



Memo

TO: Chief Administrative Officer
FROM: Director of Finance
DATE: November 5, 2021
SUBJECT: Financial Report for the Period Ending October 31, 2021

The statements of revenues and expenditures for the general, sewer and water funds are attached for your review and input.

Points of Note

- Surplus is overstated in the general, sewer and water funds due to outstanding payables and capital projects in progress.
- The Town fleet insurance was renewed for November 1, 2021 at a cost of \$30,871. The renewal costs were more than \$10,000 lower this year due to lower ICBC rates.
- The property insurance will be renewed with Aon Reed Stenhouse at a maximum cost of \$85,000. The renewal rates have increased by 30% from last year. The increases are not specific to Lake Cowichan, but the Town is affected due to the number of building insured that do not have sprinklers for fire protection purposes. The cyber policy is still being worked on.

Recommendation: That the renewal property insurance from Aon Reed Stenhouse be approved for payment to a maximum cost of \$85,000.

.....

The following fees and charges will be presented at the next regular council meeting for review:

- fees for water and sewer (metered and non-metered rates) for 2023, the 2022 rates as previously passed by bylaw will remain unchanged
- fees for waste (including recycling, garbage and organics) for 2022 and 2023.
- The schedule of rates for fees and services for 2022

.....

As per council direction, an RFP was issued for the review of the Development Cost Charges, please refer to memo from the CAO.

Ronnie Gill, CPA, CGA

TOWN OF LAKE COWICHAN
Statement of Expenditure - October 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	2,289,656	2,289,336	100%
Supplemental Adjustments	-	(8,200)	-	-	-	-
Grants-In-Lieu	55,108	57,000	56,874	57,000	56,084	98%
Penalties and Interest on Taxes	63,177	50,000	77,005	50,000	70,992	142%
Business Licences	18,275	18,000	18,525	18,750	22,600	121%
Building and Other Permits	61,278	24,700	49,275	24,700	114,097	462%
Storm Drain Connection Fees	3,080	-	330	-	2,240	-
Dog Tags and Fines	3,655	3,300	2,715	2,700	2,690	100%
Interest on Investments	109,498	50,000	59,731	50,000	15,256	31%
Fire Service to CVRD	312,469	322,918	322,918	341,509	330,670	97%
Fire Department Recovery	35,139	-	-	-	-	-
Garbage Revenues	386,875	397,500	400,718	411,500	405,595	99%
Lakeview Revenues	213,222	1,000	203,952	197,000	262,783	133%
Sale of Assets	104,597	-	3,000	-	50,000	-
Public Works Revenues	3,313	-	12,243	-	12,800	-
Fire Department Revenues	8,034	-	25,359	-	1,424	-
FD Display Building Donations	-	-	30,291	-	-	-
BC Wildfire - Recoveries	-	-	-	-	170,964	-
Other Revenue	34,920	9,300	36,279	9,400	49,553	527%
Ambulance Building Lease	47,851	48,000	48,125	48,000	44,115	92%
Public Health Lease	16,675	16,800	16,675	16,800	15,292	91%
Clec Revenues	346,880	21,000	44,701	120,000	203,731	170%
Unconditional Transfers	494,157	494,900	495,911	507,900	510,453	101%
Conditional Transfers	13,825	615,000	483,910	1,167,499	42,843	4%
Firesmart Community Grant	-	149,960	-	271,700	-	0%
Transfers From Reserve Funds	394,504	225,000	27,538	430,000	-	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	-	-	-	-	-	-
Short term debt	225,000	-	-	-	-	-
Prior year Surplus	-	312,218	-	-	-	-
Police Tax Levy	166,630	182,600	182,477	187,778	187,784	100%
Library Levy	133,728	150,202	150,202	155,218	155,369	100%
Collections For Other Govts.	2,475,888	2,612,565	2,612,329	2,753,404	2,753,735	100%
	8,377,256	8,888,027	7,593,848	10,110,514	7,770,405	77%

