



Memo

TO: Chief Administrative Officer
FROM: Director of Finance
DATE: February 5, 2021

SUBJECT: Financial Report for the Period Ending January 31, 2021

The statements of revenues and expenditures for the general, sewer and water funds for the year ended December 31, 2020 and the month ended January 31, 2021 are attached for your information.

Points of Note

- The 2020 financial information as presented has not been finalized. Work on year end is ongoing and there are still adjustments to be made.
- The 2021 budget figures are preliminary numbers only as budget discussions are currently underway.
- The 2021 budget numbers are presented with the following assumptions:
 - 3% tax increase in the general revenue fund
 - No increase to the sewer parcel tax - \$150 per parcel
 - No increase in the water parcel tax - \$200 per parcel
- The capital projects as shown for 2021 are also preliminary numbers for discussion purposes only.
- Input from departments is forthcoming as work on the five-year financial plan has commenced.
- A summary of budget expenditures for both operations and capital has been provided with comparisons to budget and actual for 2020 and 2021. Actuals however have not yet been finalized.

Meeting dates for budget review need to be scheduled.

Ronnie Gill, CPA, CGA
Director of Finance

TOWN OF LAKE COWICHAN
Statement of Expenditure - January 31, 2021

	2019 YTD Actual	2020 Budget	2020 YTD Actual	2021 Budget	2021 YTD Actual	2021 %
REVENUES						
Taxes	2,146,518	2,234,264	2,232,765	2,301,308	-	0%
Supplemental Adjustments	-	(8,200)	-	-	-	-
Grants-In-Lieu	55,108	57,000	56,874	57,000	-	0%
Penalties and Interest on Taxes	63,177	50,000	77,005	50,000	179	0%
Business Licences	18,275	18,000	18,525	18,750	20,675	110%
Building and Other Permits	61,278	24,700	49,275	24,700	15,104	61%
Storm Drain Connection Fees	3,080	-	330	-	255	-
Dog Tags and Fines	3,655	3,300	2,715	2,700	1,620	60%
Interest on Investments	109,498	50,000	75,991	50,000	88	0%
Fire Service to CVRD	312,469	322,918	322,918	341,509	-	0%
BC Wildfire Recoveries	-	-	-	-	-	-
Fire Department Recovery	35,139	-	-	-	-	-
Garbage Revenues	386,875	397,500	400,718	411,500	355,340	86%
Lakeview Revenues	213,222	1,000	203,891	197,000	-	0%
Sale of Assets	104,597	-	3,000	-	-	-
Public Works Revenues	3,313	-	12,243	-	-	-
Fire Department Revenues	8,034	-	1,652	-	2,980	-
Other Revenue	34,920	9,300	36,009	9,330	633	7%
Ambulance Building Lease	47,851	48,000	48,125	48,000	8,021	17%
Public Health Lease	16,675	16,800	16,675	16,800	2,779	17%
Clec Revenues	346,880	21,000	44,701	120,000	-	0%
Unconditional Transfers	494,157	494,900	495,911	501,900	-	0%
Conditional Transfers	13,825	615,000	1,179,500	842,500	-	0%
Firesmart Community Grant	-	149,960	-	-	-	-
Transfers From Reserve Funds	394,504	225,000	-	420,000	-	0%
Transfers From Building Reserve	-	900,000	-	1,000,000	-	0%
Transfer From Fire Dept Reserves	502,961	-	-	-	-	-
Transfer From Statutory Reserves	-	-	-	-	-	-
Transfer from Parks Dedication Reserve	-	-	35,000	-	-	-
Short term debt	225,000	-	-	-	-	-
Prior year Surplus	-	312,218	-	-	-	-
Police Tax Levy	166,630	182,600	182,477	186,300	-	0%
Library Levy	133,728	150,202	150,202	155,218	-	0%
Collections For Other Govts.	2,475,888	2,612,565	2,612,329	2,664,750	-	0%
	8,377,256	8,888,027	8,258,831	9,419,265	407,674	4%

