

REGIONAL  
DISTRICT  
OF NANAIMO

ANNUAL REPORT FOR THE FISCAL YEAR ENDING DECEMBER 31, 2018



Moorecroft Regional Park

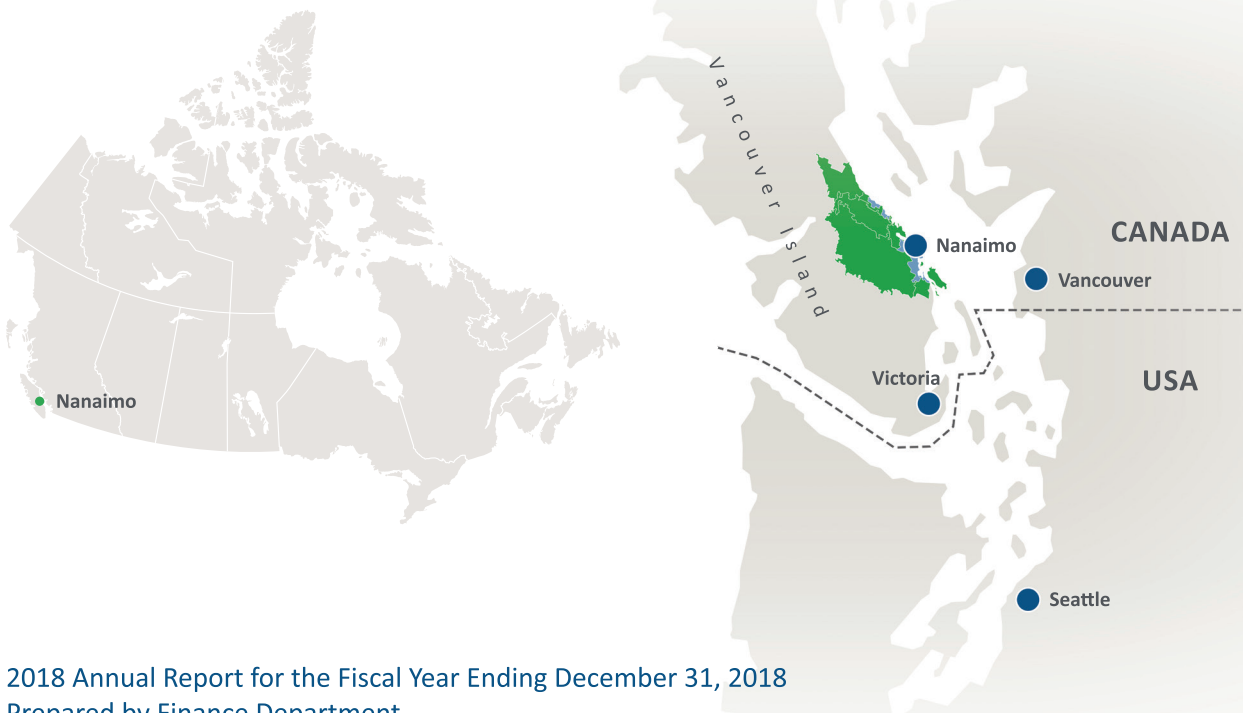
# 2018

REGIONAL DISTRICT OF NANAIMO  
BRITISH COLUMBIA, CANADA





**REGIONAL DISTRICT OF NANAIMO**







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# Introduction

This Annual Report provides readers with an overview of the financial results for the 2018 Fiscal Year, as well as the results of the range of RDN's services carried out under the direction of the Board in compliance with the Board Strategic Plan and the adopted financial plan.

This Annual Report is divided into three sections for convenience:

## *INTRODUCTORY SECTION:*

Introduces the Board of Directors, outlines the structure of the organization, describes the Regional District of Nanaimo, and highlights 2018 departmental accomplishments.

## *FINANCIAL STATEMENTS SECTION:*

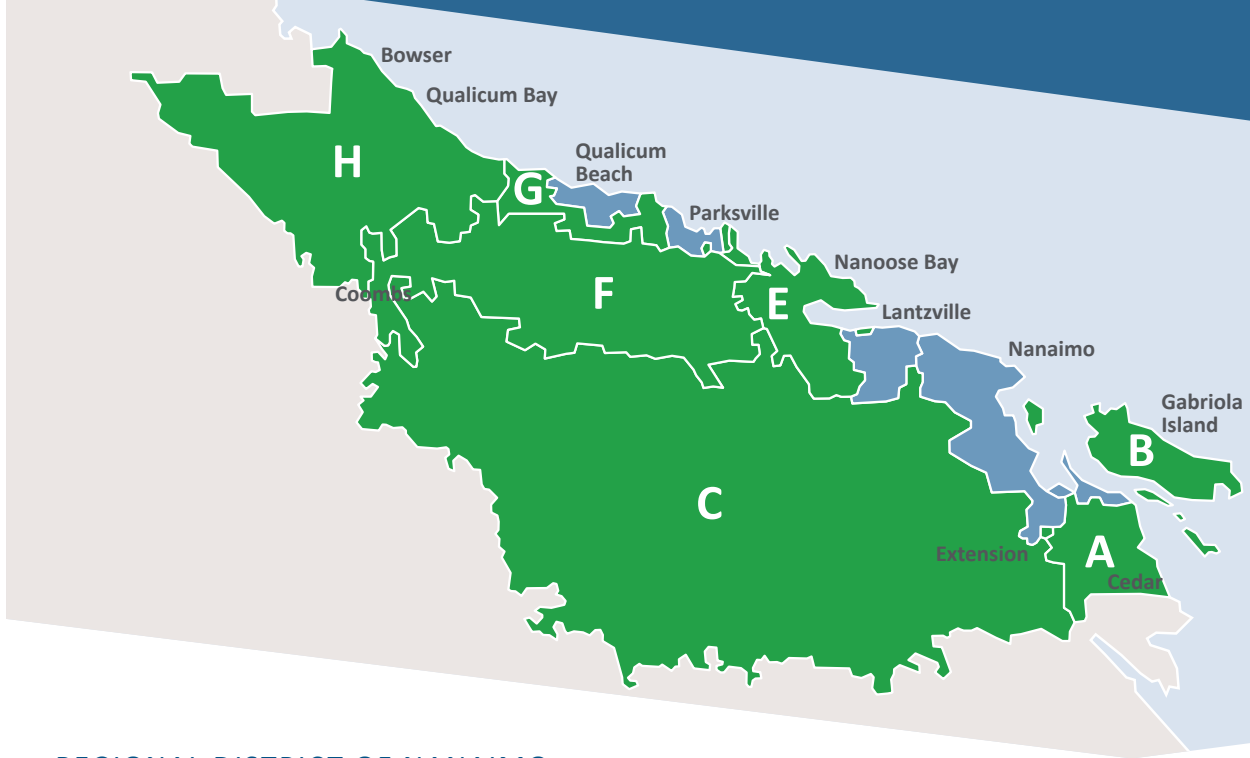
Contains the 2018 audited consolidated financial statements, notes to the financial statements, statement regarding management's responsibility for the financial statements and the Independent

Auditor's Report for the Regional District. This section also contains schedules showing financial activities in more detail, including reserve fund transactions, overall operating revenues and expenses and statements of revenues and expenses for individual services provided by the Regional District. The presentation of results in the supporting schedules conforms to the requirements of the Local Government Act for Regional Districts to account for revenues and expenses at the service level.

## *FINANCIAL AND OPERATIONAL STATISTICS SECTION:*

Contains a number of statistical summaries about the Regional District as well as graphic representations of current and historic operating results.





## REGIONAL DISTRICT OF NANAIMO

# Who We Are

The Regional District of Nanaimo is one of 29 regional governments in British Columbia. Regional Districts are governed by a Board of Directors whose members are appointed from member municipalities' councils and elected from the Region's Electoral Areas.

The Regional District of Nanaimo is situated within the traditional territory of several First Nations, including three that have villages and other lands under their jurisdiction within the region: Snuneymuxw, Snaw-Naw-As and Qualicum First Nation. The Board recognizes the rich cultural history of the region's First Nations and is committed to developing positive working relationships to the benefit of all residents of the region.

As a local government, the Regional District of Nanaimo is a regional federation of four municipalities and seven electoral areas.

The four municipalities are the **City of Nanaimo**, the **City of Parksville**, the **Town of Qualicum Beach**, and the **District of Lantzville**.

## THE ELECTORAL AREAS ARE:

- A:** Cedar, South Wellington, Yellow Point, Cassidy
- B:** Gabriola, De Courcy, Mudge Islands
- C:** Extension, Nanaimo Lakes, East Wellington, Pleasant Valley
- E:** NanOOSE Bay
- F:** Coombs, Hilliers, Errington, Whiskey Creek, Meadowood
- G:** French Creek, San Pareil, Little Qualicum
- H:** Bowser, Qualicum Bay, Deep Bay

Regional Districts are BC's way of ensuring that all British Columbians have access to necessary services, regardless of where they live.

The RDN has a workforce of 299 full and part time staff, with another 151 temporary and casual employees. With this staff, the RDN provides and coordinates a range of services within member municipalities and unincorporated electoral areas.

In terms of financial scale, the RDN ranks third in total expenses after Metro Vancouver and the Capital Regional District.

REGIONAL DISTRICT OF NANAIMO

# At A Glance

**3,127**  
SQUARE KILOMETERS



**7th**

FASTEST GROWING  
REGIONAL DISTRICT IN BC  
WITH A POPULATION OF

**155,698**



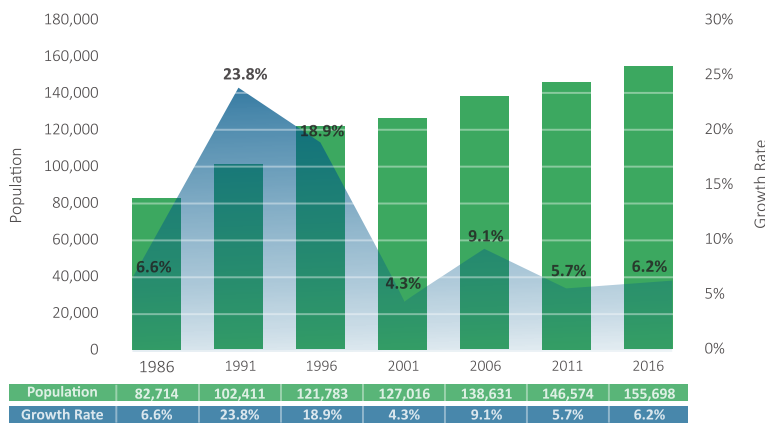
**47.2**  
YEARS IS THE AVERAGE AGE



DEMOGRAPHICS  
BY AGE & GENDER

13.6%	0-14 YEARS	12.1%
60.0%	15-64 YEARS	60.3%
23.7%	65-84 YEARS	23.6%
2.7%	85+ YEARS	4.0%

REGIONAL DISTRICT OF NANAIMO  
POPULATION GROWTH 1986-2016



**2.2**

IS THE AVERAGE  
HOUSEHOLD SIZE

THE RDN GREW BY

**6.2%**

BETWEEN 2011 - 2016. THAT'S

**9,124**

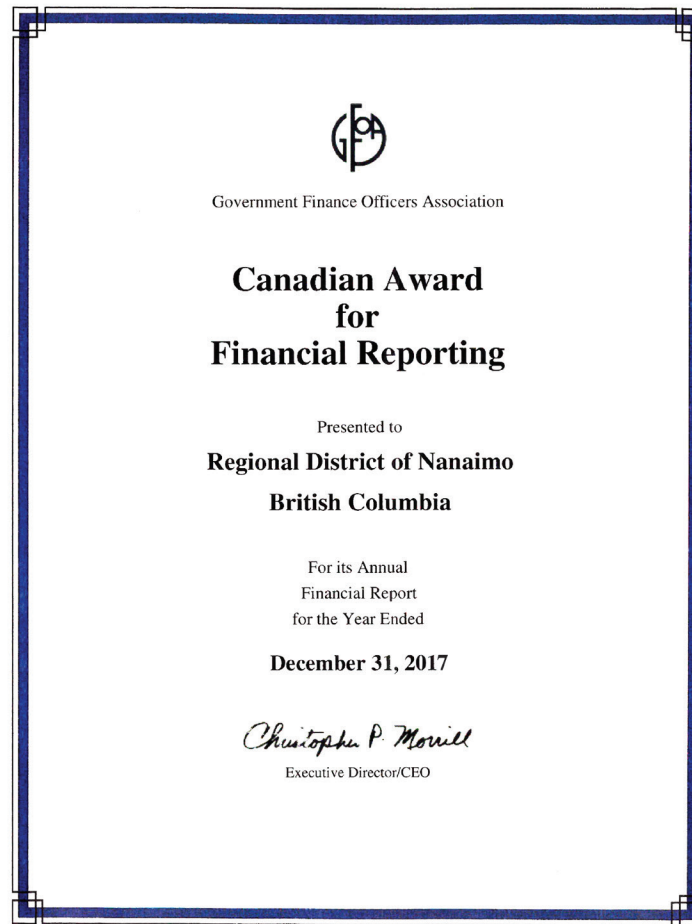
PEOPLE.



# Who We Are

The following table shows the RDN's role as a local government service provider compared to that of its Member municipalities.

SERVICE	REGIONAL OR SUB-REGIONAL (provided by the RDN to a combination of members)	PROVIDED BY RDN TO ELECTORAL AREAS ONLY	MUNICIPAL (provided by municipalities to their residents)
Wastewater Treatment	✓		
Sewer Collection		✓	✓
Water Services	✓	✓	✓
Street Lighting		✓	✓
Solid Waste Disposal	✓		
Solid Waste Collection and Recycling	✓		✓
Recreation	✓	✓	✓
Regional Parks	✓		
Community Parks		✓	✓
Public Transit	✓		
Emergency Preparedness	✓	✓	✓
Fire and Rescue Services		✓	✓
Community Planning		✓	✓
Regional Growth Management	✓		
Economic Development	✓		
Building Inspection		✓	✓
Bylaw Enforcement		✓	✓
General Government Administration	✓		✓



The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Canadian Award for Financial Reporting to the Regional District of Nanaimo for its annual financial report for the fiscal year ended December 31, 2017. The Canadian Award for Financial Reporting program was established to encourage municipal governments throughout Canada to publish high quality financial reports and to provide peer recognition and technical guidance for officials preparing these reports.

In order to be awarded a Canadian Award for Financial Reporting, a government unit must publish an easily readable and efficiently organized

annual financial report, whose contents conform to program standards. Such reports should go beyond the minimum requirements of generally accepted accounting principles and demonstrate an effort to clearly communicate the municipal government's financial picture, enhance an understanding of financial reporting by municipal governments, and address user needs.

A Canadian Award for Financial Reporting is valid for a period of one year only. We believe our current report continues to conform to the Canadian Award for Financial Reporting program requirements, and we are submitting it to the GFOA.



# Message From The Chair

Ian Thorpe, Chair  
Regional District of Nanaimo,  
Board of Directors



I am honoured to have been chosen to be the Chair for the Regional District of Nanaimo. The year 2018 was one of continued growth and success as well as transition and change at the Regional District of Nanaimo. The most significant change came as a result of the 2018 local government election. We thanked 15 of our 19 departing Board members for their years of leadership, time and energy. Our new Board has already been hard at work developing a new strategic plan and looking forward to the next four-year term of great accomplishments and enhanced public engagement.

## *A FEW HIGHLIGHTS FROM 2018 INCLUDED:*

- The Board approved a renewed Solid Waste Management Plan increasing our target diversion rate from 68% to 90% by 2027, in support of being continued global leaders.
- Kick off of the 10 Year Action Plan Implementation Review for the Drinking Water & Watershed Protection Program, after great successes in improving water science, education, outreach and policy support for our entire region for the last 10 years.
- First in BC to launch the NextRide real-time bus location technology for all conventional RDN Transit buses to allow residents of all ages and abilities a more accessible way to use our transit services.

A key element of our future involves ensuring that we properly plan for replacement of our assets to ensure long term sustainability in our Region, which was facilitated in part by Federal Gas Tax Fund grants. A major focus of 2018 involved the development of an Asset Management Program, which will continue into future years.

We were proud to unveil works of art by local First Nations artists, which are prominently displayed in our Board Meeting Room. We want to honour and acknowledge the Snuneymuxw, Snaw-Naw-As and Qualicum First Nations. Our Board will continue to work closely with our First Nations partners.

On behalf of the Regional Board, I hope you find our 2018 Annual Report a helpful and interesting reminder of what we accomplished together in the past year. The report provides a detailed description of the Regional District of Nanaimo's strong financial position and recent projects and initiatives. Our current Board is looking forward to the year ahead and intends to work hard for all RDN residents. We hope to see significant involvement from many members of our communities across the Region and wish to thank everyone who volunteers with us in the delivery of services.







# Board of Directors

## *BOARD STRUCTURE*

An elected Board of 19 Directors governs the Regional District of Nanaimo. One director is elected to the Board from each of the seven Electoral Areas A, B, C, E, F, G, and H. Eight directors are appointed from the City of Nanaimo municipal Council, two directors are appointed from the City of Parksville municipal Council and one director is appointed from each of the remaining member municipal Councils: the District of Lantzville and the Town of Qualicum Beach.

The Regional District of Nanaimo Board of Directors was elected to office for the four year term from January 1, 2019 to December 31, 2022. The Board and its Standing Committees meet regularly to govern the affairs of the District and to establish local bylaws and public policy. Board members also direct a variety of additional committees for key services throughout the region.



*KEITH  
WILSON*

Electoral Area A



*VANESSA  
CRAIG*

Electoral Area B



*MAUREEN  
YOUNG*

Electoral Area C



*BOB  
ROGERS*

Electoral Area E



*LEANNE  
SALTER*

Electoral Area F



*CLARKE  
GOURLAY*

Electoral Area G



*STUART  
MCLEAN*

Electoral Area H



*IAN  
THORPE*  
City of Nanaimo



*LEONARD  
KROG*  
City of Nanaimo



*SHERYL  
ARMSTRONG*  
City of Nanaimo



*DON  
BONNER*  
City of Nanaimo



*TYLER  
BROWN*  
City of Nanaimo



*BEN  
GESELBRACHT*  
City of Nanaimo



*ERIN  
HEMMENS*  
City of Nanaimo



*JIM  
TURLEY*  
City of Nanaimo



*ED  
MAYNE*  
City of Parksville



*ADAM  
FRAS*  
City of Parksville



*BRIAN  
WIESE*  
Town of Qualicum  
Beach



*MARK  
SWAIN*  
District of  
Lantzville



# Board Strategic Priorities

As an election year, 2018 was the final year of the term for the RDN Board of Directors, and therefore the final year to implement the present Board Strategic Plan. The Board Strategic Plan identifies five strategic priorities for the current term of office: **Focus on Governance, Focus on Service and Organizational Excellence, Focus on Relationships, Focus on Economic Health and Focus on the Environment.** These priorities represent the

overarching themes for the 2016 – 2020 period and highlight important issues that touch all aspects of the RDN’s work. Integral to these strategic priorities is the vision that: **Our Region is environmentally, socially, and economically healthy, resilient and adaptable to change. Residents of the Region meet their needs without compromising the ability of future residents to do the same.**

## 1.

### *FOCUS ON GOVERNANCE:*

The RDN will cooperate and advocate as a Region while recognizing the uniqueness of each community.

- We will develop our governance structure to reflect our unique municipal/electoral area demographics.
- We will create an electoral area caucus to enhance regional governance.
- We will review our Board composition as our community changes and grows.

## 2.

### *FOCUS ON SERVICE AND ORGANIZATIONAL EXCELLENCE:*

The RDN will deliver efficient, effective and economically viable services that meet the needs of the Region. The RDN will focus on organizational excellence in all aspects of our daily actions and service delivery to our customers.

- We view our emergency services as core elements of community safety.
- We will fund infrastructure in support of our core services employing an asset management focus.
- As we invest in regional services, we look at both costs and benefits – the RDN will be effective and efficient.
- We recognize community mobility and recreational amenities as core services.
- We recognize and plan for the impact of our aging population.
- We will advocate for transit improvements and active transportation.
- We will ensure our processes are as easy to work with as possible.



# 3.

## *FOCUS ON RELATIONSHIPS:*

The RDN will continue to develop and encourage meaningful relationships.

- We value our First Nations relationships and will integrate their input in future planning and service delivery.
- We will focus on improved two-way communication within the Regional District and with our communities.
- We recognize all volunteers as an essential component of service delivery. We will support the recruitment and retention of volunteers.
- We look for opportunities to partner with other branches of government/community groups to advocate for our Region.
- We will facilitate/advocate for issues outside of our jurisdiction.

# 4.

## *FOCUS ON ECONOMIC HEALTH:*

The RDN will look at all our activities through an economic lens.

- We will support our traditional industries: forestry, tourism, manufacturing, fishing, knowledge-based and technology-based industries.
- We recognize the importance of water in supporting our economic and environmental health.
- We will foster economic development.
- We see eco-tourism as a key economic opportunity in our Region.
- We recognize the importance of agriculture and aquaculture in our Region.

## *FOCUS ON THE ENVIRONMENT:*

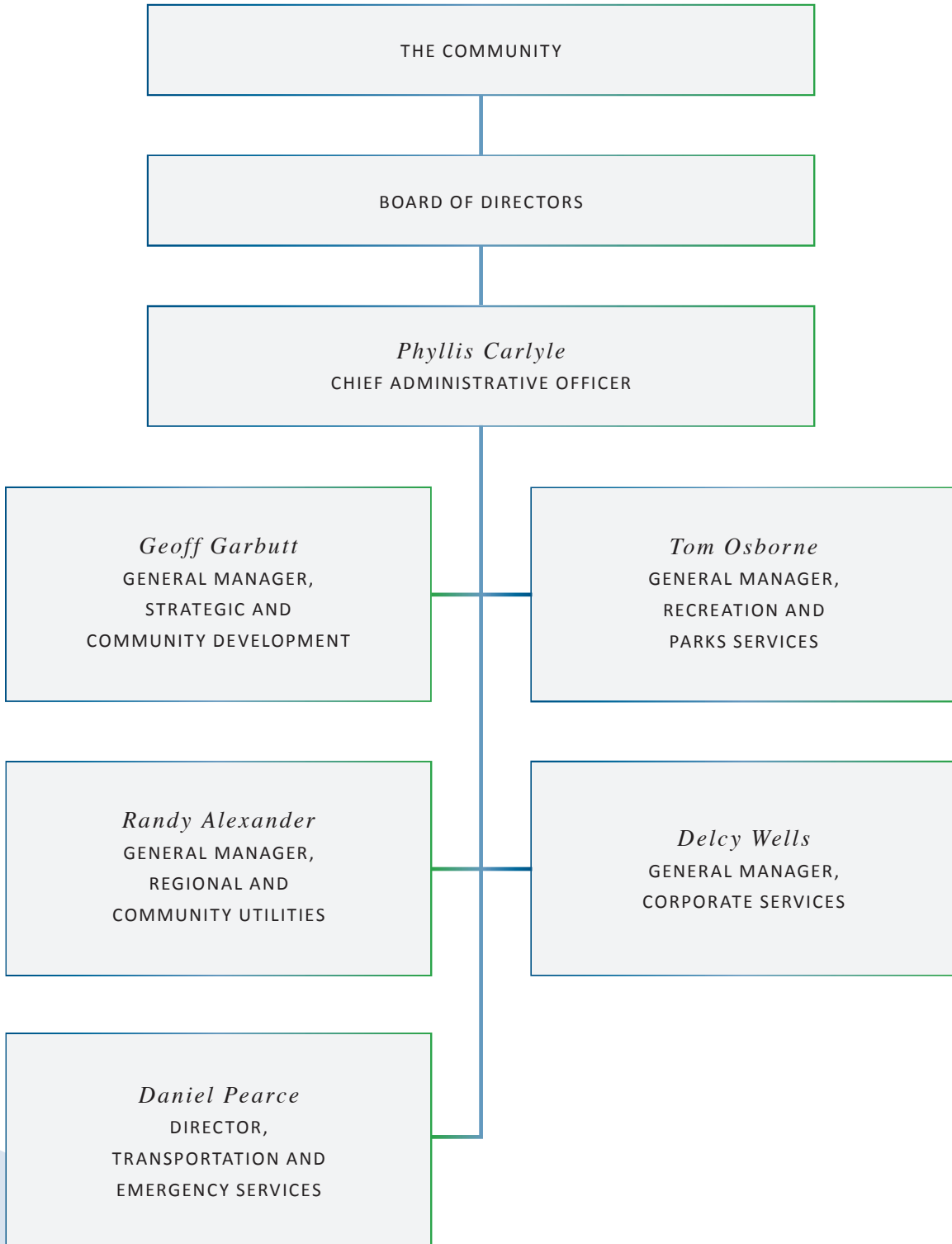
The RDN recognizes that a healthy environment is key to economic development and a healthy community.

# 5.

- We will have a strong focus on protecting and enhancing our environment in all decisions.
- We will evaluate air quality and climate impacts as factors in our infrastructure and services planning.
- We will prepare for and mitigate the impact of environmental events.
- We will include conservation of resources as a planning factor.

# Organizational Chart

UTILITIES  
 REC & PARKS  
 TRANSIT & EMERGENCY  
 DEVELOPMENT  
 CORPORATE  
 FINANCE  
 STATISTICS





# Message From The Chief Administrative Officer

Phyllis Carlyle,  
Chief Administrative Officer



In 2018, the Regional District of Nanaimo (RDN) has continued to see growth and success under the vision set by the Board of Directors Strategic Plan. This Annual Report provides information on the achievement of the Board's objectives. Through strong fiscal stewardship, the RDN has limited property tax increases while providing significant improvement in our services and delivered major infrastructure projects.

Our Regional Growth Strategy sets the framework for our success as the population continues to grow to approximately 160,000. The value of construction in the Electoral Areas alone was \$125 million. A large thank you must be extended to the over 500 RDN staff for their expertise and support working on behalf of residents in this great region. From answering questions on the phone or at the counter to sharing information and listening to concerns and everything in between, our staff is greatly appreciated. During a number of emergency events, our skilled and dedicated staff provided

valuable support and information to residents in challenging times. We are also fortunate to have over 1,000 volunteers that assist with emergency events, RDN committees, initiatives and day-to-day operations that are so important to the well-being of our communities. Thank you for your time, energy and continued care.

For the second year in a row, our Annual Report received the Canadian Award for Financial Reporting from the Government Finance Officers Association in 2018. Another job well done.

As we operationalize the Board's vision and goals for the region in the years ahead, staff are looking forward to providing continued innovative and excellent service. The Regional Board and staff are working collaboratively to further enhance the level of service that our residents rely on from the RDN.



# RDN Departments & Services

## ***REGIONAL AND COMMUNITY UTILITIES***

- Wastewater Treatment Planning, Management and Operations
- Water, Sewer and Street Lighting - Local Services
- Drinking Water and Watershed Protection
- Solid Waste Disposal Management, Planning, Collection and Recycling

## ***RECREATION AND PARKS SERVICES***

- Recreation Programming
- Oceanside Place Multiplex Arena
- Ravensong Aquatic Centre
- Regional Parks and Trails
- Community Parks

## ***TRANSPORTATION AND EMERGENCY SERVICES***

- Conventional Bus Operations
- HandyDart Bus Operations
- Transit Planning, Fleet Maintenance and Management
- Emergency Preparedness Coordination
- Fire Services Administration

## ***STRATEGIC AND COMMUNITY DEVELOPMENT***

- Current Planning – Subdivision, Zoning and Development Applications
- Long Range Planning – Regional Growth and Official Community Plans, Energy and Sustainability
- Economic Development
- Building Permits and Inspections
- Bylaw Enforcement

## ***CORPORATE SERVICES***

- General Government Administration
- Corporate Communications
- Information Technology and Mapping
- Human Resources
- Electoral Areas Administration
- Accounting Services
- Financial Reporting
- Procurement
- Nanaimo Regional Hospital District



# Regional & Community Utilities

**Randy Alexander**, General Manager  
**Sean De Pol**, Director, Water & Wastewater Services  
**Larry Gardner**, Manager, Solid Waste Services  
**Murray Walters**, Manager, Water Services  
**Duncan Taylor**, Manager, Engineering Services

The Regional and Community Utilities Department coordinates the delivery of day-to-day services required for community living including wastewater, water, solid waste management, and engineering services.

*WASTEWATER SERVICES* oversees and operates assets owned by the Regional District including four wastewater treatment facilities, 22 pump stations and two septage receiving sites between Qualicum Beach and the Duke Point peninsula. These facilities treat wastewater from approximately 124,800 residents.

*WATER SERVICES* operates, maintains, and manages assets in water and utilities outside of the region's incorporated areas including water systems, water treatment, sewer collection systems, and rainwater management. In addition, the department administers programs for drinking water and watershed protection.

*SOLID WASTE SERVICES* is responsible for planning, regulating and operating solid waste disposal facilities as well as programs for the collection, recycling and diversion of solid waste.

*ENGINEERING SERVICES* provides engineering support to other RDN departments mainly related to project management of major capital projects.



## Wastewater Services

The **Greater Nanaimo Pollution Control Centre** is a primary wastewater treatment plant located on Hammond Bay Road in the City of Nanaimo. It is the largest of the four facilities operated by the Regional District, serving properties within the City of Nanaimo, portions of the District of Lantzville and some Snuneymuxw First Nations lands. *In total, this facility treats wastewater from about **95,900 residents**.*

The second largest wastewater treatment facility within the Regional District is located on Lee Road in French Creek (Electoral Area G). The **French Creek Pollution Control Centre** is a secondary treatment plant serving a population of about **27,500 people** living in French Creek, the City of Parksville, the Town of Qualicum Beach and smaller areas north of Qualicum (Surfside) and south of Parksville (Pacific Shores).