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

	2019 YTD Actual	2020 Budget	2020 YTD Actual	2021 Budget	2021 YTD Actual	2021 %
EXPENDITURES						
General Government Services	539,969	528,400	576,928	591,900	339,356	57%
Fire Department	455,758	609,660	439,064	486,200	337,741	69%
Police Force	166,630	182,600	182,477	187,778	169,927	90%
Bylaw Enforcement & Other	44,845	61,000	46,951	64,000	93,606	146%
Public Works Administration	26,339	52,100	86,294	43,500	8,518	20%
Public Works Roads	344,895	435,000	433,957	445,000	308,294	69%
Public Works - Equipment & Other	(107,180)	-	(122,122)	-	(97,680)	-
Garbage Expenses	390,275	408,500	408,715	427,000	350,968	82%
Planning, Health & Other	47,825	63,500	51,838	459,200	204,340	44%
Info Centre	18,415	22,000	18,673	46,500	11,727	25%
Parks	229,288	254,100	263,723	260,000	195,139	75%
Lakeview Park	178,112	33,600	186,552	189,800	237,748	125%
CLEC Expense	427,009	267,800	223,603	267,600	279,673	105%
Lakeview Road	2,312	10,000	4,314	9,000	2,032	23%
Transfer To Library	133,728	150,202	150,202	155,218	155,218	100%
Capital	1,469,101	2,846,000	757,155	3,487,500	836,160	24%
Debt Charges - Interest	3,928	4,000	3,997	4,000	2,441	61%
Debt Payments - Fire	173,037	209,000	212,526	194,300	150,157	77%
Amortization	657,091	-	689,925	-	-	-
Transfers To Reserve Funds	185,585	138,000	146,054	138,000	-	0%
Transfer Equip. Recovery to Reserve	105,430	-	122,140	-	-	-
Transfer To Surplus	-	-	-	-	-	-
Transfers To Other Governments	2,475,888	2,612,565	2,612,329	2,753,404	2,671,490	97%
	7,968,283	8,888,027	7,495,295	10,209,900	6,256,853	61%
Surplus(Deficit)	408,973	-	98,554	(99,386)	1,513,552	

TOWN OF LAKE COWICHAN
Statement of Expenditure - October 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	65,492	79%
Mayor and Council Expenses	39,534	25,100	6,465	31,000	8,086	26%
Mildred Child Annex	1,944	2,500	2,308	2,500	2,150	86%
Municipal Hall	20,043	25,500	27,878	25,500	13,437	53%
Office Wages	442,633	450,000	476,772	480,000	375,448	78%
Office Expenses	38,831	51,000	34,494	50,000	47,092	94%
Data Processing	18,353	26,000	19,674	25,000	27,271	109%
Legal Expense	25,123	30,000	80,201	40,000	27,434	69%
Audit	16,125	26,000	18,398	25,000	19,436	78%
Elections	-	4,000	12,092	4,000	-	0%
Insurance	40,371	82,500	85,441	100,000	84,474	84%
Grants-in-aid	2,449	3,000	1,850	3,000	2,500	83%
Ohtaki expense	-	-	-	-	-	-
Ohtaki recoveries	-	-	-	-	-	-
Payroll Benefits Clearing	82,789	-	13,370	-	(56,462)	-
Insurance and administration recover	(268,700)	(278,600)	(278,600)	(277,000)	(277,000)	100%
	539,969	528,400	576,928	591,900	339,356	57%

TOWN OF LAKE COWICHAN
Statement of Expenditure - October 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	85,235	74%
Other Wage Costs	22,369	18,000	23,673	18,000	32,773	182%
Town Administration	13,000	14,000	14,000	14,000	14,000	100%
Fire Hall Operations and Maint.	84,118	61,500	64,985	67,000	57,250	85%
Miscellaneous Operations	110,305	117,100	126,130	124,300	72,703	58%
Training	28,907	28,000	15,013	28,000	9,436	34%
Fire Vehicles & Equipment	81,030	101,100	70,266	109,900	55,700	51%
	446,923	449,700	423,240	476,200	327,097	69%
Firesmart	-	149,960	-	-	280	-
Community Wildfire Protection Plan	8,835	10,000	15,823	10,000	10,365	104%
	8,835	159,960	15,823	10,000	10,645	106%
Total Fire Department	455,758	609,660	439,064	486,200	337,741	69%

