

205 – Emergency Planning

The role of the Emergency Planning function is to operate regional emergency management services for the CVRD including member Municipalities and supporting First Nations. Expenditure categories include: operations, staffing, Fire Rescue support, Search and Rescue support and emergency programs (Emergency Operations Centres, Emergency Social Services, Neighbourhood and Emergency Preparedness Programs, etc.). The function is funded primarily through tax requisition, sale of services and provincial grants.

205 - EMERGENCY PLANNING

TOTAL REQUISITION

1,209,858

STATUTORY LIMITATION:

NONE

BASIS OF APPORTIONMENT:

ASSESSMENTS TAXABLE FOR HOSPITAL PURPOSES FOR ALL AREAS

PARTICIPATING AREAS:	FIGURES USED FOR APPORTIONMENT	MEMBERS SHARE	PRIOR YEAR ADJ	TOTAL
CITY OF DUNCAN	156,087,909	56,480	10	56,490
DISTRICT OF NORTH COWICHAN	1,113,984,632	403,091	(16)	403,075
TOWN OF LADYSMITH	290,559,897	105,138	47	105,184
TOWN OF LAKE COWICHAN	100,326,106	36,303	11	36,314
ELECTORAL AREA A	221,713,835	80,226	25	80,252
ELECTORAL AREA B	392,270,856	141,942	1	141,943
ELECTORAL AREA C	211,439,851	76,509	21	76,530
ELECTORAL AREA D	139,160,419	50,355	22	50,376
ELECTORAL AREA E	165,805,537	59,996	(6)	59,990
ELECTORAL AREA F	126,319,257	45,708	(190)	45,518
ELECTORAL AREA G	131,814,972	47,697	1	47,698
ELECTORAL AREA H	134,136,119	48,537	24	48,561
ELECTORAL AREA I	159,951,507	57,878	49	57,927
TOTAL	3,343,570,897	1,209,858	0	1,209,858

RESIDENTIAL TAX RATE:
(PER \$1000 OF NET TAXABLE VALUE)

0.0362

COST PER \$100,000 HOUSEHOLD
3.62

COWICHAN VALLEY REGIONAL DISTRICT

2022-2026 FINANCIAL EXPENDITURE PROGRAM

Service: Emergency Planning

Function: 205

TOTAL EXPENDITURE	2021	2022	2023	2024	2025	2026
Operational Costs	\$1,283,861	\$2,596,795	\$1,243,925	\$1,289,756	\$1,352,045	\$1,391,706
Long Term Debt						
Short Term Debt	27,229	27,229	27,229	18,782		
Capital		60,000	60,000		250,000	500,000
Transfer to Capital Reserve	5,000	5,000	5,000	5,000		
TOTAL APPLICATION OF FUNDS	\$1,316,090	\$2,689,024	\$1,336,154	\$1,313,538	\$1,602,045	\$1,891,706
SOURCES OF FUNDS						
Requisition/Parcel Tax	867,890	1,209,858	1,246,154	1,283,538	1,322,045	1,361,706
User Fee						
Transfer from Capital Reserve					250,000	250,000
Transfer from Operating Reserve	15,000	149,000	60,000			250,000
Other	372,700	1,236,166	30,000	30,000	30,000	30,000
Debt Proceeds						
Surplus/(Deficit)	60,500	94,000				
TOTAL SOURCE OF FUNDS	\$1,316,090	\$2,689,024	\$1,336,154	\$1,313,538	\$1,602,045	\$1,891,706

2021 Debt Short Term with Principal & Interest

<u>Borrowed</u>	<u>Amount</u>	<u>Maturity</u>	<u>P & I</u>
SPU	\$99,667	2024	\$27,229
Total			<u><u>\$27,229</u></u>

