



Memo

TO: Chief Administrative Officer

FROM: Director of Finance

DATE: January 7, 2022

SUBJECT: Financial Report for the Year Ending December 31, 2021

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

- Surplus will change due to outstanding accounts payable and year end adjustments. Accruals for items such as vacation, sick, and banked time have not yet been adjusted.
- Lakeview Park Campground was very busy this year and will end the year with a surplus balance. The Education Centre will end the year in a deficit. Due to the Covid-19 pandemic, the operations have been significantly impacted for 2021 as well.

Budget discussions are currently underway for 2022 to 2026. The annual budget outlays a plan on how the Town will provide the necessary public services and capital projects and how the funds will be raised to provide these services.

As in all other organizations, the labour costs are a key component to providing the necessary services. The labour costs for the Town of Lake Cowichan (including the Fire Department) for 2021 totalled \$2,060,000.

A look at the Town's statement of financial position (or balance sheet) will show that the largest investment of cash is in the tangible capital assets. The Town has just under \$32 million in amortized tangible capital assets. A total investment of \$45 million netted with amortization costs of \$13 million.

The accumulated amortization is the depreciation or the annual use of the asset. Should this value be funded in a reserve to pay for the replacement? Ideally, yes, however a waterline replacement in today's dollars will cost significantly more than when it was placed in the ground 30, 40 or 50 years ago. This is what has led to capital asset management.

With aging of infrastructure, the repair, replacement, and rehabilitation costs of these assets is ongoing. The capital asset management provides a plan for the life cycle of the assets to meet the current and future service delivery needs. While reserves are not mandated the only way to meet the needs is to have the required funds or to borrow as needed. Debt is sometimes a necessity but ultimately will cost the taxpayer more.

Municipalities will be also required to determine what their future asset retirement obligations (ARO) will be. The asset retirement costs will be higher for those municipalities that have older assets for example buildings. Pre-1990 buildings may have asbestos which requires additional remediation. Work on ARO has started as this liability is required to be recorded on the financial statements for 2022. This is a future obligation that municipalities will have to fund and plan for in addition to meeting all other future needs.

The budget process determines the current and future cash requirements, and it is an important process to undertake so that adequate taxation, reserves and surplus funds are maintained to fund and provide the required service delivery and capital projects.


Ronnie Gill, CPA, CGA

TOWN OF LAKE COWICHAN
Statement of Expenditure - December 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	2,289,015	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	73,313	147%
Business Licences	18,275	18,000	18,525	18,750	19,600	105%
Building and Other Permits	61,078	24,700	49,175	24,700	130,783	529%
Bylaw Parking Tickets	200	-	100	-	2,034	-
Storm Drain Connection Fees	3,080	-	330	-	2,495	-
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	17,034	34%
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	415,514	101%
Lakeview Revenues	213,222	1,000	203,952	197,000	263,263	134%
Sale of Assets	104,597	-	3,000	-	50,000	-
Public Works Revenues	3,313	-	12,243	-	13,368	-
Fire Department Revenues	8,034	-	25,359	-	1,424	-
FD Display Building Donations	-	-	30,291	-	-	-
BC Wildfire - Recoveries	-	-	-	-	171,549	-
Other Revenue	34,920	9,300	36,279	9,400	57,903	616%
Ambulance Building Lease	47,851	48,000	48,125	48,000	48,125	100%
Public Health Lease	16,675	16,800	16,675	16,800	16,682	99%
Clec Revenues	346,880	21,000	44,701	120,000	216,264	180%
Unconditional Transfers	494,157	494,900	495,911	507,900	510,453	101%
Conditional Transfers	13,825	615,000	483,910	1,167,499	55,343	5%
Firesmart Community Grant	-	149,960	-	271,700	55,328	20%
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	187,756	100%
Library Levy	133,728	150,202	150,202	155,218	155,218	100%
Collections For Other Govts.	2,475,888	2,612,565	2,612,329	2,753,404	2,751,519	100%
	8,377,256	8,888,027	7,593,848	10,110,514	7,893,423	78%