TOWN OF LAKE COWICHAN
Statement of Expenditure - January 31, 2021

EXPENDITURES	2019 YTD Actual	2020 Budget	2020 YTD Actual	2021 Budget	2021 YTD Actual	2021 %
General Government Services	539,969	528,400	456,224	600,900	126,806	21%
Fire Department	455,758	609,660	439,576	486,200	13,501	3%
Police Force	166,630	182,600	182,477	186,000	-	0%
Bylaw Enforcement & Other	44,845	61,000	46,951	64,000	2,482	4%
Public Works Administration	26,339	52,100	86,272	43,500	14,311	33%
Public Works Roads	344,895	435,000	444,614	445,000	15,231	3%
Public Works - Equipment & Other	(107,180)	-	(122,140)	-	(11,761)	-
Garbage Expenses	390,275	408,500	409,436	421,000	18,034	4%
Planning, Health & Other	47,825	63,500	47,483	62,500	125	0%
Info Centre	18,415	22,000	18,673	21,300	-	0%
Parks	229,288	254,100	261,351	260,000	2,109	1%
Lakeview Park	178,112	33,600	186,552	189,800	174	0%
CLEC Expense	427,009	267,800	223,168	267,600	7,056	3%
Lakeview Road	2,312	10,000	4,314	9,000	-	0%
Transfer To Library	133,728	150,202	150,202	155,218	38,805	25%
Capital	1,469,101	2,846,000	773,519	3,382,500	24,754	1%
Debt Charges - Interest	3,928	4,000	3,997	4,000	79	2%
Debt Payments - Fire	173,037	209,000	212,526	194,300	-	0%
Amortization	657,091	-	-	-	-	-
Transfers To Reserve Funds	185,585	138,000	137,000	138,000	-	0%
Transfer Equip. Recovery to Reserve	105,430	-	-	-	-	-
Transfer To Surplus	-	-	-	-	-	-
Transfers To Other Governments	2,475,888	2,612,565	2,612,329	2,664,750	-	0%
	7,968,283	8,888,027	6,574,525	9,595,568	251,706	3%
Surplus(Deficit)	408,973	-	1,684,306	(176,303)	155,968	

TOWN OF LAKE COWICHAN
Statement of Expenditure - January 31, 2021
General Fund - Schedule of General Government Expenses

	2019 Actual	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2021 %
General Government Services						
Mayor and Council Indemnities	80,475	81,400	76,586	82,900	3,447	4%
Mayor and Council Expenses	39,534	25,100	6,505	40,000	-	0%
Mildred Child Annex	1,944	2,500	2,308	2,500	-	0%
Municipal Hall	20,043	25,500	15,918	25,500	765	3%
Office Wages	442,633	450,000	476,772	480,000	17,580	4%
Office Expenses	38,831	51,000	34,494	50,000	5,888	12%
Data Processing	18,353	26,000	19,457	25,000	64	0%
Legal Expense	25,123	30,000	79,259	40,000	180	0%
Audit	16,125	26,000	18,398	25,000	-	0%
Elections	-	4,000	12,092	4,000	-	0%
Insurance	40,371	82,500	85,441	100,000	83,466	83%
Grants-in-aid	2,449	3,000	1,850	3,000	-	0%
Ohtaki expense	-	-	-	-	-	-
Ohtaki recoveries	-	-	-	-	-	-
Payroll Benefits Clearing	82,789	-	(94,256)	-	15,417	-
Insurance and administration recover	(268,700)	(278,600)	(278,600)	(277,000)	-	0%
	539,969	528,400	456,224	600,900	126,806	21%
		807,000	829,080	877,900		

TOWN OF LAKE COWICHAN
Statement of Expenditure - January 31, 2021
General Fund - Schedule of Protective Services Expenses

	2019 Actual	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2021 %
Fire Department						
Firefighters indemnities	107,194	110,000	109,173	115,000	-	0%
Other Wage Costs	22,369	18,000	23,673	18,000	633	4%
Town Administration	13,000	14,000	14,000	14,000	-	0%
Fire Hall Operations and Maint.	84,118	61,500	69,340	67,000	804	1%
Miscellaneous Operations	110,305	117,100	123,227	124,300	8,426	7%
Training	28,907	28,000	14,423	28,000	100	0%
Fire Vehicles & Equipment	81,030	101,100	69,916	109,900	3,538	3%
	446,923	449,700	423,752	476,200	13,501	3%
Firesmart	-	149,960	-	-	-	-
Community Wildfire Protection Plan	8,835	10,000	15,823	10,000	-	0%
	8,835	159,960	15,823	10,000	-	0%
Total Fire Department	455,758	609,660	439,576	486,200	13,501	3%
Bylaw Enforcement & Other						
BC Wildfire - Recoveries	-	-	-	-	-	-
Emergency Measures	-	5,000	-	5,000	-	0%
Bylaw Enforcement/Animal Control	15,601	19,000	15,558	19,000	1,202	6%
Building Inspection	29,244	37,000	31,393	40,000	1,280	3%
	44,845	61,000	46,951	64,000	2,482	4%

TOWN OF LAKE COWICHAN
Statement of Expenditure - January 31, 2021
General Fund - Schedule of Public Works Expenses