Cowichan Valley Regional District
Budget Report by Cost Center



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Function Type : Selective

**GENERAL REVENUE FUND
 205 - EMERGENCY PLANNING**

		2020 ACTUAL	2021 ACTUAL	2021 AMENDED BUDG	2022 PROVISIONAL
OPERATING REV					
2000 GRANTS					
01-1-2000-2100	FEDERAL GRANTS IN LIEU	-127	-116	0	0
01-1-2000-2101	PROVINCIAL GRANTS IN LIEU	-1,344	-1,372	0	0
01-1-2000-2121	PROVINCIAL CONDITIONAL	-36,605	-48,543	-950,075	-1,206,075
Total GRANTS		-38,076	-50,031	-950,075	-1,206,075
4200 SALE OF SERVICES - PROTECTIVE					
01-1-4200-0000	SALE OF SERVICES - PROTEC	0	-38,903	-27,700	-30,000
Total SALE OF SERVICES - PRO		0	-38,903	-27,700	-30,000
4433 RECOVERY OF COSTS					
01-1-4433-0000	GENERAL	-16,152	-18,288	0	-91
01-1-4433-2116	OFFICE OF FIRE COMMISSION	-2,855	0	0	0
01-1-4433-2117	EMBC	-18,005	0	0	0
Total RECOVERY OF COSTS		-37,011	-18,288	0	-91
5900 MISCELLANEOUS					
01-1-5900-2700	GENERAL	-85	0	0	0
Total MISCELLANEOUS		-85	0	0	0
6930 SALE OF ASSETS					
01-1-6930-0000	TANGIBLE CAPITAL	-11,715	0	0	0
Total SALE OF ASSETS		-11,715	0	0	0
7571 REQUISITION					
01-1-7571-0000	REQUISITION	-859,770	-867,890	-867,890	-1,209,858
Total REQUISITION		-859,770	-867,890	-867,890	-1,209,858
9110 SURPLUS/DEFICIT - CURRENT YEAR					
01-1-9110-0000	SURPLUS/DEFICIT	0	-60,500	-60,500	-94,000
Total SURPLUS/DEFICIT - CURR		0	-60,500	-60,500	-94,000
9120 TRANSFER FROM OPERATING RESERVE					
01-1-9120-0000	TSF FROM OPERATING RESEF	0	0	-15,000	-89,000
Total TRANSFER FROM OPERA		0	0	-15,000	-89,000
Total OPERATING REV		-946,657	-1,035,612	-1,921,165	-2,629,024
OPERATING EXP					
1222 EMERGENCY PLANNING					
01-2-1222-1101	SALARIES/FULL TIME REGULA	451,928	458,572	441,321	449,994
01-2-1222-1204	WAGES - HOURLY	0	19,960	300,000	210,000



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GENERAL REVENUE FUND
 205 - EMERGENCY PLANNING

