\$ 12,500	67	Frontage tax

\*\*\* In 2009 a 2/3 infrastructure grant was approved for the construction of the Harper Imperial Subdivision Sewer System. The construction started the spring of 2010 and will be finished the spring of 2011. For this year the budget is for the capital completion and the repayment of the temporary borrowing. The taxpayer will be paying a small parcel tax for this year until the final debenture payments are calculated.

The second sewer system being considered is in Area C - Grandhaven area. Unfortunately this project did not get an approved grant so other avenues will need exploring for this sewer system.



**Long Term Debt**

	<u>2011 Scheduled Payments</u>			<b>2010</b>
	Principal	Interest	Total	<b>Year End Balance</b>
<b><u>Municipal Long Term Debt</u></b>				
Dawson Creek	1,497,339	1,620,074	3,117,413	23,215,829
Fort St. John	1,064,526	1,807,458	2,871,984	33,748,543
Hudson's Hope	4,072	4,374	8,446	60,904
Tumbler Ridge	114,206	112,053	226,259	2,172,598
Taylor	160,367	145,900	306,267	1,896,047
Total	<u>2,840,510</u>	<u>3,689,859</u>	<u>6,530,369</u>	<u>61,093,921</u>
<b><u>Regional District Long Term Debt</u></b>				
Solid Waste	54,437	86,630	141,067	1,389,199
*** North Peace Airport Terminal	127,019	240,450	367,469	3,336,029
South Peace Multiplex	570,890	833,000	1,403,890	13,907,877
North Peace Cultural Centre	27,381	76,956	104,337	197,842
Buick Arena	77,742	104,175	181,917	2,315,000
Chetwynd Rec Plex	239,707	321,210	560,917	7,138,000
Charlie Lake Sewer	11,341	22,875	34,216	55,951
Chilton Sewer	7,950	5,370	13,320	24,080
Total	<u>1,116,466</u>	<u>1,690,666</u>	<u>2,807,132</u>	<u>28,363,978</u>

\*\*\* The debt payments are collected from the North Peace Airport Society - not from taxpayers.

**Approved Debentures funds to be received in 2011:**

Harper Imperial Subdivision Sewer 671,434



**Payroll Budget**  
**(wages and benefits)**

	<u>2011</u>	<u>2010</u>	<u>Increase</u>	
Administration / Finance	\$ 1,210,540	\$ 1,126,984	7%	Added "Communications Officer" - 8 months for this year
Management of Development	\$ 276,372	\$ 267,183	3%	No change to staffing levels
Development Services	\$ 309,258	\$ 328,316	-6%	Removed 6 month GIS Student
Building Inspection	\$ 112,951	\$ 114,255	-1%	Removed "Temporary" since will "contract" if required from City
Solid Waste	\$ 583,146	\$ 599,279	-3%	Removed "Field Services Supervisor" and added 8 months of "SW Coordinator"
Community Services	\$ 170,608	\$ 172,821	-1%	Lower due to Manager of Community Services lower on the wage scale than prior manager
Weed Services	\$ 74,020	\$ -		New this year a 3-year term position for "Weed Officer" - budgeted 8 months for 2011
	<u>\$ 2,662,874</u>	<u>\$ 2,608,839</u>	<u>2%</u>	

*Note that some of these wage totals are split between other functions to reflect working for multi-functions*

Staffing budget includes:

- 19 Full-time CUPE
- 2 Part-time CUPE
- 12 Full-time Exempt Employees

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

Administration includes amounts for temporary/casual staff.

Solid Waste includes 4 months for a temporary labourer.