



STAFF REPORT

DATE: September 3, 2019

FILE: 0540-04 EASC

TO: Chair and Directors
Electoral Areas Services Committee

FROM: David Leitch
Chief Administrative Officer

RE: 2019 SECOND QUARTER FINANCIAL REPORT – ELECTORAL AREA SERVICES

PURPOSE/PROBLEM

To provide the Electoral Area Services Committee with information pertaining to the 2019 work plan and second quarter budget variances for Electoral Area services.

POLICY ANALYSIS

As part of the Regional District's communications plan it is vital that the Regional Board and related Commissions and Committees be kept informed as to how the organization is performing with respect to achieving its goals and objectives that were approved in its financial plan. The 2019-2023 Financial Plan was adopted by bylaw on February 28, 2019.

EXECUTIVE SUMMARY

Staff monitor actual results to those projected by the Financial Plan through regular review and monthly reporting provided by the Finance department. Quarterly financial reporting to the Board is an important measure for transparency and accountability of the SRD's financial activity.

The mid-year review of actual to budget activity for Electoral Area services identifies that the operating budget is trending on budget and comparable to the prior year, and that the capital plan projects are well underway by mid-year. There are no concerns or issues to report to the Electoral Area Services Committee at this time. See below and attached appendices for details.

RECOMMENDATION

THAT the report from the Chief Administrative Officer be received.

Respectfully:

A handwritten signature in black ink, appearing to read "David Leitch", is written over a horizontal line. Below the line, the name and title are printed.

David Leitch
Chief Administrative Officer

Prepared by: Myriah Foort, CPA, Chief Financial Officer

FINANCIAL SUMMARY

Operating Budget Summary (Appendix A)

As summarized below and detailed in Appendix A, the Electoral Area services operating budgets for the second quarter are overall trending on budget and comparable to the prior year.

OPERATING BUDGET	2019 Q2 Actual	2019 Budget	\$ Variance	% Variance
ELECTORAL AREA SERVICES				
Revenues	\$(2,062,155)	\$(2,631,314)	\$(569,159)	78.4%
Expenses	922,965	2,631,314	1,708,349	35.1%
ELECTORAL AREA A				
Revenues	(271,055)	(293,821)	(22,766)	92.3%
Expenses	84,726	293,821	209,095	28.8%
ELECTORAL AREA B				
Revenues	(583,396)	(613,835)	(30,439)	95.0%
Expenses	261,948	613,835	351,887	42.7%
ELECTORAL AREA C				
Revenues	(580,466)	(838,525)	(258,059)	69.2%
Expenses	321,130	838,525	517,395	38.3%
ELECTORAL AREA D				
Revenues	(2,647,653)	(3,421,247)	(593,594)	81.7%
Expenses	1,025,008	3,241,247	2,216,239	31.6%
TOTAL				
Revenues	\$(6,144,725)	(7,618,742)	(1,474,017)	80.7%
Expenses	2,615,778	7,618,742	5,002,964	34.3%
(Surplus)/Deficit	\$(3,528,947)	\$-	\$3,528,947	-

Revenues for Electoral Area services are at 80.7% of budget for the second quarter. Requisition revenues were recorded in the second quarter after staff sent requests to the Province and Member Municipalities; taxes are received by August 1st. Most utility user fee billings are sent in the spring, Area D water has a semi-annual billing cycle in spring and fall, and Quathiaski Cove sewer utility bills are pending a rate update this fall before bills are sent.

Grants revenues including Community Works Funds and Transport Canada wharves funding are typically received and recorded in the latter half of the year.

Operational expenses for the Electoral Areas are trending normally with 34.3% of the budget spent. Services include electoral area administration, planning, parks and recreation, sewer, water, solid waste, protective services, building inspection and bylaw, and library services. Given the many varying services within each electoral area, as well as seasonality factors with busy summer/fall seasons, overall spending levels provide a check point as compared to budget and the prior year to identify any concerns. Appendix A provides additional detail with revenues and expenses per service with narrative updates for each service provided in the electoral areas.

Overall, the operating budget summary identifies that the Electoral Areas are trending on budget and comparable to the prior year and there are no issues to report at this time.