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

EXPENDITURES	2019 YTD Actual	2020 Budget	2020 YTD Actual	2021 Budget	2021 YTD Actual	2021 %
General Government Services	539,969	528,400	576,928	591,900	435,141	74%
Fire Department	455,758	609,660	439,064	486,200	418,213	86%
Police Force	166,630	182,600	182,477	187,778	187,756	100%
Bylaw Enforcement & Other	44,845	61,000	46,951	64,000	101,788	159%
Public Works Administration	26,339	52,100	86,294	43,500	62,852	144%
Public Works Roads	344,895	435,000	433,957	445,000	371,204	83%
Public Works - Equipment & Other	(107,180)	-	(122,122)	-	(124,049)	-
Garbage Expenses	390,275	408,500	408,715	427,000	398,724	93%
Planning, Health & Other	47,825	63,500	51,838	459,200	210,662	46%
Info Centre	18,415	22,000	18,673	46,500	26,911	58%
Parks	229,288	254,100	263,723	260,000	196,267	75%
Lakeview Park	178,112	33,600	186,552	189,800	224,548	118%
CLEC Expense	427,009	267,800	223,603	267,600	320,470	120%
Lakeview Road	2,312	10,000	4,314	9,000	2,449	27%
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	1,125,519	32%
Debt Charges - Interest	3,928	4,000	3,997	4,000	3,137	78%
Debt Payments - Fire	173,037	209,000	212,526	194,300	179,547	92%
Amortization	657,091	-	689,925	-	-	-
Transfers To Reserve Funds	185,585	138,000	146,054	138,000	137,000	99%
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	2,751,519	100%
	7,968,283	8,888,027	7,495,295	10,209,900	7,184,874	70%
Surplus(Deficit)	408,973	-	98,554	(99,386)	708,549	

TOWN OF LAKE COWICHAN
Statement of Expenditure - December 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	79,280	96%
Mayor and Council Expenses	39,534	25,100	6,465	31,000	10,067	32%
Mildred Child Annex	1,944	2,500	2,308	2,500	2,430	97%
Municipal Hall	20,043	25,500	27,878	25,500	15,005	59%
Office Wages	442,633	450,000	476,772	480,000	454,591	95%
Office Expenses	38,831	51,000	34,494	50,000	53,027	106%
Data Processing	18,353	26,000	19,674	25,000	22,602	90%
Legal Expense	25,123	30,000	80,201	40,000	28,749	72%
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	97,721	98%
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	-	(73,267)	-
Insurance and administration recover	(268,700)	(278,600)	(278,600)	(277,000)	(277,000)	100%
	539,969	528,400	576,928	591,900	435,141	74%

TOWN OF LAKE COWICHAN
Statement of Expenditure - December 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	104,681	91%
Other Wage Costs	22,369	18,000	23,673	18,000	21,240	118%
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	58,194	87%
Miscellaneous Operations	110,305	117,100	126,130	124,300	116,865	94%
Training	28,907	28,000	15,013	28,000	14,828	53%
Fire Vehicles & Equipment	81,030	101,100	70,266	109,900	77,551	71%
	<u>446,923</u>	<u>449,700</u>	<u>423,240</u>	<u>476,200</u>	<u>407,359</u>	<u>86%</u>
Firesmart	-	149,960	-	-	280	-
Community Wildfire Protection Plan	8,835	10,000	15,823	10,000	10,575	106%
	<u>8,835</u>	<u>159,960</u>	<u>15,823</u>	<u>10,000</u>	<u>10,855</u>	<u>109%</u>
Total Fire Department	<u>455,758</u>	<u>609,660</u>	<u>439,064</u>	<u>486,200</u>	<u>418,213</u>	<u>86%</u>
Bylaw Enforcement & Other						
Emergency Measures	-	5,000	-	5,000	49,924	998%
Bylaw Enforcement/Animal Control	15,601	19,000	15,558	19,000	17,497	92%
Building Inspection	29,244	37,000	31,393	40,000	34,367	86%
	<u>44,845</u>	<u>61,000</u>	<u>46,951</u>	<u>64,000</u>	<u>101,788</u>	<u>159%</u>

TOWN OF LAKE COWICHAN
Statement of Expenditure - December 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	57,378	115%
PW Admin Wages	161,455	180,000	210,744	195,000	236,597	121%
PW Admin Other	4,895	10,100	5,817	10,500	5,206	50%
Safety and Training	31,035	34,000	17,406	34,000	9,670	28%
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	62,852	144%
Equipment Costs						
Equipment	136,629	-	159,547	-	164,032	-
Equipment Allocations	(243,809)	-	(281,669)	-	(281,946)	-
	(107,180)	-	(122,122)	-	(117,915)	-
Other Costs						
Billable Outside Jobs	-	-	-	-	13,074	-
Billable Outside Jobs - Recoveries	-	-	-	-	(19,208)	-
	-	-	-	-	(6,135)	-