		2020 ACTUAL	2021 ACTUAL	2021 AMENDED BUDG	2022 PROVISIONAL
01-2-1222-1400	BENEFITS	111,552	120,136	123,570	139,498
01-2-1222-2110	CONFERENCES & SEMINARS	1,545	0	10,000	10,000
01-2-1222-2111	TRAVEL	2,885	1,777	8,000	10,000
01-2-1222-2121	POSTAGE	311	309	700	700
01-2-1222-2131	TELEPHONE	3,831	7,392	4,290	9,850
01-2-1222-2142	FIRE SERVICES	11,899	10,030	15,000	15,000
01-2-1222-2210	ADVERTISING	238	2,570	2,000	2,000
01-2-1222-2230	SUBSCRIPTIONS	2,895	989	2,000	2,000
01-2-1222-2320	LEGAL SERVICES	929	2,662	500	2,500
01-2-1222-2330	CONSULTANTS	275	2,346	170,500	172,000
01-2-1222-2338	CONTRACT FOR SERVICE	0	2,460	70,000	46,000
01-2-1222-2340	TRAINING & DEVELOPMENT	6,231	3,234	10,000	10,000
01-2-1222-2370	INSURANCE - PROPERTY	1,094	1,095	1,400	1,400
01-2-1222-2395	MEMBERSHIPS	1,112	1,827	2,857	2,857
01-2-1222-2475	MISCELLANEOUS EQUIPMENT	10,132	7,433	5,000	5,091
01-2-1222-2480	MINOR CAPITAL	9,680	511	217,370	909,075
01-2-1222-2532	COMPUTER SOFTWARE UPGR	18,022	24,372	20,000	9,000
01-2-1222-2617	RENTALS	0	3,012	6,000	0
01-2-1222-4100	ALLOC - GENERAL GOVERNME	69,264	74,096	74,096	65,537
01-2-1222-4520	ALLOC - GM COM SERVICES	34,898	34,898	34,898	0
01-2-1222-4525	ALLOC - GM COMM SERVICES	0	0	0	72,692
01-2-1222-4560	ALLOC - LIABILITY INSURANCE	12,576	14,022	14,022	14,723
01-2-1222-4585	ALLOC - BUILDING COSTS	51,303	57,938	57,938	58,601
01-2-1222-5110	SUNDRY EXPENSES	1,485	272	2,000	2,000
01-2-1222-5121	MEETING EXPENSES	132	27	500	500
01-2-1222-5915	SUPPLIES & RENTAL - PHOTO	1,387	1,400	8,000	1,000
01-2-1222-5920	SUPPLIES - OFFICE	4,246	2,576	2,000	2,000
01-2-1222-7550	LICENCES & FEES	4,602	6,798	9,200	6,000
01-2-1222-9910	CONTINGENCY	0	0	5,033	6,681
	Total EMERGENCY PLANNING	814,453	862,713	1,618,195	2,236,699
1223 SPRINKLER PROTECTION UNIT					
01-2-1223-2373	INSURANCE/AUTOMOTIVE EQ	408	251	470	470
01-2-1223-2412	REPAIRS & MAINT.- OTHER	5,232	5,352	500	2,500
01-2-1223-2610	RENTALS - BUILDING	6,067	3,324	6,164	6,164
01-2-1223-5310	FUEL & LUBRICANTS	0	0	500	500
01-2-1223-5923	SUPPLIES	985	42	2,000	2,000
	Total SPRINKLER PROTECTION	12,692	8,968	9,634	11,634
1225 FORD F350 (NC9113)					
01-2-1225-2373	INSURANCE/AUTOMOTIVE EQ	759	448	705	759
01-2-1225-2466	R & M - FIRE VEHICLES	3,141	2,719	1,000	1,000

Cowichan Valley Regional District
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GENERAL REVENUE FUND					
205 - EMERGENCY PLANNING					
		2020	2021	2021	2022
		ACTUAL	ACTUAL	AMENDED BUDG	PROVISIONAL
01-2-1225-5310	FUEL & LUBRICANTS	2,620	1,925	2,000	2,000
Total FORD F350 (NC9113)		6,519	5,092	3,705	3,759
1226 NEW PS TRUCK					
01-2-1226-2373	INSURANCE/AUTOMOTIVE EQ	1,645	985	1,000	0
01-2-1226-2466	R & M - FIRE VEHICLES	1,199	937	1,000	0
01-2-1226-5310	FUEL & LUBRICANTS	2,970	3,139	3,000	0
Total NEW PS TRUCK		5,813	5,062	5,000	0
1227 EMERGENCY MANAGEMENT OPERATIONS					
01-2-1227-1101	SALARIES/FULL TIME REGULA	0	0	0	224,570
01-2-1227-1400	BENEFITS	0	0	0	67,370
01-2-1227-2330	CONSULTANTS	0	0	0	89,000
01-2-1227-4596	EMERGENCY SUPPORT SERV	0	0	0	8,250
01-2-1227-5121	MEETING EXPENSES	0	0	0	1,500
01-2-1227-5920	SUPPLIES - OFFICE	0	0	0	12,053
Total EMERGENCY MANAGEME		0	0	0	402,743
1228 VEHICLE #1					
01-2-1228-2373	INSURANCE/AUTOMOTIVE EQ	0	0	0	1,000
01-2-1228-2466	R & M - FIRE VEHICLES	0	0	0	3,000
01-2-1228-5310	FUELS & LUBRICANTS	0	0	0	6,000
Total VEHICLE #1		0	0	0	10,000
4057 MOBILE ESS TRAILER (09519C)					
01-2-4057-2466	R & M - FIRE VEHICLES	15	0	0	0
Total MOBILE ESS TRAILER (09519C)		15	0	0	0
4059 05 ESCAPE 389 CLB					
01-2-4059-2373	INSURANCE/AUTOMOTIVE EQ	1,233	591	1,300	1,300
01-2-4059-2466	R & M - FIRE VEHICLES	2,332	457	2,000	1,500
01-2-4059-5310	FUEL & LUBRICANTS	478	305	1,000	1,000
Total 05 ESCAPE 389 CLB		4,042	1,353	4,300	3,800
4060 EMERGENCY MANAGEMENT COMMITTEE					
01-2-4060-0000	EMERGENCY MANAGEMENT C	22,907	0	500	500
Total EMERGENCY MANAGEME		22,907	0	500	500
4065 PUBLIC INFORMATION					
01-2-4065-0000	PUBLIC INFORMATION	0	3,147	5,000	2,500
Total PUBLIC INFORMATION		0	3,147	5,000	2,500
4070 EMERGENCY SUPPORT SERVICES					
01-2-4070-0000	EMERGENCY SUPPORT SERV	39,929	50,905	160,900	11,750