Bylaw Enforcement & Other

Emergency Measures	-	5,000	-	5,000	49,924	998%
Bylaw Enforcement/Animal Control	15,601	19,000	15,558	19,000	14,777	78%
Building Inspection	29,244	37,000	31,393	40,000	28,905	72%
	44,845	61,000	46,951	64,000	93,606	146%

TOWN OF LAKE COWICHAN
Statement of Expenditure - October 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	46,801	94%
PW Admin Wages	161,455	180,000	210,744	195,000	194,743	100%
PW Admin Other	4,895	10,100	5,817	10,500	4,199	40%
Safety and Training	31,035	34,000	17,406	34,000	8,775	26%
Office Administration Charge	13,900	14,000	14,000	14,000	14,000	100%
Recovery from Utilities	(230,100)	(233,000)	(233,000)	(260,000)	(260,000)	100%
	26,339	52,100	86,294	43,500	8,518	20%
Equipment Costs						
Equipment	136,629	-	159,547	-	144,714	-
Equipment Allocations	(243,809)	-	(281,669)	-	(242,814)	-
	(107,180)	-	(122,122)	-	(98,100)	-
Other Costs						
Billable Outside Jobs	-	-	-	-	9,351	-
Billable Outside Jobs - Recoveries	-	-	-	-	(8,931)	-
	-	-	-	-	420	-

TOWN OF LAKE COWICHAN
Statement of Expenditure - October 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	6,644	74%
Boulevards	22,129	31,000	58,225	31,000	49,545	160%
Crack Sealing	-	10,000	9,563	10,000	-	0%
Dangerous Trees	10,963	20,000	15,298	20,000	7,547	38%
Ditches & Culverts	3,642	10,000	8,831	10,000	4,793	48%
Dust Control	3,989	5,000	3,805	5,000	969	19%
Landscaping	9,573	10,000	10,574	10,000	7,678	77%
Litter Control	7,832	14,000	7,294	14,000	6,230	44%
Marking	10,600	10,000	12,042	10,000	6,327	63%
Mowing	5,095	10,000	7,481	10,000	8,585	86%
Patching	16,792	20,000	27,858	26,000	7,662	29%
Roads-other	4,906	11,000	15,590	11,000	6,858	62%
Seasonal decoration	21,738	12,000	10,594	12,000	2,512	21%
Shoulders	2,142	14,000	7,557	14,000	13,923	99%
Sidewalks	13,638	20,000	16,896	20,000	11,875	59%
Signs	14,787	16,000	9,306	16,000	19,025	119%
Snow removal	31,339	50,000	40,946	50,000	9,625	19%
Storm Drains & Catch Basins	23,519	40,000	42,964	40,000	43,999	110%
Street Lighting	97,951	90,000	95,225	94,000	66,246	70%
Street Sweeping	17,468	11,000	11,787	11,000	6,250	57%
Office Administration Charge	21,700	22,000	22,000	22,000	22,000	100%
	344,895	435,000	433,957	445,000	308,294	69%

TOWN OF LAKE COWICHAN
Statement of Expenditure - October 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	352,410	102%
Toter rentals	4,069	4,000	4,417	4,000	4,967	124%
Penalties	3,782	3,500	4,115	3,500	2,942	84%
Recycling	51,592	56,000	55,985	57,000	45,276	79%
	386,875	397,500	400,718	411,500	405,595	99%
Expenditures						
Regular collection costs	236,987	250,000	249,005	260,000	215,508	83%
Office Administration Charges	18,000	18,000	18,000	19,000	19,000	100%
PW Administration Charges	25,100	25,500	25,500	26,000	26,000	100%
Tipping Fees	66,688	69,000	75,318	80,000	59,046	74%
Recycling costs	43,501	46,000	40,891	42,000	31,414	75%
	390,275	408,500	408,715	427,000	350,968	82%
Net	(3,400)	(11,000)	(7,996)	(15,500)	54,627	