	2019 Actual	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2021 %
PW Administration						
Shop and Yard	45,155	47,000	71,327	50,000	2,649	5%
PW Admin Wages	161,455	180,000	210,744	195,000	11,002	6%
PW Admin Other	4,895	10,100	5,817	10,500	211	2%
Safety and Training	31,035	34,000	17,384	34,000	449	1%
Office Administration Charge	13,900	14,000	14,000	14,000	-	0%
Recovery from Utilities	(230,100)	(233,000)	(233,000)	(260,000)	-	0%
	26,339	52,100	86,272	43,500	14,311	33%
Equipment Costs						
Equipment	136,629	-	159,529	-	1,835	-
Equipment Allocations	(243,809)	-	(281,669)	-	(13,596)	-
	(107,180)	-	(122,140)	-	(11,761)	-
Other Costs						
Billable Outside Jobs	-	-	-	-	-	-
Billable Outside Jobs - Recoveries	-	-	-	-	-	-
	-	-	-	-	-	-

TOWN OF LAKE COWICHAN
Statement of Expenditure - January 31, 2021
General Fund - Schedule of Public Works Expenses

	2019 Actual	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2021 %
Road Maintenance						
Banners	5,095	9,000	121	9,000	-	0%
Boulevards	22,129	31,000	58,225	31,000	-	0%
Crack Sealing	-	10,000	9,563	10,000	-	0%
Dangerous Trees	10,963	20,000	15,298	20,000	-	0%
Ditches & Culverts	3,642	10,000	8,831	10,000	552	6%
Dust Control	3,989	5,000	3,805	5,000	-	0%
Landscaping	9,573	10,000	10,574	10,000	-	0%
Litter Control	7,832	14,000	7,294	14,000	326	2%
Marking	10,600	10,000	12,042	10,000	-	0%
Mowing	5,095	10,000	7,481	10,000	-	0%
Patching	16,792	20,000	27,858	26,000	868	3%
Roads-other	4,906	11,000	14,678	11,000	1,566	14%
Seasonal decoration	21,738	12,000	10,594	12,000	888	7%
Shoulders	2,142	14,000	7,557	14,000	2,341	17%
Sidewalks	13,638	20,000	16,896	20,000	707	4%
Signs	14,787	16,000	8,875	16,000	562	4%
Snow removal	31,339	50,000	40,946	50,000	-	0%
Storm Drains & Catch Basins	23,519	40,000	42,964	40,000	6,318	16%
Street Lighting	97,951	90,000	107,225	94,000	-	0%
Street Sweeping	17,468	11,000	11,787	11,000	1,103	10%
Office Administration Charge	21,700	22,000	22,000	22,000	-	0%
	344,895	435,000	444,614	445,000	15,231	3%

TOWN OF LAKE COWICHAN
Statement of Expenditure - January 31, 2021
General Fund - Schedule of Garbage Collection

	2019 Actual	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2021 %
Garbage Collection						
Revenues						
Regular collections	327,433	334,000	336,202	347,000	347,392	100%
Toter rentals	4,069	4,000	4,417	4,000	3,202	80%
Penalties	3,782	3,500	4,115	3,500	-	0%
Recycling	51,592	56,000	55,985	57,000	4,746	8%
	386,875	397,500	400,718	411,500	355,340	86%
Expenditures						
Regular collection costs	236,987	250,000	249,727	260,000	18,034	7%
Office Administration Charges	18,000	18,000	18,000	19,000	-	0%
PW Administration Charges	25,100	25,500	25,500	26,000	-	0%
Tipping Fees	66,688	69,000	75,318	74,000	-	0%
Recycling costs	43,501	46,000	40,891	42,000	-	0%
	390,275	408,500	409,436	421,000	18,034	4%
Net	(3,400)	(11,000)	(8,718)	(9,500)	337,306	

TOWN OF LAKE COWICHAN
Statement of Expenditure - January 31, 2021
General Fund - Schedule of Other Development Services

	2019 Actual	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2021 %
Public Health						
Ambulance Building Lease	47,851	48,000	48,125	48,000	8,021	17%
Public Health Lease	16,675	16,800	16,675	16,800	2,779	17%
					-	-
Public Health Expenses	11,706	17,000	7,561	16,000	-	0%
NET	52,819	47,800	57,239	48,800	10,800	22%
Planning						
Planning and Zoning Expenses	23,380	40,000	36,094	40,000	-	0%
Other Functions						
Town Economic Development	965	1,000	-	1,000	-	0%
Columbarium	750	1,000	428	1,000	125	13%
Heritage Advisory	912	500	-	500	-	0%
Cowichan Aquatic Centre	3,345	4,000	3,400	4,000	-	0%
75th Birthday Celebration	6,767	-	-	-	-	-
	12,738	6,500	3,828	6,500	125	2%
Total Development Services Expenses	47,825	63,500	47,483	62,500	125	0%
Info Centre						
PW Labour	452	2,200	313	2,200	-	0%
Water, Sewer & Garbage	-	700	-	-	-	-
Contracted Services	15,000	15,000	15,000	15,000	-	0%
Other Expenses	4,164	5,300	4,560	5,300	-	0%
Recoveries - hydro	(1,200)	(1,200)	(1,200)	(1,200)	-	0%
	18,415	22,000	18,673	21,300	-	0%