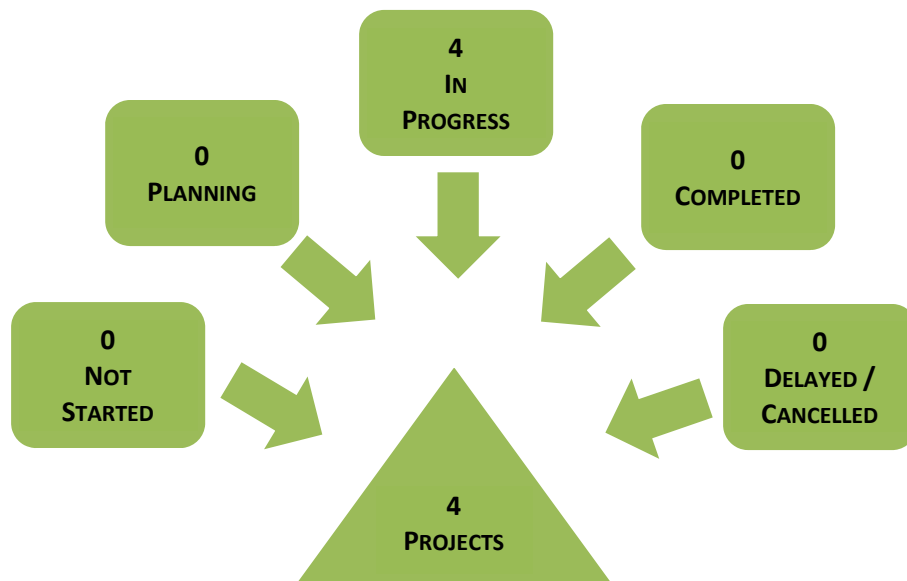
Operating Project Summary (Appendix B)

As detailed in Appendix B and summarized below, the Electoral Area approved operating projects for 2019 indicates that the project plan is well underway at mid-year with all 4 projects in progress.

OPERATING PROJECTS	2019 Q2 Actual	2019 Budget	\$ Variance	% Variance
Electoral Area Services	\$4,033	\$70,000	\$65,967	5.8%
Electoral Area A	-	8,500	8,500	0.0%
Electoral Area D	-	30,000	30,000	0.0%
TOTAL	\$4,033	\$108,500	\$104,467	3.7%

Operating projects are maintained within the operating budgets of each service area, however, are identified on an appendix separately in this report due to the fact these are one-time projects and not part of ongoing operations of the respective service. These projects are typically funded by grants or reserves/surplus and are for future planning and strategic initiatives to enhance ongoing service levels.

The 2019 operating projects for Electoral Area services include the Area C community sustainability plan which is a provincially funded, condition assessments on the Kyuquot and Sayward community halls for Area A, and a water study update on Area D infrastructure needed for future planning purposes. All projects are well on their way at mid-year.



Capital Project Summary (Appendix C)

As detailed in Appendix C, the Electoral Area services approved capital budget for 2019 indicates that the project plan is underway at mid-year with only 1 project not yet started.

CAPITAL PROJECTS	2019 Q2 Actual	2019 Budget	\$ Variance	% Variance
Electoral Area Services	\$26,275	\$200,000	\$173,725	13.1%
Electoral Area A	-	35,000	35,000	0.0%
Electoral Area B	-	130,923	130,923	0.0%
Electoral Area C	503,739	1,938,035	1,434,296	26.0%
Electoral Area D	9	1,420,154	1,420,145	0.0%
TOTAL	\$530,022	\$3,724,112	\$3,194,090	\$14.2%

Overall, the capital project summary identifies that the Electoral Area services capital plan is in the planning and in progress stage for 16 of the 23 capital projects. Note that spending and capital activity commonly occurs over the summer/fall months for local governments therefore spending appears minimal to date at 14.2% of approved budget. Appendix C provides greater detail and status updates for all approved capital projects.

For Electoral Area Services this includes the Planning department’s land use software replacement which is in progress and is a significant undertaking that will take until 2020 to complete. This is an integral project for delivering land use and bylaw services for the electoral areas.

For Electoral Area A, the Sayward Valley Community Hall roof replacement project was awarded in the second quarter with construction occurring in the third quarter.

For Electoral Area B, the Cortes fire fleet replacement and parks and trails upgrades are in the planning and progress stage with completion scheduled for the third and fourth quarter.

For Electoral Area C, the planned wharf upgrades for the three federally divested wharves of Owen Bay, Port Neville, and Surge Narrows are in the planning stages. These significant assets were divested to the SRD in 2014 and completion of required works has been delayed due to available staff capacity. A report will be coming to the EASC to propose developing a new wharves service for Area C that would encompass all wharves in Area C to ensure a focused service plan can be developed for this key asset group for the electoral area.