TOWN OF LAKE COWICHAN
Statement of Expenditure - October 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	44,115	92%
Public Health Lease	16,675	16,800	16,675	16,800	15,292	91%
					-	
Public Health Expenses	<u>11,706</u>	<u>17,000</u>	<u>11,916</u>	<u>16,000</u>	<u>6,700</u>	42%
NET	<u>52,819</u>	<u>47,800</u>	<u>52,884</u>	<u>48,800</u>	<u>52,706</u>	108%
Planning						
Planning and Zoning Expenses	<u>23,380</u>	<u>40,000</u>	<u>36,094</u>	<u>40,000</u>	<u>25,047</u>	63%
Other Functions						
Town Economic Development	965	1,000	-	1,000	-	0%
Columbarium	750	1,000	428	1,000	250	25%
Heritage Advisory	912	500	-	500	-	0%
Community Services	-	-	-	100,000	-	0%
Cowichan Aquatic Centre	3,345	4,000	3,400	4,000	3,437	86%
CRI Firesmart Project	-	-	-	271,700	144,205	53%
Poverty Reduction Strategy	-	-	-	25,000	24,700	99%
75th Birthday Celebration	6,767	-	-	-	-	-
	<u>12,738</u>	<u>6,500</u>	<u>3,828</u>	<u>403,200</u>	<u>172,593</u>	43%
Total Development Services Expenses	<u>47,825</u>	<u>63,500</u>	<u>51,838</u>	<u>459,200</u>	<u>204,340</u>	44%
Info Centre						
PW Labour	452	2,200	313	47,200	14,814	31%
Water, Sewer & Garbage	-	700	-	800	777	97%
Contracted Services	15,000	15,000	15,000	2,000	2,217	111%
Other Expenses	4,164	5,300	4,560	6,500	3,919	60%
Recoveries	(1,200)	(1,200)	(1,200)	(10,000)	(10,000)	100%
	<u>18,415</u>	<u>22,000</u>	<u>18,673</u>	<u>46,500</u>	<u>11,727</u>	25%

TOWN OF LAKE COWICHAN
Statement of Expenditure - October 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	25	0%
Bell Tower School	1,341	2,400	1,988	2,500	1,249	50%
Centennial Park	33,160	22,000	53,368	23,500	18,596	79%
Central Park	14,838	18,500	15,432	18,500	12,045	65%
Civic Square	794	1,000	1,314	1,000	971	97%
Communities in Bloom	-	2,000	-	2,000	302	15%
Cougar Sign Landscaping	1,408	3,000	2,854	3,000	2,749	92%
Dashwood Park	105	1,000	1,134	1,000	418	42%
Entrance Sign	9,479	10,000	13,421	10,000	7,560	76%
Footbridge	1,232	2,000	1,399	2,000	2,294	115%
Footpath maintenance	212	1,500	353	1,500	397	26%
Gillespie Park	607	-	-	-	31	-
Heritage Garden	6,796	7,000	11,311	7,000	4,976	71%
Kaatza Museum	12,219	13,800	11,456	13,000	10,484	81%
Kates Park - King George	4,380	10,000	13,425	10,000	9,889	99%
Lakedays Preparation	336	1,000	53	1,000	-	0%
Marina Park	3,280	3,200	3,422	3,500	7,006	200%
Forest Workers Memorial Park	8,035	9,000	8,507	9,000	12,031	134%
Ohtaki/Kasapi Park	1,941	10,000	6,836	10,000	2,383	24%
Park Bench Maintenance	8,251	6,000	546	6,000	2,511	42%
Parks General	34,974	23,500	23,644	27,000	2,463	9%
Parkstone Park	1,011	2,000	1,525	2,000	1,666	83%
Joginder Bains Park - Point Ideal	3,358	4,000	4,087	4,000	4,587	115%
Rivers Edge Memorial Garden	4,315	5,000	10,957	5,000	5,507	110%
Riverside Park	3,598	5,000	6,249	5,000	5,656	113%
Sahtlam Park	1,488	3,000	9,279	3,000	2,433	81%
Saywell Park	20,596	20,500	16,460	20,000	21,869	109%
Seniors Centre	2,011	3,100	4,361	4,000	3,312	83%
Ted Burns Nature Preserve	1,709	2,000	-	2,000	1,975	99%
Pickleball Courts	977	3,000	3,462	3,000	2,016	67%
Town Square	2,992	5,000	591	5,000	1,671	33%
Trans Canada Trail	876	4,000	1,462	4,000	1,164	29%
Trestle Walkway	814	2,000	369	2,000	648	32%
Vandalism	-	5,000	-	5,000	480	10%
Washrooms	21,097	20,000	14,628	20,000	26,267	131%
West Entrance	-	500	-	500	-	0%
Winter Park	3,291	5,000	7,613	5,000	4,509	90%
Office Administration Charge	12,100	12,100	12,100	13,000	13,000	100%
	229,288	254,100	263,723	260,000	195,139	75%