TOWN OF LAKE COWICHAN
Statement of Expenditure - January 31, 2021
General Fund - Schedule of Parks

	2019 Actual	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2021 %
Parks						
Beaver Park	5,665	6,000	117	6,000	-	0%
Bell Tower School	1,341	2,400	1,988	2,500	-	0%
Centennial Park	33,160	22,000	53,368	23,500	304	1%
Central Park	14,838	18,500	15,432	18,500	-	0%
Civic Square	794	1,000	1,314	1,000	-	0%
Communities in Bloom	-	2,000	-	2,000	-	0%
Cougar Sign Landscaping	1,408	3,000	2,854	3,000	-	0%
Dashwood Park	105	1,000	1,134	1,000	-	0%
Entrance Sign	9,479	10,000	13,421	10,000	-	0%
Footbridge	1,232	2,000	1,399	2,000	29	1%
Footpath maintenance	212	1,500	353	1,500	-	0%
Gillespie Park	607	-	-	-	-	-
Heritage Garden	6,796	7,000	11,311	7,000	-	0%
Kaatza Museum	12,219	13,800	11,456	13,000	1,567	12%
Kates Park - King George	4,380	10,000	13,425	10,000	-	0%
Lakedays Preparation	336	1,000	53	1,000	-	0%
Marina Park	3,280	3,200	3,422	3,500	29	1%
Forest Workers Memorial Park	8,035	9,000	8,507	9,000	-	0%
Ohtaki/Kasapi Park	1,941	10,000	6,836	10,000	-	0%
Park Bench Maintenance	8,251	6,000	546	6,000	(650)	-11%
Parks General	34,974	23,500	23,644	27,000	-	0%
Parkstone Park	1,011	2,000	1,525	2,000	-	0%
Joginder Bains Park - Point Ideal	3,358	4,000	4,087	4,000	-	0%
Rivers Edge Memorial Garden	4,315	5,000	8,585	5,000	31	1%
Riverside Park	3,598	5,000	6,249	5,000	539	11%
Sahtlam Park	1,488	3,000	9,279	3,000	-	0%
Saywell Park	20,596	20,500	16,460	20,000	29	0%
Seniors Centre	2,011	3,100	4,361	4,000	-	0%
Ted Burns Nature Preserve	1,709	2,000	-	2,000	-	0%
Pickleball Courts	977	3,000	3,462	3,000	-	0%
Town Square	2,992	5,000	591	5,000	-	0%
Trans Canada Trail	876	4,000	1,462	4,000	-	0%
Trestle Walkway	814	2,000	369	2,000	90	5%
Vandalism	-	5,000	-	5,000	-	0%
Washrooms	21,097	20,000	14,628	20,000	141	1%
West Entrance	-	500	-	500	-	0%
Winter Park	3,291	5,000	7,613	5,000	-	0%
Office Administration Charge	12,100	12,100	12,100	13,000	-	0%
	<u>229,288</u>	<u>254,100</u>	<u>261,351</u>	<u>260,000</u>	<u>2,109</u>	<u>1%</u>

TOWN OF LAKE COWICHAN
Statement of Expenditure - January 31, 2021
General Fund - Schedule of Parks