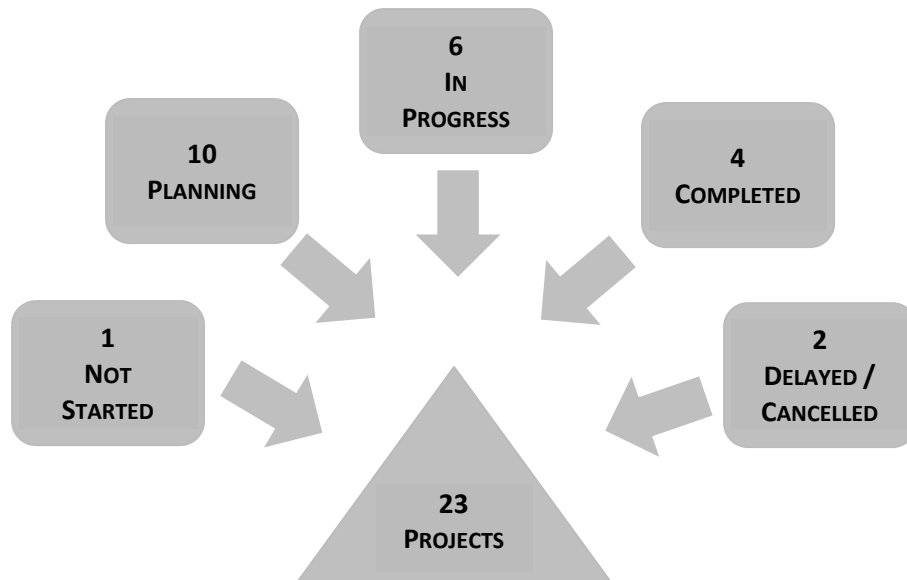
Improvements to the Quathiaski Cove sewer system continue to occur in Area C, with the completion of the sewer extension project, lift station and generator upgrades funded by the Province in spring of this year. The marine outfall improvement project may be delayed until 2020 given recent quotes obtained to complete the work.

Lastly for Area C, numerous parks and trail upgrade projects are underway including the Read Island and Hyacinthe land acquisitions from 2018. The Quadra Island community hall seismic upgrade project fully funded by the Province is in progress and will be completed in quarter three.

For Electoral Area D, the Provincially funded Oyster River dike upgrade project was underway in the second quarter and was completed by mid-August. Area D water projects are in the planning stages pending updates to a prior water study for the system infrastructure, as well the universal metering upgrade project was pending grant funding announcement which the SRD recently received confirmation that the application was unsuccessful given significant uptake to the program.

Parks and trail upgrades in Area D are in the planning or completed stages, with additional works planned over the third and fourth quarter.

Overall, the approved capital plans for the Electoral Area services are diverse and at various stages of completion at the mid-year point. It is expected some projects will be carried into 2020 financial planning. Appendix C includes additional details on the specific approved projects.



Attachments:

- Appendix A: Operating Budget Summary
- Appendix B: Operating Project Summary
- Appendix C: Capital Project Summary

Function	2019 Q2 Actual	2019 Budget	\$ Variance	% Variance	Comments
ELECTORAL AREA SERVICES					
130 - Electoral Areas Expenditure & Election Services					
Revenues	(621,221)	(627,117)	(5,896)	99.1%	Trending on budget and comparable to prior year.
Expenses	309,676	593,582	283,906	52.2%	
(Surplus)/deficit	(311,545)	(33,535)	278,010		
131 - Election Services					
Revenues	-	-	-	-	Budget includes annual transfer to reserve for elections every four years, as well as funds for possible bi-elections.
Expenses	287	25,114	24,827	1.1%	
(Surplus)/deficit	287	25,114	24,827		
135 - Gas Tax (CWF) Projects					
Revenues	-	(498,795)	(498,795)	0.0%	Funds received in two instalments in Q3 and Q4 and transferred to reserve. Double payment for 2019.
Expenses	8,421	507,216	498,795	1.7%	
(Surplus)/deficit	8,421	8,421	-		
340 - Liquid Waste					
Revenues	(18,897)	(26,112)	(7,215)	72.4%	Septic sludge dewatering feasibility on Cortes and septic smart education program for Area B and D planned for 2019.
Expenses	7,602	26,112	18,510	29.1%	
(Surplus)/deficit	(11,295)	-	11,295		
500 - Planning					
Revenues	(900,433)	(956,723)	(56,290)	94.1%	Trending on budget, additional planning position to be filled Q3. Area C Sustainability Plan underway (Appendix B).
Expenses	229,104	700,550	471,446	32.7%	
(Surplus)/deficit	(671,330)	(256,173)	415,156		
501 - Planning - GIS					
Revenues	-	-	-	-	Trending on budget; services contracted out for 2019.
Expenses	64,401	146,263	81,862	44.0%	
(Surplus)/deficit	64,401	146,263	81,862		
502 - Planning - Bylaw					
Revenues	-	-	-	-	Trending on budget - 3day/wk position filled in Q1. Full time position to be proposed for 2020.
Expenses	41,647	109,910	68,263	37.9%	
(Surplus)/deficit	41,647	109,910	68,263		
630 - Vancouver Island Regional Library					
Revenues	(521,604)	(522,567)	(963)	99.8%	Trending on budget.
Expenses	261,829	522,567	260,738	50.1%	
(Surplus)/deficit	(259,776)	-	259,775		
TOTAL					
REVENUES	(2,062,155)	(2,631,314)	(569,159)	78.4%	
EXPENSES	922,965	2,631,314	1,708,349	35.1%	
(SURPLUS)/DEFICIT	(1,139,189)	-	1,139,190		