TOWN OF LAKE COWICHAN
Statement of Expenditure - October 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	160,187	158,000	200,043	127%
Walk Ins	17,239	-	7,895	7,000	7,105	102%
Power Fees	24,401	-	22,924	23,000	28,398	123%
Wood and ice sales	4,777	-	2,243	2,000	3,871	194%
Operating Grant	7,762	-	4,088	-	15,821	-
Moorage	6,645	-	6,614	7,000	7,544	108%
	<u>213,222</u>	<u>1,000</u>	<u>203,952</u>	<u>197,000</u>	<u>262,783</u>	<u>133%</u>
Office Administration Charge	8,500	5,000	5,000	8,000	8,000	100%
CLEC Admin Charges	31,000	-	31,000	31,000	31,000	100%
Summer Student Wages	54,335	-	64,709	65,000	82,146	126%
Maintenance Wages	11,765	-	2,828	10,000	3,554	36%
Contracted Services	16,140	500	9,695	10,000	9,810	98%
PW Labour	2,570	1,500	2,227	2,500	1,730	69%
Hydro and Electricity	7,734	6,700	6,920	9,000	5,362	60%
Materials and Supplies	9,675	1,500	23,754	15,000	19,161	128%
Other Expenses	7,456	4,100	7,398	8,000	18,863	236%
Water, Sewer & Garbage	8,157	8,500	9,898	8,000	9,898	124%
Park Attendant/ Security	16,508	-	18,448	18,000	45,577	253%
Public Works Charges	1,399	1,000	1,275	1,300	976	75%
Telephone	1,998	3,000	2,031	3,000	1,671	56%
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>237,748</u>	<u>125%</u>
Net	<u>35,110</u>	<u>(32,600)</u>	<u>17,399</u>	<u>7,200</u>	<u>25,035</u>	