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**GENERAL REVENUE FUND
 205 - EMERGENCY PLANNING**

	2020 ACTUAL	2021 ACTUAL	2021 AMENDED BUDG	2022 PROVISIONAL
Total EMERGENCY SUPPORT SI	39,929	50,905	160,900	11,750
4076 COWICHAN SAR				
01-2-4076-2125 CELLULAR PHONES - RENTAL	2,667	2,022	2,400	2,400
01-2-4076-2340 TRAINING & DEVELOPMENT	0	0	3,000	3,000
01-2-4076-2384 MISC. EQUIPMENT	628	0	500	500
01-2-4076-2610 ALLOC - OPS EXP - SAR	15,000	15,000	15,000	15,000
Total COWICHAN SAR	18,295	17,022	20,900	20,900
4077 LADYSMITH SAR				
01-2-4077-2125 CELLULAR PHONES - RENTAL	2,059	1,987	2,400	2,400
01-2-4077-2340 TRAINING & DEVELOPMENT	0	1,220	3,000	3,000
01-2-4077-2373 INSURANCE/AUTOMOTIVE EQ	234	45	1,000	1,000
01-2-4077-2384 MISC. EQUIPMENT	419	0	500	500
01-2-4077-2470 PURCHASED REPAIRS - VEHIC	0	0	1,000	1,000
01-2-4077-5310 FUEL & LUBRICANTS	0	0	500	500
Total LADYSMITH SAR	2,712	3,252	8,400	8,400
4080 PUBLIC EDUCATION				
01-2-4080-0000 LOCAL EMERG RESP-NEIGHBK	252	0	1,000	1,000
01-2-4080-2006 PUBLIC EDUCATION	0	5,980	158,500	59,000
Total PUBLIC EDUCATION	252	5,980	159,500	60,000
4085 COMMUNICATIONS				
01-2-4085-0000 COMMUNICATIONS	22,797	38,083	20,000	20,000
Total COMMUNICATIONS	22,797	38,083	20,000	20,000
4090 EMERGENCY OPERATIONS CENTRE				
01-2-4090-0000 EMERGENCY OPERATIONS CE	32,594	3,636	27,000	8,500
Total EMERGENCY OPERATION:	32,594	3,636	27,000	8,500
4105 PROJECT EXPENDITURES				
01-2-4105-1164 ECC MANAGEMENT TEAM	0	0	3,000	3,000
Total PROJECT EXPENDITURES	0	0	3,000	3,000
8115 SHORT TERM DEBT				
01-2-8115-8215 INTEREST	1,955	807	1,056	564
01-2-8115-8216 PRINCIPAL	25,273	26,421	26,172	26,665
Total SHORT TERM DEBT	27,229	27,229	27,228	27,229
8241 TRANSFER TO CAPITAL RESERVE				
01-2-8241-0000 TSF TO CAPITAL RESERVE	16,715	5,000	5,000	5,000
Total TRANSFER TO CAPITAL RI	16,715	5,000	5,000	5,000



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**GENERAL REVENUE FUND
 205 - EMERGENCY PLANNING**