The **Nanoose Bay Pollution Control Centre** in Electoral Area E (Fairwinds) is a primary treatment plant serving about **1,475 residents**.

A small secondary treatment plant is located in the Duke Point Industrial Park at the southern end of the City of Nanaimo. The **Duke Point Pollution Control Centre** treats wastewater from the industrial park and from about **37 properties** located in the Cedar Village Centre (Electoral Area A).

### HIGHLIGHTS FOR 2018 INCLUDE:

- Wellington North Shoreline Interceptor Repairs
- GNPCC Concrete Coating for Sedimentation and Grit Tanks
- Roof Repairs at GNPCC and Chase River pump station
- Outfall Diffuser Cleaning FCPCC
- Qualicum interceptor manhole replacement
- Yambury interceptor beach protection project

- Centrifuge #1 VFD replacement
- GNPCC outfall Receiving Environment Monitoring (2nd year of 3-year study)
- Biosolids Site Optimization Study
- Bay Avenue preliminary design
- FCPCC expansion preliminary design study



Secondary Treatment Upgrade at Greater Nanaimo Pollution Control Centre

All of the Regional District's wastewater treatment facilities have excellent operating results – consistently meeting discharge permit levels assigned by the provincial and federal governments.

### KEY INITIATIVES FOR 2019 INCLUDE:

- Completion of Secondary Treatment Upgrade at GNPCC
- Chase River forcemain replacement
- Receiving Environment Monitoring (final year of 3-year study)
- Genset Addition and Odour Control at Wellington Pump Station Design
- GNPCC Waste Gas Flare Upgrade (Engineering Study and Construction)
- Electrical Policy Creation for GNPCC
- ISO 14001:2015 Surveillance Audit
- Qualicum Interceptor Manhole Replacement Studies (Engineering Design & Permitting)
- FCPCC Stage 4 Expansion Project and Odour Control Upgrades Detailed Design

Major upgrades are scheduled for the three larger facilities over the next ten years. Such projects include expansion of the French Creek plant and the provision of secondary treatment at the Nanaimo and Nanoose plants. Construction is underway on the secondary treatment upgrade of the Nanaimo plant. Development cost charge bylaws for all three areas are in place to help pay for future treatment capacity requirements.

### *COMMUNITY SEWER SYSTEMS*

Sewer collection systems are located in Electoral Areas A (Cedar Village), E (Fairwinds/Pacific Shores) and G (French Creek/Barclay Crescent/Surfside). Sewage is conveyed to the Duke Point plant in Electoral Area A, the Nanoose Bay (Fairwinds) treatment plant in Electoral Area E and the French Creek treatment plant in Electoral Area G. The RDN completed an agreement in 2015 to extend sewer services to Snuneymuxw First Nations lands. Sewage from these properties will be conveyed to the Nanaimo plant.

### *LIQUID WASTE MANAGEMENT PLAN*

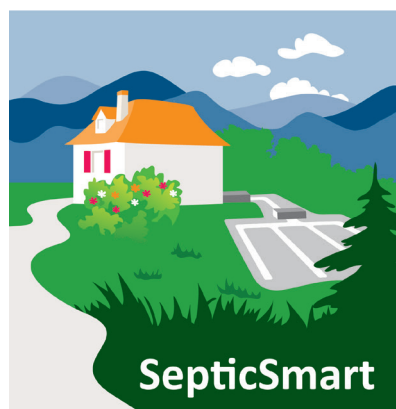
The Minister of Environment approved the RDN's Liquid Waste Management Plan Amendment in October 2014. The plan represents the RDN's long term strategy for wastewater management and treatment. The review involved a broad range of stakeholders who participated in evaluating wastewater treatment options, facility upgrades, regulatory and educational programs, and operational goals. By balancing environmental, economic, operational and social considerations, wastewater management planning contributes to the sustainability and livability of the region. The RDN is now implementing the plan. Secondary treatment upgrades at the Nanaimo (scheduled completion by 2019) and Nanoose (completion by 2023) plants and replacement of the Nanaimo plant outfall (completed in 2016) are among projects embedded in the plan. More information is posted at [www.rdn.bc.ca/liquid-waste-management-plan](http://www.rdn.bc.ca/liquid-waste-management-plan).



## LIQUID WASTE MANAGEMENT PLAN

### *SEPTICSMART*

Private onsite (e.g. septic) systems provide wastewater treatment to properties not connected to community sewer. The SepticSmart education program was launched in 2008 to help residents recognize the importance of monitoring and maintaining their septic systems and to help reduce the number of failing onsite systems in the region. To date, nearly 1,500 residents have attended SepticSmart workshops across the region.



Since 2014, this program has also given residents rebates to help them maintain their septic systems. Get more information at [www.SepticSmart.ca](http://www.SepticSmart.ca).



# \$166,000

REBATES SINCE INCEPTION

## ENVIRONMENTAL MANAGEMENT SYSTEM

Since 2005, the Wastewater Services Department has been ISO 14001 certified for excellence in environmental management. The ISO standard is an internationally recognized protocol that focuses on an integrated systems approach to ensure facilities are operated safely and effectively. To maintain its certification, the department is audited annually for compliance with the ISO 14001 standard.



### BIOSOLIDS

Biosolids are nutrient-rich, humus-like materials that are produced through the wastewater treatment process. The Regional District's wastewater facilities produced approximately **1,340 dry tonnes** of biosolids in 2018. The RDN manages biosolids in a forest fertilization program operated by SYLVIS Environmental which meets the conditions of the Provincial Organic Matter Recycling Regulation. In 2017, the RDN signed a land use agreement with TimberWest and a shared use agreement with the Nanaimo Mountain Bike Club to continue the forest fertilization program. This use of biosolids is economically and environmentally sustainable and provides essential nutrients safely back to the natural environment. Visit [www.rdn.bc.ca/biosolids](http://www.rdn.bc.ca/biosolids) to learn more about our award winning biosolids program.

### SOURCE CONTROL

Source control means reducing the level of contaminants and the amount of wastewater

flowing to the treatment plants. Preventing pollution from entering the treatment systems reduces the frequency and cost of upgrades and improves the quality of effluent and biosolids. Wastewater Services collaborates with other departments and municipalities to enhance source control and protect the health and safety of the environment, the public, the employees, and the integrity of the wastewater collection and treatment infrastructure.



### BENCHMARKING

The Wastewater Services Department participates in the National Water and Wastewater Benchmarking Initiative. This initiative is a partnership of Canadian municipalities and Regional Districts who measure, track and report on the operation of their facilities. Through consultation and workshops, participants identify best practices to continually improve facility performance and cost effectiveness.

## Water Services

### UTILITIES

The Water Services department is comprised of:

- One manager
- Eight provincially - certified (EOCP) water system operators
- One project engineer
- Two engineering technologists/technicians





#### KEY INITIATIVES FOR 2019 INCLUDE:

- Replace West Bay #3 Well in Nanoose Bay.
- Finalize SCADA implementation plan.
- Complete condition assessment and long term capital planning update for all community water systems in the region.
- Complete and commission the Nanoose Bay Peninsula Pump Station.
- Implement a Cross Connection Control Program.
- Install a standby generator at the Nanoose Bay Water Treatment Plant.
- Replace water mains in Nanoose Bay (year 5 of a \$2.6 million program to replace old infrastructure).
- Drill and commission a new groundwater well in Whiskey Creek community water system.
- Update the Water Conservation Plan for RDN's community water systems.

#### DRINKING WATER & WATERSHED PROTECTION

The Drinking Water and Watershed Protection (DWWP) Service ([www.dwwp.ca](http://www.dwwp.ca)) carries out initiatives intended to increase the knowledge base for water resources to help protect surface and ground water resources across the region.



#### HIGHLIGHTS FOR 2018 INCLUDE:

- Completion of a third-party 10-year implementation review of the DWWP Action Plan.
- Analyzed and reported on surface water quality data trends observed over the past 7 years of the Community Watershed Monitoring Network in a comprehensive review that included streamflow, climate and land use.

continued on following page...

#### HIGHLIGHTS FOR 2018 INCLUDE:

- Completion of the UV Disinfection system in the San Pareil community water system
- Replacement of watermains in the Anchor Way area of the Nanoose Peninsula
- Construction underway on the new Nanoose Bay Peninsula Pump station, a critical element of the Englishman River Water Service
- Completion of SCADA planning study for all community water systems
- Reviewed RDN Water Systems progress against the 2013 Water Conservation Plan targets – on track to meet targets across all systems (observed 31% decrease in water use per connection since 2004)

- Offered region-wide rebate programs for rainwater harvesting, well protection, well water testing, efficient outdoor irrigation systems and soil improvements.
- Team WaterSmart provided workshops, field trips, and community displays to assist residents in protecting and conserving our water resources.

#### KEY INITIATIVES FOR 2019 INCLUDE:

- In addition to continuing work in all program areas of education, science and planning support, a major initiative of the DWWP team in 2019 will be to formally update its strategic Action Plan to guide its focus and activities for the next ten years.

### *ARROWSMITH WATER SERVICE (AWS) AND ENGLISHMAN RIVER WATER SERVICE (ERWS)*

The RDN, the City of Parksville, and the Town of Qualicum Beach are members in the AWS joint venture which operates the Arrowsmith Dam in the upper Englishman River watershed. This was established to support the fisheries in the Englishman River and to provide a secure, long-term supply of surface water for the two municipalities, as well as Electoral Areas E (Nanoose Bay) and G (French Creek).



Arrowsmith Water Service Reservoir

Since that time, only the City of Parksville and RDN Electoral Area E (Nanoose Bay) have maintained an interest in utilizing this water source. Currently, the City of Parksville uses this water in the summer, and provides it to the RDN, to augment the groundwater supply in both areas. The turbidity in the water precludes its use at other times during the year. To allow the use of this water on a year-round basis, a second joint venture known as the Englishman River Water Service (ERWS) has been established between the City of Parksville and the RDN (Electoral Area E, Nanoose Bay) to construct a river water intake and water treatment facility at a cost of about \$28 million.

Commissioning of the new facilities is expected in late 2019. This water will flow to Electoral Area E (Nanoose Bay) via the soon-to-be-commissioned Nanoose Bay Peninsula Pump Station.





## Solid Waste Management

Solid Waste plans, policies, programs and facility management are guided by a Provincial Ministry of Environment approved Solid Waste Management Plan (SWMP). The first SWMP was prepared in 1988 and was last amended in 2009. The plan reflects a long term vision of how the Regional District will promote Zero Waste and manage residual waste disposal.



The SWMP was approved by the Regional Board for approval in the third quarter of 2018.

The RDN's current diversion is approximately 68% and a per capita disposal (landfilled) rate of 347 kg per year is one of lowest within the developed nations of the world. The SWMP proposes a further increase in waste diversion with an ambitious target of 90% over the next 10 years. The SWMP is currently with the BC Minister of Environment and Climate Change for approval.



**59,403**  
TONNES DISPOSED



**13,872**  
TONNES DIVERTED  
(RECYCLED, COMPOSTED OR REUSED)

### *POLICY AND INTER-JURISDICTIONAL LIAISON*

Solid Waste Services staff continue to be actively involved with a number of industry based organizations. These include having memberships with, and in some cases sitting on the Boards of, the Recycling Council of BC, the Coast Waste Management Association, Solid Waste Association of North America, the Association of Vancouver Island Coastal Communities, the National Zero Waste Council, and the BC Product Stewardship Council. Involvement with these associations helps to develop and influence policies to improve waste diversion and to increase the effectiveness of local government in sustainably managing solid waste.



**HIGHLIGHTS FOR 2018 INCLUDE:****School Education**

Contract for *Zero Waste Education* for grades K-7 September to December

**Waste Stream Management Licensing**

**15** Licensed Facilities

2 Pending Licenses under review

**Illegal Dumping**

**48 tonnes** of illegally dumped material recovered & disposed

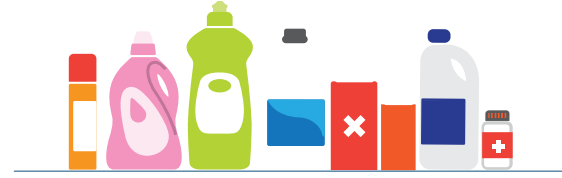
**38** Community Clean Ups

**Curbside Collection**

Service for **28,949 households** for garbage, recycling and organics for all Electoral Areas, Town of Qualicum Beach, City of Parksville, and District of Lantzville

**Zero Waste Communication**

Regular communication with residents on recycling, compost and what goes where via Social Media, the RDN Curbside App, Newsletters and Get Involved

**KEY INITIATIVES FOR 2019 INCLUDE:****Non-Stewarded Household Hazardous Waste**

- RDN will explore options for further expansion of collection of non-stewarded residential household hazardous waste, which may include hosting drop-off events or contracting with a service provider to accept the materials.

**Expanded Construction and Demolition****Waste Management**

- RDN will improve and reintroduce education and communications regarding Construction and Demolition waste in the region.

**New and Updated Solid Waste Bylaws**

- RDN is planning to update the definitions and format of two existing solid waste management bylaws to provide clearer interpretation and allow for stronger enforcement in the future.

Dependent on approval of the SWMP, the RDN will start consultation on new regulatory tools to assist with mandatory waste source separation, waste hauler licensing and disposal levies and reduced tipping fees for licensed haulers.

## Engineering Services

The Engineering Services Department was formed in 2017 within the RCU. The department provides engineering support to Regional and Community Utilities and Transportation and Emergency Services with a focus on project management of major capital projects.

### HIGHLIGHTS FOR 2018 INCLUDE:

- Project management of the construction phase of the Greater Nanaimo Pollution Control Centre Secondary Treatment Upgrade.
- Preliminary Engineering of the French Creek Pollution Control Centre Stage IV Expansion and Odour Control Upgrades.
- Engineering of the Seablush Firewater Tank in Nanoose.

### KEY INITIATIVES FOR 2019 INCLUDE:

- Substantial completion of the Greater Nanaimo Pollution Control Centre Secondary Treatment Upgrade.
- Chase River Forcemain Replacement Engineering and Construction.
- Detailed Engineering of the French Creek Pollution Control Centre Stage IV Expansion and Odour Control Upgrades.
- Process selection for the Nanoose Bay Pollution Control Centre Upgrade to Secondary Treatment.
- Bay Avenue Pump Station Upgrade Detailed Engineering.
- Preliminary Engineering for the Generator and Odour Control Upgrade at the Wellington Pump Station.
- Preliminary Engineering for the Generator and UV Disinfection System Upgrade at the Duke Point Pollution Control Centre.

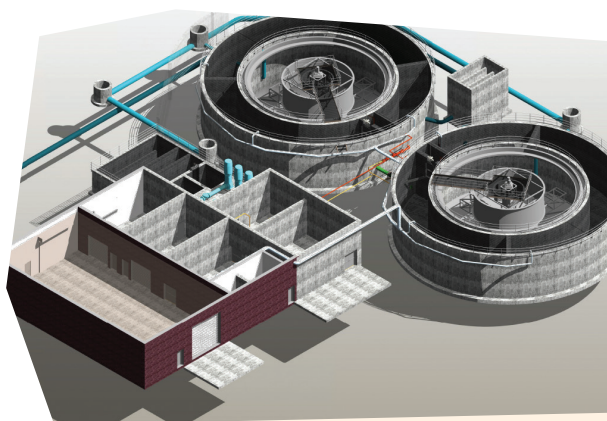
### COLLABORATIVE PROJECTS:

#### Chase River Forcemain Replacement

As the Chase River forcemain replacement is located beneath a section of Haliburton street, requiring excavation of the roadway, an opportunity was identified to partner with the City of Nanaimo (CoN) to coordinate CoN watermain replacement and road upgrades along this stretch of Haliburton Street. Combining these activities into one coordinated construction project allows the RDN and CoN to reduce overall cost and disruption to the taxpayer by coordinating engineering, procurement and construction resources.

#### French Creek Odour Mapping Project

In order to increase our understanding of the sources of odours and the dispersion in the French Creek area, the RDN has partnered with the Vancouver Island University's Applied Environmental Research Laboratories to identify sources and map the distribution of odorous compounds in the French Creek area. This data will be collected utilizing VIU's state of the art Mobile Mass Spectrometry Laboratory. Information from this study will assist with the engineering of the upgrade to the odour control system at the French Creek Pollution Control Centre.



French Creek Pollution Control  
Centre Stage IV Upgrade





# Recreation & Parks

**Tom Osborne**, General Manager  
**Dean Banman**, Manager, Recreation Services  
**Wendy Marshall**, Manager, Parks Services

maintenance and operations of municipal sports fields. The Regional District staff schedule sports field use on behalf of School District 68 (Qualicum), City of Parksville and Town of Qualicum Beach.

The **Recreation and Parks Department** is responsible for creating and coordinating recreation programs, operating recreation facilities, and acquiring, managing and planning the development of regional and community park lands. The members of the Regional District collaborate in a variety of creative ways to provide their residents with high quality recreational opportunities. The Regional District owns and operates two recreation facilities: **Oceanside Place**, a multiplex/twin sheet arena located in Parksville, and the **Ravensong Aquatic Centre** in Qualicum Beach. Both facilities provide residents with high quality amenities to utilize in the important pursuit of active and healthy living. The four northern Electoral Areas also contribute funding to the





## Recreation Services

The Oceanside Recreation Services Division provides the majority of recreation programs for all ages in areas such as summer programming, after school drop-in gym times, adult programs, participation in community special events, preschool and child recreation opportunities as well as youth programming in the area. The division also supplements additional community recreation programming in Electoral Areas F and H.

Through Recreation Services, the RDN provides funding to the Gabriola Recreation Society for their management of recreation opportunities on Gabriola Island. In Electoral Area A (Cedar/Yellow Point/Cassidy), grant funding opportunities and the ownership of the Cedar Heritage Centre are coordinated through the Electoral Area's Parks, Recreation and Culture Commission.

Residents in Electoral Areas A and B also fund local southern recreation services specific to their communities. Additionally, they participate in funding with Electoral Area C and the District of Lantzville for regionally significant recreation facilities and sports fields located in the City of Nanaimo.

The department continues to pay particular attention to youth leadership development, assisting people with disabilities and families with lower incomes in attaining healthy active lifestyles.

### HIGHLIGHTS IN 2018 INCLUDE:

The 2019 - 2029 Oceanside Recreation Services Master Plan was completed and approved as a guiding document by the RDN Board. The Master Plan will provide guidance in the RDN's role and responsibilities in recreation services and approaches to recreation infrastructure for the communities of Oceanside.

7,300

REGISTRATIONS FOR  
ADULT, YOUTH, CHILDREN &  
PRESCHOOL PROGRAMS

300

PROGRAM OPPORTUNITIES

28,000

TOTAL ATTENDANCE FOR  
RECREATION PROGRAMS

FINANCIAL ASSISTANCE  
PROGRAM PROVIDED 170  
HOUSEHOLDS CLOSE TO

\$31,000

IN FREE ACCESS TO RDN  
RECREATION SERVICES &

925

HOURS OF SUPPORT FOR  
INCLUSION SERVICES

45 COMMUNITY RECREATION  
PROJECTS SUPPORTED WITH OVER

\$67,000

IN GRANT FUNDING

21,000

HOURS OF SPORTS FIELD &  
COURT BOOKINGS

**KEY INITIATIVES IN 2019 INCLUDE:**

- Completion of the design and feasibility report on the Meadowood Community Recreation Centre construction.
- Advancement of projects identified in the Oceanside Recreation Services Master Plan and prioritized by the Oceanside Services Committee and RDN Board.
- Completion of over one million dollars in infrastructure projects at Oceanside Place and Ravensong Aquatic Centre.
- Completion of a recreation opportunities assessment for older adults.
- Review and update on the fees and charges bylaws for Oceanside Place and Ravensong Aquatic Centre.

## Ravensong Aquatic Centre

Ravensong Aquatic Centre is located next to the Civic Centre in the Town of Qualicum Beach. The swimming pool was constructed in 1994/1995 and underwent a major exterior retrofit and equipment upgrade in 2010/2011.

### Ravensong Aquatic Centre 2018 Usage



100,100

ATTENDANCE AT  
PUBLIC SESSIONS

20,500

ATTENDANCE AT  
PROGRAMS

## Oceanside Place

The multiplex arena facility opened in 2003 and is attached to Wembley Centre at the north end of the City of Parksville on Highway 19A.

Oceanside Place houses two NHL regulation sized ice sheets named after local hockey hero Howie Meeker and ice skating athlete Victor Kraatz. One of the more unique aspects of the facility is the circular ice sheet/multi-use dry floor space named Oceanside Pond. Oceanside Place, with its three ice sheets/dry floor multi-use space and open-air atmosphere, is a popular attraction for residents of Oceanside as well as visitors to the area. The facility hosts many special community events such as high school graduation ceremonies, home shows, large sport competitions and trade shows to name a few. Multipurpose rooms, a meeting room, a concession, skate shop and the main office for the Recreation Services section of the department are all centrally located at Oceanside Place.

### Oceanside Place 2018 Usage

8,000+

HOURS OF  
FACILITY USAGE

19,800

ATTENDANCE AT  
PUBLIC SESSIONS



## Community Parks

Each Electoral Area supports the purchase, development and maintenance of neighbourhood parks through an individual Community Parks budget. The Regional District obtains much of its neighbourhood parkland through dedications during the subdivision approval process but it may also accept cash in lieu and purchase land that is desirable to the community.



Huxley Community Park (Electoral Area B)  
opening ceremony

**202** COMMUNITY PARKS

**748** HECTARES OF LAND  
(MOST OF THEM IN  
A NATURAL STATE)

In recent years, some community parks have been developed to a higher level including:

- Cedar Skatepark (Electoral Area A),
- Huxley Park (Electoral Area B),
- Extension Miners Park (Electoral Area C),
- Meadow Drive Park (Electoral Area C),
- Meadowood Way (Electoral Area F), and
- Henry Morgan Community Park (Electoral Area H).

Other popular community parks include Rollo McClay sports field and Joyce Lockwood on Gabriola Island, Brickyard (Electoral Area E), and Errington Park (Electoral Area F).

### HIGHLIGHTS FOR 2018 INCLUDE:

- Parkland increased in Electoral Area B due to a density exchange that resulted in 136.8 ha of new community parkland for Gabriola. The lands are adjacent to the 707 Community Park and Coats Marsh Regional Park.

- The first phase of construction at Dunsmuir Community Park (Electoral Area H) was completed. This included a new sports court for basketball, pickle ball and ball hockey, regrading and draining the site and a new parking lot.
- The upgrade at Driftwood Beach Access was completed (Electoral Area A) and included a trail and set of stairs to the beach.
- The concept design for the Errington Community Park (Electoral Area F) was undertaken and open houses held for community input.
- Goats were used at Blue Water Community Park (Electoral Area G) to clear invasive plants.





**KEY INITIATIVES IN 2019 INCLUDE:**

- Village Way Planning (Electoral Area B)
- Little Qualicum Hall Upgrades (Electoral Area G)
- Planning for Jack Bagley (Electoral Area E)
- Planning and development of Stone Lake (Electoral Area E)
- Planning for Rivers Edge Play Space (Electoral Area G)



Dunsmuir Community Park  
(Electoral Area H)

## Regional Park & Trails

Since 2005, the Regional Parks and Trails plan has guided the acquisition and operation of regional park lands. The Regional Parks and Trails Select Committee will review the 2005 plan in 2019/2020 and then advise the Regional Board on updates that reflect where we have been and our aspirations for parks and trails in the future.

2,072

HECTARES OF LAND  
REGIONAL PARKS &  
TRAILS SYSTEM

78

KILOMETRES  
OF TRAILS

Our trail network includes a portion of the Trans Canada Trail south of the City of Nanaimo, the Morden Colliery Regional Trail in Electoral Area A, the Top Bridge Trail on the outskirts of the City of Parksville, the historic Arrowsmith CPR Trail in Electoral Areas C and F, the Lighthouse Country Trail in Electoral Area H and the Coombs to Parksville Rail Trail.

The Regional Parks system includes 12 parks, two of which are campgrounds (one at Horne Lake in Electoral Area H and a second at Descanso Bay on Gabriola Island).

**HIGHLIGHTS FOR 2018 INCLUDE:**

- Planning was completed for the Mount Benson parking lot and the project tendered. Construction will be complete by June 2019.
- A new parking lot and trail connection was completed at Timberlands Road for The Great Trail (formerly the TransCanada Trail). Grant funding in the amount of \$30,000 was received from the Rural Dividends Program for this project.
- At Benson Creek Falls, plans were finalized for facilities to access the falls and for a crossing over Benson Creek.
- Plans were completed for a bridge replacement over the river in Little Qualicum River Regional Park with construction planned for 2020.
- Agricultural Land Commission approval was received for the proposed bridge crossing at Nanaimo River along the Morden Colliery Regional Trail. Detailed planning and additional approvals are needed before construction can begin.
- The cabin at Coats Marsh Regional Park was removed and the area left to revert to meadow.



Moorecroft Regional Park

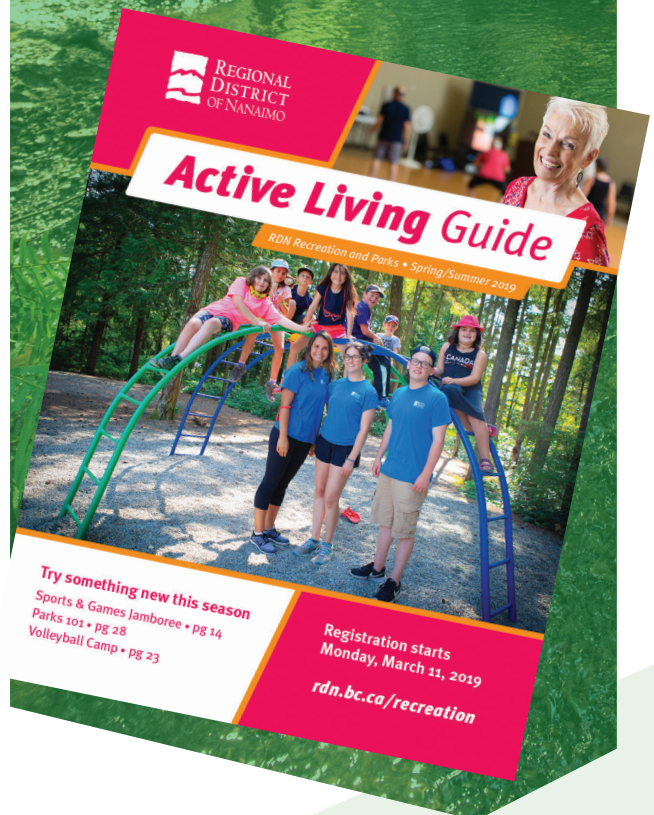
**KEY INITIATIVES IN 2019 INCLUDE:**

- Initiation of the Parks and Trails Strategic Plan
- Construction of the parking lot for Mount Benson
- Design and approvals for the Nanaimo River Bridge for the Morden Colliery Trail
- Waterline installation at Moorecroft Regional Park

Parks are acquired and financed in many ways. Over the years, the Regional District has partnered with The Nature Trust of BC, Ducks Unlimited and the Nanaimo Area Land Trust, as well as secured Provincial land grants and dedications of land under development proposals.



Mount Benson Regional Park new parking lot construction project







TRANSIT & EMERGENCY

# Transit & Emergency

**Daniel Pearce**, Director  
**Darren Marshall**, Manager, Transit Operations  
**Catherine Morrison**, Manager, Emergency Services

forest fires, or other catastrophes that could impact residents. The Department also oversees the Fire Services function which is primarily responsible for fire and rescue services in the region.

The **Transportation and Emergency Services Department** oversees a variety of transit options available to residents and administrates the emergency services and programs that keep people safe.

**Transportation Services** is responsible for the planning and delivery of conventional and custom (handyDART) transit within the Regional District of Nanaimo.

**Emergency Services** oversees the Emergency Program that makes provisions for the community in the event of any emergency such as flooding,





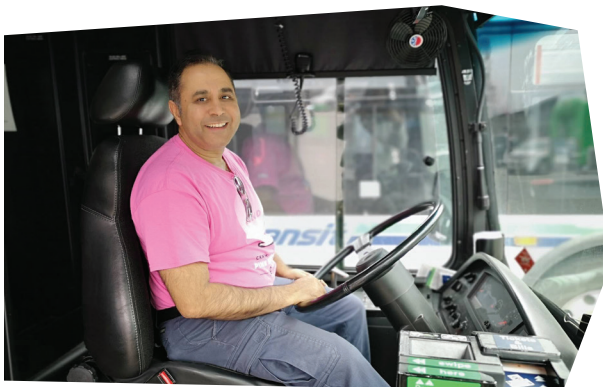
## Transportation Services

Transit services are paid for by taxpayers in the City of Nanaimo, the District of Lantzville, the City of Parksville, the Town of Qualicum Beach, and Electoral Areas A, E, G and H.

Electoral Areas B, C and F do not currently have conventional transit service within their areas and, as a result, do not contribute through property taxes for conventional transit service – however, residents in those areas can access the transit system by commuting to a nearby centre. Electoral Area B maintains a localized community bus service.