TOWN OF LAKE COWICHAN
Statement of Expenditure - October 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	162,831	136%
Programming revenues	-	-	-	-	37,600	-
Rental Income	6,000	6,000	2,500	-	3,300	-
	<u>346,880</u>	<u>21,000</u>	<u>44,701</u>	<u>120,000</u>	<u>203,731</u>	<u>170%</u>
Expenditures - Variable						
Program Services	250	500	-	500	-	0%
Kitchen Wages	62,459	4,000	20,404	21,000	53,775	256%
Food Supplies	68,929	2,000	18,473	17,000	49,972	294%
Custodians	29,262	4,000	7,959	8,000	19,188	240%
Supplies	2,070	500	-	500	1,036	207%
	<u>162,970</u>	<u>11,000</u>	<u>46,836</u>	<u>47,000</u>	<u>123,971</u>	<u>264%</u>
Expenditures - Fixed						
Admin Salaries	171,653	182,000	102,047	135,000	80,522	60%
Wage Recoveries	(31,000)	-	(31,000)	(31,000)	(31,000)	100%
Housing Allowance	6,000	6,000	2,500	-	-	-
Town Administration	22,500	8,000	8,000	22,000	22,000	100%
Electricity	19,429	22,000	17,310	22,000	15,097	69%
Heat	14,859	14,000	16,804	14,000	14,174	101%
Telephone & other Utilities	11,217	8,800	11,413	11,600	8,767	76%
Bad Debts	-	-	-	-	-	-
Advertising	-	-	-	-	-	-
Contracted Services	14,523	2,000	6,818	5,000	9,073	181%
Maintenance	23,029	6,000	32,162	31,000	30,161	97%
Public Works Charges	11,829	8,000	10,714	11,000	6,908	63%
Miscellaneous Operations	-	-	-	-	-	-
	<u>264,039</u>	<u>256,800</u>	<u>176,768</u>	<u>220,600</u>	<u>155,702</u>	<u>71%</u>
Total Expenses	<u>427,009</u>	<u>267,800</u>	<u>223,603</u>	<u>267,600</u>	<u>279,673</u>	<u>105%</u>
NET CLEC OPERATIONS	<u>(80,129)</u>	<u>(246,800)</u>	<u>(178,902)</u>	<u>(147,600)</u>	<u>(75,942)</u>	<u>51%</u>
NET LAKEVIEW AND CLEC	<u>(45,019)</u>	<u>(279,400)</u>	<u>(161,502)</u>	<u>(140,400)</u>	<u>(50,907)</u>	<u>36%</u>
Lakeview Park Road						
Road maintenance	2,312	10,000	4,314	9,000	2,032	23%
NET	<u>(47,331)</u>	<u>(289,400)</u>	<u>(165,816)</u>	<u>(149,400)</u>	<u>(52,939)</u>	

TOWN OF LAKE COWICHAN
Statement of Expenditure - October 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	8,694	58%
Development Cost Charges Review	-	-	-	30,000	-	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	9,242	46%
Mildred Child Demo/upgrades	-	60,000	-	60,000	-	0%
Town hall renovations	95,461	1,700,000	291,799	1,600,000	135,410	8%
Truck #1 Display Building	-	12,500	30,601	20,000	47,039	235%
	120,883	1,964,500	383,882	1,865,000	200,386	11%
CLEC						
Carpet / Flooring	-	-	-	5,000	-	0%
Electrical upgrades	5,319	-	-	-	-	-
Exterior Building Paint	-	3,000	-	3,000	-	0%
Hot Water on Demand	-	-	-	5,000	5,582	112%
Clec Renovations	-	-	-	40,000	-	0%
Mattresses	-	-	-	-	-	-
Water system	63,437	10,000	9,034	5,000	-	0%
	68,756	13,000	9,034	58,000	5,582	10%
Fire Department						
Office renovation	-	-	-	-	-	-
Heat Pump/Generator Replacement	13,340	15,000	18,240	15,000	1,020	7%
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	16,720	16,000	13,346	16,000	3,474	22%
Training Ground Facilities	64,421	60,000	58,071	60,000	55,546	93%
Meades Creek Fencing	-	-	-	20,000	-	0%
Truck purchase	728,710	-	-	-	-	-
Tools and Equipment	3,323	3,000	-	3,000	1,000	33%
Hoses and valving	-	8,000	3,531	8,000	-	0%
	865,630	117,000	100,252	137,000	61,040	45%