	2019 Actual	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2021 %
Lakeview Park						
Reservations	152,399	1,000	160,126	158,000	-	0%
Walk Ins	17,239	-	7,895	7,000	-	0%
Power Fees	24,401	-	22,924	23,000	-	0%
Wood and ice sales	4,777	-	2,243	2,000	-	0%
Operating Grant	7,762	-	4,088	-	-	-
Moorage	6,645	-	6,614	7,000	-	0%
	<u>213,222</u>	<u>1,000</u>	<u>203,891</u>	<u>197,000</u>	<u>-</u>	<u>0%</u>
Office Administration Charge	8,500	5,000	5,000	8,000	-	0%
CLEC Admin Charges	31,000	-	31,000	31,000	-	0%
Summer Student Wages	54,335	-	64,709	65,000	-	0%
Maintenance Wages	11,765	-	2,828	10,000	-	0%
Contracted Services	16,140	500	9,695	10,000	-	0%
PW Labour	2,570	1,500	2,227	2,500	-	0%
Hydro and Electricity	7,734	6,700	6,920	9,000	-	0%
Materials and Supplies	9,675	1,500	23,754	15,000	-	0%
Other Expenses	7,456	4,100	7,398	8,000	-	0%
Water, Sewer & Garbage	8,157	8,500	9,898	8,000	-	0%
Park Attendant/ Security	16,508	-	18,448	18,000	-	0%
Public Works Charges	1,399	1,000	1,275	1,300	-	0%
Telephone	1,998	3,000	2,031	3,000	174	6%
Equipment allocations	875	1,800	1,370	1,000	-	0%
	<u>178,112</u>	<u>33,600</u>	<u>186,552</u>	<u>189,800</u>	<u>174</u>	<u>0%</u>
Net	<u>35,110</u>	<u>(32,600)</u>	<u>17,338</u>	<u>7,200</u>	<u>(174)</u>	

TOWN OF LAKE COWICHAN
Statement of Expenditure - January 31, 2021
General Fund - Schedule of CLEC

	2019 Actual	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2021 %
Revenues						
Group Revenues	340,880	15,000	42,201	120,000	-	0%
Programming revenues	-	-	-	-	-	-
Rental Income	6,000	6,000	2,500	-	-	-
	<u>346,880</u>	<u>21,000</u>	<u>44,701</u>	<u>120,000</u>	<u>-</u>	<u>0%</u>
Expenditures - Variable						
Program Services	250	500	-	500	-	0%
Kitchen Wages	62,459	4,000	20,404	21,000	1,675	8%
Food Supplies	68,929	2,000	18,473	17,000	-	0%
Custodians	29,262	4,000	7,959	8,000	359	4%
Supplies	2,070	500	-	500	-	0%
	<u>162,970</u>	<u>11,000</u>	<u>46,836</u>	<u>47,000</u>	<u>2,034</u>	<u>4%</u>
Expenditures - Fixed						
Admin Salaries	171,653	182,000	102,047	135,000	3,784	3%
Wage Recoveries	(31,000)	-	(31,000)	(31,000)	-	0%
Housing Allowance	6,000	6,000	2,500	-	-	-
Town Administration	22,500	8,000	8,000	22,000	-	0%
Electricity	19,429	22,000	17,310	22,000	-	0%
Heat	14,859	14,000	16,804	14,000	-	0%
Telephone & other Utilities	11,217	8,800	11,413	11,600	502	4%
Bad Debts	-	-	-	-	-	-
Advertising	-	-	-	-	-	-
Contracted Services	14,523	2,000	6,383	5,000	239	5%
Maintenance	23,029	6,000	32,162	31,000	-	0%
Public Works Charges	11,829	8,000	10,714	11,000	496	5%
Miscellaneous Operations	-	-	-	-	-	-
	<u>264,039</u>	<u>256,800</u>	<u>176,332</u>	<u>220,600</u>	<u>5,021</u>	<u>2%</u>
Total Expenses	<u>427,009</u>	<u>267,800</u>	<u>223,168</u>	<u>267,600</u>	<u>7,056</u>	<u>3%</u>
NET CLEC OPERATIONS	<u>(80,129)</u>	<u>(246,800)</u>	<u>(178,466)</u>	<u>(147,600)</u>	<u>(7,056)</u>	<u>5%</u>
NET LAKEVIEW AND CLEC	<u>(45,019)</u>	<u>(279,400)</u>	<u>(161,128)</u>	<u>(140,400)</u>	<u>(7,229)</u>	<u>5%</u>
Lakeview Park Road						
Road maintenance	2,312	10,000	4,314	9,000	-	0%
NET	<u>(47,331)</u>	<u>(289,400)</u>	<u>(165,442)</u>	<u>(149,400)</u>	<u>(7,229)</u>	

TOWN OF LAKE COWICHAN
Statement of Expenditure - January 31, 2021
General Fund - Schedule of Capital Expenses