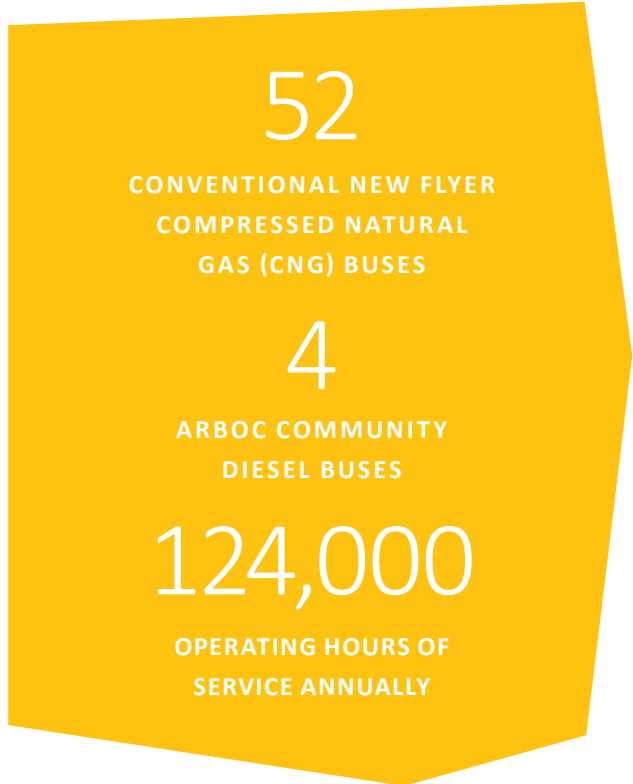
Funding for transportation services comes from a combination of local property taxes, transit fares and partnership funding from BC Transit. While the funding of transit services is complex, the service itself is seamlessly integrated, providing connections to get people to work, educational institutions, medical appointments and recreational facilities between Deep Bay and Cedar.

In 2014, the Transit department, in conjunction with BC Transit, completed a 25-year Transit plan titled the ‘RDN Transit Future Plan’ which prioritizes transit investments and provides an implementation strategy to transform today’s network into the envisioned future network. The plan forecasts that a fleet of 160 buses and 400,000 service hours will be required to operate transit services by 2039.



### CONVENTIONAL TRANSIT

#### THE RDN TRANSIT SYSTEM OPERATES AND MAINTAINS:



Conventional transit service runs seven (7) days per week from 6:00 am to 12:00 am on weekdays with modified hours on weekends and statutory holidays. In 2018, the system provided an estimated **3.1 million rides** – the projection for 2019 is **3.3 million rides**.

#### HIGHLIGHTS FROM 2018 INCLUDE:

- NextRide, real time bus locator, uses Automatic Vehicle Location (AVL).
- Attendance at over 12 public events.
- How to ride the bus training for seniors and students.
- Hosted the BC Transit Annual Conference in Parksville.
- Poetry in Transit in partnership with the City of Nanaimo.

- South Nanaimo Local Area Service Plan provided seven public engagement sessions and an online survey to hear from the public on the proposed service changes.
- Implemented five (5) Road Support Agents who respond to on-road incidents and provide assistance to transit drivers and passengers.
- In partnership with BC Transit and the City of Nanaimo, the RDN applied for grant funding to upgrade three exchanges in Nanaimo, i.e., North Nanaimo, Country Club and Downtown Nanaimo Exchanges.



#### KEY INITIATIVES FOR 2019 INCLUDE:

- In January 2019, the conventional transit system implemented an expansion of **5,000 annual service hours to Route #40 VIU Express**. This expansion will assist in accommodating the high volume of ridership currently experienced on the #40 VIU Express. This route serves as a major run for residents, students and visitors to VIU and major destinations within Nanaimo.
- The South Nanaimo Local Area Transit Plan is expected to be completed by summer 2019. This plan will outline southern transit priorities for the next seven (7) years.
- The North RDN Transit Plan will be initiated in the fall of 2019. Public engagements will review the northern route structures, frequencies, infrastructure and community plans to align the next seven (7) years with

the Transit Future Plan and area growth and development.

- In partnership with BC Transit and with funding from the Federal Government, we will be seeking proposals to replace the current GFI Fareboxes to add Fare Payment Technology. This new technology will allow customers the option to pay with cash, mag-stripe (swipe) or NFC (tap with a mobile device).

The importance of linking Vancouver Island communities together by inter-regional transit, as well as other modes of transportation, is crucial for Vancouver Island's economic growth. The RDN put forward a resolution to the AVICC requesting that the Province create a Vancouver Island Master Transportation Plan that includes inter-regional transit solutions. This resolution was endorsed by AVICC and will be included in the UBCM requested resolutions at the annual 2019 conference.



**CUSTOM TRANSIT (HANDYDART)**

The Custom Transit service has a fleet of 14 ARBOC low floor accessible light duty buses offering maximum flexibility to persons with disabilities.

68,000

RIDES

(2019 IS PROJECTED AT 69,000 RIDES)

25,317

HOURS OF SERVICE

In the region, 90% of custom transit hours are provided to customers who live in the City of Nanaimo, District of Lantzville and Electoral Areas A (Cedar) and C (Pleasant Valley). Custom transit is also provided for residents in Electoral Areas G (French Creek), E (Nanoose), City of Parksville and Town of Qualicum Beach. Custom transit service is available on Saturdays and Sundays in the southern part of the region – mainly within the City of Nanaimo.

**HIGHLIGHTS FROM 2018 INCLUDE:**

- Staff undertook public consultations to highlight the availability of the Custom Transit service. Specifically, staff went to group homes, not-for-profits and businesses throughout the RDN, Nanaimo, Parksville and Lantzville promoting Custom Transit. This public engagement process resulted in the addition of weekday evening service for handyDART.

**KEY INITIATIVES FOR 2019 INCLUDE:**

- Implement the Custom Cancellation Policy.
- Review the revised Custom Transit Policy.
- Internal review of dispatch software to create further efficiencies.



**Emergency Services**

RDN Emergency Services primarily supports two key areas of responsibility for the region including the Emergency Program and Fire Services.

**EMERGENCY PROGRAM**

The Regional District of Nanaimo’s Emergency Program focuses on developing and implementing emergency management strategies and practices for mitigation, preparedness, response, and recovery from emergencies and disasters that impact residents and communities in the region. The program promotes awareness and training in emergency preparedness for the RDN as an organization, training and coordination of emergency program volunteers, and promoting personal, neighbourhood and organizational emergency preparedness throughout the Regional District of Nanaimo.





**HIGHLIGHTS FROM 2018 INCLUDE:**

- The development of a mobile Emergency Support Services (ESS) trailer that can be setup anywhere to support residents displaced from their homes.
- Enhancements to the RDN Emergency Operations Centre readiness with additions to our communications, GIS, and field reporting capabilities.
- The National Disaster Mitigation Program (NDMP) regional flood risk assessment project to enable future mitigation measures.
- Public education activities including the Emergency Preparedness Expo, Emergency Preparedness Week, Farmers Markets, community displays and other events.
- The creation of a Neighbourhood Emergency Preparedness Program (NEPP) handbook, Get Involved RDN page as well as facilitated workshops and meetings to encourage NEPP engagement.
- Promotion of the Connect Rocket Emergency Notification System with a growth of 500% from 2017.
- EOC training and exercises for staff including Policy Group training and table top exercises.
- Renewed agreements with Reception Centre sites and livestock sheltering sites to support preparedness, response and recovery efforts during an emergency or disaster.
- Recruitment, training and appreciation events for ESS and Emergency Communication Team volunteers.



### EMERGENCY NOTIFICATION SYSTEM



In 2019, the Emergency Program will be focusing on a number of projects in addition to its ongoing emergency preparedness programs, including:

- Emergency Plan and Emergency Measures bylaw review and update.
- Evacuation Route Planning for Area E, Snaw-Naw-As First Nations and the District of Lantzville.
- FireSmart training for Fire Department members and residents including FireSmart home assessments.
- EOC activation readiness with training and exercises and the addition of an Emergency Communications Trailer.
- Community outreach with the emergency preparedness expo, preparedness events, social media and public engagement platforms.
- Continuous improvement of generator maintenance and installation program for reception centres and business continuity.
- ESS development and recruitment including emergency supplier agreements.
- Applying for UBCM Community Emergency Preparedness Fund grants to support updates to the Community Wildfire Preparedness Plans.

As part of the Emergency Program and in collaboration with Transportation Services, an additional area of responsibility includes the management of two wharves on Gabriola Island for use by first responders for medical evacuations and other related needs. One of these wharves is situated in Descanso Bay adjacent to the ferry terminal and the other is Green's Landing Wharf, which is a vital emergency and transportation link with Mudge Island.

## FIRE SERVICES

The Regional District is primarily responsible for fire and rescue services provided by six volunteer fire departments, including:

Extension	Electoral Area C
Nanoose Bay	Electoral Areas E, F, G
Errington	Electoral Areas F, G
Coombs-Hilliers	Electoral Area F
Dashwood	Electoral Areas F, G, H
Bow Horn Bay	Electoral Area H

The Regional District also maintains fire protection agreements with the City of Nanaimo for East Wellington/Pleasant Valley (Electoral Area C), the City of Parksville and Town of Qualicum Beach for French Creek/San Pareil (Electoral Area G) and the Cranberry Fire District for Cassidy/Spruston/Timberlands Road (Electoral Areas A and C).



The volunteer fire departments within the RDN's jurisdiction continue to be operated through agreements with local societies for the fire service area. The societies manage the operation of the fire department and work with the RDN on maintaining and updating buildings and equipment when needed.

In 2016, the Regional District completed a review of rural fire service delivery. The review identified numerous recommendations to improve the RDN's management of fire services within the region.

Most fire service areas do not have fire hydrants and depend on tankers and above ground water tank installations to supply water for fire suppression. Mutual Aid and Automatic Aid Agreements provide cross-jurisdictional support for additional equipment and water resources when needed. In some areas, when water can be supplied to a certain capacity, the fire departments have Superior Shuttle Tender certification, benefitting residents through enabling lower fire insurance rates similar to if hydrants were available nearby.

Regulatory requirements for training and safety standards within the fire service have dramatically grown in recent years. These changes have placed increasing responsibility upon the fire departments, local societies, and the RDN to effectively resource and manage fire services. As a result, costs associated with fire services have increased for all departments in the region, like the majority of fire departments across the province. In late 2016, the RDN added a full-time Fire Services Coordinator to assist and support the RDN Volunteer Fire Departments in these responsibilities and to implement the recommendations of the Fire Services review.



**HIGHLIGHTS FROM 2018 INCLUDE:**

- Formalized regular Regional Fire Chiefs meetings.
- Completion of standardized Operational Guidelines for the six (6) RDN Fire Departments.
- Identification of sites for alternate water sources to areas of Nanoose Bay.
- Commenced the project to replace the Coombs Fire Department water tank.
- Finalized the RDN Fire Department Operational Health & Safety program that meets regulatory requirements.
- Coordinated with local fire departments regarding purchasing new fire trucks.
- Coordinated with several fire departments for capital planning for future fire hall upgrades.
- Complete phase two of the Coombs water tank replacement which includes upgrades to the main electrical system.
- Collaborate with Strategic Planning with respect to Wildfire Urban Interface mitigation planning.
- Review the implications of the new Fire Safety Act and develop a process to comply with new requirements.
- Review options to standardize Fire Department member compensation.
- Develop recruitment, retention and recognition program for Fire Department volunteers.

**KEY INITIATIVES FOR 2019 INCLUDE:**

- Installation of a water storage tank in Nanoose Bay and identification of future sites with a review of options to fund and streamline water tank installations.
- Continue the project with the Dashwood Fire Department for the replacement of the Dashwood main fire hall.
- Support the project to develop a long-range plan for governance, structure and administration of the RDN Fire Services.







# Strategic & Community Development

**Geoff Garbutt**, General Manager  
**Paul Thompson**, Manager, Current Planning  
**Kim Fowler**, Manager, Long Range Planning, Energy and Sustainability

**Tom Armet**, Manager, Building and Bylaw Services  
**Chris Midgley**, Manager, Strategic Initiatives and Asset Management

The **Strategic and Community Development Department** oversees a range of functions that ensure both short and long-term development occurs responsibly and consistently within the Regional District of Nanaimo.

**Current Planning** is responsible for the review and processing of all development related applications within six of the Electoral Areas (A, C, E, F, G and H) and provides advice to the Board and its committees with respect to planning related issues. Planning and development for Electoral Area B is overseen by the Islands Trust. The department responds to inquiries from the general public, external agencies and developers regarding application and evaluation processes, policies and procedures. Current Planning also provides advice and administrative support to the Board of Variance and the Agricultural Advisory Committee.

**Long Range Planning** coordinates the review and implementation of Official Community Plans for the Electoral Areas and the Regional Growth Strategy, which

is the guiding master planning document for the whole Regional District. Long Range Planning also coordinates community and corporate sustainability initiatives.

**Building and Bylaw Services** supports and enhances the high quality of life enjoyed by residents of the RDN. **Building Inspection** advises on the issuing of building permits and inspects construction within the Electoral Areas of the Regional District. The department also provides building permit and inspection services under contract to the District of Lantzville. **Bylaw Services** staff respond to noise, nuisance and a range of land use complaints as well as concerns regarding dangerous dogs at large in the Electoral Areas and the District of Lantzville.

**Strategic Initiatives** is comprised of three key functions: Strategic Initiatives, Intergovernmental Liaison and Asset Management. These areas govern corporate strategic planning both internally and with external agencies and First Nations, and ensure the organized planning, maintenance, and replacement of the region's asset base.

DEVELOPMENT

## Current Planning

In 2018, the department processed the following development applications:

### REZONING/OCP

12	10
2018	2017

### DEVELOPMENT PERMIT/VARIANCE

95	104
2018	2017

### BOARD OF VARIANCE APPEAL

17	16
2018	2017

### AGRICULTURAL LAND RESERVE

11	5
2018	2017

### SUBDIVISION

29	25
2018	2017

### LIQUOR / CANNABIS LICENSE

5
2018

The department continues to provide accurate information in a timely manner to the Board and the general public and to complete applications within established processing timelines.

#### KEY INITIATIVES IN 2019 INCLUDE:

- Subdivision Servicing Bylaw review.
- Targeted Bylaw 500 review.
- Sign Bylaw review.

## Long Range Planning

The Regional Growth Strategy (RGS) contains the vision for maintaining the region's quality of life and includes goals and policies regarding where to encourage urban development and at the same time protect the natural environment. The most recent version of the RGS is found in Bylaw No. 1615, which was adopted by the Regional Board in November 2011.

#### HIGHLIGHTS FOR 2018 INCLUDE:

- Annual progress report on RGS implementation.
- Completion of development permit area consolidation and streamlining project.
- Participation in the Oceanside Health and Wellness Network.
- Completion of publication of resources on housing and agriculture.
- Completion of Phase 1 of Coastal Floodplain Maps.

#### KEY INITIATIVES OVER THE NEXT THREE YEARS INCLUDE:

- Initiating a review of the Regional Growth Strategy.
- Continue to assist coastal communities in preparing for changing sea levels.
- Initiating a review of the Electoral Area F OCP.
- Advancing housing affordability in the region.

## ENERGY AND SUSTAINABILITY

Energy and Sustainability transitioned into the responsibilities of Long Range Planning in 2016. The role is to coordinate initiatives that enhance community and corporate sustainability by taking strategic approaches to climate change, energy management and community self-sufficiency.

### HIGHLIGHTS FOR 2018 INCLUDE:

- Continued delivery of the successful green building incentive program and workshop series, with **\$36,600 in incentives** provided to residents over the course of the year.
- Hosted two BC Energy Step Code events for local government staff and elected officials.

### KEY INITIATIVES IN 2019 INCLUDE:

- Support transition to the BC Energy Step Code.
- Continued delivery of the green building incentive program and workshop series.



## ECONOMIC DEVELOPMENT

In 2017, the Regional District of Nanaimo entered into an agreement with the Gabriola Island Chamber of Commerce to provide Economic Development for Electoral Area B. The agreement provides \$65,000 per year to the Chamber and runs until March 31, 2020.

The District 69 members administer the Northern Community Economic Development Program, allocating \$50,000 in 2018 toward economic development projects in Electoral Areas E, F, G and H, and the communities of Parksville and Qualicum Beach.

Projects and organizations supported through the Northern Community Economic Development program in 2018 were:

- Familiarization Tour - Lighthouse Country Business Association.
- Deep Bay Info Booth - Lighthouse Country Business Association.
- Social Media Ninja - Qualicum Beach Chamber of Commerce.
- Brant Viewing Platform - Qualicum Beach Streamkeepers Society.
- Mid Island Tech Forum Strategy - Parksville and District Chamber of Commerce.
- Local Entrepreneurship Accelerator Program - Community Futures Central Island.
- Tech Savvy Talk & Leaders Roundtable - Innovation Island Technology Association.
- Blade Runners - Central Vancouver Island Job Opportunities Building Society.

### KEY INITIATIVES IN 2019 INCLUDE:

- Continued administration of Northern and Southern Economic Development Services.
- Review possibility of creating a regional economic development service.





## Building & Bylaw Services

### *BUILDING INSPECTION*



Construction in the Regional District's Electoral Areas consists mostly of single-family dwellings, with a small number of multi-family, commercial and industrial projects.

The development climate continued to be quite robust in 2018.

# 857

**BUILDING PERMIT APPLICATIONS**

21% INCREASE FROM 2017

# \$129.8M

**CONSTRUCTION VALUE  
OF PERMITS**

7% INCREASE FROM 2017

# \$1.7M

**IN PERMIT REVENUES**

#### KEY INITIATIVES IN 2019 INCLUDE:

- Public roll out of On-Line Portal for building permit applications and inspection scheduling.
- Building Bylaw review.
- Enhancement of internal permit approval processes utilizing electronic plans reviews.

The department's web page provides information on permit requirements, owner-builder links, zoning and related information that assists in streamlining the permit application process. The public can also access building permit statistics online and submit some documents by email, reducing the need to mail or personally deliver permit documentation.

### *BYLAW ENFORCEMENT*

The investigation of Regional District bylaw contraventions can be complex and often requires staff to assume a coordinating role with other agencies such as the RCMP, Agricultural Land Commission, and Federal Fisheries and Conservation Officers. To promote positive working relationships with these agencies, Bylaw Enforcement staff regularly participate in inter-agency training and meetings. Bylaw Enforcement staff also provide support to the Regional District's Emergency Program.

Bylaw Enforcement complaints continue to increase year after year, keeping Bylaw Enforcement officers busy with sometimes complicated and time consuming investigations.

#### KEY INITIATIVES IN 2019 INCLUDE:

- Introduction of Bylaw Notice ticketing bylaw.
- Implementation of a Bylaw Dispute Adjudications System.
- Overall bylaw enforcement services review.

The Bylaw Services component of the Regional District's website includes comprehensive information on Regional District regulations and allows the public to submit complaints online.

75%

INCREASE IN REPORTING OF  
BYLAW COMPLAINT ISSUES OVER  
THE PAST 5 YEARS

560

INDIVIDUAL COMPLAINTS  
INVESTIGATED

WORK CONTINUES ON THE  
IMPLEMENTATION OF A  
BYLAW DISPUTE  
ADJUDICATIONS SYSTEM.



## Strategic Initiatives and Asset Management

The Strategic Initiatives Department is comprised of three key functions: Strategic Initiatives, Intergovernmental Liaison and Asset Management. The purpose of the department is to develop, coordinate and implement plans, policies and programs associated with corporate strategic planning, operational monitoring and reporting, organizational development, corporate asset management, and intergovernmental relations, including First Nations engagement.

### *STRATEGIC INITIATIVES*

#### HIGHLIGHTS FROM 2018 INCLUDE:

- Completed the RDN's Annual Operational Report, which links annual departmental work plans and the 5-year Financial Plan with the Board Strategic Plan.
- Coordinated the annual review and update of the Board Strategic Plan.
- Continued an ongoing Organizational Development program with sessions focused on communication, leadership and innovation.

#### KEY INITIATIVES IN 2019 INCLUDE:

- Adoption of a new Board Strategic Plan, following the election of a largely new RDN Board of Directors.
- Completion of a new Annual Operational Report aligning the 2019 work program to a new Strategic Plan.

### *INTERGOVERNMENTAL LIAISON*

The Intergovernmental Liaison function assists RDN Staff and Directors with coordination of their activities with external governments and agencies and First Nations.

#### HIGHLIGHTS FROM 2018 INCLUDE:

- Unveiled four art pieces in the RDN Main Administration Building as part of Coastal First Nations Art Project.
- Supported Board involvement in AVICC, UBCM and FCM conferences.
- Coordinated ministerial meetings with Ministers and senior bureaucrats within the Provincial Government.
- Assisted staff across the organization with First Nations engagement activities.

#### KEY INITIATIVES IN 2019 INCLUDE:

- Advancing Protocol, Cooperation, and Servicing Agreements with Qualicum, Snaw-Naw-As and Snuneymuxw First Nations.

continued on following page...



- Supporting departmental engagement with First Nations.
- Completion of a multi-year First Nations Engagement Strategy oriented around the Truth and Reconciliation Commission's Calls to Action.
- Facilitating dialogue between RDN Directors and Provincial ministries, particularly the Ministry of Transportation and Infrastructure.

- Established a common condition assessment regime for the organization.

#### KEY INITIATIVE FOR 2019:

- Initiate a major, provincially funded Replacement Cost Study for RDN assets.

### ASSET MANAGEMENT

The objective of the RDN's Corporate Asset Management Program is to establish consistent organization-wide practices for planning, managing and replacing infrastructure assets to ensure ongoing and effective service delivery, employing a full lifecycle approach.

#### HIGHLIGHTS FOR 2018 INCLUDE:

- Completion of the RDN's first organization-wide asset management review and implementation report, outlining the full replacement value and projected replacement dates of infrastructure assets for all relevant services in the RDN.
- A comparison of annual capital investment to annual lifecycle replacement costs on a service-by-service basis.



2019

## Asset Management Review and Implementation Report

Version 2019.01  
March 7, 2019







# Corporate Services

**Delcy Wells**, General Manager  
**Jeannie Bradburne**, Director, Finance  
**Jacquie Hill**, Manager, Administrative Services  
**Gary Jurasek**, Manager, Information Services  
**Jim Tait**, Manager, Human Resources  
**Christina Gray/Lisa Moilanen**,  
Communications Coordinator

The Corporate Services Department liaises with citizens, external agencies, staff of the member municipalities and other Regional District staff to strengthen and support the regional federation. Corporate Services is often the first point of contact for citizens seeking information and assistance from the Regional District.

Corporate Services is one of the most diverse service departments in the Regional District. It oversees and coordinates the legislative business of the Regional District and ensures the efficient functioning of the district offices via each of these service areas:

- Administrative Services
- Corporate Communications
- Human Resources
- Information Technology
- Geographic Information Services
- Finance

CORPORATE



## Administrative Services

Administrative Services provides general support to the Board, oversees preparation of Board and Committee agendas and minutes, manages all aspects of referendums, elector approval and general elections, and coordinates records management including bylaws and agreements. Administrative Services also processes applications for Special Event Permits and requests made under the Freedom of Information and Protection of Privacy Act.

### HIGHLIGHTS FROM 2018 INCLUDE:

- Completed the implementation of cloud-based meeting management software across the organization. This automates and streamlines the complete meeting cycle and enables 'paperless' meetings and agendas.
- Public resources regarding Freedom of Information requests were developed and enhanced. This included the provision of a comprehensive list of records that are routinely accessible without a formal request which is available on the Regional District website to inform and assist the public.
- Conducted a petition process to extend the boundaries of the Dashwood Fire Protection Service Area to include additional properties.
- Conducted the 2018 general local elections.



### KEY INITIATIVES FOR 2019 INCLUDE:

- Conducting an Alternative Approval Process to obtain elector approval for the Dashwood Fire Hall Service Establishment and Loan Authorization Bylaws for construction of a new Fire Hall.
- Conducting a petition process for expansion of the San Pareil Water Service Area and related capital borrowing for those petitioning to join the service.
- Conducting a petition process to extend the boundaries of the Bow Horn Bay Fire Protection Service Area to include additional properties.

## Corporate Communications

The Communications Department develops and supports communications strategies and oversees production of corporate publications and news releases. Communications also manages consistent use of the RDN brand, oversees the effective use and continuous growth of web based tools including all RDN social media, online engagement platforms and the intranet. Communications is the key liaison with local media and works closely with communications staff at other levels of government and partner agencies.

### HIGHLIGHTS FROM 2018 INCLUDE:

- Improved, consistent use of social media to share information with residents, particularly during active Emergency Operations Centres.



- Published monthly newspaper ads in three local papers to share timely and relevant information on RDN projects, initiatives and community events.

- Created consistent branded advertising templates for staff to use for all newspaper ads to assist residents in learning more about RDN projects and initiatives.
- Continued growth and use of Get Involved RDN, <https://www.getinvolved.rdn.ca/> an online engagement tool to complement in-person engagement opportunities, in a continued effort to share information with residents.

**KEY INITIATIVES FOR 2019 INCLUDE:**

- Hiring of an Engagement Coordinator to provide additional support to staff on community engagement, social media and internal engagement.
- Revision of the communication and engagement policies and development of an engagement strategy/workbook to ensure consistent understanding, expectations and use.

## Human Resources

The Human Resources team is responsible for providing innovative and progressive HR leadership in a manner that positively influences the engagement, development and productivity of our employees across the organization. Targeted service areas include recruitment and selection, labour relations, health, safety and wellness, corporate training and compensation and benefits.

**HIGHLIGHTS FROM 2018 INCLUDE:**

- Successfully negotiated a new 3-year contract with CUPE to ensure the continuation of effective service delivery for the community.
- Provided enhanced leadership and greater emphasis on the development and implementation of a comprehensive Occupational Health and Safety Program.

**KEY INITIATIVES FOR 2019 INCLUDE:**

- Implementation of a Recruitment Candidate Management System to streamline workflows and improve the experience for prospective applicants interested in establishing a career with the RDN.
- Conduct a current condition assessment of known hazardous materials and develop updated work procedures that align with health and safety priorities for the organization.

## Information Technology (IT) & Geographic Information Services (GIS)

The IT and GIS department oversees and provides technology and telecommunications support in addition to delivering geographic information services. Information technology and GIS services are provided regionally from the corporate head office. The department continually strives to ensure uninterrupted service to RDN applications and to increase organizational efficiency through technology improvements with a focus on helping departments achieve their work plan objectives.

The Regional District IT landscape:

27 FACILITIES WITH COMPUTING RESOURCES

327 PERSONAL COMPUTERS

40 APPLICATION SERVERS

9 FACILITY IP PHONE SYSTEMS, VOICE-MAIL AND RELATED PERIPHERAL EQUIPMENT INCLUDING PDAS, CELLPHONES AND TABLETS.



Technology is a critical organizational support element assisting all departments in achieving their business goals and objectives.



IT Equipment used to store the growing volumes of RDN data.

#### IT HIGHLIGHTS FOR 2018 INCLUDE:

- Deployed a new server cluster to increase application server performance.
- Implemented a new disaster recovery cluster at Oceanside Place to enhance business continuity.
- Upgraded IP Phone systems at two remote sites.
- Designed and implemented a new staff Intranet system.
- Deployed an online portal for building inspection and bylaw services.

#### KEY IT INITIATIVES FOR 2019 INCLUDE:

- Upgrade the data storage platform at our disaster recovery site.
- Upgrade head office wireless infrastructure to accommodate increased wireless devices.
- Upgrade surveillance server hardware.
- Deploy new server hardware at multiple remote sites.
- Implement new servers for solid waste collection services.

- Implement new redundant VPN controllers for remote site connectivity.
- Complete the upgrade of PCs to Windows 10.
- Implement web streaming for board meetings.
- Replace 5 IP phone systems at remote sites.
- Complete a new RFP for mobile telecom services and a new RFP for the delivery of hardware and technical services.
- Partner with RDN departments to develop a corporate strategy for SCADA, CCTV and security.

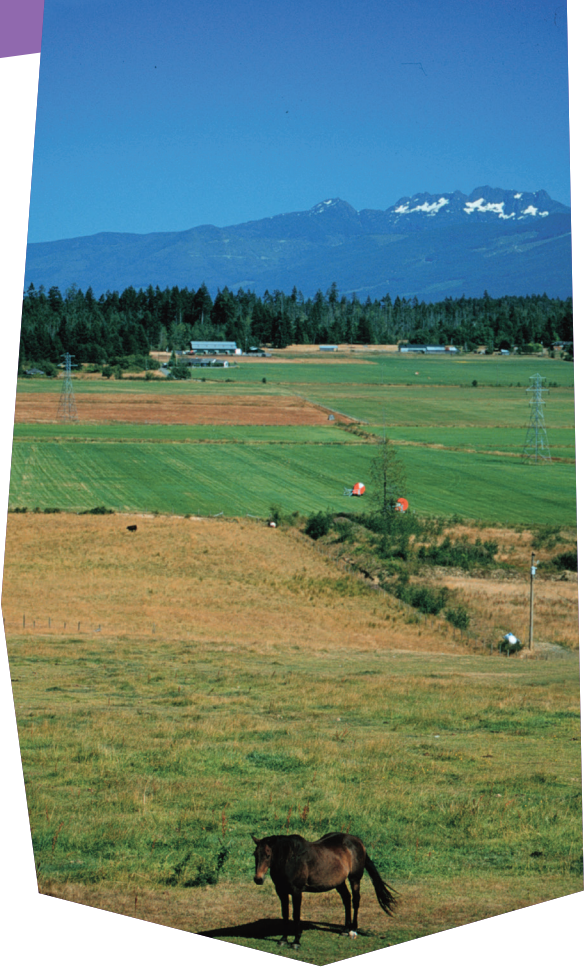
The RDN's mapping applications provided by our GIS department allow citizens, property developers and real estate agents to find property information on-line at their convenience. The GIS department is also taking a more active role in offering spatial information to internal users designed to enable queries for matching parcels to services. This information is also valuable for land use and strategic planning. A recent review of the GIS department offered recommendations on efficiencies that the department continues to implement.