TOWN OF LAKE COWICHAN
Statement of Expenditure - October 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	176,015	49%
Truck purchase	37,364	35,000	27,538	70,000	74,964	107%
Garbage Truck	-	120,000	-	-	-	-
Active Transportation Plan	-	-	9,232	50,000	36,625	73%
Annual Paving Program	-	200,000	113,305	200,000	181,082	91%
Lakeview Park - chip seal	-	20,000	-	20,000	-	0%
North Shore Rd Engineering	-	25,000	-	-	-	-
PW Office/Yard	-	20,000	-	20,000	-	0%
Sidewalks	-	100,000	23,703	60,000	43,163	72%
Small tools	3,691	5,000	4,038	5,000	2,359	47%
Stormwater planning study	-	-	-	15,000	-	0%
Storm Upgrades - Cottonwood	-	-	-	35,000	-	0%
Transit Shelter Upgrades	-	-	-	125,000	14,786	12%
	398,196	595,000	177,816	960,000	528,994	55%
Lakeview Park						
Golf Cart purchase	-	5,000	-	5,000	6,222	124%
Resurfacing campsites - gravel/sand	1,168	2,500	2,398	10,000	-	0%
Floating walkway repairs	2,938	10,000	6,939	10,000	736	7%
	4,106	17,500	9,337	25,000	6,958	28%
Parks						
Centennial Park Upgrades	-	-	12,000	250,000	7,336	3%
Footbridge improvements	-	10,000	-	15,000	-	0%
Kasapi Park upgrades	-	-	-	30,000	2,284	8%
Marina Park Dock Repairs	-	25,000	-	5,000	-	0%
Pickleball/Tennis Courts	-	-	-	-	-	-
Sahtlam Park	-	10,000	-	3,500	-	0%
Stone Park	1,831	-	-	45,000	23,326	52%
Riverside Park Improvements	-	-	-	50,000	-	0%
River's Edge Memorial Garden	-	70,000	64,834	20,000	254	1%
Saywell Park Improvements	-	24,000	-	24,000	-	0%
Town Square Ramp	9,700	-	-	-	-	-
	11,531	139,000	76,834	442,500	33,200	8%
Total General Capital	1,469,101	2,846,000	757,155	3,487,500	836,160	24%

TOWN OF LAKE COWICHAN
Statement of Expenditure - October 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	549,989	104%
Connection Fees	3,080	1,000	3,302	1,000	5,736	574%
Penalties And Other Interest	4,857	4,500	5,403	4,500	4,112	91%
Sewer Facilities Grant	-	2,200,000	-	2,200,000	-	0%
Parcel Tax	166,700	250,050	250,200	253,600	257,850	102%
Contribution from others	-	-	7,335	-	-	-
Transfer From Surplus	-	999,450	-	-	-	-
	670,953	3,953,000	791,522	2,989,100	817,687	27%
Expenditures						
Administration	3,846	3,000	2,297	3,000	1,915	64%
Office Administration	67,000	68,000	68,000	68,000	68,000	100%
PW Administration	90,000	90,000	90,000	90,000	90,000	100%
Discounts	35,635	33,000	37,491	38,000	40,898	108%
General Maintenance	69,960	70,000	68,380	70,000	75,500	108%
Connections Maintenance	4,747	9,000	1,789	9,000	998	11%
Chlorination	8,752	10,000	2,018	15,000	7,706	51%
New Connections	362	3,000	3,842	3,000	2,711	90%
Sewer Flushing	4,845	6,000	5,015	6,000	5,556	93%
Sewer Pump Maintenance	47,557	75,000	43,103	75,000	38,771	52%
Sewer Lagoon Maintenance	94,582	91,000	81,268	91,000	85,056	93%
Transfer to Surplus	-	-	-	-	-	-
Amortization - Sewer Fund	97,287	-	97,287	-	-	-
Capital	75,683	3,495,000	99,254	3,500,000	76,051	2%
	600,256	3,953,000	599,744	3,968,000	493,163	12%
Surplus(Deficit)	70,697	-	191,778	(978,900)	324,524	