	2019 YTD Actual	2020 Budget	2020 YTD Actual	2021 Budget	2021 YTD Actual	2021 Var
General						
Asset appraisal - Insurance	-	-	-	10,000	-	0%
Asset management plan	5,000	40,000	30,000	-	-	-
Computer Equipment	-	30,000	19,126	15,000	-	0%
Development Cost Charges Review	-	-	-	20,000	-	0%
Hazmat Inventory	1,821	10,000	-	10,000	-	0%
Health Unit Repairs	9,367	2,000	-	-	-	-
Office Equipment	8,034	60,000	-	100,000	-	0%
Land Purchase	1,200	-	-	-	-	-
Museum/Bell Tower Upgrades	-	50,000	12,356	20,000	8,262	41%
Mildred Child Demo/upgrades	-	60,000	-	60,000	-	0%
Town hall renovations	95,461	1,700,000	303,699	1,600,000	-	0%
Truck #1 Display Building	-	12,500	30,601	20,000	16,492	82%
	120,883	1,964,500	395,782	1,855,000	24,754	1%
CLEC						
Carpet / Flooring	-	-	-	5,000	-	0%
Electrical upgrades	5,319	-	-	-	-	-
Exterior Building Paint	-	3,000	-	3,000	-	0%
Hot Water on Demand	-	-	-	5,000	-	0%
Clec Renovations	-	-	-	20,000	-	0%
Mattresses	-	-	-	-	-	-
Water system	63,437	10,000	9,034	5,000	-	0%
	68,756	13,000	9,034	38,000	-	0%
Fire Department						
Office renovation	14,674	10,000	10,700	-	-	-
Heat Pump/Generator Replacement	13,340	15,000	18,240	15,000	-	0%
Forestry Hose and Gear	6,145	10,000	7,064	10,000	-	0%
#6 New Fire truck equipment	32,972	-	-	-	-	-
FD#16 New Tank	-	5,000	-	5,000	-	0%
Firehall repairs	2,046	6,000	2,646	16,000	-	0%
Training Ground Facilities	64,421	60,000	60,165	60,000	-	0%
Truck purchase	728,710	-	-	-	-	-
Tools and Equipment	3,323	3,000	-	3,000	-	0%
Hoses and valving	-	8,000	3,531	8,000	-	0%
	865,630	117,000	102,345	117,000	-	0%

TOWN OF LAKE COWICHAN
Statement of Expenditure - January 31, 2021
General Fund - Schedule of Capital Expenses

	2019 YTD Actual	2020 Budget	2020 YTD Actual	2021 Budget	2021 YTD Actual	2021 Var
Public Works						
Equipment Purchase	357,140	70,000	-	360,000	-	0%
Truck purchase	37,364	35,000	27,538	60,000	-	0%
Garbage Truck	-	120,000	-	-	-	-
Active Transportation Plan	-	-	9,232	50,000	-	0%
Annual Paving Program	-	200,000	113,305	200,000	-	0%
Lakeview Park - chip seal	-	20,000	-	20,000	-	0%
North Shore Rd Engineering	-	25,000	-	-	-	-
PW Office/Yard - Cap	-	20,000	-	20,000	-	0%
Sidewalks	-	100,000	23,703	60,000	-	0%
Small tools	3,691	5,000	4,038	5,000	-	0%
Stormwater planning study	-	-	-	15,000	-	0%
Storm Upgrades - Cottonwood	-	-	-	35,000	-	0%
Transit Shelter Upgrades	-	-	-	25,000	-	0%
						-
	398,196	595,000	177,816	850,000	-	0%
Lakeview Park						
Garbage facilities	-	-	-	-	-	-
Golf Cart purchase	-	5,000	-	5,000	-	0%
Resurfacing campsites - gravel/sand	1,168	2,500	2,398	10,000	-	0%
Floating walkway repairs	2,938	10,000	6,939	10,000	-	0%
	4,106	17,500	9,337	25,000	-	0%
Parks						
Centennial Park Upgrades	-	-	12,000	250,000	-	0%
Footbridge improvements	-	10,000	-	15,000	-	0%
Kasapi Park upgrades	-	-	-	30,000	-	0%
Marina Park Dock Repairs	-	25,000	-	60,000	-	0%
Pickleball/Tennis Courts	1,831	-	-	-	-	-
Sahtlam Park	-	10,000	-	3,500	-	0%
Stone Park	-	-	-	45,000	-	0%
Riverside Park - Washrooms	-	-	-	50,000	-	0%
River's Edge Memorial Garden	-	70,000	67,206	20,000	-	0%
Saywell Park Improvements	-	24,000	-	24,000	-	0%
Town Square Ramp	9,700	-	-	-	-	-
	11,531	139,000	79,205	497,500	-	0%
Total General Capital	1,469,101	2,846,000	773,519	3,382,500	24,754	1%