#### GIS HIGHLIGHTS FOR 2018 INCLUDE:

- Created Applications for Utilities Property Information Lookup, Election Voting, Election Results, and Fire Protection Lookup.
- Re-established Topology for numerous GIS layers.
- Maintained Parcel Fabric layers information in the Web map.
- Developed a Regional Parks & Trails Interactive Guide.
- Added 2018 Airphoto to Web map.
- Parks & Trails Finder – updates on GIS Portal.

**KEY GIS INITIATIVES FOR 2019 INCLUDE:**

- Development of GIS standards guidelines.
- Create a draft GIS strategy and roadmap.
- Implement Goecortex Web Map Solution.
- Add Sea Level Rise data from consultant to the webmap.
- Map unmapped RDN park trails.



RDN employees equipped to map a regional park trail.







# Finance Services

**Jeannie Bradburne**, Director

**Tiffany Moore**, Manager, Accounting Services

**Manvir Manhas**, Manager, Capital Accounting and Financial Reporting

**Kurtis Felker**, Manager, Purchasing

Financial Services is composed of a fourteen member team that develops financial management policies, performs financial forecasting services, meets all financial regulation and legislative requirements for the Regional District, supports procurement and maintains accounting systems necessary to assist departments in achieving capital and operational targets.

FINANCE





## Accounting Services

18,500

UTILITY ACCOUNTS

23,700

CUSTOMERS INVOICED  
ANNUALLY

19,000

VENDORS INVOICES  
ANNUALLY

621

T4S EACH YEAR & PAYROLL  
SERVICES FOR ALL RDN  
EMPLOYEES

This function relies on technology to achieve its goal of providing accurate and timely information to staff and the public. Customers can go online through the Web Customer Services Access Point to view their account transactions. As an example of how technology has helped the department, **82% of account payments are received electronically**, eliminating the need for customers to make a trip to our offices. Our goal is to continue to increase electronic payments and to increase the number of customers receiving email delivery of their invoices by 0.5% per year.

## Financial Reporting

Staff in this function coordinate and prepare the Regional District's five-year financial plan, the audited financial statements and the annual financial report. The financial plan quantifies current year work plans and forecasts activities for the next five years. There are **106 service areas** within the RDN each with its own tax requisition and budget.

Section 374 and 375 of the Local Government Act require that the RDN complete a five-year financial plan and conduct a public participation process. The financial plan bylaw must be adopted by March 31st each year. On March 27, 2018 the Board adopted the 2018-2022 Financial Plan as part of its financial planning process. The 2018 budget process included increased public engagement with the release of RDN Budget Talks on the Get Involved RDN platform. Additional budget information and a Q&A for residents was made available on the Get Involved RDN platform.

The 2018-2022 Financial Plan includes:

\$91M

OPERATIONAL SPENDING

\$73M

CAPITAL SPENDING

### FUNDING SOURCES:

- TAXES
- USER FEES
- GRANTS
- BORROWING
- TRANSFERS FROM RESERVES

The full text of the financial plan and the annual report are available on the Regional District's website at [www.rdn.bc.ca](http://www.rdn.bc.ca).

## Procurement

This function supports procurement in the RDN of goods, services and construction.

# 58

TENDERS/REQUESTS  
FOR PROPOSALS

### FINANCIAL SERVICES HIGHLIGHTS FOR 2018 INCLUDE:

- Received the Government Finance Officers Association's Canadian Award for Financial Reporting for the Annual Report for the Year Ended December 31, 2017.
- Modernized the Director remuneration process making it more effective and efficient.
- Regional District of Nanaimo and Nanaimo Regional Hospital District 2018 audited financial statements completed with a clean audit opinion provided by MNP LLP.
- 2018 to 2022 Financial Plan bylaws were completed for the Regional District of Nanaimo and Nanaimo Regional Hospital District.
- All statutory reporting requirements and deadlines were met for provincial legislation and Gas Tax agreements.
- Increased public engagement for the 2019-2023 Financial Plan.



RDN Budget Talks online engagement tool

### KEY INITIATIVES FOR 2019 INCLUDE:

- Implement a new Purchasing Policy.
- Conduct a review of the Community Works Fund Program.
- Collaborate with Building Inspection on the Online Portal Project, implementing an online payments system so customers have the option to pay for permits using their credit card.
- Improve the process for handyDart ticket sales by implementing procedures to allow for point of sale cashing in the transit building.





### *NANAIMO REGIONAL HOSPITAL DISTRICT*

The Nanaimo Regional Hospital District (NRHD) shares the same boundaries, directors and administrative staff as the Regional District of Nanaimo. The NRHD provides capital funding for these designated healthcare facilities:

- Nanaimo Regional General Hospital
- Dufferin Lodge
- Eagle Park Lodge
- Trillium Lodge
- Oceanside Health Centre

Capital funding is cost-shared with the province on a 60/40 basis with the NRHD's portion being 40 per cent. Island Health is responsible for delivering health care services on Vancouver Island. Island Health pools both Provincial and NRHD funding, along with other sources such as foundations, to maintain, improve and build health care facilities.

The finance department administers the NRHD including the preparation of five-year financial plans, managing the accounting systems and preparation of financial statements as well as coordinating the funding for the NRHD's capital projects.



# Message From The Director of Finance



I am pleased to present the Annual Financial Report for the Regional District of Nanaimo (RDN) for the year ended December 31, 2018. This report includes the auditor's report, the 2018 consolidated financial statements, and supplementary information for the RDN.

The consolidated financial statements for the year ended December 31, 2018 were prepared by the RDN's staff in accordance with generally accepted accounting principles for local governments, as recommended by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada, and have been applied on a basis consistent with that of the preceding year.

The Notes to the Consolidated Financial Statements are an integral part of the RDN's financial information and, as such, I encourage you to read them thoroughly. The notes describe the RDN's accounting policies and provide full disclosure of the more significant financial statement items, commitments, and contingencies.

The RDN maintains a system of internal accounting controls designed to safeguard the assets of the RDN and to provide reliable financial information.

We confirm and test these systems on a cyclical basis by contracted audit services.

The RDN's independent auditors, MNP LLP, have been engaged to express an opinion as to whether these financial statements present fairly, in all material respects, the RDN's financial position, financial activities, and cash flow in accordance with Canadian generally accepted accounting principles. MNP LLP has been given unrestricted access to all financial and other records of the RDN. Their opinion, which follows, is based on procedures that they consider sufficient to support their audit opinion.

## *FINANCIAL OVERVIEW*

The RDN currently operates 106 services, each with their own revenue and expenses. Residents of the seven electoral areas and four municipalities only pay for the services that they are participants in. Services include such things as general government administration, bylaw enforcement, planning and development services, building inspection, fire protection and emergency response planning, public transportation, parks and recreation, water supply and sewage collection, wastewater disposal, solid waste collection and disposal, and street lighting.

The RDN's overall financial position continues to improve. In 2018, there was a \$22.0 million dollar increase to the year-end accumulated surplus balance (2018: \$272.1 million; 2017: \$250.1 million). This was in part driven by the timing of receiving capital grants.

The RDN's net financial asset balance at December 31, 2018 was \$22.7 million, a decrease of \$14.3 million over the 2017 year-end balance (2017: \$37.0 million). Cash used towards the acquisition of Tangible Capital Assets drove this decrease.

The RDN's non-financial assets, predominantly comprised of Tangible Capital Assets, shows an increase of \$36.3 million mainly due to the Nanaimo Pollution Control Centre infrastructure investment. The net book value of the Tangible Capital Assets totaled \$247.4 million at December 31, 2018. This amount represents the remaining value of the historical cost of the RDN's investment in infrastructure, facilities and other capital assets over time.

Revenues totaled \$100.2 million in 2018, which is a \$13.4 million increase over the \$86.8 million in 2017. This was attributed to an increase of taxation of \$2.1 million, operating revenues of \$0.9 million, government transfers and grants of \$5.1 million, developer contributions of \$3.0 million, other income of \$1.1 million, investment income of \$0.8 million, and payments in lieu of taxes of \$0.4 million.

## RESERVES

The RDN's reserve balance decreased from \$65.1 million to \$57.4 million, a decrease of \$7.7 million. The main use of reserves occurred in the Southern Community Wastewater service, where \$17.4 million was used mainly for the Nanaimo Pollution Control Centre Secondary Treatment Project.

## FINANCIAL OUTLOOK

Financial health for a government is measured by sustainability, vulnerability, and flexibility in the context of the overall economic and financial environment. The Regional District remains in sound financial health with good balances of assets to liabilities and liquid cash reserves sufficient to meet annual costs and, in the unlikely event, an emergency. An ongoing challenge to the RDN is the continued rise in construction costs given the need to finance significant infrastructure projects over the coming years and to improve services such as recreation facilities and transit within the means of a relatively high proportion of fixed income families.







Plan goals to develop an environmentally, socially, and economically healthy area that is adaptable to change, will help to improve the region's attractiveness to investors and will contribute to our residents' ability to meet their needs without compromising the ability of future residents to do the same.

In conclusion, I would like to thank all of the staff, and the Finance Department employees in particular, for their diligence and support in managing the financial affairs of the RDN.

Sincerely,

Jeannie Bradburne, CPA, CGA, MBA

Director of Finance

May 3, 2019

The RDN's main exposure to risks and uncertainties arises from variables outside of its control.

These include economic factors such as inflation, population growth and demographics, unexpected shocks from earthquakes, forest fires, floods, interest rate and dollar value fluctuations and changes to provincial and federal programs and legislation. Provincial and federal changes in legislation that impact property taxation or the water, wastewater, and solid waste regulatory framework can have a significant effect on RDN finances. Well defined, accessible and stable federal and provincial infrastructure funding programs may also be an alternate source of funding for capital thereby reducing future borrowing requirements.

Although the RDN is unable to directly control these variables, risk mitigation is incorporated in our plans. Long-term asset management plans, the use of reserve funds to offset future borrowing costs, and the continued pursuit of grant funding will assist in managing these risks. Use of financial and regulatory policy that supports the RDN Strategic







# FINANCIAL STATEMENTS

## MANAGEMENT'S RESPONSIBILITY

### *To the Members of the Board of the Regional District of Nanaimo:*

This statement is provided to clarify and outline the roles and responsibilities of the management team, the elected Board of Directors and the independent auditors in relation to the preparation and review of the Regional District of Nanaimo's annual financial results.

Management is responsible for the preparation and presentation of the accompanying consolidated financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian public sector accounting standards. This responsibility includes selecting appropriate accounting principles and methods and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the consolidated financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable

information for the preparation of financial statements.

The Regional Board of Directors is composed entirely of Directors who are neither management nor employees of the Regional District. The Board is responsible for overseeing management in the performance of its financial reporting responsibilities and for delegating the authority for approval of the consolidated financial statements. The Board fulfills these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management. The Board is also responsible for recommending the appointment of the Regional District's external auditors. The external auditors have full and free access to the Board and management to discuss their audit findings.

MNP LLP, an independent firm of Chartered Professional Accountants, has been appointed by the Regional Board of Directors to audit the consolidated financial statements and report to them; their report follows.

April 23, 2019

Director of Finance

# **Independent Auditor's Report**

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To the Members of the Board of the Regional District of Nanaimo:

## **Opinion**

We have audited the consolidated financial statements of the Regional District of Nanaimo (the "Regional District"), which comprise the consolidated statement of financial position as at December 31, 2018, and the consolidated statements of operations and accumulated surplus, changes in net financial assets and cash flows and related schedules on pages 25 to 34 for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Regional District as at December 31, 2018, and the results of its consolidated operations and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

## **Basis for Opinion**

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are independent of the Regional District in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## **Other Matter**

The supplementary information on pages 35 to 49 have been presented for purposes of additional analysis and are unaudited. We do not express an opinion on these schedules because our examination did not extend to the detailed information therein.

## **Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements**

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Regional District's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Regional District or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Regional District's financial reporting process.

## **Auditor's Responsibilities for the Audit of the Consolidated Financial Statements**

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Regional District's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Regional District's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Regional District to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Regional District to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Nanaimo, British Columbia

May 14, 2019

*MNP LLP*

Chartered Professional Accountants



**REGIONAL DISTRICT OF NANAIMO  
CONSOLIDATED STATEMENT OF FINANCIAL POSITION  
AS AT DECEMBER 31, 2018**

		<u>2018</u>	<u>2017</u>
<b>Financial Assets</b>			
Cash and cash equivalents	(Note 2)	\$ 72,294,954	\$ 84,180,386
Portfolio investments	(Note 4)	38,958,504	34,193,566
Accounts receivable	(Note 3)	9,191,113	8,925,705
Other jurisdictions debt receivable	(Note 12)	63,393,569	60,630,952
Other assets	(Note 5)	25,578	579,903
		<u>183,863,718</u>	<u>188,510,512</u>
<b>Financial Liabilities</b>			
Accounts payable	(Note 7)	11,641,834	7,534,004
Other liabilities	(Note 8)	4,417,209	4,433,281
Unfunded liabilities	(Note 9)	17,343,908	15,088,181
Deferred revenue	(Note 10)	28,026,410	28,663,666
Short-term loans	(Note 6)	644,128	277,473
Long-term debt	(Note 11)	99,074,842	95,489,278
		<u>161,148,331</u>	<u>151,485,883</u>
<b>Net Financial Assets</b>		<u>\$ 22,715,387</u>	<u>\$ 37,024,629</u>
<b>Non-financial Assets</b>			
Tangible capital assets	(Note 13)	247,356,919	211,111,824
Inventories		48,131	47,831
Prepaid expenses		1,988,931	1,896,230
		<u>249,393,981</u>	<u>213,055,885</u>
<b>Accumulated Surplus</b>	(Note 15)	<u>\$ 272,109,368</u>	<u>\$ 250,080,514</u>

Contingent Liabilities (Note 21)  
Commitments (Note 27)

APPROVED:




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Jeannie Bradburne, CPA, CGA, MBA  
Director of Finance

The accompanying notes are an integral part of these consolidated financial statements

**REGIONAL DISTRICT OF NANAIMO**  
**CONSOLIDATED STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

	<u>Budget</u> (Note 17)	<u>2018</u>	<u>2017</u>
<b>Revenue</b>			
Property taxes	\$ 50,174,213	\$ <b>50,174,213</b>	\$ 48,026,015
Operating revenues	23,294,734	<b>25,622,661</b>	24,712,090
Government transfers and grants	(Note 14) 20,085,544	<b>14,361,310</b>	9,287,684
Developer contributions	6,415,610	<b>5,523,891</b>	2,535,951
Other income	1,920,309	<b>2,270,728</b>	1,111,434
Portfolio investment income	75,000	<b>782,014</b>	527,288
Other investment income	75,000	<b>891,472</b>	367,376
Payments in lieu of taxes	149,290	<b>595,566</b>	197,398
	<u>102,189,700</u>	<u><b>100,221,855</b></u>	<u>86,765,236</u>
<b>Expenses</b>			
General Government	3,484,094	<b>3,944,873</b>	3,761,080
Strategic and Community Development	4,746,014	<b>3,654,080</b>	3,304,814
Wastewater and Solid Waste Management	21,623,141	<b>26,522,152</b>	26,217,493
Water, Sewer, and Street lighting	4,985,648	<b>5,709,202</b>	5,566,153
Public Transportation	20,838,947	<b>21,272,863</b>	19,601,485
Protective Services	5,816,894	<b>5,833,445</b>	5,471,779
Parks, Recreation, and Culture	11,031,605	<b>11,256,386</b>	11,438,820
	<u>72,526,343</u>	<u><b>78,193,001</b></u>	<u>75,361,624</u>
<b>Surplus for the year</b>	\$ 29,663,357	\$ <b>22,028,854</b>	\$ 11,403,612
<b>Accumulated surplus, Beginning of the year</b>	250,080,514	<b>250,080,514</b>	238,676,902
<b>Accumulated surplus, End of the year</b>	(Note 15) \$ 279,743,871	<b>\$ 272,109,368</b>	\$ 250,080,514

The accompanying notes are an integral part of these consolidated financial statements

**REGIONAL DISTRICT OF NANAIMO  
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS  
FOR THE YEAR ENDED DECEMBER 31, 2018**

	<u>Budget</u> (Note 17)	<u>2018</u>	<u>2017</u>
<b>Surplus for the year</b>	\$ 29,663,357	<b>\$ 22,028,854</b>	\$ 11,403,612
Acquisition of tangible capital assets	(72,943,091)	<b>(43,667,027)</b>	(20,700,693)
Amortization of tangible capital assets	-	<b>7,335,406</b>	7,216,168
Proceeds on disposal of tangible capital assets	-	<b>37,082</b>	444,701
Loss on disposal of tangible capital assets	-	<b>49,444</b>	155,258
Change in prepaid expenses	-	<b>(92,701)</b>	(481,462)
Change in inventories	-	<b>(300)</b>	(4,432)
<b>Decrease in Net Financial Assets</b>	(43,279,734)	<b>(14,309,242)</b>	(1,966,848)
<b>Net Financial Assets, Beginning of the year</b>	37,024,629	<b>37,024,629</b>	38,991,477
<b>Net Financial Assets, End of the year (Pg. 3)</b>	<u>\$ (6,255,105)</u>	<u><b>\$ 22,715,387</b></u>	<u>\$ 37,024,629</u>

The accompanying notes are an integral part of these consolidated financial statements



**REGIONAL DISTRICT OF NANAIMO  
CONSOLIDATED STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED DECEMBER 31, 2018**

	<u>2018</u>	<u>2017</u>
<b>Operating Transactions</b>		
Surplus for the year	\$ 22,028,854	\$ 11,403,612
Non-cash items included in surplus		
Amortization of tangible capital assets	7,335,406	7,216,168
Contributed tangible capital assets	-	(2,266,000)
Loss on disposal of tangible capital assets	49,444	155,258
Debt actuarial adjustments	(401,611)	(347,372)
Change in non-cash working capital balances related to operations		
Increase in accounts receivable	(265,408)	(2,779,902)
(Decrease) Increase in other assets	554,325	(485,674)
Increase in accounts payable	4,107,831	1,239,534
(Decrease) Increase in deferred revenues	(637,256)	7,926,583
Decrease in other liabilities	(16,072)	(96,573)
Increase in prepaid expenses	(92,701)	(481,462)
Increase in inventory	(300)	(4,432)
Increase in unfunded liabilities	2,255,727	2,290,730
Cash provided by operating transactions	34,918,239	23,770,470
<b>Capital Transactions</b>		
Acquisition of tangible capital assets	(43,667,027)	(18,434,693)
Proceeds on disposal of tangible capital assets	37,082	444,701
Cash used in capital transactions	(43,629,945)	(17,989,992)
<b>Investment Transactions</b>		
Cash provided by (used in) investment transactions	(4,764,938)	(2,633,826)
<b>Financing Transactions</b>		
Short and long-term debt issued	3,325,512	16,779,875
Repayment of short and long-term debt	(1,734,300)	(1,172,801)
Cash provided by financing transactions	1,591,212	15,607,074
<b>Net change in cash and cash equivalents</b>	<b>(11,885,432)</b>	18,753,726
<b>Cash and cash equivalents, Beginning of the year</b>	<b>84,180,386</b>	65,426,660
<b>Cash and cash equivalents, End of the year (Pg. 3)</b>	<b>\$ 72,294,954</b>	\$ 84,180,386

(Note 2)

The accompanying notes are an integral part of these consolidated financial statements

**REGIONAL DISTRICT OF NANAIMO**  
**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**  
**for the year ended December 31, 2018**

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The Regional District was incorporated in 1967 under the provisions of the British Columbia Municipal Act. Its principal activities are the provision of district wide local government services to the residents of seven electoral areas and four municipalities within its boundaries. These services include general government administration, bylaw enforcement, planning and development services, building inspection, fire protection and emergency response planning, public transportation, parks and recreation, water supply and sewage collection, wastewater disposal, solid waste collection and disposal, and street lighting.

**1. SIGNIFICANT ACCOUNTING POLICIES**

(a) Principles of Consolidation

The Regional District follows Canadian public sector accounting standards issued by the Public Sector Accounting Board (PSAB) of CPA Canada.

Consolidated financial statements have been prepared in accordance with the recommendations of the Public Sector Accounting Board (PSAB). The consolidated financial statements include the activities related to all funds belonging to the one economic entity of the Regional District. In accordance with those standards, inter-departmental and inter-fund transactions have been removed to ensure financial activities are recorded on a gross basis. The consolidated financial statements have been prepared on a going concern basis.

The consolidated financial statements include the Regional District of Nanaimo's proportionate share of the Arrowsmith Water Service (a joint venture agreement with the City of Parksville and Town of Qualicum Beach) and the Englishman River Water Service (a joint venture agreement with the City of Parksville). The Regional District's share of the joint ventures is accounted for on a proportionate basis as follows:

Arrowsmith Water Service	22.4%
Englishman River Water Service	26.0%

Any inter-entity transactions are eliminated on consolidation.

(b) Cash and cash equivalents

Cash equivalents are carried at cost and have a maturity period of less than three months.

(c) Portfolio investments

Portfolio investments are carried at cost less any amortized premium and have a maturity period of greater than one year. It is the intention of the Regional District to hold these instruments to maturity. Any premium has been amortized on a straight-line basis using the earlier of the date of maturity or call date.

(d) Non-Financial Assets

i. Tangible capital assets

Tangible capital assets are physical assets that are to be used on a continuing basis, are not for sale in the ordinary course of operations and have useful economic lives extending beyond a single year. Section 3150 of Public Sector Accounting Handbook requires governments to record and amortize the assets over their estimated useful lives. Tangible capital assets are reported at historical cost and include assets financed through operating budgets, short-term and long-term debt, and leases. Tangible capital assets, when acquired, are recorded at cost which includes all amounts that are directly attributable to the acquisition, construction, development or betterment of the asset.

**REGIONAL DISTRICT OF NANAIMO**  
**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**  
**for the year ended December 31, 2018**

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**1. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

The cost of the tangible capital asset less any estimated residual value is amortized on a straight-line basis over estimated useful lives as follows:

<b>Asset Category</b>	<b>Useful Life Range (years)</b>
Land	n/a
Land Improvements	15 - 50
Building	20 - 50
Equipment, Furniture & Vehicles	5 - 20
Engineering Structures	
Water	25 - 75
Sewer	45 - 75
Wastewater	30 - 75
Solid Waste	20 - 50
Transportation	20 - 50

In the year of acquisition and in the year of disposal, amortization is recorded as half of the annual expense for that year. Assets under construction are not amortized until the asset is available for productive use.

ii. Contributions of tangible capital assets

Tangible capital assets received as contributions (examples are parklands as a result of subdivision, donated land and infrastructure built by property developers which is transferred to the Regional District) are recorded as assets and revenues at their fair value at the date of receipt.

iii. Inventories

Inventories held for consumption are recorded at the lower of cost and replacement cost.

(e) Debt servicing cost

Interest is recorded on an accrual basis.

(f) Financial Instruments

Financial instruments consist of cash and cash equivalents, accounts receivable, portfolio investments, other jurisdictions debt receivable, short-term loans, accounts payable, other liabilities and long-term debt. Unless otherwise noted, it is management's opinion that the Regional District is not exposed to significant interest, currency or credit risk arising from these financial instruments.



**REGIONAL DISTRICT OF NANAIMO  
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS  
for the year ended December 31, 2018**

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**1. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

(g) Revenue recognition

Revenues are recorded on an accrual basis and are recognized in the period in which they are earned.

Property tax revenues and payments in lieu are recognized as revenue when levied. Operating revenues such as user fees, tipping fees, garbage, and recycling collection fees are recognized when charged to the customer, when amounts are measurable and when collectability is reasonably assured. Interest on investments is recorded when earned on an accrual basis. Development cost contributions are recorded as deferred revenues when received and recognized as revenue in the year in which the associated expenses are incurred. Donations of tangible assets are recognized as revenue on the date of receipt. Other revenues are recognized as revenue when amounts can be reasonably estimated and collectability is reasonably assured.

The Regional District recognizes a government transfer as revenue when the transfer is authorized and all eligibility criteria, if any, have been met. A government transfer with stipulations giving rise to an obligation that meets the definition of a liability is recognized as a liability. In such circumstances, the Regional District recognizes revenue as the liability is settled. Transfers of non-depreciable assets are recognized in revenue when received or receivable.

(h) Expense recognition

Operating expenses are recorded on an accrual basis. Expenses under the accrual basis are recognized as they are incurred and measurable based on receipt of goods and services and/or the creation of a legal obligation to pay.

Estimates of employee future benefits are recorded as expenses in the year they are earned. Landfill closure and post closure costs are recognized as costs as landfill capacity is used.

(i) Contingent liabilities

Contingent liabilities are recognized in accordance with PS 3300, which requires that an estimate be recorded when it is likely that a future event will confirm that a liability has been incurred by the financial statement date and that the amount can be reasonably estimated.

(j) Use of Estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements, as well as the reported amounts of revenues and expenses during the reporting period. Significant areas requiring management estimates are the determination of employee retirement benefits, landfill closure and post closure liabilities, likelihood of collection of accounts receivable, useful lives of tangible capital assets and provisions for contingencies. Liabilities for contaminated sites are estimated based on the best information available regarding potentially contaminated sites that the Regional District is responsible for. Actual results may vary from those estimates and adjustments will be reported in operations as they become known. Changes to the underlying assumptions and estimates or legislative changes in the near term could have a material impact on the provisions recognized.

1. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

(k) Liability for contaminated sites

A liability for remediation of a contaminated site is recognized at the best estimate of the amount required to remediate the contaminated site when contamination exceeding an environmental standard exists, the Regional District is either directly responsible or accepts responsibility, it is expected that future economic benefits will be given up, and a reasonable estimate of the amount is determinable. The best estimate of the liability includes all costs directly attributable to remediation activities and is reduced by expected net recoveries based on information available at December 31, 2018.

At each financial reporting date, the Regional District reviews the carrying amount of the liability. Any revisions required to the amount previously recognized is accounted for in the period revisions are made. The Regional District continues to recognize the liability until it is settled or otherwise extinguished. Disbursements made to settle the liability are deducted from the reported liability when they are made.

(l) Adoption of new accounting pronouncements

**PS 2200 Related Party Disclosures**

Effective January 1, 2018, the Regional District adopted the recommendations relating to PS 2200 *Related Party Disclosures*, as set out in the CPA Canada public sector accounting standards. Pursuant to the recommendations, the change was applied prospectively, and prior periods have not been restated.

This new Section defines a related party and establishes disclosures required for related party transactions. Disclosure of information about related party transactions and the relationship underlying them is required when they have occurred at a value different from that which would have been arrived at if the parties were unrelated, and they have, or could have, a material financial effect on the financial statements.

There was no material impact on the consolidated financial statements of adopting the new Section.

**PS 3210 Assets**

Effective January 1, 2018, the Regional District adopted the recommendations relating to PS 3210 *Assets*, as set out in the CPA Canada Public Sector Accounting Handbook. Pursuant to the recommendations, the change was applied prospectively, and prior periods have not been restated.

The new Section provides guidance for applying the definition of assets set out in PS 1000 *Financial Statement Concepts*. The main features of this standard are as follows:

Assets are defined as economic resources controlled by a government as a result of past transactions or events and from which future economic benefits are expected to be obtained.

Economic resources can arise from such events as agreements, contracts, other government's legislation, the government's own legislation, and voluntary contributions.

The public is often the beneficiary of goods and services provided by a public sector entity. Such assets benefit public sector entities as they assist in achieving the entity's primary objective of providing public goods and services.

A public sector entity's ability to regulate an economic resource does not, in and of itself, constitute control of an asset if the interest extends only to the regulatory use of the economic resource and does not include the ability to control access to future economic benefits.

**1. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

A public sector entity acting as a trustee on behalf of beneficiaries specified in an agreement or statute is merely administering the assets, and does not control the assets, as future economic benefits flow to the beneficiaries.

An economic resource may meet the definition of an asset but would not be recognized if there is no appropriate basis for measurement and a reasonable estimate cannot be made, or if another Handbook Section prohibits its recognition. Information about assets not recognized should be disclosed in the notes.

There was no material impact on the consolidated financial statements of adopting the new Section.

**PS 3320 Contingent Assets**

Effective January 1, 2018, the Regional District adopted the recommendations relating to PS 3320 *Contingent Assets*, as set out in the CPA Canada Public Sector Accounting Handbook. Pursuant to the recommendations, the change was applied prospectively, and prior periods have not been restated.

The new Section establishes disclosure standards on contingent assets. The main features of this Standard are as follows:

Contingent assets are possible assets arising from existing conditions or situations involving uncertainty. That uncertainty will ultimately be resolved when one or more future events not wholly within the public sector entity's control occurs or fails to occur. Resolution of the uncertainty will confirm the existence or non-existence of an asset.

Passing legislation that has retroactive application after the financial statement date cannot create an existing condition or situation at the financial statement date.

Elected or public sector entity officials announcing public sector entity intentions after the financial statement date cannot create an existing condition or situation at the financial statement date.

Disclosures should include existence, nature, and extent of contingent assets, as well as the reasons for any non-disclosure of extent, and the basis for any estimates of extent made.

When a reasonable estimate can be made, disclosure should include a best estimate and a range of possible amounts (or a narrower range of more likely amounts), unless such a disclosure would have an adverse impact on the outcome.

There was no material impact on the consolidated financial statements of adopting the new Section.

**PS 3380 Contractual Rights**

Effective January 1, 2018, the Regional District adopted the recommendations relating to PS 3380 *Contractual Rights*, as set out in the CPA Canada Public Sector Accounting Handbook. Pursuant to the recommendations, the change was applied prospectively, and prior periods have not been restated.