TOWN OF LAKE COWICHAN
Statement of Expenditure - December 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	51,251	165%
Crack Sealing	-	10,000	9,563	10,000	-	0%
Dangerous Trees	10,963	20,000	15,298	20,000	8,847	44%
Ditches & Culverts	3,642	10,000	8,831	10,000	5,450	55%
Dust Control	3,989	5,000	3,805	5,000	969	19%
Landscaping	9,573	10,000	10,574	10,000	8,813	88%
Litter Control	7,832	14,000	7,294	14,000	6,406	46%
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	11,323	44%
Roads-other	4,906	11,000	15,590	11,000	7,407	67%
Seasonal decoration	21,738	12,000	10,594	12,000	5,917	49%
Shoulders	2,142	14,000	7,557	14,000	16,536	118%
Sidewalks	13,638	20,000	16,896	20,000	12,712	64%
Signs	14,787	16,000	9,306	16,000	20,038	125%
Snow removal	31,339	50,000	40,946	50,000	20,904	42%
Storm Drains & Catch Basins	23,519	40,000	42,964	40,000	62,078	155%
Street Lighting	97,951	90,000	95,225	94,000	81,531	87%
Street Sweeping	17,468	11,000	11,787	11,000	7,466	68%
Office Administration Charge	21,700	22,000	22,000	22,000	22,000	100%
	344,895	435,000	433,957	445,000	371,204	83%

TOWN OF LAKE COWICHAN
Statement of Expenditure - December 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	352,857	102%
Toter rentals	4,069	4,000	4,417	4,000	5,137	128%
Penalties	3,782	3,500	4,115	3,500	2,942	84%
Recycling	51,592	56,000	55,985	57,000	54,578	96%
	386,875	397,500	400,718	411,500	415,514	101%
Expenditures						
Regular collection costs	236,987	250,000	249,005	260,000	243,936	94%
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	72,034	90%
Recycling costs	43,501	46,000	40,891	42,000	37,754	90%
	390,275	408,500	408,715	427,000	398,724	93%
Net	(3,400)	(11,000)	(7,996)	(15,500)	16,790	

TOWN OF LAKE COWICHAN
Statement of Expenditure - December 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	48,125	100%
Public Health Lease	16,675	16,800	16,675	16,800	16,682	99%
					-	-
Public Health Expenses	11,706	17,000	11,916	16,000	7,230	45%
NET	52,819	47,800	52,884	48,800	57,577	118%
Planning						
Planning and Zoning Expenses	23,380	40,000	36,094	40,000	30,797	77%
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	144,248	53%
Poverty Reduction Strategy	-	-	-	25,000	24,700	99%
75th Birthday Celebration	6,767	-	-	-	-	-
	12,738	6,500	3,828	403,200	172,635	43%
Total Development Services Expenses	47,825	63,500	51,838	459,200	210,662	46%
Info Centre						
PW Labour	452	2,200	313	47,200	29,002	61%
Water, Sewer & Garbage	-	700	-	800	777	97%
Contracted Services	15,000	15,000	15,000	2,000	2,626	131%
Other Expenses	4,164	5,300	4,560	6,500	4,506	69%
Recoveries	(1,200)	(1,200)	(1,200)	(10,000)	(10,000)	100%
	18,415	22,000	18,673	46,500	26,911	58%

TOWN OF LAKE COWICHAN
Statement of Expenditure - December 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	11,653	50%
Central Park	14,838	18,500	15,432	18,500	13,714	74%
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	7,619	76%
Footbridge	1,232	2,000	1,399	2,000	2,427	121%
Footpath maintenance	212	1,500	353	1,500	397	26%
Gillespie Park	607	-	-	-	-	-
Heritage Garden	6,796	7,000	11,311	7,000	5,135	73%
Kaatza Museum	12,219	13,800	11,456	13,000	11,591	89%
Kates Park - King George	4,380	10,000	13,425	10,000	9,997	100%
Lakedays Preparation	336	1,000	53	1,000	-	0%
Marina Park	3,280	3,200	3,422	3,500	7,036	201%
Forest Workers Memorial Park	8,035	9,000	8,507	9,000	12,438	138%
Ohtaki/Kasapi Park	1,941	10,000	6,836	10,000	2,521	25%
Park Bench Maintenance	8,251	6,000	546	6,000	2,566	43%
Parks General	34,974	23,500	23,644	27,000	2,701	10%
Parkstone Park	1,011	2,000	1,525	2,000	1,757	88%
Joginder Bains Park - Point Ideal	3,358	4,000	4,087	4,000	4,617	115%
Rivers Edge Memorial Garden	4,315	5,000	10,957	5,000	5,993	120%
Riverside Park	3,598	5,000	6,249	5,000	5,764	115%
Sahtlam Park	1,488	3,000	9,279	3,000	2,433	81%
Saywell Park	20,596	20,500	16,460	20,000	23,674	118%
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	1,778	59%
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	709	35%
Vandalism	-	5,000	-	5,000	480	10%
Washrooms	21,097	20,000	14,628	20,000	27,868	139%
West Entrance	-	500	-	500	-	0%
Winter Park	3,291	5,000	7,613	5,000	4,563	91%
Office Administration Charge	12,100	12,100	12,100	13,000	13,000	100%
	<u>229,288</u>	<u>254,100</u>	<u>263,723</u>	<u>260,000</u>	<u>196,267</u>	<u>75%</u>