Function	2019 Q2 Actual	2019 Budget	\$ Variance	% Variance	Comments
ELECTORAL AREA A					
120 - Grant in Aid Area A					
Revenues	(13,327)	(11,350)	1,977	117.4%	On budget. Possible further applications to be forthcoming; typically Area A grants in aid spend \$3K per year.
Expenses	3,385	11,350	7,965	29.8%	
(Surplus)/deficit	(9,942)	-	9,942		
151 - Feasibility Studies - Electoral Area A					
Revenues	(4,638)	(4,638)	-	100.0%	No studies yet to be funded in 2019.
Expenses	256	4,638	4,382	5.5%	
(Surplus)/deficit	(4,382)	-	4,382		
245 - Sayward Valley Fire Protection Local Service Area					
Revenues	(109,941)	(105,987)	3,954	103.7%	Budgeted contract with Village paid in Q3; final reconciliation at year end. \$40K budget for building maintenance in 2019.
Expenses	3,556	105,987	102,431	3.4%	
(Surplus)/deficit	(106,385)	-	106,385		
271 - EA A Kyuquot Nootka Emergency Program Extended Service					
Revenues	(3,334)	(3,364)	(30)	99.1%	On trend with prior year. Minimal activity within this service.
Expenses	265	3,364	3,099	7.9%	
(Surplus)/deficit	(3,069)	-	3,069		
364 - Area A Kyuquot Nootka Solid Waste Disposal					
Revenues	(14,447)	(14,054)	393	102.8%	Trending on budget.
Expenses	7,462	14,054	6,592	53.1%	
(Surplus)/deficit	(6,984)	-	6,985		
368 - Sayward and Area A Sayward Refuse Disposal					
Revenues	(23,918)	(37,091)	(13,173)	64.5%	Trending lower than budget due to delayed billings on tipping fees and spring clean up event.
Expenses	11,128	37,091	25,963	30.0%	
(Surplus)/deficit	(12,790)	-	12,790		
370 - Solid Waste Local Service - Sayward Valley					
Revenues	(70,232)	(77,742)	(7,510)	90.3%	Trending on budget for contracted service with CVRD. Tipping fees trending slightly higher than budget to date.
Expenses	46,369	77,742	31,373	59.6%	
(Surplus)/deficit	(23,863)	-	23,863		
534 - House Numbering Area A Sayward					
Revenues	(287)	(287)	-	99.9%	On budget; service provided through Function 501 - GIS.
Expenses	162	287	125	56.4%	
(Surplus)/deficit	(125)	-	125		
554 - Economic Development - Area A Sayward					
Revenues	(2,556)	(4,437)	(1,881)	57.6%	On budget; quarterly portion of SRD's share of Sayward Valley internet; to reserve for future equipment upgrades.
Expenses	1,941	4,437	2,496	43.7%	
(Surplus)/deficit	(615)	-	615		
677 - Kyuquot Community Hall					
Revenues	(2,311)	(2,310)	1	100.1%	Minimal budget provided for facility; no maintenance budget in place. Condition assessment underway (Appendix B).
Expenses	312	2,310	1,998	13.5%	
(Surplus)/deficit	(1,999)	-	1,999		
680 - Sayward Valley Recreation & Community Hall Local Service Area					
Revenues	(26,065)	(32,561)	(6,496)	80.1%	On budget; service provided by Sayward Valley Community Association. Condition assessment underway (Appendix B).
Expenses	9,891	32,561	22,670	30.4%	
(Surplus)/deficit	(16,174)	-	16,174		
TOTAL					
REVENUES	(271,055)	(293,821)	(22,766)	92.3%	
EXPENSES	84,726	293,821	209,095	28.8%	
(SURPLUS)/DEFICIT	(186,329)	-	186,329		