This new Section establishes disclosure standards on contractual rights and does not include contractual rights to exchange assets where revenue does not arise. The main features of this Standard are as follows:



**1. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

Contractual rights are rights to economic resources arising from contracts or agreements that will result in both an asset and revenue in the future.

Until a transaction or event occurs under a contract or agreement, an entity only has a contractual right to an economic resource. Once the entity has received an asset, it no longer has a contractual right.

Contractual rights are distinct from contingent assets as there is no uncertainty related to the existence of the contractual right.

Disclosures should include descriptions about nature, extent, and timing.

There was no material impact on the consolidated financial statements of adopting the new Section.

**PS 3430 Restructuring Transactions**

In June 2015, new PS 3430 Restructuring Transactions was included in the CPA Canada Public Sector Accounting Handbook (PSA HB). The new Section establishes disclosure standards on restructuring transactions. The main features of this Standard are as follows:

A restructuring transaction is defined separately from an acquisition. The key distinction between the two is the absence of an exchange of consideration in a restructuring transaction.

A restructuring transaction is defined as a transfer of an integrated set of assets and/or liabilities, together with related program or operating responsibilities that does not involve an exchange of consideration.

Individual assets and liabilities transferred in a restructuring transaction are derecognized by the transferor at their carrying amount and recognized by the recipient at their carrying amount with applicable adjustments.

The increase in net assets or net liabilities resulting from recognition and derecognition of individual assets and liabilities received from all transferors, and transferred to all recipients in a restructuring transaction, is recognized as revenue or as an expense.

Restructuring-related costs are recognized as expenses when incurred.

Individual assets and liabilities received in a restructuring transaction are initially classified based on the accounting policies and circumstances of the recipient at the restructuring date.

The financial position and results of operations prior to the restructuring date are not restated.

Disclosure of information about the transferred assets, liabilities and related operations prior to the restructuring date by the recipient is encouraged but not required.

The Section is effective for new restructuring transactions that occur in fiscal periods beginning on or after April 1, 2018. Earlier adoption is permitted.

The Regional District does not expect application of the new Standard to have a material effect on the consolidated financial statements.

**REGIONAL DISTRICT OF NANAIMO**  
**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**  
for the year ended December 31, 2018

**1. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**PS 3420 Inter-entity Transactions**

Effective January 1, 2018, the Regional District adopted the recommendations relating to PS 3420 *Inter-entity Transactions*, as set out in the CPA Canada public sector accounting standards. Pursuant to the recommendations, the change was applied prospectively, and prior periods have not been restated.

The new Section establishes standards on how to account for and report transactions between public sector entities that comprise a government's reporting entity from both a provider and recipient perspective.

The main features of the new Section are:

- i. Under a policy of cost allocation, revenues and expenses are recognized on a gross basis.
- ii. Transactions are measured at the carrying amount, except in specific circumstances.
- iii. A recipient may choose to recognize unallocated costs for the provision of goods and services and measure them at the carrying amount, fair value or other amount dictated by policy, accountability structure or budget practice.
- iv. The transfer of an asset or liability for nominal or no consideration is measured by the provider at the carrying amount and by the recipient at the carrying amount or fair value.
- v. Inter-entity transactions are considered in conjunction with PS 2200 *Related Party Disclosures*.

There was no material impact on the consolidated financial statements of adopting the new Section.

**2. CASH AND CASH EQUIVALENTS**

Cash and cash equivalents are comprised of cash on hand, cash on deposit at financial institutions and investments held in the Municipal Finance Authority of British Columbia investment funds.

	<u>2018</u>	<u>2017</u>
Cash	\$ 34,224,626	\$ 46,711,631
Cash equivalents	38,070,328	37,468,755
	<u>\$ 72,294,954</u>	<u>\$ 84,180,386</u>

**3. ACCOUNTS RECEIVABLE**

	<u>2018</u>	<u>2017</u>
Province of British Columbia	\$ 268,731	\$ 314,588
Government of Canada	2,128,518	971,278
Regional and local governments	955,112	654,769
BC Transit Annual Operating Agreement	2,800,997	1,001,008
Accrued investment interest	196,322	240,029
Developer DCC instalments/contributions	243,000	2,834,716
Other trade receivables	2,598,433	2,909,317
	<u>\$ 9,191,113</u>	<u>\$ 8,925,705</u>

**REGIONAL DISTRICT OF NANAIMO**  
**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**  
for the year ended December 31, 2018

**4. PORTFOLIO INVESTMENTS**

	<u>2018</u>	<u>2017</u>
Investments at cost less amortized premium	\$ <u>38,958,504</u>	\$ <u>34,193,566</u>

As at December 31, 2018, the following investments were held by the Regional District:

Investment	Amortized Purchase Price	Accrued Interest	Total Book Value	Market Value at December 31, 2018
BNS 2.81% deposit note	\$ 5,180,568	\$ 1,595	\$ 5,182,164	\$ 5,180,568
TD 2.39% deposit note	5,089,488	51,655	5,141,142	5,141,142
CCCU 2.85% deposit note	3,174,293	744	3,175,036	3,174,293
BMO 3.14% coupon note	3,000,000	13,678	3,013,678	2,999,788
AGROVE 2.45% deposit note	2,966,649	41,220	3,007,869	3,007,869
TD 1.50% extendible note	2,500,000	9,247	2,509,247	2,395,122
BMO 1.85% extendible note	2,802,000	9,089	2,811,089	2,767,308
BMO 1.60% extendible note	2,050,000	6,580	2,056,580	2,004,987
BMO 2.15% extendible note	2,000,000	1,849	2,001,849	1,927,961
TD 2.00% extendible note	2,000,000	15,995	2,015,995	1,973,961
BMO 2.50% extendible note	2,000,000	7,123	2,007,123	1,990,709
BMO 2.00% extendible note	1,515,000	7,397	1,522,397	1,504,556
TD 2.00% extendible note	1,500,000	7,775	1,507,775	1,490,801
CONEXUS 2.85% deposit note	995,000	7,847	1,002,847	1,002,847
CONEXUS 2.85% deposit note	995,000	7,458	1,002,458	1,002,458
CONEXUS 2.85% deposit note	995,000	7,070	1,002,070	1,002,070
TD 1.00% deposit note	195,506	-	195,506	195,365
	<u>\$ 38,958,504</u>	<u>\$ 196,322</u>	<u>\$ 39,154,826</u>	<u>\$ 38,761,806</u>

**5. OTHER ASSETS**

	<u>2018</u>	<u>2017</u>
Security deposits for building or development permit applications	\$ <u>25,578</u>	\$ <u>579,903</u>



**REGIONAL DISTRICT OF NANAIMO**  
**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**  
**for the year ended December 31, 2018**

**6. SHORT-TERM LOANS**

During 2018, the Regional District entered into one additional short-term loan agreement totalling \$475,000 with the Municipal Finance Authority. In 2018, principal payments of \$108,345 were made. The maturity dates of the loans range between 1 to 5 years. The interest rates for these loans are variable, which at December 31 was 2.79%.

	<u>2018</u>	<u>2017</u>
Compactor	\$ -	\$ 43,121
Land - Community Parks EA B	112,800	150,400
Trailer and Kubota	3,676	8,952
Land - Community Parks EA F	60,000	75,000
Fire Trucks - Errington Volunteer Fire Department	467,652	-
	<u>\$ 644,128</u>	<u>\$ 277,473</u>

Short-term loan payments for the next five years are:

<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>TOTAL</u>
\$146,930	\$145,645	\$148,004	112,797	\$90,752	<u>\$644,128</u>

**7. ACCOUNTS PAYABLE**

	<u>2018</u>	<u>2017</u>
Payable to Federal Government	\$ 222,731	\$ 198,935
Payable to Provincial Government	831,091	785,638
Payable to other local governments	159,037	1,119,919
Trade and other payables	10,428,975	5,429,512
	<u>\$ 11,641,834</u>	<u>\$ 7,534,004</u>

**8. OTHER LIABILITIES**

	<u>2018</u>	<u>2017</u>
Wages and benefits payable	\$ 1,738,230	\$ 1,711,006
Retirement benefits payable - see note 9(a) i	2,051,001	2,243,138
Permit deposits	627,978	479,137
	<u>\$ 4,417,209</u>	<u>\$ 4,433,281</u>

**REGIONAL DISTRICT OF NANAIMO**  
**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**  
for the year ended December 31, 2018

**9. UNFUNDED LIABILITIES**

Unfunded liabilities represent the estimated amount of cumulative future expenses required to meet obligations which result from current operations. These liabilities are related to contractual employment obligations and landfill operations which are governed by Provincial statute. Special reserves which have been set aside to meet those obligations are described below.

(a) Employee Benefits

- i. Retirement Benefits - The Regional District provides vested sick leave benefits to its employees who retire where they can qualify for a one time payout of up to 60 days of their accumulated unused sick leave. The amount recorded for these benefits is based on an actuarial evaluation done by an independent firm using a projected benefit actuarial valuation method prorated on service. The actuarial valuation was calculated at December 31, 2018.

The accrued post-employment benefits are as follows:

	<u>2018</u>	<u>2017</u>
Balance, beginning of year	\$ 1,797,849	\$ 1,777,474
Current service costs	161,076	149,400
Benefits paid	(178,123)	(156,899)
Interest cost	50,011	54,096
Amortization of Net Actuarial Loss/ (Gain)	<u>(25,592)</u>	<u>(26,222)</u>
Balance, end of year	<u>\$ 1,805,221</u>	<u>\$ 1,797,849</u>

The significant actuarial assumptions adopted in measuring the Regional District's post-employment benefits are as follows:

	<u>2018</u>	<u>2017</u>
Discount Rate	3.30%	2.90%
Expected Inflation Rate and Wage & Salary Increases	2.50%	2.50%
Retirement benefits payable	<u>2018</u>	<u>2017</u>
Balance reported in Note 8	\$ 2,051,001	\$ 2,243,138
Consolidation adjustment for actuarial valuation	<u>(245,780)</u>	<u>(445,289)</u>
Accrued benefit balance, end of year	<u>\$ 1,805,221</u>	<u>\$ 1,797,849</u>

- ii. Other – Includes vacation pay adjustments and statutory and other benefits provided for in the collective agreement and which are paid in the normal course of business in the following year. The vacation pay liability at December 31, 2018 is \$128,143 (2017, \$109,294). The statutory benefits liability at December 31, 2018 is \$198,329 (2017, \$144,842).

(b) Landfill Closure and Post Closure Maintenance Costs

In accordance with PS 3270, liabilities with respect to permanently closing and monitoring a landfill are incurred as landfill capacity is used. Landfill Closure costs include placing a permanent cover over the face of the landfill. Post Closure Maintenance costs include landfill gas monitoring, leachate collection system operation and general site maintenance for a period of 200 years after the landfill is permanently closed.

**REGIONAL DISTRICT OF NANAIMO**  
**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**  
**for the year ended December 31, 2018**

**9. UNFUNDED LIABILITIES (CONTINUED)**

i. Landfill Closure costs - are estimated based on the open area of the remaining unused capacity of the landfill site. In 2009, a revised design and operations plan was approved for the landfill which provides additional airspace for future needs. This plan extended the estimated life of the landfill to 2030 which has since been updated to 2042 based on most recent usage data. The plan includes remediation and reuse of previously filled areas as well as extending perimeter berms for the development of new airspace.

At December 31, 2018, there were approximately 1,610,994 cubic meters of airspace available for waste and daily cover. Landfill Closure costs are estimated at \$12,077,404 (2017, \$9,677,527). As at December 31, 2018, \$2,079,798 (2017, \$1,843,650) has been set aside in reserves for this purpose. The balance of Landfill Closure costs are expected to be funded by a combination of future reserve account contributions, operating budgets and/or borrowing.

ii. Post Closure Maintenance costs – are costs estimated to manage the closed landfill for a statutory period of 200 years (increased from 25 years in 2015). Post Closure Maintenance costs are estimated using a number of factors including the percentage of landfill capacity already filled, the probable closure date, the regulated monitoring period, the estimated annual maintenance costs and a present value discount rate which is the difference between the long-term MFA borrowing rate and the 5 year average Consumer Price Index. The current estimate for annual Post Closure Maintenance costs are \$575,000 for year 1-5; \$475,000 for year 6-10; \$275,000 for year 11-25; and \$100,000 for year 26-200. Total Post Closure Maintenance costs are estimated to be \$5,185,813 (2017, \$5,601,807) based on 66% of the total landfill capacity being filled at this date, a 24 year lifespan to 2042, final closure in 2043, and a discount rate of 1.63%. Post Closure Maintenance costs are expected to be funded by annual budget appropriations in the years in which they are incurred.

The remaining liability to be recognized is estimated to be \$8,893,172 (2017, \$7,871,171) based on the remaining capacity of 1,610,994 cubic meters of airspace, which is 34% of the total landfill capacity.

<u>Unfunded Liability Balances</u>	<u>2018</u>	<u>2017</u>
Employee Retirement Benefits	\$ (245,780)	\$ (445,289)
Employee Other Benefits	326,471	254,136
Landfill Closure Costs	12,077,404	9,677,527
Post Closure Maintenance Costs	5,185,813	5,601,807
Unfunded Liability	<u>\$ 17,343,908</u>	<u>\$ 15,088,181</u>
Reserves On Hand	<u>\$ 2,079,798</u>	<u>\$ 1,843,650</u>

**10. DEFERRED REVENUE**

	<u>December 31,</u> <u>2017</u>	<u>Restricted</u> <u>Inflows</u>	<u>Revenue</u> <u>Recognized</u>	<u>December 31,</u> <u>2018</u>
Development Cost Charges	\$ 17,424,967	\$ 3,803,580	\$ (5,459,058)	\$ 15,769,489
Gas Tax Revenue Transfer program – Community Works Fund	8,310,258	1,912,630	(841,875)	9,381,013
Clean Water/Wastewater Revenue Transfer program	2,414,272	43,815	-	2,458,087
Other	514,169	71,515	(167,863)	417,821
	<u>\$ 28,663,666</u>	<u>\$ 5,831,540</u>	<u>\$ (6,468,796)</u>	<u>\$ 28,026,410</u>



**REGIONAL DISTRICT OF NANAIMO**  
**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**  
**for the year ended December 31, 2018**

**10. DEFERRED REVENUE (CONTINUED)**

Development Cost Charges - are amounts collected or payable as a result of new subdivision or building developments under the authority of Section 559 of the *Local Government Act*. The purpose of Section 559 is to collect funds for infrastructure which will be built as a result of population growth. Development Cost Charge bylaws have been enacted for the future expansion of wastewater treatment facilities, sewer, water and a bulk water system.

Community Works Fund - is a component of the federal government's "Investing in Canada Program" which was established to transfer a portion of gas tax revenues to local governments to address infrastructure deficits. Additional information on the Regional District of Nanaimo's use of the Community Works Fund grants is included in the schedule on Pg. 35.

**11. LONG-TERM DEBT**

Debt is recorded and payable in Canadian dollars. It is the current policy of the Municipal Finance Authority to secure debt repayable only in Canadian dollars.

Details of long-term debt, including debt issue numbers, maturity dates, interest rates and outstanding amounts, are summarized in the Schedule of Long-Term Debt on pages 28 to 31.

	<u>2018</u>	<u>2017</u>
Long-Term debt - Regional District services	\$ 35,681,273	\$ 34,858,326
Vancouver Island Regional Library	14,363,594	14,785,940
Member municipalities	<u>49,029,975</u>	<u>45,845,012</u>
Total Long-Term Debt	<u>\$ 99,074,842</u>	<u>\$ 95,489,278</u>

Payments of principal on issued debt of the Regional District, not including member municipalities, for the next five years are:

<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>Thereafter</u>	<u>TOTAL</u>
\$2,038,970	\$2,034,934	\$2,035,047	\$1,966,777	\$1,963,871	\$25,641,674	<u>\$35,681,273</u>

**12. OTHER JURISDICTIONS DEBT RECEIVABLE**

Pursuant to the *Local Government Act*, the Regional District acts as the agency through which its member municipalities and other jurisdictions borrow funds from the Municipal Finance Authority. The annual cost of servicing this debt is recovered entirely from the borrowing jurisdiction. However, the Regional District is joint and severally liable for this debt in the event of default.

	<u>2018</u>	<u>2017</u>
Town of Qualicum Beach	\$ 3,240,555	\$ 3,703,491
City of Parksville	4,837,242	1,258,210
City of Nanaimo	40,952,178	40,883,311
Vancouver Island Regional Library	<u>14,363,594</u>	<u>14,785,940</u>
	<u>\$ 63,393,569</u>	<u>\$ 60,630,952</u>

**REGIONAL DISTRICT OF NANAIMO**  
**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**  
for the year ended December 31, 2018

**13. TANGIBLE CAPITAL ASSETS**

Net Book Value	<u>2018</u>	<u>2017</u>
Land	\$ 43,190,799	\$ 42,610,826
Land improvements	10,896,759	11,191,795
Buildings	30,387,874	31,821,555
Engineered structures	94,203,199	97,312,780
Equipment, furniture and vehicles	10,870,848	8,415,197
Assets under construction	<u>57,807,440</u>	<u>19,759,671</u>
	<u>\$ 247,356,919</u>	<u>\$ 211,111,824</u>

The Consolidated Schedule of Tangible Capital Assets (Pg. 27) provides details of acquisitions, disposals and amortization for the year.

**14. GOVERNMENT TRANSFERS AND GRANTS**

	<u>2018</u>	<u>2017</u>
Federal Government		
Operating transfers	\$ 349,023	\$ 924,166
Capital transfers	<u>7,133,951</u>	<u>1,560,519</u>
	\$ 7,482,974	\$ 2,484,685
Provincial Government		
Operating transfers	\$ 6,374,154	\$ 5,940,806
Capital transfers	<u>504,182</u>	<u>862,193</u>
	\$ 6,878,336	\$ 6,802,999
Total Government Transfers and Grants	<u>\$ 14,361,310</u>	<u>\$ 9,287,684</u>

**REGIONAL DISTRICT OF NANAIMO**  
**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**  
**for the year ended December 31, 2018**

**15. ACCUMULATED SURPLUS**

The financial operations of the Regional District are divided into three funds: capital fund, general revenue fund and reserve fund. For accounting purposes, each fund is treated as a separate entity.

General Revenue Fund – represents the accumulated operating surplus of the Regional District which has not otherwise been allocated by the Board as reserves for special purposes.

Capital Fund – represents amounts which have been expended by or returned to the General Revenue Fund or a Reserve Fund for the acquisition of tangible capital assets and includes related debt and refunds of debenture debt sinking fund surpluses.

Reserves - represents that portion of the accumulated operating surplus that has been set aside to fund future expenses. It includes both statutory reserves created by bylaw under the authority of the *Local Government Act* and reserve accounts, which may be used by the Board without legislative restrictions.

The Accumulated Surplus consists of individual fund surpluses (deficits) and reserves as follows:

	<u>2018</u>	<u>2017</u>
Unappropriated Surplus (Page 36)	13,053,647	12,297,424
Appropriated Surplus		
Reserve for future expenditures	4,863,180	3,906,208
Landfill closure	2,079,798	1,843,650
Property insurance deductible-fire departments	31,588	31,010
Liability insurance deductible	156,041	153,187
Regional Sustainability Initiatives	12,693	12,467
Dashwood Fire	10,144	453
San Pareil Boundary Amendment	10,263	10,097
Regional parks and trails donations	69,462	57,921
Vehicle fleet replacement (various departments)	553,235	1,007,139
	<u>20,840,051</u>	<u>19,319,556</u>
Net investment in Tangible capital assets (Note 16)	211,031,519	175,976,025
Capital Fund advances	171,261	4,779,379
Unfunded liabilities	<u>(17,343,908)</u>	<u>(15,088,181)</u>
	<u>214,698,923</u>	<u>184,986,779</u>
Restricted Reserve Funds (Page 33)	<u>57,410,445</u>	<u>65,093,735</u>
Accumulated Surplus (Page 3)	<u>\$ 272,109,368</u>	<u>\$ 250,080,514</u>



**REGIONAL DISTRICT OF NANAIMO**  
**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**  
**for the year ended December 31, 2018**

**16. NET INVESTMENT IN TANGIBLE CAPITAL ASSETS**

Net investment in tangible capital assets represents the historic cost of capital expenses less debt obligations incurred to purchase and develop the infrastructure.

	<u>2018</u>	<u>2017</u>
Tangible capital assets (Pg. 3)	\$ 247,356,919	\$ 211,111,824
Short-term loans (Pg. 3)	(644,128)	(277,473)
Long-term debt - Regional District only (Note 11)	<u>(35,681,273)</u>	<u>(34,858,326)</u>
Net investment in Tangible capital assets (Note 15)	<u>\$ 211,031,519</u>	<u>\$ 175,976,025</u>

**17. BUDGET FIGURES**

Budget figures represent the Financial Plan Bylaw adopted by the Board on March 27, 2018. The financial plan includes capital expenses but does not include amortization expense. The financial plan forms the basis for taxation and fees and charges rates which may be required for a particular year. The following reconciliation of the budgeted "Surplus for the year" shown on Pg. 4 is provided to show which items must be added or removed to reflect to the budgeted financial plan values which are shown compared to actual expenses on Pg. 36 (General Revenue Fund Schedule of Revenue and Expenses).

	<u>2018 Budget</u>
Budgeted Surplus for the year (Pg. 4)	\$ 29,663,357
Add:	
Transfers from reserves	37,241,862
Proceeds of borrowing	15,119,726
Prior year operating surplus	12,146,812
Less:	
Capital expenses	(72,943,091)
Prior Year consolidation adjustments	
Debt principal repayments/actuarial adjustments	
Budgeted principal payments	\$ 4,958,635
Add: Actuarial Adjustments	401,611
Less: Principal payments for member municipalities	<u>(3,188,064)</u>
Transfer to reserves	<u>(10,433,016)</u>
Consolidated Budgeted Surplus, per Regional District of Nanaimo Financial Plan Bylaw No. 1771 (Pg. 36)	<u>\$ 8,623,468</u>

**18. MUNICIPAL FINANCE AUTHORITY RESERVE DEPOSITS**

The Regional District secures its long-term borrowing through the Municipal Finance Authority. As a condition of these borrowings, a portion of the debenture proceeds are retained by the Authority as a debt reserve fund. As at December 31, 2018, the Regional District had debt reserve funds of \$545,125 (2017, \$535,176).

**REGIONAL DISTRICT OF NANAIMO**  
**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**  
for the year ended December 31, 2018

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**19. NORTH ISLAND 9-1-1 CORPORATION**

A 9-1-1 emergency call answering service is provided by the North Island 9-1-1 Corporation, which is owned by the Regional Districts of Comox Valley, Strathcona, Mount Waddington, Alberni Clayoquot, Nanaimo, and Powell River. The shares in the corporation are owned as follows:

Alberni Clayoquot	3 shares
Comox Valley	6 shares
Strathcona	4 shares
Mount Waddington	1 share
Nanaimo	5 shares
Powell River	2 shares

The Regional District's investment in shares of the North Island 9-1-1 Corporation is recorded at cost as it does not fall under the definition of a government partnership (PS 3060.06). The Regional District's share of the corporation is equal to 23.8% and the degree of control is proportionate to the ownership share. As no benefits are expected from the ownership, it has not been accounted for as an equity investment.

**20. PENSION LIABILITY**

The Regional District of Nanaimo and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer contributory pension plan. Basic pension benefits are based on a formula. As at December 31, 2018, the plan has about 197,000 active members and approximately 95,000 retired members. Active members include approximately 39,000 contributors from the local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and the adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent valuation for the Municipal Pension Plan was at December 31, 2015, indicated a \$2.224 billion funding surplus for basic pension benefits on a going concern basis. As a result of the 2015 basic account actuarial valuation surplus and pursuant to the joint trustee agreement, \$1.927 billion was transferred to the rate stabilization account and \$297 million of the surplus ensured the required contribution rates remained unchanged.

The Regional District of Nanaimo paid \$2,175,914 (2017, \$2,036,380) for employer contributions to the Plan in fiscal 2018.

	<u>2018</u>	<u>2017</u>
Employer Portion	\$ 2,175,914	\$ 2,036,380
Employee Portion	<u>1,921,741</u>	<u>1,782,863</u>
	<u>\$ 4,097,655</u>	<u>\$ 3,819,243</u>

**21. CONTINGENT LIABILITIES**

Contingent liabilities are recognized by the Regional District in accordance with PS 3300.15. As at December 31, 2018, there were outstanding claims against the Regional District, however, no liability has been accrued because amounts are undeterminable and the likelihood of the Regional District having to make payment is uncertain.

**REGIONAL DISTRICT OF NANAIMO**  
**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**  
for the year ended December 31, 2018

**22. ENVIRONMENTAL REGULATIONS**

The Regional District is subject to environmental regulations which apply to a number of its operations. These regulations may require future expenses to meet applicable standards and subject the Regional District to possible penalties for violations. Amounts required to meet these obligations will be charged to operations when incurred and/or when they can be reasonably estimated.

**23. EXPENSES BY OBJECT**

	<u>Budget</u>	<u>2018</u>	<u>2017</u>
Operating goods and services	\$ 36,984,174	\$ 33,994,163	\$ 34,053,190
Wages and benefits	34,034,730	33,100,265	30,547,859
Debt interest	1,507,439	1,507,439	1,253,676
Amortization expense	-	7,335,406	7,216,168
Unfunded expenditures (Note 9)	-	2,255,728	2,290,731
Total Expenditures by Object	<u>\$ 72,526,343</u>	<u>\$ 78,193,001</u>	<u>\$ 75,361,624</u>

**24. ARROWSMITH WATER SERVICE AND ENGLISHMAN RIVER WATER SERVICE JOINT VENTURES**

The Arrowsmith Water Service (AWS) was formed in 1996 as a joint venture between the Regional District of Nanaimo, the City of Parksville and the Town of Qualicum Beach. The AWS was established to develop a bulk water supply available to the participants in the service and to construct the Arrowsmith Dam as a first step in that development as well as to provide for protection of the fisheries habitat of the Englishman River.

The Englishman River Water Service (ERWS) is a joint venture between the City of Parksville and the Regional District of Nanaimo, formed to secure a bulk water supply from the Englishman River. This regional partnership supplements existing well supply sources owned and operated by the City of Parksville and Nanoose Bay Peninsula Water Service Area. The ERWS development plan includes a new river water supply intake, new water treatment plant and distribution system.

Financial results and budget for the joint ventures are consolidated in the Regional District of Nanaimo's financial statements proportionately based on the joint venture agreements: 22.4% of the Arrowsmith Water Service and 26% of the Englishman River Water Service.

The following table summarizes the financial statements of the two joint ventures.

	<u>Arrowsmith Water Service 2018</u>	<u>Englishman River Water Service 2018</u>
Financial assets	\$ 369,630	\$ 3,127,772
Non-financial assets	<u>6,457,416</u>	<u>33,855,482</u>
Accumulated surplus	<u>6,827,046</u>	<u>36,983,254</u>
Revenues		
Joint venturer contributions	\$ 110,087	\$ 6,341,942
Capital grant	<u>-</u>	<u>4,492,229</u>
	110,087	10,834,171
Expenses		
Operating	<u>80,087</u>	<u>16,708</u>
Annual surplus (deficit)	<u>\$ 30,000</u>	<u>\$ 10,817,463</u>



**REGIONAL DISTRICT OF NANAIMO**  
**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**  
**for the year ended December 31, 2018**

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**25. CONTAMINATED SITES**

At the reporting date, only one site was identified as potentially contaminated due to past industrial use at this site and on the neighbouring property; these findings remain unchanged from the December 31, 2015 year end. For this site there is insufficient information to determine whether contamination exceeding the relevant environmental standard is likely to exist, or whether remediation is required. The future cost and responsibility for remediation of this site is not currently determinable.

**26. SUBSEQUENT EVENTS**

On March 26, 2019, the decision was made to discontinue the Bowser Village Centre Sewer Servicing project. The RDN was awarded a joint Federal and Provincial Clean Water and Wastewater Fund of up to \$7.6 million, with \$2.4 million being received in 2017. Development Cost Charges towards the project in the amount of \$2.6 million were received in 2018. Project funding will be returned in 2019, and the design cost of \$0.3 million will be written off.

**27. COMMITMENTS**

As at December 31, 2018, the regional district had the following significant commitments:

NAC Constructors Ltd. – for the Greater Nanaimo Pollution Control Centre Secondary Treatment Upgrade. Scheduled for completion in 2019, this project has a remaining commitment of \$26,974,439.

Circular Waste British Columbia Inc. – for the Solid Waste Organics Processing Agreement. This 20-year agreement, which expires December 7, 2038, provides for a minimum payment of \$1,350,000 in the first year and is adjusted for inflation in each of the subsequent years.

**28. COMPARATIVE FIGURES**

Certain comparative figures have been reclassified to conform to the presentation adopted in the current year.







## SUPPORTING SCHEDULES



**REGIONAL DISTRICT OF NANAIMO**  
**CONSOLIDATED SCHEDULE OF REVENUE AND EXPENSES BY SEGMENT**  
**as at December 31, 2018**

PS2700 requires that governments define and disclose additional information related to its activities, by segment. Regional Districts are required by the Local Government Act to charge or allocate all expenses directly or reasonably attributable to a service, to that service. The information in these financial statements conforms in all respects to the requirements of the Local Government Act.

For the purposes of PS2700 the segmented information above corresponds to the classification of expenses shown on the Consolidated Statement of Operations. The expense classifications on the Consolidated Statement of Operations represent the major activities provided by the Regional District of Nanaimo.

The following activities are included in the segments shown on Pg. 26:

General Government includes overall administration, legislative services including elections and feasibility studies. These services are paid for by multiple member jurisdictions of the Regional District and affect most taxpayers residing in the Regional District of Nanaimo. Schedule A on Pg. 37 of this report provides additional details with respect to revenues and expenditures for services falling under General Government.