TOWN OF LAKE COWICHAN
Statement of Expenditure - December 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	7,585	108%
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>263,263</u>	<u>134%</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	67,957	105%
Maintenance Wages	11,765	-	2,828	10,000	3,554	36%
Contracted Services	16,140	500	9,695	10,000	9,954	100%
PW Labour	2,570	1,500	2,227	2,500	1,730	69%
Hydro and Electricity	7,734	6,700	6,920	9,000	5,743	64%
Materials and Supplies	9,675	1,500	23,754	15,000	19,161	128%
Other Expenses	7,456	4,100	7,398	8,000	18,865	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	2,132	71%
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>224,548</u>	<u>118%</u>
Net	<u>35,110</u>	<u>(32,600)</u>	<u>17,399</u>	<u>7,200</u>	<u>38,715</u>	

TOWN OF LAKE COWICHAN
Statement of Expenditure - December 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	174,764	146%
Programming revenues	-	-	-	-	37,600	-
Rental Income	6,000	6,000	2,500	-	3,900	-
	<u>346,880</u>	<u>21,000</u>	<u>44,701</u>	<u>120,000</u>	<u>216,264</u>	<u>180%</u>
Expenditures - Variable						
Program Services	250	500	-	500	-	0%
Kitchen Wages	62,459	4,000	20,404	21,000	57,148	272%
Food Supplies	68,929	2,000	18,473	17,000	52,014	306%
Custodians	29,262	4,000	7,959	8,000	22,032	275%
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>132,230</u>	<u>281%</u>
Expenditures - Fixed						
Admin Salaries	171,653	182,000	102,047	135,000	97,950	73%
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	17,614	80%
Heat	14,859	14,000	16,804	14,000	23,163	165%
Telephone & other Utilities	11,217	8,800	11,413	11,600	9,999	86%
Bad Debts	-	-	-	-	-	-
Advertising	-	-	-	-	-	-
Contracted Services	14,523	2,000	6,818	5,000	9,914	198%
Maintenance	23,029	6,000	32,162	31,000	30,454	98%
Public Works Charges	11,829	8,000	10,714	11,000	8,146	74%
Miscellaneous Operations	-	-	-	-	-	-
	<u>264,039</u>	<u>256,800</u>	<u>176,768</u>	<u>220,600</u>	<u>188,239</u>	<u>85%</u>
Total Expenses	<u>427,009</u>	<u>267,800</u>	<u>223,603</u>	<u>267,600</u>	<u>320,470</u>	<u>120%</u>
NET CLEC OPERATIONS	<u>(80,129)</u>	<u>(246,800)</u>	<u>(178,902)</u>	<u>(147,600)</u>	<u>(104,206)</u>	<u>71%</u>
NET LAKEVIEW AND CLEC	<u>(45,019)</u>	<u>(279,400)</u>	<u>(161,502)</u>	<u>(140,400)</u>	<u>(65,491)</u>	<u>47%</u>
Lakeview Park Road						
Road maintenance	2,312	10,000	4,314	9,000	2,449	27%
NET	<u>(47,331)</u>	<u>(289,400)</u>	<u>(165,816)</u>	<u>(149,400)</u>	<u>(67,940)</u>	

TOWN OF LAKE COWICHAN
Statement of Expenditure - December 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	7,500	75%
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	279,607	17%
Truck #1 Display Building	-	12,500	30,601	20,000	51,274	256%
	<u>120,883</u>	<u>1,964,500</u>	<u>383,882</u>	<u>1,865,000</u>	<u>356,317</u>	<u>19%</u>
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	363	7%
	<u>68,756</u>	<u>13,000</u>	<u>9,034</u>	<u>58,000</u>	<u>5,945</u>	<u>10%</u>
Fire Department						
Office renovation	-	-	-	-	-	-
Heat Pump/Generator Replacement	13,340	15,000	18,240	15,000	10,199	68%
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	8,974	56%
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	6,101	76%
	<u>865,630</u>	<u>117,000</u>	<u>100,252</u>	<u>137,000</u>	<u>81,820</u>	<u>60%</u>