Function	2019 Q2 Actual	2019 Budget	\$ Variance	% Variance	Comments
ELECTORAL AREA B					
126 - Grant In Aid Area B					
Revenues	(25,698)	(25,669)	29	100.1%	On budget; expect further applications to be forthcoming.
Expenses	16,250	25,669	9,419	63.3%	Area B grants in aid are typically fully spent each year.
(Surplus)/deficit	(9,448)	-	9,448		
157 - Feasibility Studies - Electoral Area B					
Revenues	(15,353)	(15,353)	-	100.0%	Community Hall service and First Responder service feasibility studies currently underway.
Expenses	737	15,353	14,616	4.8%	
(Surplus)/deficit	(14,616)	-	14,616		
250 - South Cortes Island Fire Local Service Area					
Revenues	(235,607)	(237,917)	(2,310)	99.0%	On budget; contract with CIFFA (Cortes Island Fire-Fighting Association). Reserve transfers for future capital in Q3.
Expenses	90,992	237,917	146,925	38.2%	
(Surplus)/deficit	(144,615)	-	144,615		
374 - Electoral Area "B" Refuse Disposal Grounds Specified Area					
Revenues	(59,966)	(72,445)	(12,479)	82.8%	Cortes flat commercial billings sent in Q3; rate review for 2020. Tipping fees on trend with budget.
Expenses	34,490	72,445	37,955	47.6%	
(Surplus)/deficit	(25,476)	-	25,476		
376 - Cortes Island Refuse Collection					
Revenues	(75,853)	(86,803)	(10,950)	87.4%	Trending on budget. Contracted services renewed in Q2. \$5K planned for public education on recycling in 2019.
Expenses	43,893	86,803	42,910	50.6%	
(Surplus)/deficit	(31,960)	-	31,960		
535 - House Numbering Area B					
Revenues	(414)	(414)	-	100.0%	On budget; service provided through Function 501 - GIS.
Expenses	164	414	250	39.6%	
(Surplus)/deficit	(250)	-	250		
617 - Community Parks Area B					
Revenues	(167,322)	(172,050)	(4,728)	97.3%	Trending on budget. Whaletown commons final debt payment of \$40K to be paid in Q3.
Expenses	75,162	172,050	96,888	43.7%	
(Surplus)/deficit	(92,160)	-	92,160		
697 - Heritage Conservation - Area B					
Revenues	(3,184)	(3,184)	-	100.0%	Minimal budget to support work in this service.
Expenses	261	3,184	2,923	8.2%	
(Surplus)/deficit	(2,922)	-	2,923		
TOTAL					
REVENUES	(583,396)	(613,835)	(30,439)	95.0%	
EXPENSES	261,948	613,835	351,887	42.7%	
(SURPLUS)/DEFICIT	(321,448)	-	321,448		