Strategic and Community Development includes community and regional land use planning, house numbering and building inspection. Planning & Development services are largely paid for by Electoral Areas of the Regional District of Nanaimo. Schedules B and B-1 on Pgs. 38-39 of this report provide additional details with respect to revenues and expenditures for each of these services.

Wastewater and Solid Waste includes sewage treatment plants and solid waste disposal activities, including programs for garbage collection and recycling. The Regional District operates two treatment plants in both the northern and southern portions of the Regional District. A solid waste landfill and transfer station are funded at a regional level, with garbage collection & recycling services provided in areas outside of the City of Nanaimo. Detailed revenue and expenditure information on wastewater treatment plants is found on Schedule C-1, Pg. 41 of this report. Detailed revenue and expenditure information on solid waste management is found on Schedule C, Pg. 40.

Water, Sewer, and Street lighting includes neighbourhood water supply, sewage collection systems and street lights. Only taxpayers within these areas pay for the service. Detailed revenue and expenditure information on these services can be found on Schedules C-2, C-3 and C-4 (Pgs. 42-44) of this report.

Public Transportation includes conventional and HandyDart bus service. Public transit services are available to the City of Nanaimo, City of Parksville, Town of Qualicum Beach, Electoral Area G and portions of Electoral Areas A, E and C. Detailed revenue and expenditure information on transportation services is found on Schedule E, Pg. 47 of this report.

Protective Services includes volunteer and contract fire protection services, emergency planning, bylaw enforcement and the Regional District's participation in E911 services. Detailed revenue and expenditure information on protective services is found on Schedules E-1 and E-2, Pgs. 48-49 of this report.

Parks, Recreation, and Culture includes operations and development of community and regional parks, provision of recreation programming, operation of a multiplex arena and aquatic centre and includes some services provided by agreement with municipalities within the Regional District of Nanaimo. Detailed revenue and expenditure information on parks, recreation & culture services is found on Schedules D and D-1, Pgs. 45-46 of this report.



**REGIONAL DISTRICT OF NANAIMO**  
**CONSOLIDATED SCHEDULE OF REVENUE AND EXPENSES BY SEGMENT**  
as at December 31, 2018

	General Government	Strategic & Community Development	Wastewater & Solid Waste	Water, Sewer & Street lighting	Public Transportation	Protective Services	Parks, Recreation & Culture	2018 Total	2017 Total
<b>Revenues</b>									
Property taxes	\$ 2,376,586	\$ 2,171,638	\$ 13,430,531	\$ 4,935,455	\$ 10,416,051	\$ 6,004,615	\$ 10,839,337	\$ 50,174,213	\$ 48,026,015
Operating revenues	20,327	1,845,475	15,160,038	1,600,257	5,048,285	164,835	1,783,444	25,622,661	24,712,090
Government transfers and grants	372,860	213,120	6,363,901	1,047,056	5,954,301	103,608	306,464	14,361,310	9,287,684
Developer contributions	-	-	5,483,168	8,420	-	-	32,303	5,523,891	2,535,951
Other income	437,756	10,236	1,027,829	270,276	40,190	297,099	187,342	2,270,728	1,111,434
Investment income	510,553	18,621	729,912	102,206	77,526	69,298	165,370	1,673,486	894,664
Payment in lieu of taxes	83,394	10,259	252,297	75	207,555	14,627	27,359	595,566	197,398
	<u>3,801,476</u>	<u>4,269,349</u>	<u>42,447,676</u>	<u>7,963,745</u>	<u>21,743,908</u>	<u>6,654,082</u>	<u>13,341,619</u>	<u>100,221,855</u>	<u>86,765,236</u>
<b>Expenses</b>									
Operating goods & services	(956,104)	1,114,740	13,333,708	2,832,857	8,214,479	4,313,773	5,140,710	33,994,163	34,053,190
Wages and benefits	4,272,380	2,522,710	6,510,088	1,641,133	12,714,225	804,544	4,635,185	33,100,265	30,547,859
Debt interest	-	-	577,372	352,848	-	170,713	406,506	1,507,439	1,253,676
Amortization expense	356,751	16,631	4,117,101	882,363	344,159	544,416	1,073,985	7,335,406	7,216,168
Unfunded expenses	271,845	-	1,983,883	-	-	-	-	2,255,728	2,290,731
	<u>3,944,872</u>	<u>3,654,081</u>	<u>26,522,152</u>	<u>5,709,201</u>	<u>21,272,863</u>	<u>5,833,446</u>	<u>11,256,386</u>	<u>78,193,001</u>	<u>75,361,624</u>
<b>Surplus (deficit) for the year</b>	<u>\$ (143,396)</u>	<u>\$ 615,268</u>	<u>\$ 15,925,524</u>	<u>\$ 2,254,544</u>	<u>\$ 471,045</u>	<u>\$ 820,636</u>	<u>\$ 2,085,233</u>	<u>\$ 22,028,854</u>	<u>\$ 11,403,612</u>

**REGIONAL DISTRICT OF NANAIMO**  
**CONSOLIDATED SCHEDULE OF REVENUE AND EXPENSES BY SEGMENT**  
as at December 31, 2017

	General Government	Strategic & Community Development	Wastewater & Solid Waste	Water, Sewer & Street lighting	Public Transportation	Protective Services	Parks, Recreation & Culture	2017 Total	2016 Total
<b>Revenues</b>									
Property taxes	\$ 1,848,448	\$ 2,279,592	\$ 13,257,879	\$ 4,721,047	\$ 10,059,399	\$ 5,389,851	\$ 10,469,799	\$ 48,026,015	\$ 45,498,181
Operating revenues	-	1,658,064	14,832,546	1,533,423	4,613,062	320,412	1,754,583	24,712,090	22,975,645
Government transfers and grants	490,057	109,992	732,834	1,317,404	5,647,224	-	990,173	9,287,684	15,735,117
Developer contributions	130,718	-	96,142	33,891	-	-	2,275,200	2,535,951	4,853,756
Other income	199,659	11,865	345,991	191,922	17,003	256,459	88,535	1,111,434	923,198
Investment income	301,018	8,561	378,402	49,206	39,026	38,410	80,041	894,664	949,436
Payment in lieu of taxes	77,470	5,876	51,372	66	43,306	12,375	6,933	197,398	319,413
	<u>3,047,370</u>	<u>4,073,950</u>	<u>29,695,166</u>	<u>7,846,959</u>	<u>20,419,020</u>	<u>6,017,507</u>	<u>15,665,264</u>	<u>86,765,236</u>	<u>91,254,746</u>
<b>Expenses</b>									
Operating goods & services	(992,070)	1,101,648	13,676,468	2,843,012	8,611,633	4,107,260	5,548,349	34,053,190	31,956,377
Wages and benefits	4,197,736	2,184,435	5,979,112	1,531,255	10,645,741	688,353	4,478,117	30,547,859	29,012,116
Debt interest	-	-	368,630	310,292	-	168,065	406,689	1,253,676	1,018,253
Amortization expense	352,495	18,731	4,105,471	881,594	344,111	508,101	1,005,665	7,216,168	6,846,859
Unfunded expenses	202,919	-	2,087,812	-	-	-	-	2,290,731	230,538
	<u>3,761,080</u>	<u>3,304,814</u>	<u>26,217,493</u>	<u>5,566,153</u>	<u>19,601,485</u>	<u>5,471,779</u>	<u>11,438,820</u>	<u>75,361,624</u>	<u>69,064,143</u>
<b>Surplus (deficit) for the year</b>	<u>\$ (713,710)</u>	<u>\$ 769,136</u>	<u>\$ 3,477,673</u>	<u>\$ 2,280,806</u>	<u>\$ 817,535</u>	<u>\$ 545,728</u>	<u>\$ 4,226,444</u>	<u>\$ 11,403,612</u>	<u>\$ 22,190,603</u>

See notes to consolidated financial statements

**REGIONAL DISTRICT OF NANAIMO  
CONSOLIDATED SCHEDULE OF TANGIBLE CAPITAL ASSETS  
AS AT DECEMBER 31, 2018**

	Land	Land Improvements	Buildings	Engineered Structures	Equipment, Furniture & Vehicles	Assets Under Construction	<b>Total 2018</b>	Total 2017
<b>COST</b>								
Balance, beginning of year	\$ 42,610,826	\$ 13,679,456	\$ 52,033,552	\$ 160,320,668	\$ 24,574,562	\$ 19,759,671	\$ <b>312,978,735</b>	\$ 293,099,822
Add:								
Additions	579,973	127,498	146,854	691,107	3,992,275	38,129,320	<b>43,667,027</b>	20,700,693
Less:								
Disposals	-	-	-	-	357,506	81,551	<b>439,057</b>	821,780
Balance, end of year	<u>43,190,799</u>	<u>13,806,954</u>	<u>52,180,406</u>	<u>161,011,775</u>	<u>28,209,331</u>	<u>57,807,440</u>	<b>356,206,705</b>	<u>312,978,735</u>
<b>ACCUMULATED AMORTIZATION</b>								
Balance, beginning of year	\$ -	\$ 2,487,661	\$ 20,211,997	\$ 63,007,888	\$ 16,159,365	\$ -	<b>101,866,911</b>	\$ 94,872,562
Add:								
Amortization	-	422,534	1,580,535	3,800,688	1,531,649	-	<b>7,335,406</b>	7,216,168
Less:								
Accumulated amortization on disposals	-	-	-	-	352,531	-	<b>352,531</b>	221,819
Balance, end of year	<u>-</u>	<u>2,910,195</u>	<u>21,792,532</u>	<u>66,808,576</u>	<u>17,338,483</u>	<u>-</u>	<b>108,849,786</b>	<u>101,866,911</u>
<b>NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS</b>	<u>\$ 43,190,799</u>	<u>\$ 10,896,759</u>	<u>\$ 30,387,874</u>	<u>\$ 94,203,199</u>	<u>\$ 10,870,848</u>	<u>\$ 57,807,440</u>	<b>\$ 247,356,919</b>	<u>\$ 211,111,824</u>

See notes to consolidated financial statements

**REGIONAL DISTRICT OF NANAIMO**  
**LONG-TERM DEBT SUMMARY BY FUNCTION**  
**DECEMBER 31, 2018**

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
<b>REGIONAL DISTRICT</b>					
RAVENSONG AQUATIC CENTRE	313,224	-	-	-	\$ -
OCEANSIDE PLACE ARENA	3,954,686	3,580,996	3,192,358	2,788,175	<b>2,367,824</b>
REGIONAL PARKS	1,984,688	1,912,964	1,838,371	1,760,795	<b>1,680,115</b>
COMMUNITY PARKS	310,004	285,373	259,679	232,873	<b>204,906</b>
WASTEWATER MANAGEMENT			5,000,000	19,813,921	<b>19,064,025</b>
FIRE PROTECTION	4,352,441	4,160,535	4,189,644	3,994,473	<b>3,791,669</b>
SEWER SERVICES	1,822,604	1,956,994	1,848,406	1,735,515	<b>1,618,149</b>
WATER SUPPLY SERVICES	2,891,369	2,587,690	3,176,528	4,532,574	<b>6,954,583</b>
VANCOUVER ISLAND REGIONAL LIBRARY	<u>15,957,989</u>	<u>15,582,525</u>	<u>15,192,042</u>	<u>14,785,940</u>	<u><b>14,363,594</b></u>
<b>TOTAL REGIONAL DISTRICT</b>	31,587,005	30,067,078	34,697,031	49,644,266	<b>50,044,866</b>
<b>MEMBER MUNICIPALITIES</b>	<u>52,213,097</u>	<u>53,520,830</u>	<u>49,751,819</u>	<u>45,845,012</u>	<u><b>49,029,976</b></u>
<b>TOTAL LONG-TERM DEBT (Pg. 3)</b>	<u><u>83,800,102</u></u>	<u><u>83,587,908</u></u>	<u><u>84,448,850</u></u>	<u><u>95,489,278</u></u>	<u><u>\$ <b>99,074,842</b></u></u>

See notes to consolidated financial statements



**REGIONAL DISTRICT OF NANAIMO  
SCHEDULE OF LONG-TERM DEBT  
DECEMBER 31, 2018**

FUNCTION	ISSUER	FUNDS	BYLAW NUMBER	MATURITY DATE	INTEREST RATE	ORIGINAL VALUE	2018 DEBT O/S	2017 DEBT O/S
OCEANSIDE PLACE ARENA								
	MFA 97	CDN	1365	Apr 19,2023	4.830	6,470,646	<b>2,367,824</b>	2,788,175
TOTAL OCEANSIDE PLACE ARENA						<u>6,470,646</u>	<u><b>2,367,824</b></u>	<u>2,788,175</u>
REGIONAL PARKS								
	MFA 126	CDN	1629	Sep 26,2033	3.850	2,053,653	<b>1,680,115</b>	1,760,795
TOTAL REGIONAL PARKS						<u>2,053,653</u>	<u><b>1,680,115</b></u>	<u>1,760,795</u>
COMMUNITY PARKS ELECTORAL AREA B								
	MFA 78	CDN	1299	Dec 03, 2022	2.250	100,000	<b>28,454</b>	34,741
	MFA 79	CDN	1303	Jun 03, 2023	5.250	80,000	<b>27,793</b>	32,583
	MFA 81	CDN	1304	Apr 22, 2024	4.900	80,000	<b>32,583</b>	37,145
	MFA 93	CDN	1305	Apr 06, 2025	5.100	80,000	<b>32,676</b>	36,891
	MFA 97	CDN	1306	Apr 19, 2026	4.660	80,000	<b>39,633</b>	43,768
	MFA 101	CDN	1307	Apr 11, 2027	2.250	80,000	<b>43,768</b>	47,745
TOTAL COMMUNITY PARKS						<u>500,000</u>	<u><b>204,906</b></u>	<u>232,873</u>
FIRE PROTECTION SERVICES								
MEADOWOOD FIRE								
	MFA 110	CDN	1587	Apr 08, 2030	4.500	1,773,410	<b>1,224,664</b>	1,303,033
NANAIMO RIVER FIRE								
	MFA 99	CDN	1488	Apr 19,2027	4.430	20,761	<b>10,285</b>	11,358
NANOOSE BAY FIRE								
	MFA 130	CDN	1617	Oct 14, 2034	3.000	2,790,000	<b>2,392,136</b>	2,497,528
COOMBS-HILLIERS FIRE								
	MFA 139	CDN	1538	Oct 5, 2026	2.100	200,000	<b>164,584</b>	182,554
TOTAL FIRE PROTECTION SERVICES						<u>4,784,171</u>	<u><b>3,791,669</b></u>	<u>3,994,473</u>
SEWER SERVICES								
BARCLAY CRESCENT SEWER								
	MFA 102	CDN	1486	Dec 01, 2027	4.820	895,781	<b>490,086</b>	534,615
CEDAR SEWER								
	MFA 106	CDN	1571	Oct 13, 2029	4.130	926,180	<b>597,026</b>	639,592
	MFA 106	CDN	1572	Oct 13, 2029	4.130	27,200	<b>17,533</b>	18,784
	MFA 106	CDN	1573	Oct 13, 2029	4.130	108,800	<b>70,134</b>	75,134
	MFA 106	CDN	1574	Oct 13, 2029	4.130	61,200	<b>39,450</b>	42,263
	MFA 110	CDN	1584	Apr 08, 2030	4.500	232,286	<b>160,410</b>	170,675
	MFA 117	CDN	1626	Oct 12, 2031	3.250	51,620	<b>37,928</b>	40,122
						<u>1,407,286</u>	<u><b>922,481</b></u>	<u>986,570</u>
HAWTHORNE RISE SEWER								
	MFA 131	CDN	1696	Apr 8, 2035	2.200	173,300	<b>154,265</b>	160,829
REID ROAD SEWER								
	MFA 133	CDN	1709	Oct 2, 2035	2.750	57,650	<b>51,318</b>	53,501
TOTAL SEWER SERVICES						<u>\$ 2,534,017</u>	<u>\$ <b>1,618,149</b></u>	<u>\$ 1,735,515</u>

See notes to consolidated financial statements

**REGIONAL DISTRICT OF NANAIMO  
SCHEDULE OF LONG-TERM DEBT  
DECEMBER 31, 2018**

FUNCTION	ISSUER	FUNDS	BYLAW NUMBER	MATURITY DATE	INTEREST RATE	ORIGINAL VALUE	2018 DEBT O/S	2017 DEBT O/S	
WATER - SAN PAREIL									
	MFA 81	CDN	1367	Apr 22, 2019	4.900	89,476	<b>8,210</b>	16,029	
	MFA 97	CDN	1395	Apr 19, 2021	4.660	40,000	<b>9,984</b>	13,059	
	MFA 106	CDN	1395	Oct 13, 2024	4.130	94,439	<b>44,526</b>	50,981	
	MFA 117	CDN	1395	Oct 12, 2026	3.250	49,056	<b>29,706</b>	32,806	
						<u>272,971</u>	<u>92,426</u>	<u>112,875</u>	
WATER - SAN PAREIL FIRE IMPROVEMENTS									
	MFA 127	CDN	1689	Apr 07, 2034	3.300	1,114,600	<b>955,654</b>	997,758	
						<u>1,114,600</u>	<u>955,654</u>	<u>997,758</u>	
WATER - DRIFTWOOD									
	MFA 80	CDN	1301	Oct 03, 2023	4.900	100,614	<b>34,954</b>	40,979	
						<u>100,614</u>	<u>34,954</u>	<u>40,979</u>	
WATER - MELROSE TERRACE									
	MFA 103	CDN	1539	Apr 23, 2018	4.650	14,349	-	1,701	
						<u>14,349</u>	<u>-</u>	<u>1,701</u>	
BULK WATER - FRENCH CREEK									
	MFA 69	CDN	1127	Sep 24, 2018	4.650	503,655	-	38,490	
						<u>503,655</u>	<u>-</u>	<u>38,490</u>	
BULK WATER - NANOOSE									
	MFA 69	CDN	1128	Sep 24, 2018	4.650	864,095	-	66,035	
	MFA 74	CDN	1226	Jun 01, 2021	5.900	2,195,223	<b>479,701</b>	624,621	
	MFA 80	CDN	1239	Oct 03, 2023	4.900	176,295	<b>61,246</b>	71,802	
	MFA 142	CDN	1242	Oct 04, 2037	3.150	168,875	<b>162,590</b>	168,875	
	MFA 142	CDN	1244	Oct 04, 2037	3.150	1,476,000	<b>1,421,070</b>	1,476,000	
	MFA 146	CDN	1243	Sep 19, 2038	3.200	2,536,370	<b>2,536,370</b>	-	
	MFA 146	CDN	1245	Sep 19, 2038	3.200	314,142	<b>314,142</b>	-	
						<u>7,731,000</u>	<u>4,975,119</u>	<u>2,407,333</u>	
NANOOSE BAY PENINSULA WATER									
	MFA 139	CDN	1723	Oct 05, 2036	2.100	350,000	<b>323,558</b>	336,975	
	MFA 139	CDN	1750	Oct 05, 2036	2.100	557,200	<b>515,105</b>	536,463	
						<u>907,200</u>	<u>838,663</u>	<u>873,438</u>	
WESTURNE HEIGHTS									
	MFA 142	CDN	1720	Oct 04, 2037	3.150	60,000	<b>57,767</b>	60,000	
						<u>60,000</u>	<u>57,767</u>	<u>60,000</u>	
	TOTAL WATER SUPPLY MANAGEMENT						<u>10,704,389</u>	<u>6,954,583</u>	<u>4,532,574</u>
WASTEWATER SERVICES									
SOUTHERN COMMUNITY WASTEWATER									
	MFA 139	CDN	1742	Oct 05, 2036	2.100	5,000,000	<b>4,622,261</b>	4,813,921	
	MFA 142	CDN	1762	Oct 04, 2037	3.150	15,000,000	<b>14,441,764</b>	15,000,000	
	TOTAL WASTEWATER MANAGEMENT						<u>20,000,000</u>	<u>19,064,025</u>	<u>19,813,921</u>
DEBT HELD FOR OTHER JURISDICTIONS									
VANCOUVER ISLAND REGIONAL LIBRARY									
	MFA 117	CDN	1634	Oct 12, 2041	3.250	8,000,000	<b>6,873,381</b>	7,053,867	
	MFA 126	CDN	1674	Sep 26, 2038	3.850	8,610,000	<b>7,490,213</b>	7,732,073	
	TOTAL - VANCOUVER ISLAND REGIONAL LIBRARY						<u>\$ 16,610,000</u>	<u>\$ 14,363,594</u>	<u>\$ 14,785,940</u>
<b>TOTAL LONG-TERM DEBT - REGIONAL DISTRICT</b>						<u>\$ 63,656,876</u>	<u>\$ 50,044,866</u>	<u>\$ 49,644,266</u>	

See notes to consolidated financial statements

**REGIONAL DISTRICT OF NANAIMO  
SCHEDULE OF LONG-TERM DEBT  
DECEMBER 31, 2018**

FUNCTION	ISSUER	FUNDS	BYLAW NUMBER	MATURITY DATE	INTEREST RATE	ORIGINAL VALUE	2018 DEBT O/S	2017 DEBT O/S	
CITY OF PARKSVILLE									
	MFA 68	CDN	1109	Mar 24, 2018	4.650	1,200,000	-	91,706	
	MFA 69	CDN	1129	Sep 24, 2018	4.650	1,970,000	-	150,550	
	MFA 74	CDN	1227	Jun 01, 2021	5.900	290,000	<b>63,371</b>	82,516	
	MFA 75	CDN	1238	Dec 01, 2021	5.690	1,050,000	<b>229,446</b>	298,763	
	MFA 78	CDN	1283	Dec 03, 2022	2.250	765,000	<b>217,670</b>	265,767	
	MFA 93	CDN	1420	Apr 06, 2025	5.100	800,000	<b>326,755</b>	368,908	
	MFA 145	CDN	1745	Apr 23, 2043	3.150	4,000,000	<b>4,000,000</b>	-	
	TOTAL CITY OF PARKSVILLE						<b>10,075,000</b>	<b>4,837,242</b>	1,258,210
TOWN OF QUALICUM BEACH									
	MFA 136	CDN	1729	Nov 30, 2025	2.750	4,629,364	<b>3,240,555</b>	3,703,491	
	TOTAL TOWN OF QUALICUM BEACH						<b>4,629,364</b>	<b>3,240,555</b>	3,703,491
CITY OF NANAIMO									
	MFA 72	CDN	1197	Jun 01, 2020	6.450	4,500,000	<b>658,564</b>	<b>966,732</b>	
	MFA 73	CDN	1219	Dec 01, 2020	6.360	4,100,000	<b>600,025</b>	<b>880,801</b>	
	MFA 99	CDN	1489	Oct 19, 2026	4.430	15,000,000	<b>7,431,107</b>	<b>8,206,571</b>	
	MFA 101	CDN	1489	Apr 11, 2027	2.250	15,000,000	<b>8,206,571</b>	<b>8,952,209</b>	
	MFA 102	CDN	1530	Dec 01, 2027	2.250	3,750,000	<b>2,051,643</b>	<b>2,238,052</b>	
	MFA 126	CDN	1688	Sep 26, 2033	3.850	13,300,000	<b>10,880,868</b>	<b>11,403,371</b>	
	MFA 127	CDN	1694	Apr 07, 2034	3.300	9,200,000	<b>7,888,046</b>	<b>8,235,575</b>	
	MFA 146	CDN	1774	Sep 19, 2038	3.200	3,235,354	<b>3,235,354</b>	-	
	TOTAL CITY OF NANAIMO						<b>68,085,354</b>	<b>40,952,179</b>	40,883,311
<b>TOTAL LONG-TERM DEBT - MEMBER MUNICIPALITIES</b>						<b>\$ 82,789,718</b>	<b>\$ 49,029,976</b>	<b>\$ 45,845,012</b>	
<b>TOTAL LONG-TERM DEBT</b>						<b>\$ 146,446,594</b>	<b>\$ 99,074,842</b>	<b>\$ 95,489,278</b>	

See notes to consolidated financial statements

**RESERVE ACCOUNT ACTIVITY - 2018**  
**SCHEDULE OF STATUTORY RESERVE FUND ACTIVITY AND FUND BALANCES**  
**AS AT DECEMBER 31, 2018**

	Balance December 31, 2017	Interest Income	Contributions by Developers & Others	MFA surplus and refunds	Contributions from/(to) Operating Fund	Transfers to Capital Funds	Feasibility, legal & other costs or transfers	Balance December 31, 2018
<b>2018 ACTIVITY</b>								
Feasibility Studies	\$ 173,429	-	-	-	16,240	-	-	\$ 189,669
Administration Information Systems/Building	\$ 2,287,506	43,201	-	-	182,945	(97,010)	-	\$ 2,416,642
Local Government Elections	\$ 54,611	1,017	-	-	-	-	-	\$ 55,628
Regional Growth Strategy	\$ 159,973	3,430	-	-	50,000	-	-	\$ 213,403
Building Inspection	\$ 345,095	7,329	-	-	100,000	-	-	\$ 452,424
Community Planning	\$ 312,593	6,387	-	-	(15,000)	-	-	\$ 303,980
Carbon Action Revenue Incentive Program	\$ 404,174	8,445	101,643	-	(11,840)	-	-	\$ 502,422
Carbon Neutral	\$ 54,066	1,007	-	-	-	-	-	\$ 55,073
Hazardous Properties	\$ -	244	-	-	27,058	-	-	\$ 27,302
	<u>\$ 3,791,447</u>	<u>\$ 71,060</u>	<u>\$ 101,643</u>	<u>\$ -</u>	<u>\$ 349,403</u>	<u>-\$ 97,010</u>	<u>\$ -</u>	<u>\$ 4,216,543</u>
<b>Wastewater &amp; Solid Waste Management</b>								
Solid Waste Management	\$ 2,635,516	58,577	-	-	1,341,430	(83,625)	-	\$ 3,951,898
Solid Waste Collection & Recycling	\$ 427,219	8,911	-	-	100,000	-	-	\$ 536,130
Nanoose Wastewater	\$ 1,036,786	20,216	-	-	176,000	-	-	\$ 1,233,002
Northern Community Wastewater	\$ 11,948,795	243,615	24,110	-	2,382,379	(41,534)	-	\$ 14,557,365
Southern Community Wastewater	\$ 23,208,330	358,149	-	-	2,125,000	(17,402,114)	-	\$ 8,289,365
Duke Point Wastewater	\$ 215,991	4,295	-	-	30,000	-	-	\$ 250,286
	<u>\$ 39,472,637</u>	<u>693,763</u>	<u>24,110</u>	<u>-</u>	<u>6,154,809</u>	<u>(17,527,273)</u>	<u>-</u>	<u>\$ 28,818,046</u>
<b>Water, Sewer &amp; Street lighting</b>								
Surfside Sewer	\$ 8,054	268	-	-	15,000	-	-	\$ 23,322
Pacific Shores Sewer	\$ 54,506	1,087	-	-	8,000	-	-	\$ 63,593
French Creek Sewer	\$ 490,493	9,345	8,420	-	-	-	-	\$ 508,258
Cedar Sewer Collection	\$ 86,975	1,980	-	-	40,000	-	-	\$ 128,955
Barclay Cres Sewer	\$ 5,014	39	-	-	10,000	-	-	\$ 15,053
Cedar Estates Stormwater	\$ 22,803	470	-	-	5,000	-	-	\$ 28,273
Englishman River Stormwater	\$ 26,300	544	-	-	6,000	-	-	\$ 32,844
French Creek Water	\$ 188,769	3,525	-	-	10,000	(13,220)	-	\$ 189,074
Madrona Water	\$ 215,021	4,006	-	-	-	-	-	\$ 219,027
Surfside Water	\$ 3,511	11	-	-	17,850	-	-	\$ 21,372
Decourcey Water	\$ 18,328	360	-	-	3,000	-	-	\$ 21,688
Melrose Water	\$ 11,202	241	-	-	6,196	-	-	\$ 17,639
Nanoose Bay Peninsula Water	\$ 780,975	16,195	-	-	200,000	(10,777)	-	\$ 986,393
Nanoose Bay Water	\$ 66,699	1,243	-	-	-	-	-	\$ 67,942
Englishman River Water	\$ 290,072	5,720	-	-	35,000	-	-	\$ 330,792
San Pareil Water	\$ 27,817	1,147	-	-	70,000	-	-	\$ 98,964
Whiskey Creek Water	\$ 39,825	1,019	-	-	25,000	(8,900)	-	\$ 56,944
Nanoose AWS Bulk Water	\$ 1,804,870	38,025	-	-	734,964	(299,489)	-	\$ 2,278,370

See notes to consolidated financial statements



**RESERVE ACCOUNT ACTIVITY - 2018**  
**SCHEDULE OF STATUTORY RESERVE FUND ACTIVITY AND FUND BALANCES**  
**AS AT DECEMBER 31, 2018**