TOWN OF LAKE COWICHAN
Statement of Expenditure - January 31, 2021
Sewer Fund

	2019 YTD Actual	2020 Budget	2020 YTD Actual	2021 Budget	2021 YTD Actual	2021 %
Revenues						
User Rates	496,316	498,000	525,282	530,000	512,545	97%
Connection Fees	3,080	1,000	3,302	1,000	255	26%
Penalties And Other Interest	4,857	4,500	5,403	4,500	-	0%
Sewer Facilities Grant	-	2,200,000	-	2,200,000	-	0%
Parcel Tax	166,700	250,050	250,200	253,200	-	0%
Contribution from others	-	-	7,335	-	-	-
Transfer From Surplus	-	999,450	-	-	-	-
	<u>670,953</u>	<u>3,953,000</u>	<u>791,522</u>	<u>2,988,700</u>	<u>512,800</u>	<u>17%</u>
Expenditures						
Administration	3,846	3,000	2,297	3,000	15	1%
Office Administration	67,000	68,000	68,000	68,000	-	0%
PW Administration	90,000	90,000	90,000	90,000	-	0%
Discounts	35,635	33,000	37,491	38,000	11,152	29%
General Maintenance	69,960	70,000	68,217	70,000	5,506	8%
Connections Maintenance	4,747	9,000	1,789	9,000	-	0%
Chlorination	8,752	10,000	2,018	15,000	2,794	19%
New Connections	362	3,000	3,842	3,000	-	0%
Sewer Flushing	4,845	6,000	5,015	6,000	-	0%
Sewer Pump Maintenance	47,557	75,000	43,103	75,000	2,649	4%
Sewer Lagoon Maintenance	94,582	91,000	81,188	91,000	2,583	3%
Transfer to Surplus	-	-	-	-	-	-
Amortization - Sewer Fund	97,287	-	-	-	-	-
Capital	75,683	3,495,000	99,254	3,485,000	6,755	0%
	<u>600,256</u>	<u>3,953,000</u>	<u>502,214</u>	<u>3,953,000</u>	<u>31,454</u>	<u>1%</u>
Surplus(Deficit)	<u>70,697</u>	<u>-</u>	<u>289,308</u>	<u>(964,300)</u>	<u>481,347</u>	

TOWN OF LAKE COWICHAN
Statement of Expenditure - January 31, 2021
Sewer Fund

	2019 YTD Actual	2020 Budget	2020 YTD Actual	2021 Budget	2021 YTD Actual	2021 %
<u>SEWER CAPITAL</u>						
Liftstation Upgrades	75,683	275,000	33,099	50,000	-	0%
Greendale Rd. Engineering	-	-	-	50,000	-	0%
Sewer I&I	-	-	-	250,000	-	0%
Sewer Modelling	-	70,000	-	35,000	-	0%
Sewer Treatment Plant Upgrades	-	3,000,000	-	3,000,000	6,755	0%
Sewer Lagoon	-	150,000	66,155	50,000	-	0%
Riverside Force Main	-	-	-	50,000	-	0%
	<u>75,683</u>	<u>3,495,000</u>	<u>99,254</u>	<u>3,485,000</u>	<u>6,755</u>	<u>0%</u>

TOWN OF LAKE COWICHAN
Statement of Expenditure - January 31, 2021
Water Fund

	2019 YTD Actual	2020 Budget	2020 YTD Actual	2021 Budget	2021 YTD Actual	2021 %
Revenues						
User Rates	589,748	595,000	620,158	629,000	623,660	99%
Connection Fees	9,550	1,000	6,590	2,000	3,095	155%
Fire Hydrant Installation & other	3,300	4,000	8,100	4,000	880	22%
Other Penalties And Interest	5,829	5,500	6,486	5,500	202	4%
Grant - Water main upgrades	239,583	-	-	-	-	-
Infrastructure Grant	-	-	-	-	-	-
CONTRIBUTION FROM OTHERS	-	-	-	-	-	-
Parcel Tax	238,420	341,200	341,400	345,400	-	0%
Transfer From Surplus	-	360,200	-	-	-	-
	<u>1,086,429</u>	<u>1,306,900</u>	<u>982,734</u>	<u>985,900</u>	<u>627,837</u>	<u>64%</u>
Expenditures						
Administration	2,470	3,400	1,459	3,400	-	0%
Office Administration	92,000	117,500	117,500	119,000	-	0%
PW Administration	115,000	117,500	117,500	122,000	-	0%
Discounts	43,405	40,000	46,045	46,000	13,812	30%
Safety and Training	1,984	4,000	976	4,000	2,036	51%
Chlorination	12,363	14,000	1,766	6,000	-	0%
Flushing	11,912	12,000	12,336	13,000	-	0%
Reservoir	18,427	20,000	3,079	7,000	375	5%
General Maintenance	77,820	100,000	118,888	115,000	3,355	3%
Hydrants	12,354	22,500	20,453	22,500	397	2%
New Connections	3,852	10,000	5,751	10,000	-	0%
Connection Maintenance	55,629	75,000	59,117	75,000	1,360	2%
Water Meters	12,895	20,000	23,985	20,000	4,313	22%
Pump House Maintenance	38,291	42,000	52,869	49,000	877	2%
Small equipment	5,345	-	-	-	-	-
Booster Pumps Maintenance	10,622	12,000	8,535	12,100	-	0%
Slopes water pump station	6,696	8,000	24,460	9,000	400	4%
Greendale Water Connection	3,356	-	3,670	-	25	-
Water treatment plant	134,321	200,000	214,580	260,000	9,430	4%
Transfer to surplus	-	-	-	-	-	-
Amortization - Water Fund	248,029	-	-	-	-	-
Capital	1,043,415	489,000	332,864	400,000	-	0%
	<u>1,950,185</u>	<u>1,306,900</u>	<u>1,165,834</u>	<u>1,293,000</u>	<u>36,380</u>	<u>3%</u>
Surplus(Deficit)	<u>(863,755)</u>	<u>-</u>	<u>(183,100)</u>	<u>(307,100)</u>	<u>591,458</u>	