TOWN OF LAKE COWICHAN
Statement of Expenditure - October 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	26,445	53%
Greendale Rd. Engineering	-	-	-	100,000	-	0%
Sewer I&I	-	-	-	250,000	30,835	12%
Sewer Modelling	-	70,000	-	-	-	-
Sewer Treatment Plant Upgrades	-	3,000,000	-	3,000,000	7,333	0%
Sewer Lagoon	-	150,000	66,155	50,000	11,438	23%
Riverside Force Main	-	-	-	50,000	-	0%
	75,683	3,495,000	99,254	3,500,000	76,051	2%

TOWN OF LAKE COWICHAN
Statement of Expenditure - October 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	649,508	103%
Connection Fees	9,550	1,000	6,590	2,000	28,301	1415%
Fire Hydrant Installation & other	3,300	4,000	8,100	4,000	14,922	373%
Other Penalties And Interest	5,829	5,500	6,486	5,500	5,194	94%
Grant - Water main upgrades	239,583	-	-	-	-	-
Infrastructure Grant	-	-	-	-	-	-
CONTRIBUTION FROM OTHERS	-	-	-	-	-	-
Parcel Tax	238,420	341,200	341,400	346,000	351,600	102%
Transfer From Surplus	-	360,200	-	-	-	-
	1,086,429	1,306,900	982,734	986,500	1,049,525	106%
Expenditures						
Administration	2,470	3,400	1,459	3,400	1,793	53%
Office Administration	92,000	117,500	117,500	119,000	119,000	100%
PW Administration	115,000	117,500	117,500	122,000	122,000	100%
Discounts	43,405	40,000	46,045	46,000	50,013	109%
Safety and Training	1,984	4,000	1,161	4,000	3,795	95%
Chlorination	12,363	14,000	1,766	6,000	-	0%
Flushing	11,912	12,000	12,336	13,000	12,246	94%
Reservoir	18,427	20,000	3,679	7,000	929	13%
General Maintenance	77,820	100,000	123,221	115,000	71,377	62%
Hydrants	12,354	22,500	20,453	22,500	10,337	46%
New Connections	3,852	10,000	5,751	10,000	4,506	45%
Connection Maintenance	55,629	75,000	59,117	75,000	46,000	61%
Water Meters	12,895	20,000	23,985	20,000	14,931	75%
Pump House Maintenance	38,291	42,000	52,869	49,000	48,403	99%
Small equipment	5,345	-	-	-	-	-
Booster Pumps Maintenance	10,622	12,000	8,535	12,100	6,136	51%
Slopes water pump station	6,696	8,000	24,460	9,000	10,500	117%
Greendale Water Connection	3,356	-	3,670	-	25	-
Water treatment plant	134,321	200,000	262,510	260,000	123,476	47%
Transfer to surplus	-	-	-	-	-	-
Amortization - Water Fund	248,029	-	248,986	-	-	-
Capital	1,043,415	489,000	308,984	400,000	29,401	7%
	1,950,185	1,306,900	1,443,988	1,293,000	674,869	52%
Surplus(Deficit)	(863,755)	-	(461,254)	(306,500)	374,656	

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

	2019 YTD Actual	2020 Budget	2020 YTD Actual	2021 Budget	2021 YTD Actual	2021 %
<u>WATER CAPITAL</u>						
Fire Hydrant Upgrades	-	-	-	100,000	22,117	-
Greendale Trestle Watermain Upgrade	316,698	-	-	-	-	-
North Shore Pump Station Backup Power	-	130,000	138,555	-	7,284	107%
River Road Water Main	14,176	189,000	22,112	-	-	12%
Water Modelling	3,980	-	-	-	-	-
Water Treatment Upgrade	680,581	170,000	148,317	-	-	87%
Watermain Upgrades	-	-	-	300,000	-	-
Water metering	27,980	-	-	-	-	-
	<u>1,043,415</u>	<u>489,000</u>	<u>308,984</u>	<u>400,000</u>	<u>29,401</u>	<u>127%</u>