Function	2019 Q2 Actual	2019 Budget	\$ Variance	% Variance	Comments
ELECTORAL AREA C					
127 - Grant In Aid Area C					
Revenues	(42,699)	(40,823)	1,876	104.6%	On budget. Possible further applications to be forthcoming; typically Area C grants in aid spend \$20K per year.
Expenses	26,653	40,823	14,170	65.3%	
(Surplus)/deficit	(16,046)	-	16,046		
132 - Wharves					
Revenues	(21,629)	(126,515)	(104,886)	17.1%	On budget. Proposal to establish an electoral area wide wharves service to be presented in Q4.
Expenses	33,042	126,515	93,473	26.1%	
(Surplus)/deficit	11,413	-	(11,413)		
158 - Feasibility Studies - Electoral Area C					
Revenues	(19,234)	(19,234)	-	100.0%	No studies yet to be funded in 2019.
Expenses	269	19,234	18,965	1.4%	
(Surplus)/deficit	(18,965)	-	18,965		
255 - North Quadra Island Assistance Response					
Revenues	(500)	(500)	-	100.0%	On trend. Expenses for support services and liability insurance.
Expenses	253	500	247	50.6%	
(Surplus)/deficit	(247)	-	247		
331 - Quathiaski Cove Sewer					
Revenues	(48,019)	(199,264)	(151,245)	24.1%	User fee rates bylaw update in fall 2019 to align with budget. Wastewater treatment plant replacement study underway.
Expenses	79,409	199,264	119,855	39.9%	
(Surplus)/deficit	31,390	-	(31,390)		
536 - House Numbering Area C					
Revenues	(414)	(414)	-	100.0%	On budget; service provided through Function 501 - GIS.
Expenses	164	414	250	39.6%	
(Surplus)/deficit	(250)	-	250		
555 - Economic Development - Area 'C'					
Revenues	(65,245)	(65,245)	-	100.0%	On budget. Possible further applications to be forthcoming. Spend typically \$20K per year.
Expenses	11,745	65,245	53,500	18.0%	
(Surplus)/deficit	(53,500)	-	53,500		
618 - Community Parks Area C					
Revenues	(230,029)	(233,377)	(3,348)	98.6%	Trending on budget and comparable to prior year.
Expenses	95,933	233,377	137,444	41.1%	
(Surplus)/deficit	(134,096)	-	134,096		
685 - Quadra Island Community Hall Subsidy Local Service Area					
Revenues	(140,362)	(140,821)	(459)	99.7%	Trending on budget - service contracted to Quadra Island Recreation Society.
Expenses	70,018	140,821	70,803	49.7%	
(Surplus)/deficit	(70,344)	-	70,344		
698 - Heritage Conservation - Area C					
Revenues	(4,842)	(4,842)	-	100.0%	Minimal budget to support work in this service.
Expenses	261	4,842	4,581	5.4%	
(Surplus)/deficit	(4,581)	-	4,581		
770 - Electoral Area C Street Lighting Service					
Revenues	(7,494)	(7,490)	4	100.0%	Trending on budget. BC Hydro proposing an online outage reporting system for Q3/Q4.
Expenses	3,384	7,490	4,106	45.2%	
(Surplus)/deficit	(4,109)	-	4,110		
TOTAL					
REVENUES	(580,466)	(838,525)	(258,059)	69.2%	
EXPENSES	321,130	838,525	517,395	38.3%	
(SURPLUS)/DEFICIT	(259,336)	-	259,336		

Function	2019 Q2 Actual	2019 Budget	\$ Variance	% Variance	Comments
ELECTORAL AREA D					
123 - Grant In Aid Area D					
Revenues	(67,918)	(66,409)	1,509	102.3%	On budget; expect further applications to be forthcoming. Area D grants in aid are typically fully spent each year.
Expenses	3,364	66,409	63,045	5.1%	
(Surplus)/deficit	(64,554)	-	64,554		
154 - Feasibility Studies - Electoral Area D					
Revenues	(38,592)	(38,592)	-	100.0%	No studies yet to be funded in 2019.
Expenses	287	38,592	38,305	0.7%	
(Surplus)/deficit	(38,305)	-	38,305		
210 - Campbell River Fire Protection Specified Area					
Revenues	(449,205)	(444,815)	4,390	101.0%	Contracted service with City of Campbell River per approved budget. Services billed in Q3.
Expenses	4,197	444,815	440,618	0.9%	
(Surplus)/deficit	(445,007)	-	445,008		
285 - Building Inspection					
Revenues	(211,983)	(231,404)	(19,421)	91.6%	Trending on budget - Full time position (5 days/wk) established in Q2.
Expenses	106,533	231,404	124,871	46.0%	
(Surplus)/deficit	(105,450)	-	105,450		
290 - Electoral Area D Animal Control					
Revenues	(41,978)	(45,302)	(3,324)	92.7%	Contracted service with City of Campbell River per approved budget. Services billed in Q3.
Expenses	2,556	45,302	42,746	5.6%	
(Surplus)/deficit	(39,421)	-	39,422		
295 - Noise Control					
Revenues	(2,741)	(2,741)	-	100.0%	Service being implemented by new bylaw officer.
Expenses	394	2,741	2,347	14.4%	
(Surplus)/deficit	(2,347)	-	2,347		
297 - Soil Deposit & Removal Control Extended Service					
Revenues	(114)	(250)	(136)	45.5%	Regulatory bylaw not in effect. Consider removing service in 2020 budget.
Expenses	250	250	-	100.0%	
(Surplus)/deficit	136	-	(136)		
298 - Unsightly Premises Extended Service					
Revenues	(775)	(775)	-	100.0%	Service provided in Q2 by new bylaw officer.
Expenses	273	775	502	35.3%	
(Surplus)/deficit	(502)	-	502		
318 - Craig Road Water					
Revenues	(12,830)	(13,117)	(287)	97.8%	Ongoing parcel tax to users who connected to system and utilized SRD debt financing; parcel tax from 2007-2026.
Expenses	4,490	13,117	8,627	34.2%	
(Surplus)/deficit	(8,340)	-	8,340		
319 - Electoral Area D Water					
Revenues	(1,312,094)	(1,891,906)	(579,812)	69.4%	Bulk water costs on budget to date; typically higher during summer months. Water study underway (Appendix B).
Expenses	766,902	1,891,906	1,125,004	40.5%	
(Surplus)/deficit	(545,192)	-	545,192		
533 - House Numbering Area D					
Revenues	(515)	(515)	-	100.1%	On budget; service provided through Function 501 - GIS.
Expenses	165	515	350	32.0%	
(Surplus)/deficit	(351)	-	350		