	2020 ACTUAL	2021 ACTUAL	2021 AMENDED BUDG	2022 PROVISIONAL
9900 INTERNAL RECOVERIES				
01-2-9900-4209 ALLOC - 911	-35,362	-35,362	-35,362	-31,669
01-2-9900-4211 ALLOC - FIRE DEPT	-121,735	-128,771	-121,735	-175,721
Total INTERNAL RECOVERIES	-157,097	-164,133	-157,097	-207,390
Total OPERATING EXP	869,867	873,310	1,921,165	2,629,024
CAPITAL REV				
9120 TRANSFER FROM OPERATING RESERVE				
01-7-9120-0000 TRANSFER FROM OPERATING	0	0	0	-60,000
Total TRANSFER FROM OPERATING	0	0	0	-60,000
Total CAPITAL REV	0	0	0	-60,000
CAPITAL EXP				
8221 TRANSFER/GENERAL CAPITAL				
01-8-8221-6126 VEHICLES & MACHINERY	0	0	0	60,000
Total TRANSFER/GENERAL CAPITAL	0	0	0	60,000
Total CAPITAL EXP	0	0	0	60,000
Surplus/Deficit	-76,789	-162,302	0	0

**Cowichan Valley Regional District
Budget Report by Cost Center**



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	2020 ACTUAL	2021 ACTUAL	2021 AMENDED BUDG	2022 PROVISIONAL
Summary Total Revenues	-946,657	-1,035,612	-1,921,165	-2,629,024
Summary Total Expenses	869,867	873,310	1,921,165	2,629,024
Summary Surplus/Deficit	-76,789	-162,302	0	0

2022 Year over Year Comparative Analysis

Function: 205 - Emergency Planning

Requisition Change		2021 Requisition \$867,890	Proposed 2022 Requisition \$886,115	Requisition \$ Increase (Decrease) 18,225	Requisition % Increase (Decrease) 2.10%
A) Core Budget					
		<u>2021 \$ Budget</u>	<u>2022 \$ Budget</u>	<u>Requisition \$ Increase (Decrease)</u>	<u>Requisition % Increase (Decrease)</u>
Explanation of increase/decrease:	Hourly wages	0	210,000	210,000	24.20%
	Consultants	344,500	132,000	-212,500	(24.48%)
	Contract for services	70,000	46,000	-24,000	(2.77%)
	Computer software upgrade	20,000	9,000	-11,000	(1.27%)
	Allocations	180,954	211,553	30,599	3.53%
	Rentals and PS truck expenses	11,000	0	-11,000	(1.27%)
	Public education	28,500	5,000	-23,500	(2.71%)
	Emergency Operations Centre	27,000	8,500	-18,500	(2.13%)
	Grants	-345,000	-312,000	33,000	3.80%
	Contingency	5,033	6,681	1,648	0.19%
	Other - Misc		18,271	18,271	2.11%
	Surplus and transfer from reserve	-75,500	0	75,500	8.70%
	Internal recoveries	-157,097	-207,390	-50,293	(5.79%)
	Subtotal	109,390	127,615	18,225	2.10%
B) Prior Year One-time items					
				0	0.00%
				0	0.00%
	Subtotal	0	0	0	0.00%
Max 3.0% Draft 2022 Budget				18,225	2.10%
C) Other items to maintain service level					
				0	0.00%
				0	0.00%
	Subtotal	0	0	0	0.00%
Total Draft 2022 Budget				18,225	2.10%
D) Supplemental Items					
1) Cowichan Emergency Management Organization	Capital	-	149,000	149,000	n/a
	Operating reserve	-	-149,000	-149,000	n/a
	Operating	-	323,743	323,743	37.30%
	Operating	-		0	0.00%
	Subtotal	-	323,743	323,743	37.30%
Max 2022 Requisition change if Supplemental and Other Items are Approved				341,968	39.40%
Notes:					
1) The Operating Reserve balance at December 31, 2020 is \$508,037 with \$15,000 committed in 2021 - uncommitted balance is \$493,037.					
2) The Capital Reserve balance at December 31, 2020 is \$132,271 with \$5,000 committed in 2021 - uncommitted balance is \$137,271.					