	Balance December 31, 2017	Interest Income	Contributions by Developers & Others	MFA surplus and refunds	Contributions from/(to) Operating Fund	Transfers to Capital Funds	Feasibility, legal & other costs or transfers	Balance December 31, 2018
French Creek AWS Bulk Water	\$ 805,517	13,985	-	-	(35,379)	-	-	\$ 784,123
Westurne Heights Water	\$ -	55	-	-	8,000	-	-	\$ 8,055
Drinking Water/Watershed Protection	\$ 45,500	1,073	-	-	25,000	-	-	\$ 71,573
Englishman River Street lighting	\$ 8,346	133	-	-	500	-	-	\$ 8,979
Fairwinds Street lighting	\$ 34,684	664	-	-	2,000	-	-	\$ 37,348
Morningstar Street lighting	\$ 10,693	181	-	-	(3,700)	-	-	\$ 7,174
Rural EA E & G Street lighting	\$ 13,016	237	-	-	(1,000)	-	-	\$ 12,253
	<u>\$ 5,058,990</u>	<u>101,553</u>	<u>8,420</u>	<u>-</u>	<u>1,181,431</u>	<u>(332,386)</u>	<u>-</u>	<u>\$ 6,018,008</u>
<b>Public Transportation</b>								
Transit	\$ 3,736,425	73,441	-	-	550,000	(14,271)	-	\$ 4,345,595
Descanso Bay Emergency Wharf	\$ 14,532	264	-	-	-	-	-	\$ 14,796
Green's Landing Wharf	\$ 203,762	3,821	-	-	-	-	-	\$ 207,583
	<u>\$ 3,954,719</u>	<u>77,526</u>	<u>-</u>	<u>-</u>	<u>550,000</u>	<u>(14,271)</u>	<u>-</u>	<u>\$ 4,567,974</u>
<b>Protective Services</b>								
Coombs Hilliers Fire	\$ 711,814	11,947	-	-	351,456	(383,867)	-	\$ 691,350
Errington Fire	\$ 831,902	4,720	-	-	160,570	(807,675)	-	\$ 189,517
Extension Fire	\$ 574,723	11,009	-	-	52,273	-	-	\$ 638,005
Nanoose Fire	\$ 323,786	6,622	-	-	193,022	(62,273)	-	\$ 461,157
Dashwood Fire	\$ 499,730	10,016	30,000	-	269,936	(193,489)	-	\$ 616,193
Bow Horn Bay Fire	\$ 411,142	8,112	-	-	54,186	-	-	\$ 473,440
Nanaimo River Fire	\$ 155,909	3,052	-	-	16,160	-	-	\$ 175,121
Cassidy Waterloo Fire	\$ 268,995	5,667	-	-	98,162	(15,096)	-	\$ 357,728
Emergency Planning	\$ 93,191	2,133	-	-	45,000	(4,543)	-	\$ 135,781
Bylaw Enforcement	\$ 122,396	2,172	-	-	17,210	-	-	\$ 141,778
District 68 911 Service	\$ 129,866	2,346	-	-	-	(11,636)	-	\$ 120,576
	<u>\$ 4,123,454</u>	<u>67,796</u>	<u>30,000</u>	<u>-</u>	<u>1,257,975</u>	<u>(1,478,579)</u>	<u>-</u>	<u>\$ 4,000,646</u>
<b>Parks, Recreation &amp; Culture</b>								
Area A Recreation & Culture	\$ 615,088	13,033	-	-	175,000	-	-	\$ 803,121
Area B Recreation	\$ 61,807	1,260	-	-	12,000	-	-	\$ 75,067
Extension Recreation	\$ 35,671	659	-	-	-	-	(453)	\$ 35,877
Community Parks	\$ 906,102	17,503	-	-	102,000	(90,087)	-	\$ 935,518
Regional Parks Capital	\$ 3,606,871	62,901	-	-	751,214	(689,543)	-	\$ 3,731,443
Regional Parks Development	\$ 70,286	2,210	-	-	30,000	-	-	\$ 102,496
Recreation & Culture	\$ 1,738,478	36,677	-	-	738,400	(129,464)	-	\$ 2,384,091
Parkland Acquisition	\$ 1,658,185	31,127	32,303	-	-	-	-	\$ 1,721,615
	<u>\$ 8,692,488</u>	<u>165,370</u>	<u>32,303</u>	<u>-</u>	<u>1,808,614</u>	<u>(909,094)</u>	<u>(453)</u>	<u>\$ 9,789,228</u>
<b>TOTAL ALL RESERVE FUNDS</b>	<u>\$ 65,093,735</u>	<u>1,177,068</u>	<u>196,476</u>	<u>-</u>	<u>11,302,232</u>	<u>(20,358,613)</u>	<u>(453)</u>	<u>\$ 57,410,445</u>

See notes to consolidated financial statements

**REGIONAL DISTRICT OF NANAIMO  
SCHEDULE OF DEVELOPMENT COST CHARGES  
RESERVE ACCOUNT BALANCES-DEC 31, 2018**

ACTIVITY	Northern Wastewater DCCs (1)	Southern Wastewater DCCs (2)	Bulk Water DCCs (3)	Sewer DCCs (4)	Total 2018	Total 2017
<b>ASSETS:</b>						
Due from Revenue Fund	\$ 10,900,332	\$ 768,866	\$ 800,757	\$ 3,140,467	\$ 15,610,422	\$ 17,302,376
Developer Installments Receivable	-	159,067	-	-	159,067	122,591
<b>DEFERRED REVENUE BALANCE (Note 10)</b>	<b>10,900,332</b>	<b>927,933</b>	<b>800,757</b>	<b>3,140,467</b>	<b>15,769,489</b>	<b>17,424,967</b>
<b>ACTIVITY:</b>						
Balance, Beginning of the year	9,042,500	4,585,287	776,135	3,021,045	17,424,967	12,070,854
Add:						
Contribution by developers & others	1,754,564	1,674,811	10,048	\$62,860.72	3,502,284	5,255,743
Interest earned	180,480	49,682	14,573	56,561	301,296	127,503
Less:						
Transfer DCCs to Revenue Fund	(77,213)	(5,381,845)		-	(5,459,058)	(29,133)
<b>BALANCE, End of the year</b>	<b>\$ 10,900,331</b>	<b>\$ 927,935</b>	<b>\$ 800,756</b>	<b>\$ 3,140,467</b>	<b>\$ 15,769,489</b>	<b>\$ 17,424,967</b>

(1) Northern Wastewater DCC collection areas include the City of Parksville, Town of Qualicum Beach, portions of Electoral Area G and portions of Electoral Area E.

(2) Southern Wastewater DCC collection areas include the City of Nanaimo and the District of Lantzville.

(3) Bulk Water service areas have been established in the French Creek area of Electoral Area G and the Nanoose Bay Peninsula in Electoral Area E.

(4) Sewer DCC collection area includes properties in Electoral Area A (Cedar) and G (French Creek).

See notes to consolidated financial statements

**REGIONAL DISTRICT OF NANAIMO**  
**SCHEDULE OF RECEIPTS AND DISBURSEMENTS**  
**GAS TAX REVENUE TRANSFER PROGRAMS**  
**DECEMBER 31, 2018**  
**(UNAUDITED)**

	<b>COMMUNITY WORKS PROGRAM<sup>2</sup></b>	<b>OTHER GAS TAX PROGRAMS<sup>3</sup></b>	<b>TOTAL 2018</b>	<b>TOTAL 2017</b>
Opening balance of unspent (spent) funds	\$ 8,310,258	\$ -	\$ 8,310,258	\$ 6,130,430
Add:				
Amount received during the year	1,756,237	5,100,000	6,856,237	3,698,687
Interest earned	156,393	-	156,393	67,153
Less:				
Amount spent on projects (Notes 2 & 3)	(841,875)	(6,000,000)	(6,841,875)	(1,586,012)
Closing balance of unspent (spent) funds	<u>\$ 9,381,013</u>	<u>\$ (900,000)</u>	<u>\$ 8,481,013</u>	<u>\$ 8,310,258</u>
	(see note 10)	(see note 3)		

**Notes to Schedule:**

1. Gas Tax Revenue Transfer Programs

The Government of Canada, through the Union of BC Municipalities (UBCM), transfers Gas Tax Revenue funds to local governments in British Columbia. The use of funding is established by agreements between the local government and the UBCM. Funding may be used towards public transit, disaster mitigation, recreational, water, wastewater and solid waste infrastructure and asset management or capacity building projects, as specified in the agreements.

2. Community Works Program 2018 Activity

The Regional District applied \$153,000 towards park and trail projects at Huxley Community Park, E&N Regional Trail, the Gabriola Village Trail, and Dunsmuir Community Park. In addition, \$41,000 was expended on recreation facilities, \$81,000 on water system infrastructure, and \$296,000 on wastewater facilities. \$256,000 was spent on capital upgrades at the following Community Halls: Lighthouse; Nanoose Place; Rollo Senior Centre, Little Qualicum and Cedar. As well, \$10,000 was applied towards the purchase of a new Gabriola Community Bus.

3. Other Gas Tax Programs 2018 Activity

Under this portion of the program, expenditures are reimbursed on a claims made basis. In 2018, the following projects were completed during the year:

<u>Project</u>	<u>Year Approved</u>	<u>Total Project value</u>	<u>Approved Grant</u>	<u>Grant Amount Expended to date</u>	<u>Amount Received to date</u>
Regionally Significant Strategic Priorities Fund Greater Nanaimo Pollution Control Centre - Secondary Treatment Upgrade	2018	78,979,127	6,000,000	6,000,000	5,100,000
Total Other Gas Tax Program Activity		<u>\$ 78,979,127</u>	<u>\$ 6,000,000</u>	<u>\$ 6,000,000</u>	<u>\$ 5,100,000</u>

See notes to consolidated financial statements

**REGIONAL DISTRICT OF NANAIMO  
GENERAL REVENUE FUND  
SCHEDULE OF REVENUE AND EXPENSES  
as at December 31, 2018  
(UNAUDITED)**

	Corporate Services (Schedule A)	Strategic & Community Development (Schedule B)	Regional & Community Utilities (Schedule C)	Recreation & Parks & Services (Schedule D)	Transportation & Emergency Services (Schedule E)	Actual 2018	Budget 2018	Actual 2017
<b>REVENUES</b>								
Tax requisition	\$ 4,560,777	\$ 2,401,480	\$ 19,395,804	\$ 10,839,337	\$ 16,168,924	\$ 53,366,322	\$ 53,366,322	\$ 50,044,837
Government transfers & grants	372,860	213,120	7,410,957	306,464	6,057,909	14,361,310	20,088,044	9,287,684
Payments in lieu of taxes	83,394	11,164	252,372	27,359	221,277	595,566	146,790	197,398
Investment income	446,104	-	-	-	-	446,104	150,000	269,174
Operating revenues	20,327	1,980,976	7,549,347	1,783,444	5,077,619	16,411,713	15,755,723	15,757,906
Disposal fees	-	-	9,228,498	-	-	9,228,498	8,200,000	9,183,048
Other revenues	10,969,052	1,278,267	33,854,291	1,301,022	4,132,964	51,535,596	73,189,006	28,556,125
	<b>16,452,514</b>	<b>5,885,007</b>	<b>77,691,269</b>	<b>14,257,626</b>	<b>31,658,693</b>	<b>145,945,109</b>	<b>170,895,885</b>	<b>113,296,172</b>
<b>EXPENSES</b>								
General administration	196,549	398,616	1,819,837	616,361	1,528,510	4,559,873	4,733,549	4,366,160
Professional fees	343,673	446,791	994,132	130,111	143,950	2,058,657	3,306,734	1,655,189
Community grants	116,340	-	-	-	-	116,340	131,940	730,367
Legislative	745,940	-	-	8	-	745,948	769,731	462,439
Program costs	-	188,612	150,656	669,533	20,793	1,029,594	1,417,666	1,091,895
Vehicle and Equip operating	225,625	88,567	2,036,679	163,918	5,106,578	7,621,367	7,499,288	7,016,525
Building operating	404,015	37,313	1,516,463	712,070	467,067	3,136,928	3,329,755	3,122,063
Other operating	1,295,795	679,591	10,733,341	978,541	3,704,036	17,391,304	18,708,613	16,041,217
Wages & benefits	4,272,380	2,804,880	8,151,221	4,635,185	13,236,599	33,100,265	34,034,730	30,547,859
Capital expenses	355,653	40,736	40,262,602	1,406,406	1,962,390	44,027,787	72,943,091	19,314,823
	<b>7,955,970</b>	<b>4,685,106</b>	<b>65,664,931</b>	<b>9,312,133</b>	<b>26,169,923</b>	<b>113,788,063</b>	<b>146,875,097</b>	<b>84,348,537</b>
<b>OPERATING SURPLUS</b>	<b>8,496,544</b>	<b>1,199,901</b>	<b>12,026,338</b>	<b>4,945,493</b>	<b>5,488,770</b>	<b>32,157,046</b>	<b>24,020,788</b>	<b>28,947,635</b>
Debt retirement								
- interest	2,593,741	-	930,220	406,506	170,713	4,101,180	4,778,205	4,260,584
- principal	3,188,060	-	1,138,218	417,350	178,738	4,922,366	4,958,634	4,376,812
Reserve contributions	357,218	756,055	9,190,573	2,667,561	2,091,162	15,062,569	10,433,016	12,657,542
Transfers to other govts	2,455,444	70,000	-	1,780,274	3,008,990	7,314,708	7,374,277	7,518,341
	<b>8,594,463</b>	<b>826,055</b>	<b>11,259,011</b>	<b>5,271,691</b>	<b>5,449,603</b>	<b>31,400,823</b>	<b>27,544,132</b>	<b>28,813,279</b>
<b>CURRENT YEAR SURPLUS (DEFICIT)</b>	<b>(97,919)</b>	<b>373,846</b>	<b>767,327</b>	<b>(326,198)</b>	<b>39,167</b>	<b>756,223</b>	<b>(3,523,344)</b>	<b>134,356</b>
Prior year's surplus applied	1,144,342	1,713,657	5,474,439	1,721,590	2,243,396	12,297,424	12,146,812	12,163,068
<b>NET OPERATING SURPLUS</b>	<b>\$ 1,046,423</b>	<b>\$ 2,087,503</b>	<b>\$ 6,241,766</b>	<b>\$ 1,395,392</b>	<b>\$ 2,282,563</b>	<b>\$ 13,053,647</b>	<b>\$ 8,623,468</b>	<b>\$ 12,297,424</b>

See notes to consolidated financial statements



**REGIONAL DISTRICT OF NANAIMO**  
**CORPORATE SERVICES**  
**SCHEDULE OF REVENUE AND EXPENSES BY SERVICE**  
**as at December 31, 2018**  
**(UNAUDITED)**

	Administration	Electoral Areas	Regional Library	House Numbering	Feasibility Studies	Municipal Debt Transfers	Community Works Projects	Actual 2018	Budget 2018	Actual 2017
<b>REVENUES</b>										
Tax requisition	\$ 1,804,372	\$ 509,214	\$ 2,162,291	\$ 21,900	\$ 63,000	\$ -	\$ -	\$ 4,560,777	\$ 4,560,777	\$ 3,918,988
Government transfers & grants	50,000	60,000	-	-	-	-	262,860	372,860	212,500	490,057
Payments in lieu of taxes	83,394	-	-	-	-	-	-	83,394	48,435	77,470
Investment income	446,104	-	-	-	-	-	-	446,104	150,000	269,174
Operating revenues	20,327	-	-	-	-	-	-	20,327	20,327	19,720
Other revenues	4,927,497	258,614	940,869	-	1,140	4,840,932	-	10,969,052	11,892,444	11,431,909
	<b>7,331,694</b>	<b>827,828</b>	<b>3,103,160</b>	<b>21,900</b>	<b>64,140</b>	<b>4,840,932</b>	<b>262,860</b>	<b>16,452,514</b>	<b>16,884,483</b>	<b>16,207,318</b>
<b>EXPENSES</b>										
General administration	129,094	65,955	-	1,500	-	-	-	196,549	231,893	169,290
Professional fees	307,351	12,871	-	-	19,845	-	3,606	343,673	426,576	395,762
Community grants	116,340	-	-	-	-	-	-	116,340	131,940	730,367
Legislative	436,945	308,995	-	-	-	-	-	745,940	768,231	462,429
Vehicle & Equip operating	223,495	2,130	-	-	-	-	-	225,625	236,051	207,630
Building operating	384,440	19,575	-	-	-	-	-	404,015	341,303	364,668
Other operating	1,033,125	242,270	-	20,400	-	-	-	1,295,795	1,469,367	607,128
Wages & benefits	4,024,353	248,027	-	-	-	-	-	4,272,380	4,466,200	4,197,736
Capital expenses	350,713	4,940	-	-	-	-	-	355,653	926,450	203,738
	<b>7,005,856</b>	<b>904,763</b>	<b>-</b>	<b>21,900</b>	<b>19,845</b>	<b>-</b>	<b>3,606</b>	<b>7,955,970</b>	<b>8,998,011</b>	<b>7,338,748</b>
<b>OPERATING SURPLUS</b>	<b>325,838</b>	<b>(76,935)</b>	<b>3,103,160</b>	<b>-</b>	<b>44,295</b>	<b>4,840,932</b>	<b>259,254</b>	<b>8,496,544</b>	<b>7,886,472</b>	<b>8,868,570</b>
Debt retirement										
- interest	-	-	591,485	-	-	2,002,256	-	2,593,741	2,966,469	3,006,908
- principal	-	-	349,384	-	-	2,838,676	-	3,188,060	3,188,064	3,187,012
Reserve contributions	319,778	1,195	-	-	36,245	-	-	357,218	209,770	468,243
Transfers to other govts/orgs	33,900	-	2,162,292	-	-	-	259,252	2,455,444	2,296,191	2,431,027
	<b>353,678</b>	<b>1,195</b>	<b>3,103,161</b>	<b>-</b>	<b>36,245</b>	<b>4,840,932</b>	<b>259,252</b>	<b>8,594,463</b>	<b>8,660,494</b>	<b>9,093,190</b>
<b>CURRENT YEAR</b>										
<b>SURPLUS (DEFICIT)</b>	<b>(27,840)</b>	<b>(78,130)</b>	<b>(1)</b>	<b>-</b>	<b>8,050</b>	<b>-</b>	<b>2</b>	<b>(97,919)</b>	<b>(774,022)</b>	<b>(224,620)</b>
Prior year's surplus applied	942,928	212,633	-	-	(11,219)	-	-	1,144,342	1,144,342	1,368,962
<b>ENDING SURPLUS (DEFICIT)</b>	<b>\$ 915,088</b>	<b>\$ 134,503</b>	<b>\$ (1)</b>	<b>\$ -</b>	<b>\$ (3,169)</b>	<b>\$ -</b>	<b>\$ 2</b>	<b>\$ 1,046,423</b>	<b>\$ 370,320</b>	<b>\$ 1,144,342</b>

**REGIONAL DISTRICT OF NANAIMO**  
**STRATEGIC & COMMUNITY DEVELOPMENT**  
**SCHEDULE OF REVENUE AND EXPENSES BY SERVICE**  
**as at December 31, 2018**  
**(UNAUDITED)**

	Community Planning	Regional Growth Management	VIHA Health Network Funding	Strategic Initiatives	Economic Development Southern	Economic Development Northern	Building Inspection	Bylaw Enforcement	Actual 2018	Budget 2018	Actual 2017
	(Schedule B-1)										
<b>REVENUES</b>											
Tax requisition	\$ 1,625,045	\$ 433,857	\$ -	\$ -	\$ 65,000	\$ 25,836	\$ -	\$ 251,742	\$ 2,401,480	\$ 2,401,480	\$ 2,517,251
Government transfers & grants	-	143,115	50,087	9,918	-	-	10,000	-	213,120	354,695	109,992
Payments in lieu of taxes	4,788	5,471	-	-	-	-	-	905	11,164	-	5,921
Operating revenues	195,438	-	-	-	-	-	1,650,037	135,501	1,980,976	1,988,692	1,981,875
Other revenues	137,159	130,588	-	450,631	127,847	27,075	68,580	336,387	1,278,267	1,089,749	378,178
	<b>1,962,430</b>	<b>713,031</b>	<b>50,087</b>	<b>460,549</b>	<b>192,847</b>	<b>52,911</b>	<b>1,728,617</b>	<b>724,535</b>	<b>5,885,007</b>	<b>5,834,616</b>	<b>4,993,217</b>
<b>EXPENSES</b>											
General administration	298,981	34,053	-	4,920	-	-	43,517	17,145	398,616	436,114	354,202
Professional fees	132,937	150,920	45,169	53,752	-	-	52,520	11,493	446,791	863,830	156,653
Program costs	-	14,742	-	-	-	50,000	28,330	95,540	188,612	415,150	344,018
Vehicle and Equip operating	39,713	7,477	-	-	-	-	29,584	11,793	88,567	77,831	83,571
Building operating	37,313	-	-	-	-	-	-	-	37,313	40,813	37,313
Other operating	154,351	32,323	4,919	29,636	-	1,016	246,425	210,921	679,591	846,469	609,066
Wages & benefits	1,077,592	355,456	-	231,586	-	-	858,076	282,170	2,804,880	3,254,433	2,447,100
Capital expenses	5,522	-	-	-	-	-	4,494	30,720	40,736	11,700	29,510
	<b>1,746,409</b>	<b>594,971</b>	<b>50,088</b>	<b>319,894</b>	<b>-</b>	<b>51,016</b>	<b>1,262,946</b>	<b>659,782</b>	<b>4,685,106</b>	<b>5,946,340</b>	<b>4,061,433</b>
<b>OPERATING SURPLUS(DEFICIT)</b>	<b>216,021</b>	<b>118,060</b>	<b>(1)</b>	<b>140,655</b>	<b>192,847</b>	<b>1,895</b>	<b>465,671</b>	<b>64,753</b>	<b>1,199,901</b>	<b>(111,724)</b>	<b>931,784</b>
Reserve contributions	226,556	130,163	-	116,000	127,847	-	110,221	45,268	756,055	246,643	298,000
Transfers to other govts/orgs	-	5,000	-	-	65,000	-	-	-	70,000	245,542	233,764
	<b>226,556</b>	<b>135,163</b>	<b>-</b>	<b>116,000</b>	<b>192,847</b>	<b>-</b>	<b>110,221</b>	<b>45,268</b>	<b>826,055</b>	<b>492,185</b>	<b>531,764</b>
<b>CURRENT YEAR SURPLUS (DEFICIT)</b>	<b>(10,535)</b>	<b>(17,103)</b>	<b>(1)</b>	<b>24,655</b>	<b>-</b>	<b>1,895</b>	<b>355,450</b>	<b>19,485</b>	<b>373,846</b>	<b>(603,909)</b>	<b>400,020</b>
Prior year's surplus applied	432,458	174,493	1	-	-	-	1,027,602	79,103	1,713,657	1,713,657	1,313,637
<b>ENDING SURPLUS</b>	<b>\$ 421,923</b>	<b>\$ 157,390</b>	<b>\$ -</b>	<b>\$ 24,655</b>	<b>\$ -</b>	<b>\$ 1,895</b>	<b>\$ 1,383,052</b>	<b>\$ 98,588</b>	<b>\$ 2,087,503</b>	<b>\$ 1,109,748</b>	<b>\$ 1,713,657</b>

**REGIONAL DISTRICT OF NANAIMO  
STRATEGIC & COMMUNITY DEVELOPMENT  
BYLAW ENFORCEMENT  
SCHEDULE OF REVENUE AND EXPENSES BY SERVICE  
as at December 31, 2018  
(UNAUDITED)**

	Enforcement Administration	Area A,B,C & Lantzville	Animal Control Area F	Area E,G&H	Nuisance Properties	Area A	Area B	Noise Control Area C	Area E	Area G	Actual 2018	Budget 2018	Actual 2017
<b>REVENUES</b>													
Tax requisition	-	\$68,832	\$18,969	\$87,463	\$34,376	\$9,543	\$9,958	\$5,002	\$8,253	\$9,346	\$ 251,742	\$ 251,742	\$ 259,159
Payments in lieu of taxes	-	-	-	-	-	-	905	-	-	-	905	-	45
Permit fees	306,913	-	-	-	-	-	-	-	-	-	306,913	367,247	281,963
Operating revenues	10,347	2,050	-	9,652	109,415	-	-	4,037	-	-	135,501	324,677	323,811
Other revenues	29,474	-	-	-	-	-	-	-	-	-	29,474	-	-
	<b>346,734</b>	<b>70,882</b>	<b>18,969</b>	<b>97,115</b>	<b>143,791</b>	<b>9,543</b>	<b>10,863</b>	<b>9,039</b>	<b>8,253</b>	<b>9,346</b>	<b>724,535</b>	<b>943,666</b>	<b>864,978</b>
<b>EXPENSES</b>													
General administration	-	4,787	1,404	6,816	1,266	582	582	569	569	570	17,145	17,645	16,830
Professional fees	2,581	2,461	-	20	1,237	-	-	-	-	5,194	11,493	20,330	3,843
Program costs	-	-	-	-	95,540	-	-	-	-	-	95,540	300,000	269,199
Vehicle and Equip operating	11,793	-	-	-	-	-	-	-	-	-	11,793	9,050	11,021
Building operating	-	-	-	-	-	-	-	-	-	-	-	-	-
Other operating	18,471	48,381	14,264	76,857	15,360	7,600	7,563	7,474	7,475	7,476	210,921	263,658	214,455
Wages & benefits	282,170	-	-	-	-	-	-	-	-	-	282,170	330,219	262,665
Capital expenses	30,720	-	-	-	-	-	-	-	-	-	30,720	-	4,843
	<b>345,735</b>	<b>55,629</b>	<b>15,668</b>	<b>83,693</b>	<b>113,403</b>	<b>8,182</b>	<b>8,145</b>	<b>8,043</b>	<b>8,044</b>	<b>13,240</b>	<b>659,782</b>	<b>940,902</b>	<b>782,856</b>
<b>OPERATING SURPLUS(DEFICIT)</b>	<b>999</b>	<b>15,253</b>	<b>3,301</b>	<b>13,422</b>	<b>30,388</b>	<b>1,361</b>	<b>2,718</b>	<b>996</b>	<b>209</b>	<b>(3,894)</b>	<b>64,753</b>	<b>2,764</b>	<b>82,122</b>
Reserve contributions	1,000	4,000	2,000	6,500	28,768	-	3,000	-	-	-	45,268	39,768	20,000
	<b>1,000</b>	<b>4,000</b>	<b>2,000</b>	<b>6,500</b>	<b>28,768</b>	<b>-</b>	<b>3,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>45,268</b>	<b>39,768</b>	<b>20,000</b>
<b>CURRENT YEAR SURPLUS (DEFICIT)</b>	<b>(1)</b>	<b>11,253</b>	<b>1,301</b>	<b>6,922</b>	<b>1,620</b>	<b>1,361</b>	<b>(282)</b>	<b>996</b>	<b>209</b>	<b>(3,894)</b>	<b>19,485</b>	<b>(37,004)</b>	<b>62,122</b>
Prior year's surplus applied	(2)	9,165	9,654	8,241	40,106	1,817	3,411	1,498	1,838	3,375	79,103	79,103	16,981
<b>ENDING SURPLUS (DEFICIT)</b>	<b>\$ (3)</b>	<b>\$ 20,418</b>	<b>\$ 10,955</b>	<b>\$ 15,163</b>	<b>\$ 41,726</b>	<b>\$ 3,178</b>	<b>\$ 3,129</b>	<b>\$ 2,494</b>	<b>\$ 2,047</b>	<b>\$ (519)</b>	<b>\$ 98,588</b>	<b>\$ 42,099</b>	<b>\$ 79,103</b>

**REGIONAL DISTRICT OF NANAIMO  
REGIONAL & COMMUNITY UTILITIES  
SCHEDULE OF REVENUE AND EXPENSES BY SERVICE  
as at December 31, 2018  
(UNAUDITED)**

	Community Works Fund RCU	Wastewater Management (Sch C-1)	Water Supply Management (Sch C-2)	Sewerage Collection (Sch C-3)	Street Lighting (Sch C-4)	Solid Waste Management	Garbage Collection/ Recycling	Actual 2018	Budget 2018	Actual 2017
<b>REVENUES</b>										
Tax requisition	\$ -	\$ 13,629,217	\$ 3,063,081	\$ 1,779,854	\$ 92,520	\$ 831,132	\$ -	\$ 19,395,804	\$ 19,395,804	\$ 17,978,926
Government transfers & grants	335,080	6,028,821	1,046,520	-	536	-	-	7,410,957	11,753,360	2,050,238
Payments in lieu of taxes	-	243,169	-	-	75	9,128	-	252,372	12,270	51,438
Operating revenues	-	978,822	1,030,487	569,770	-	186,611	4,783,657	7,549,347	7,048,075	7,361,847
Disposal fees	-	-	-	-	-	9,228,498	-	9,228,498	8,200,000	9,183,048
Other revenues	-	28,459,920	3,102,589	3,802	5,200	2,273,986	8,794	33,854,291	49,088,624	14,080,737
	335,080	49,339,949	8,242,677	2,353,426	98,331	12,529,355	4,792,451	77,691,269	95,498,133	50,706,234
<b>EXPENSES</b>										
General administration	-	612,497	214,956	64,438	1,375	585,845	340,726	1,819,837	1,878,852	1,757,390
Professional fees	3,979	335,374	139,251	13,218	-	483,449	18,861	994,132	1,312,178	893,587
Program costs	-	61,870	88,786	-	-	-	-	150,656	161,700	148,092
Vehicle and Equip operating	-	901,917	124,628	77,957	-	931,307	870	2,036,679	1,771,181	1,836,606
Building operating	-	1,063,523	202,028	66,096	-	182,135	2,681	1,516,463	1,693,087	1,491,156
Facility operating	10	1,948,840	498,594	1,237,908	98,416	2,769,194	4,180,379	10,733,341	11,320,559	10,170,616
Wages & benefits	-	3,031,085	1,268,515	371,658	960	3,291,282	187,721	8,151,221	8,530,242	7,510,367
Capital expenses	331,091	34,548,129	3,947,368	22,730	-	1,412,860	424	40,262,602	60,608,469	17,277,174
	335,080	42,503,235	6,484,126	1,854,005	100,751	9,656,072	4,731,662	65,664,931	87,276,268	41,084,988
<b>OPERATING SURPLUS</b>	-	6,836,714	1,758,551	499,421	(2,420)	2,873,283	60,789	12,026,338	8,221,865	9,621,246
Debt retirement										
- interest	-	577,187	268,769	84,079	-	185	-	930,220	1,215,182	678,922
- principal	-	744,314	265,274	85,508	-	43,122	-	1,138,218	1,138,351	599,209
Reserve contributions	-	4,849,874	1,348,176	317,750	3,000	2,568,940	102,833	9,190,573	6,963,004	7,378,743
	-	6,171,375	1,882,219	487,337	3,000	2,612,247	102,833	11,259,011	9,316,537	8,656,874
<b>CURRENT YEAR SURPLUS (DEFICIT)</b>	-	665,339	(123,668)	12,084	(5,420)	261,036	(42,044)	767,327	(1,094,672)	964,372
Prior year's surplus applied		2,239,788	892,443	553,079	9,217	1,485,406	294,506	5,474,439	5,323,827	4,510,067
<b>ENDING SURPLUS</b>	\$ -	\$ 2,905,127	\$ 768,775	\$ 565,163	\$ 3,797	\$ 1,746,442	\$ 252,462	\$ 6,241,766	\$ 4,229,155	\$ 5,474,439