Function	2019 Q2 Actual	2019 Budget	\$ Variance	% Variance	Comments
614 - Community Parks Area D					
Revenues	(254,848)	(255,585)	(737)	99.7%	Trending on budget and comparable to prior year.
Expenses	107,860	255,585	147,725	42.2%	
(Surplus)/deficit	(146,988)	-	146,988		
750 - Electoral Area D Street Lighting Service					
Revenues	(35,816)	(36,052)	(236)	99.3%	Trending on budget.
Expenses	14,996	36,052	21,056	41.6%	
(Surplus)/deficit	(20,820)	-	20,820		
785 - Transit - Area D					
Revenues	(183,475)	(179,026)	4,449	102.5%	Contracted service with City of Campbell River. Services billed in Q3.
Expenses	1,624	179,026	177,402	0.9%	
(Surplus)/deficit	(181,851)	-	181,851		
790 - Oyster River Bank Protection					
Revenues	(34,767)	(34,758)	9	100.0%	Consideration to combine Oyster River Bank Protection and Glenmore Dike services for 2020.
Expenses	11,115	34,758	23,643	32.0%	
(Surplus)/deficit	(23,652)	-	23,652		
TOTAL					
REVENUES	(2,647,653)	(3,241,247)	(593,594)	81.7%	
EXPENSES	1,025,008	3,241,247	2,216,239	31.6%	
(SURPLUS)/DEFICIT	(1,622,645)	-	1,622,645		

TOTAL OPERATING BUDGET SUMMARY

REVENUES	(6,144,725)	(7,618,742)	(1,474,017)	80.7%
EXPENSES	2,615,778	7,618,742	5,002,964	34.3%
(SURPLUS)/DEFICIT	(3,528,947)	-	3,528,947	

Function	2019 Q2 Actual	2019 Budget	\$ Variance	% Variance	Comments
ELECTORAL AREA SERVICES					
500 - Planning					
1 Area C Community Sustainability Plan	4,033	70,000	65,967	5.8%	In Progress - Expected completion 2020. Grant funded.
	4,033	70,000	65,967	5.8%	
ELECTORAL AREA A					
677 - Kyuquot Community Hall					
2 Kyuquot Comm Hall Condition Assessment	-	2,000	2,000	0.0%	In Progress - MIA (Municipal Insurance Association) visited site in Q3.
	-	2,000	2,000	0.0%	
680 - Sayward Valley Rec. & Com. Hall LSA					
3 Sayward Comm Hall Condition Assessment	-	6,500	6,500	0.0%	In Progress - Expected completion in Q3.
	-	6,500	6,500	0.0%	
TOTAL ELECTORAL AREA A	-	8,500	8,500	0.0%	
ELECTORAL AREA D					
319 - Electoral Area D Water					
4 Area D Water Study Update	-	30,000	30,000	0.0%	In Progress - Data has been provided to consultant. Study underway.
	-	30,000	30,000	0.0%	
TOTAL OPERATING PROJECTS	4,033	108,500	104,467	3.7%	

Function	2019 Q2 Actual	2019 Budget	\$ Variance	% Variance	Comments
ELECTORAL AREA SERVICES					
500 - Planning					
1 Land Use Software Replacement	26,275	200,000	173,725	13.1%	In Progress - Scheduled to begin implementation in Q3 2019.
TOTAL	26,275	200,000	173,725	13.1%	
TOTAL ELECTORAL AREAS					
	26,275	200,000	173,725	13.1%	
ELECTORAL AREA A					
680 - Sayward Valley Recreation & Community Hall Local Service Area					
2 Sayward Valley Community Hall Roof	-	35,000	35,000	0.0%	In Progress - Purchase order issued in Q2, work completed in Q3.
TOTAL	-	35,000	35,000	0.0%	
TOTAL ELECTORAL AREA A					
	-	35,000	35,000	0.0%	
ELECTORAL AREA B					
250 - South Cortes Island Fire Local Service Area					
3 Cortes Fire Equipment Replacement	-	45,000	45,000	0.0%	In Progress - Planned replacement of command vehicle.
TOTAL	-	45,000	45,000	0.0%	
617 - Community Parks Area B					
4 Cortes Island Trails Network	-	55,923	55,923	0.0%	Planning - Work to begin in Q3/Q4.
5 K'was Park Improvements	-	30,000	30,000	0.0%	In Progress - Work on Beaver Dam has commenced. Preliminary bridge design complete.
TOTAL	-	85,923	85,923	0.0%	
TOTAL ELECTORAL AREA B					
	-	130,923	130,923	0.0%	