TOWN OF LAKE COWICHAN
Statement of Expenditure - December 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	265,691	74%
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	3,025	60%
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	619,336	65%
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	14,672	6%
Footbridge improvements	-	10,000	-	15,000	-	0%
Kasapi Park upgrades	-	-	-	30,000	2,524	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	37,946	84%
Riverside Park Improvements	-	-	-	50,000	-	0%
River's Edge Memorial Garden	-	70,000	64,834	20,000	0	0%
Saywell Park Improvements	-	24,000	-	24,000	-	0%
Town Square Ramp	9,700	-	-	-	-	-
	11,531	139,000	76,834	442,500	55,142	12%
Total General Capital	1,469,101	2,846,000	757,155	3,487,500	1,125,519	32%

TOWN OF LAKE COWICHAN
Statement of Expenditure - December 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	553,308	104%
Connection Fees	3,080	1,000	3,302	1,000	5,991	599%
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	-	5,297	-
Transfer From Surplus	-	999,450	-	-	-	-
	<u>670,953</u>	<u>3,953,000</u>	<u>791,522</u>	<u>2,989,100</u>	<u>826,559</u>	<u>28%</u>
Expenditures						
Administration	3,846	3,000	2,297	3,000	2,014	67%
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	88,747	127%
Connections Maintenance	4,747	9,000	1,789	9,000	1,029	11%
Chlorination	8,752	10,000	2,018	15,000	10,804	72%
New Connections	362	3,000	3,842	3,000	2,711	90%
Sewer Flushing	4,845	6,000	5,015	6,000	6,166	103%
Sewer Pump Maintenance	47,557	75,000	43,103	75,000	46,857	62%
Sewer Lagoon Maintenance	94,582	91,000	81,268	91,000	91,696	101%
Transfer to Surplus	-	-	-	-	-	-
Amortization - Sewer Fund	97,287	-	97,287	-	-	-
Capital	75,683	3,495,000	99,254	3,500,000	202,900	6%
	<u>600,256</u>	<u>3,953,000</u>	<u>599,744</u>	<u>3,968,000</u>	<u>651,823</u>	<u>16%</u>
Surplus(Deficit)	<u>70,697</u>	<u>-</u>	<u>191,778</u>	<u>(978,900)</u>	<u>174,736</u>	

TOWN OF LAKE COWICHAN
Statement of Expenditure - December 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	45,765	92%
Greendale Rd. Engineering	-	-	-	100,000	-	0%
Sewer I&I	-	-	-	250,000	138,364	55%
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	202,900	6%

TOWN OF LAKE COWICHAN
Statement of Expenditure - December 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	652,689	104%
Connection Fees	9,550	1,000	6,590	2,000	31,246	1562%
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	-	-	-	-
	<u>1,086,429</u>	<u>1,306,900</u>	<u>982,734</u>	<u>986,500</u>	<u>1,055,651</u>	<u>107%</u>
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	4,306	108%
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	1,150	16%
General Maintenance	77,820	100,000	123,221	115,000	88,575	77%
Hydrants	12,354	22,500	20,453	22,500	11,734	52%
New Connections	3,852	10,000	5,751	10,000	4,506	45%
Connection Maintenance	55,629	75,000	59,117	75,000	49,303	66%
Water Meters	12,895	20,000	23,985	20,000	17,525	88%
Pump House Maintenance	38,291	42,000	52,869	49,000	54,818	112%
Small equipment	5,345	-	-	-	-	-
Booster Pumps Maintenance	10,622	12,000	8,535	12,100	7,466	62%
Slopes water pump station	6,696	8,000	24,460	9,000	11,838	132%
Greendale Water Connection	3,356	-	3,670	-	25	-
Water treatment plant	134,321	200,000	262,510	260,000	146,498	56%
Transfer to surplus	-	-	-	-	-	-
Amortization - Water Fund	248,029	-	248,986	-	-	-
Capital	1,043,415	489,000	308,984	400,000	32,080	8%
	<u>1,950,185</u>	<u>1,306,900</u>	<u>1,443,988</u>	<u>1,293,000</u>	<u>734,877</u>	<u>57%</u>
Surplus(Deficit)	<u>(863,755)</u>	<u>-</u>	<u>(461,254)</u>	<u>(306,500)</u>	<u>320,774</u>	

TOWN OF LAKE COWICHAN
Statement of Expenditure - December 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	24,796	-
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>32,080</u>	<u>127%</u>