TOWN OF LAKE COWICHAN
Statement of Expenditure - January 31, 2021
Water Fund

	2019 YTD Actual	2020 Budget	2020 YTD Actual	2021 Budget	2021 YTD Actual	2021 %
<u>WATER CAPITAL</u>						
Greendale Trestle Watermain Upgrade	316,698	-	-	-	-	-
North Shore Pump Station Backup Power	-	130,000	79,368	-	-	61%
River Road Water Main	14,176	189,000	22,112	-	-	12%
Water Modelling	3,980	-	-	-	-	-
Water Treatment Upgrade	680,581	170,000	231,385	-	-	136%
Watermain Upgrades	-	-	-	400,000	-	-
Water metering	27,980	-	-	-	-	-
	<u>1,043,415</u>	<u>489,000</u>	<u>332,864</u>	<u>400,000</u>	<u>-</u>	<u>127%</u>

Town of Lake Cowichan
Preliminary Expense Budget

Operations Budget	Budget 2020	Actual 2020	Preliminary Budget 2021	Budget Increase	% Increase
General Government	807,000	829,080	877,900	70,900	8%
Administration Recoveries	(278,600)	(372,856)	(277,000)		
	528,400	456,224	600,900		
Fire Department *	459,700	439,576	486,200	26,500	5%
Bylaw Enforcement	24,000	15,558	24,000	-	0%
Building Inpection	37,000	31,393	40,000	3,000	8%
PW Administration	285,100	319,272	303,500	18,400	6%
Administration Recoveries	(233,000)	(233,000)	(260,000)		
	52,100	86,272	43,500		
Road Maintenance	435,000	444,614	445,000	10,000	2%
Waste Services	408,500	409,436	421,000	12,500	3%
Public Health	17,000	7,561	16,000	(1,000)	-6%
Planning and Other	46,500	39,923	46,500	-	0%
Parks	276,100	280,024	281,300	5,200	2%
	2,284,300	2,210,581	2,404,400	145,500	6%
Lakeview Park	33,600	186,552	189,800	156,200	82%
C.L. Education Centre	277,800	227,482	276,600	(1,200)	0%
General Fund Totals	2,595,700	2,624,615	2,870,800	300,500	10%
Sewer Fund	458,000	402,960	468,000	10,000	2%
Water Fund	817,900	832,970	893,000	75,100	8%
* Grant budget expenses excluded					

Town of Lake Cowichan
Capital Budget

Operations Budget	Budget 2020	Actual 2020	Preliminary Budget 2021	Budget Increase
General Fund	1,964,500	395,782	1,855,000	(109,500)
Reserve Funds & other	(1,100,000)		(1,300,000)	
	864,500	395,782	555,000	
CLEC	13,000	9,034	38,000	25,000
Fire Department	117,000	102,345	117,000	-
Public Works	595,000	177,816	850,000	255,000
Reserve Funds & other	(225,000)	(27,538)	(445,000)	
	370,000	150,278	405,000	
Lakeview Park	17,500	9,337	25,000	7,500
Parks	139,000	79,205	497,500	358,500
Subject to grant funding	-		(207,500)	
	139,000	79,205	290,000	
Total Net Capital	1,521,000	745,981	1,430,000	
Sewer Fund	3,495,000	99,254	3,485,000	(10,000)
Subject to grant funding	(2,200,000)		(2,200,000)	
	1,295,000	99,254	1,285,000	
Water Fund	489,000	332,864	400,000	(89,000)