Function	2019 Q2 Actual	2019 Budget	\$ Variance	% Variance	Comments
ELECTORAL AREA C					
132 - Wharves					
6 Owen Bay Wharf Upgrades	-	50,000	50,000	0.0%	Planning - Work expected to be delayed to 2020.
7 Port Neville Wharf Upgrades	-	400,000	400,000	0.0%	Planning - Work expected to be delayed to 2020.
8 Surge Narrows Wharf Upgrades	-	50,000	50,000	0.0%	Planning - Work expected to be delayed to 2020.
TOTAL	-	500,000	500,000	0.0%	
331 - Quathiaski Cove Sewer					
9 Marine Outfall Improvements	2,757	100,000	97,243	2.8%	Planning - Request for quotations identified project cost exceeds budget. Will review for 2020 budget.
TOTAL	2,757	100,000	97,243	2.8%	
332 - Quathiaski Cove Sewer Ext #1					
10 Q-Cove Sewer System Expansion	349,396	679,907	330,511	51.4%	Completed - Project completed and In service spring 2019. Awaiting final grant claim review.
TOTAL	349,396	679,907	330,511	51.4%	
618 - Community Parks Area C					
11 Q-Cove Village Trail System	979	64,372	63,393	1.5%	Planning - Work to commence in Q3.
12 Read Island Property Acquisition	34,123	92,397	58,274	36.9%	Completed - Acquisition in late 2018, carryforward budget for legal and other fees and land development
13 Hyacinthe Bay Land Acquisition	525	6,554	6,029	8.0%	In Progress - Donation occurred in late 2018, carryforward budget for final legal and other costs.
14 Blenkin Park Trail Improvements	-	25,000	25,000	0.0%	Planning - Work to be completed in Q3/Q4; may be carried into 2020.
15 Blenkin Park Bleacher Replacement	-	20,000	20,000	0.0%	Planning - Request for quotation review in progress.
TOTAL	35,626	208,323	172,697	17.1%	
685 - Quadra Island Community Hall Subsidy Local Service Area					
16 QI Hall Seismic Upgrades	115,959	449,805	333,846	25.8%	In Progress - Work well underway; completed in Q3. Fully grant funded.
TOTAL	115,959	449,805	333,846	25.8%	
TOTAL ELECTORAL AREA C	503,739	1,938,035	1,434,296	26.0%	

Function	2019 Q2 Actual	2019 Budget	\$ Variance	% Variance	Comments
ELECTORAL AREA D					
133 - Oyster River Dike					
17 Oyster River Dike Upgrades	9	441,000	440,991	0.0%	Completed - Project completed by mid-August. Fully grant funded.
TOTAL	9	441,000	440,991	0.0%	
319 - Electoral Area D Water					
18 Craig Rd Pressure Zone Upgrade	-	100,000	100,000	0.0%	Delayed - Waiting on Water Study update.
19 Universal Metering	-	240,000	240,000	0.0%	Delayed/Cancelled - Grant application unsuccessful. Project on hold pending funding opportunities.
20 Water Supply Connection Improvements	-	530,000	530,000	0.0%	Planning - Working with City of Campbell River and engineering consultant.
TOTAL	-	870,000	870,000	0.0%	
614 - Community Parks Area D					
21 Salmon Point Trail Head Development	-	30,000	30,000	0.0%	Planning - Work may be delayed to 2020.
22 Hagel Park Asphalt Walkway Repair	-	27,500	27,500	0.0%	Completed - Repairs completed in early Q3.
23 Hagel Park Greenway North/Storie Creek Trail	-	51,654	51,654	0.0%	Not Started - Work delayed to 2020.
TOTAL	-	109,154	109,154	0.0%	
TOTAL ELECTORAL AREA D	9	1,420,154	1,420,145	0.0%	
TOTAL CAPITAL PROJECTS	530,022	3,724,112	3,194,090	14.2%	