**REGIONAL DISTRICT OF NANAIMO  
REGIONAL & COMMUNITY UTILITIES  
WASTEWATER MANAGEMENT  
SCHEDULE OF REVENUE AND EXPENSES BY SERVICE  
as at December 31, 2018  
(UNAUDITED)**

	Wastewater Management Plan	Duke Point	Southern Community	Northern Community	Actual 2018	Budget 2018	Actual 2017
<b>REVENUES</b>							
Tax requisition	\$ 175,168	\$ 238,254	\$ 8,006,795	\$ 5,209,000	\$ 13,629,217	\$ 13,629,217	\$ 12,535,269
Government transfers & grants	-	-	6,011,510	17,311	6,028,821	9,035,606	561,617
Payments in lieu of taxes	2,488	-	229,225	11,456	243,169	5,470	49,717
Operating revenues	70,181	13,732	512,490	382,419	978,822	768,350	895,789
Other revenues	500	48,479	28,049,635	361,306	28,459,920	40,297,697	10,268,581
	248,337	300,465	42,809,655	5,981,492	49,339,949	63,736,340	24,310,973
<b>EXPENSES</b>							
General administration	18,421	20,313	352,371	221,392	612,497	634,703	562,435
Professional fees	28,537	10,323	222,260	74,254	335,374	416,169	472,460
Program costs	61,870	-	-	-	61,870	68,000	50,171
Vehicle and Equip operating	210	41,160	481,146	379,401	901,917	925,855	877,782
Building operating	-	17,056	702,155	344,312	1,063,523	1,177,597	1,047,847
Facility operating	8,683	71,535	1,287,166	581,456	1,948,840	2,026,118	1,782,143
Wages & benefits	139,139	104,811	1,751,182	1,035,953	3,031,085	3,204,573	2,773,245
Capital expenses	686	16,490	34,026,896	504,057	34,548,129	49,475,043	12,023,743
	257,546	281,688	38,823,176	3,140,825	42,503,235	57,928,058	19,589,826
<b>OPERATING SURPLUS</b>	(9,209)	18,777	3,986,479	2,840,667	6,836,714	5,808,282	4,721,147
Debt retirement							
- interest	-	-	577,187	-	577,187	835,722	366,927
- principal	-	-	744,314	-	744,314	744,314	186,079
Reserve contributions	2,833	33,460	2,266,824	2,546,757	4,849,874	4,443,904	4,564,576
	2,833	33,460	3,588,325	2,546,757	6,171,375	6,023,940	5,117,582
<b>CURRENT YEAR SURPLUS (DEFICIT)</b>	(12,042)	(14,683)	398,154	293,910	665,339	(215,658)	(396,435)
Prior year's surplus applied	216,591	161,617	784,235	1,077,345	2,239,788	2,239,788	2,636,223
<b>ENDING SURPLUS</b>	\$ 204,549	\$ 146,934	\$ 1,182,389	\$ 1,371,255	\$ 2,905,127	\$ 2,024,130	\$ 2,239,788

**REGIONAL DISTRICT OF NANAIMO  
REGIONAL & COMMUNITY UTILITIES  
WATER SUPPLY MANAGEMENT  
SCHEDULE OF REVENUE AND EXPENSES BY SERVICE  
as at December 31, 2018  
(UNAUDITED)**

	Surfside	French Creek	Whiskey Creek	Driftwood	Decourcey	San Pareil	San Pareil Fire	Englishman River	Melrose Place	Nanoose Peninsula	Drinking Water Protection	Westurne Heights	Nanoose Bulk Water	French Creek Bulk Water	Actual 2018	Budget 2018	Actual 2017
<b>REVENUES</b>																	
Tax requisition	\$ 15,956	\$ 85,030	\$ 99,794	\$ 5,458	\$ 9,005	\$ 140,154	\$ 73,935	\$ 39,482	\$ 23,740	\$ 948,144	\$ 514,711	\$ 20,260	\$ 1,083,092	\$ 4,320	\$ 3,063,081	\$ 3,063,081	\$ 2,958,493
Government transfers & grants	5,000	25,000	-	-	-	334,457	-	-	-	-	-	-	682,063	-	1,046,520	2,215,504	1,316,599
Operating revenues	13,557	57,625	13,389	-	1,106	89,686	277	82,430	3,206	765,213	1,589	2,409	-	-	1,030,487	909,124	1,122,900
Other revenues	14,974	13,974	9,676	-	9	1,545	-	264	300	409,978	-	45	2,589,409	62,415	3,102,589	5,784,744	2,191,748
	49,487	181,629	122,859	5,458	10,120	565,842	74,212	122,176	27,246	2,123,335	516,300	22,714	4,354,564	66,735	8,242,677	11,972,453	7,589,740
<b>EXPENSES</b>																	
General administration	1,899	10,420	7,465	-	488	12,906	-	6,933	1,984	117,757	43,822	821	9,319	1,142	214,956	228,063	224,455
Professional fees	2,101	4,863	1,821	-	75	4,178	-	4,609	408	47,576	72,311	29	1,280	-	139,251	362,059	127,698
Program costs	-	-	-	-	-	-	-	-	-	-	88,786	-	-	-	88,786	93,700	97,921
Vehicle and Equip operating	3,287	8,920	7,703	-	105	9,013	-	3,798	2,870	78,470	1,602	2,163	6,688	9	124,628	114,615	146,641
Building operating	998	7,231	13,624	-	736	3,933	-	4,534	1,197	148,862	2,500	609	17,804	-	202,028	235,678	197,587
Facility operating	4,453	32,069	22,801	-	3,683	35,739	-	19,250	9,495	305,131	33,109	2,301	23,892	6,671	498,594	555,636	548,791
Wages & benefits	10,420	63,850	33,645	-	1,262	77,492	-	42,007	7,504	660,553	286,037	4,565	68,731	12,449	1,268,515	1,372,709	1,180,911
Capital expenses	6,972	39,274	9,455	-	21	335,735	-	693	4,285	317,223	1,135	75	3,232,352	148	3,947,368	7,992,097	3,468,425
	30,130	166,627	96,514	-	6,370	478,996	-	81,824	27,743	1,675,572	529,302	10,563	3,360,066	20,419	6,484,126	10,954,557	5,992,429
<b>OPERATING SURPLUS (DEFICIT)</b>	19,357	15,002	26,345	5,458	3,750	86,846	74,212	40,352	(497)	447,763	(13,002)	12,151	994,498	46,316	1,758,551	1,017,896	1,597,311
Debt retirement																	
- interest	-	-	976	2,525	-	8,342	36,782	-	207	22,609	-	1,889	178,307	17,132	268,769	272,201	205,084
- principal	-	-	-	3,043	-	13,310	37,430	-	1,195	33,762	-	2,233	159,069	15,232	265,274	265,274	201,825
Reserve contributions	17,850	10,000	45,000	-	5,500	70,000	-	50,000	6,196	346,025	57,853	8,000	718,293	13,459	1,348,176	884,895	900,720
	17,850	10,000	45,976	5,568	5,500	91,652	74,212	50,000	7,598	402,396	57,853	12,122	1,055,669	45,823	1,882,219	1,422,370	1,307,629
<b>CURRENT YEAR SURPLUS (DEFICIT)</b>	1,507	5,002	(19,631)	(110)	(1,750)	(4,806)	-	(9,648)	(8,095)	45,367	(70,855)	29	(61,171)	493	(123,668)	(404,474)	289,682
Prior year's surplus (deficit)	2,845	21,468	35,018	-	5,077	52,920	-	44,615	18,840	381,726	200,963	7,154	120,565	1,252	892,443	741,831	602,761
<b>ENDING SURPLUS (DEFICIT)</b>	\$ 4,352	\$ 26,470	\$ 15,387	\$ (110)	\$ 3,327	\$ 48,114	\$ -	\$ 34,967	\$ 10,745	\$ 427,093	\$ 130,108	\$ 7,183	\$ 59,394	\$ 1,745	\$ 768,775	\$ 337,357	\$ 892,443

**REGIONAL DISTRICT OF NANAIMO  
REGIONAL & COMMUNITY UTILITIES  
SEWERAGE COLLECTION  
SCHEDULE OF REVENUE AND EXPENSES BY SERVICE  
as at December 31, 2018  
(UNAUDITED)**

	Pacific Shores	Surfside	Cedar	French Creek	Fairwinds	Englishman River Stormwater	Cedar Estates Stormwater	Barclay Cr	Hawthorne Rise Debt	Reid Rd Debt	Actual 2018	Budget 2018	Actual 2017
<b>REVENUES</b>													
Tax requisition	\$ 73,469	\$ 22,715	\$ 135,404	\$ 747,620	\$ 608,034	\$ 5,216	\$ 4,820	\$ 169,011	\$ 9,941	\$ 3,624	\$ 1,779,854	\$ 1,779,854	\$ 1,673,839
Operating revenues	-	5,748	65,061	341,936	98,576	-	-	58,449	-	-	569,770	549,594	575,649
Other revenues	208	45	98	2,214	947	-	-	290	-	-	3,802	38,410	20,610
	73,677	28,508	200,563	1,091,770	707,557	5,216	4,820	227,750	9,941	3,624	2,353,426	2,367,858	2,270,098
<b>EXPENSES</b>													
General administration	1,592	482	2,457	19,008	37,305	200	168	3,226	-	-	64,438	68,951	70,065
Professional fees	65	14	41	7,686	5,287	-	-	125	-	-	13,218	27,250	8,541
Vehicle and Equip operating	900	200	4,686	13,250	57,209	-	-	1,712	-	-	77,957	77,978	67,006
Building operating	811	32	5,144	12,452	45,316	-	-	2,341	-	-	66,096	76,583	75,383
Facility operating	52,232	16,038	44,889	877,771	135,728	905	-	110,345	-	-	1,237,908	1,313,619	1,178,167
Wages & benefits	10,438	2,149	6,617	154,103	176,297	1,100	1,100	19,854	-	-	371,658	401,896	349,384
Capital expenses	172	35	6,108	2,537	13,550	-	-	328	-	-	22,730	201,683	29,107
	66,210	18,950	69,942	1,086,807	470,692	2,205	1,268	137,931	-	-	1,854,005	2,167,960	1,777,653
<b>OPERATING SURPLUS (DEFICIT)</b>	7,467	9,558	130,621	4,963	236,865	3,011	3,552	89,819	9,941	3,624	499,421	199,898	492,445
Debt retirement													
- interest	-	-	58,526	-	-	-	-	20,155	3,813	1,585	84,079	107,101	105,208
- principal	-	-	47,259	-	-	-	-	30,082	6,128	2,039	85,508	85,509	85,508
Reserve contributions	8,000	15,000	40,000	-	216,000	6,000	5,000	27,750	-	-	317,750	182,975	165,625
	8,000	15,000	145,785	-	216,000	6,000	5,000	77,987	9,941	3,624	487,337	375,585	356,341
<b>CURRENT YEAR SURPLUS (DEFICIT)</b>	(533)	(5,442)	(15,164)	4,963	20,865	(2,989)	(1,448)	11,832	-	-	12,084	(175,687)	136,104
Prior year's surplus (deficit)	11,812	16,286	63,483	6,896	409,732	5,945	4,956	33,969	-	-	553,079	553,079	416,975
<b>ENDING SURPLUS (DEFICIT)</b>	\$ 11,279	\$ 10,844	\$ 48,319	\$ 11,859	\$ 430,597	\$ 2,956	\$ 3,508	\$ 45,801	\$ -	\$ -	\$ 565,163	\$ 377,392	\$ 553,079

**REGIONAL DISTRICT OF NANAIMO  
REGIONAL & COMMUNITY UTILITIES  
STREET LIGHTING  
SCHEDULE OF REVENUE AND EXPENSES BY SERVICE  
as at December 31, 2018  
(UNAUDITED)**

	Sandpiper	Fairwinds	French Creek Village	Morningstar	Englishman River	Rural EA E&G	Highway #4	Highway Intersections	Actual 2018	Budget 2018	Actual 2017
<b>REVENUES</b>											
Tax requisition	\$ 14,079	\$ 23,500	\$ 9,043	\$ 16,708	\$ 6,330	\$ 17,017	\$ 4,244	\$ 1,599	\$ 92,520	\$ 92,520	\$ 88,715
Government transfers & grants	-	-	-	-	-	-	-	536	536	536	871
Payments in lieu of taxes	-	75	-	-	-	-	-	-	75	-	-
Other revenues	-	-	-	4,200	-	1,000	-	-	5,200	17,200	2,500
	<b>14,079</b>	<b>23,575</b>	<b>9,043</b>	<b>20,908</b>	<b>6,330</b>	<b>18,017</b>	<b>4,244</b>	<b>2,135</b>	<b>98,331</b>	<b>110,256</b>	<b>92,086</b>
<b>EXPENSES</b>											
General administration	175	175	175	175	175	175	175	150	1,375	1,375	1,375
Professional fees	-	-	-	-	-	-	-	-	-	13,000	-
Facility operating	14,156	20,751	13,171	20,226	5,878	17,483	3,866	2,885	98,416	90,409	86,071
Wages & Benefits	120	120	120	120	120	120	120	120	960	960	960
	<b>14,451</b>	<b>21,046</b>	<b>13,466</b>	<b>20,521</b>	<b>6,173</b>	<b>17,778</b>	<b>4,161</b>	<b>3,155</b>	<b>100,751</b>	<b>105,744</b>	<b>88,406</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>(372)</b>	<b>2,529</b>	<b>(4,423)</b>	<b>387</b>	<b>157</b>	<b>239</b>	<b>83</b>	<b>(1,020)</b>	<b>(2,420)</b>	<b>4,512</b>	<b>3,680</b>
Reserve contributions	-	2,000	-	500	500	-	-	-	3,000	6,500	5,000
	-	2,000	-	500	500	-	-	-	3,000	7,500	5,000
<b>CURRENT YEAR SURPLUS (DEFICIT)</b>	<b>(372)</b>	<b>529</b>	<b>(4,423)</b>	<b>(113)</b>	<b>(343)</b>	<b>239</b>	<b>83</b>	<b>(1,020)</b>	<b>(5,420)</b>	<b>(2,988)</b>	<b>(1,320)</b>
Prior year's surplus applied	2,020	1,815	203	1,223	1,223	165	186	2,382	9,217	9,217	10,537
<b>ENDING SURPLUS</b>	<b>\$ 1,648</b>	<b>\$ 2,344</b>	<b>\$ (4,220)</b>	<b>\$ 1,110</b>	<b>\$ 880</b>	<b>\$ 404</b>	<b>\$ 269</b>	<b>\$ 1,362</b>	<b>\$ 3,797</b>	<b>\$ 6,229</b>	<b>\$ 9,217</b>



**REGIONAL DISTRICT OF NANAIMO  
RECREATION & PARKS SERVICES  
SCHEDULE OF REVENUE AND EXPENSES BY SERVICE  
as at December 31, 2018  
(UNAUDITED)**

	Regional Parks	Community Parks	Northern Community Recreation	Oceanside Place	Ravensong Aquatic Centre	Area A Recreation	Gabriola Island Recreation	Southern Community Recreation	Community Works Fund Rec & Parks	Actual 2018	Budget 2018	Actual 2017
	(Schedule D-1)											
<b>REVENUES</b>												
Tax requisition	\$ 2,355,325	\$ 1,308,176	\$ 1,600,047	\$ 1,973,597	\$ 1,990,032	\$ 202,792	\$ 123,690	\$ 1,285,678	\$ -	\$ 10,839,337	\$ 10,839,337	\$ 10,469,799
Government transfers & grants	45,881	127,395	72,497	2,125	500	-	-	-	58,066	306,464	968,022	990,173
Payments in lieu of taxes	25,375	343	-	-	-	-	499	1,142	-	27,359	1,150	6,933
Operating revenues	18,948	1,129	435,606	613,910	713,851	-	-	-	-	1,783,444	2,011,647	1,754,583
Other revenues	952,743	111,307	44,394	104,990	87,529	-	59	-	-	1,301,022	3,944,636	446,950
	<b>3,398,272</b>	<b>1,548,350</b>	<b>2,152,544</b>	<b>2,694,622</b>	<b>2,791,912</b>	<b>202,792</b>	<b>124,248</b>	<b>1,286,820</b>	<b>58,066</b>	<b>14,257,626</b>	<b>17,764,792</b>	<b>13,668,438</b>
<b>EXPENSES</b>												
General administration	96,653	78,367	112,582	144,438	170,192	9,871	2,458	1,800	-	616,361	629,460	638,629
Professional fees	38,260	45,133	17,224	4,815	12,657	4,824	2,933	-	4,265	130,111	402,300	174,228
Legislative	-	-	-	4	4	-	-	-	-	8	1,500	10
Program costs	-	-	544,634	47,476	74,262	3,161	-	-	-	669,533	712,316	599,785
Vehicle and Equip operating	23,148	38,173	16,501	58,552	27,411	59	74	-	-	163,918	175,846	153,713
Building operating	50,519	22,065	12,855	319,031	264,468	10,070	-	33,062	-	712,070	754,602	730,935
Other operating	353,869	291,222	96,527	76,920	148,963	3,330	1,658	6,052	-	978,541	1,284,255	931,968
Wages & benefits	690,500	601,481	727,090	1,112,730	1,454,382	27,553	21,449	-	-	4,635,185	4,864,776	4,478,117
Capital expenses	798,195	271,089	45,454	160,869	86,877	61	60	-	43,801	1,406,406	5,334,770	1,172,737
	<b>2,051,144</b>	<b>1,347,530</b>	<b>1,572,867</b>	<b>1,924,835</b>	<b>2,239,216</b>	<b>58,929</b>	<b>28,632</b>	<b>40,914</b>	<b>48,066</b>	<b>9,312,133</b>	<b>14,159,825</b>	<b>8,880,122</b>
<b>OPERATING SURPLUS(DEFICIT)</b>	<b>1,347,128</b>	<b>200,820</b>	<b>579,677</b>	<b>769,787</b>	<b>552,696</b>	<b>143,863</b>	<b>95,616</b>	<b>1,245,906</b>	<b>10,000</b>	<b>4,945,493</b>	<b>3,604,967</b>	<b>4,788,316</b>
Debt retirement												
- interest	79,139	14,835	-	312,532	-	-	-	-	-	406,506	419,387	406,689
- principal	71,657	72,641	-	273,052	-	-	-	-	-	417,350	416,450	419,201
Reserve contributions	1,191,847	168,000	196,532	277,291	543,482	278,409	12,000	-	-	2,667,561	1,751,834	1,893,147
Transfers to other govts/orgs	47,000	12,000	384,641	-	-	-	82,161	1,244,472	10,000	1,780,274	1,804,742	2,073,473
	<b>1,389,643</b>	<b>267,476</b>	<b>581,173</b>	<b>862,875</b>	<b>543,482</b>	<b>278,409</b>	<b>94,161</b>	<b>1,244,472</b>	<b>10,000</b>	<b>5,271,691</b>	<b>4,392,413</b>	<b>4,792,510</b>
<b>CURRENT YEAR SURPLUS (DEFICIT)</b>	<b>(42,515)</b>	<b>(66,656)</b>	<b>(1,496)</b>	<b>(93,088)</b>	<b>9,214</b>	<b>(134,546)</b>	<b>1,455</b>	<b>1,434</b>	<b>-</b>	<b>(326,198)</b>	<b>(787,446)</b>	<b>(4,194)</b>
Prior year's surplus applied	534,037	411,449	62,114	223,606	292,169	159,455	13,782	24,978	-	1,721,590	1,721,590	1,725,784
<b>ENDING SURPLUS</b>	<b>\$ 491,522</b>	<b>\$ 344,793</b>	<b>\$ 60,618</b>	<b>\$ 130,518</b>	<b>\$ 301,383</b>	<b>\$ 24,909</b>	<b>\$ 15,237</b>	<b>\$ 26,412</b>	<b>\$ -</b>	<b>\$ 1,395,392</b>	<b>\$ 934,144</b>	<b>\$ 1,721,590</b>

**REGIONAL DISTRICT OF NANAIMO  
RECREATION & PARKS SERVICES  
COMMUNITY PARKS  
SCHEDULE OF REVENUE AND EXPENSES BY SERVICE  
as at December 31, 2018  
(UNAUDITED)**

	Electoral Area A	Electoral Area B	Electoral Area C	Electoral Area C (D)	Electoral Area E	Electoral Area F	Electoral Area G	Electoral Area H	Actual 2018	Budget 2018	Actual 2017
<b>REVENUES</b>											
Tax requisition	\$ 212,384	\$ 282,160	\$ 71,559	\$ 91,473	\$ 149,126	\$ 168,739	\$ 144,350	\$ 188,385	\$ 1,308,176	\$ 1,308,176	\$ 1,245,439
Government transfers & grants	-	-	-	-	-	27,395	-	100,000	127,395	120,887	324,370
Payments in lieu of taxes	-	-	-	-	-	-	-	343	343	-	976
Operating revenues	-	184	42	42	409	84	284	84	1,129	117,923	281,250
Permit fees & other	114	-	-	-	59	-	19,257	91,877	111,307	-	-
	212,498	282,344	71,601	91,515	149,594	196,218	163,891	380,689	1,548,350	1,546,986	1,852,035
<b>EXPENSES</b>											
General administration	13,179	13,111	4,078	5,042	9,591	10,600	10,497	12,269	78,367	86,256	95,391
Professional fees	6,062	7,431	2,081	6,910	4,263	13,665	968	3,753	45,133	93,500	24,266
Vehicle and Equip operating	7,704	3,769	1,886	1,886	11,620	3,769	3,769	3,770	38,173	38,562	38,770
Building operating	2,644	4,379	1,228	1,228	3,598	2,550	3,842	2,596	22,065	20,306	17,498
Other operating	48,084	61,468	5,900	16,070	32,159	44,401	41,179	41,961	291,222	384,745	239,404
Wages & benefits	85,918	85,912	42,981	42,981	85,921	85,921	85,922	85,925	601,481	635,626	574,796
Capital expenses	42,041	251	126	126	310	27,646	8,461	192,128	271,089	303,591	612,012
	205,632	176,321	58,280	74,243	147,462	188,552	154,638	342,402	1,347,530	1,562,586	1,602,137
<b>OPERATING SURPLUS(DEFICIT)</b>	6,866	106,023	13,321	17,272	2,132	7,666	9,253	38,287	200,820	(15,600)	249,898
Debt retirement											
- interest	10	13,433	5	5	10	1,352	10	10	14,835	17,714	15,003
- principal	370	55,421	185	185	370	15,370	370	370	72,641	72,093	74,514
Reserve contributions	25,000	21,500	10,000	50,000	20,000	12,000	-	29,500	168,000	112,000	47,000
Transfers to other govts/orgs	12,000	-	-	-	-	-	-	-	12,000	12,000	52,000
	37,380	90,354	10,190	50,190	20,380	28,722	380	29,880	267,476	213,807	188,517
<b>CURRENT YEAR SURPLUS (DEFICIT)</b>	(30,514)	15,669	3,131	(32,918)	(18,248)	(21,056)	8,873	8,407	(66,656)	(229,407)	61,381
Prior year's surplus applied	62,237	64,557	48,663	56,784	33,036	64,511	13,570	68,091	411,449	411,449	350,068
<b>ENDING SURPLUS</b>	\$ 31,723	\$ 80,226	\$ 51,794	\$ 23,866	\$ 14,788	\$ 43,455	\$ 22,443	\$ 76,498	\$ 344,793	\$ 182,042	\$ 411,449

**REGIONAL DISTRICT OF NANAIMO**  
**TRANSPORTATION & EMERGENCY SERVICES**  
**SCHEDULE OF REVENUE AND EXPENSES BY SERVICE**  
**as at December 31, 2018**  
**(UNAUDITED)**

	Area B Emergency Wharf	Southern Community	Public Transportation Northern Community	Gabriola Transit Cont'n	Gabriola Taxi Saver	Public Safety & Fire Protection	Emergency Planning & Search & Rescue	Community Justice	Actual 2018	Budget 2018	Actual 2017
(Schedule E-1/E-2)											
<b>REVENUES</b>											
Tax requisition	\$ 6,891	\$ 9,087,442	\$ 1,181,386	\$ 136,000	\$ 4,332	\$ 5,236,133	\$ 397,694	\$ 119,046	\$ 16,168,924	\$ 16,168,924	\$ 15,159,873
Government transfers & grants	-	5,385,162	569,139	-	-	-	103,608	-	6,057,909	6,799,467	5,647,224
Payments in lieu of taxes	-	207,555	-	-	-	12,671	1,051	-	221,277	84,935	55,636
Operating revenues	-	4,725,667	322,618	-	-	-	29,334	-	5,077,619	4,686,982	4,639,881
Other revenues	-	1,892,701	-	-	-	2,193,180	20,660	26,423	4,132,964	7,173,553	2,218,351
	6,891	21,298,527	2,073,143	136,000	4,332	7,441,984	552,347	145,469	31,658,693	34,913,861	27,720,965
<b>EXPENSES</b>											
General administration	500	1,107,990	103,644	5,800	440	276,827	33,059	250	1,528,510	1,557,230	1,446,649
Professional fees	-	23,458	-	-	-	36,118	84,374	-	143,950	301,850	34,959
Program costs	-	-	-	-	-	-	20,793	-	20,793	128,500	-
Vehicle and Equip operating	-	4,822,516	-	-	-	273,235	10,827	-	5,106,578	5,238,379	4,735,005
Building operating	-	321,974	-	-	-	121,028	24,065	-	467,067	499,950	497,991
Other operating	6,065	2,163,080	841,171	-	-	651,133	42,587	-	3,704,036	3,787,963	3,722,439
Wages & benefits	-	11,660,980	1,053,245	-	-	309,590	212,784	-	13,236,599	12,919,079	11,914,539
Capital expenses	-	182,106	-	-	-	1,757,072	23,212	-	1,962,390	6,061,702	631,664
	6,565	20,282,104	1,998,060	5,800	440	3,425,003	451,701	250	26,169,923	30,494,653	22,983,246
<b>OPERATING SURPLUS(DEFICIT)</b>	326	1,016,423	75,083	130,200	3,892	4,016,981	100,646	145,219	5,488,770	4,419,208	4,737,719
Debt retirement											
- interest	-	-	-	-	-	170,713	-	-	170,713	177,167	168,065
- principal	-	-	-	-	-	178,738	-	-	178,738	215,769	171,390
Reserve contributions	-	965,693	-	-	-	1,067,873	57,596	-	2,091,162	1,261,765	2,619,409
Transfers to other govts/orgs	-	-	-	130,200	4,242	2,680,015	61,975	132,558	3,008,990	3,027,802	2,780,077
	-	965,693	-	130,200	4,242	4,097,339	119,571	132,558	5,449,603	4,682,503	5,738,941
<b>CURRENT YEAR SURPLUS (DEFICIT)</b>	326	50,730	75,083	-	(350)	(80,358)	(18,925)	12,661	39,167	(263,295)	(1,001,222)
Prior year's surplus applied	1,905	1,474,390	534,814	-	4,108	165,923	62,256	-	2,243,396	2,243,396	3,244,618
<b>ENDING SURPLUS</b>	\$ 2,231	\$ 1,525,120	\$ 609,897	\$ -	\$ 3,758	\$ 85,565	\$ 43,331	\$ 12,661	\$ 2,282,563	\$ 1,980,101	\$ 2,243,396

**REGIONAL DISTRICT OF NANAIMO  
TRANSPORTATION & EMERGENCY SERVICES  
PUBLIC SAFETY SYSTEMS  
SCHEDULE OF REVENUE AND EXPENSES BY SERVICE  
as at December 31, 2018  
(UNAUDITED)**

	District 68 E911	District 69 E911	Actual 2018	Budget 2018	Actual 2017
<b>REVENUES</b>					
Tax requisition	\$ 158,937	\$ 667,725	\$ 826,662	\$ 826,662	\$ 791,557
Other revenues	11,636	-	11,636	-	7,984
	<u>170,573</u>	<u>667,725</u>	<u>838,298</u>	<u>826,662</u>	<u>799,541</u>
<b>EXPENSES</b>					
General administration	10,000	12,500	22,500	22,500	17,500
Vehicle and Equip operating	6,463	-	6,463	9,450	26,023
Other operating	9,733	6,500	16,233	16,500	15,034
Capital expenses	11,636	-	11,636	-	7,984
	<u>37,832</u>	<u>19,000</u>	<u>56,832</u>	<u>48,450</u>	<u>66,541</u>
<b>OPERATING SURPLUS(DEFICIT)</b>	<u>132,741</u>	<u>648,725</u>	<u>781,466</u>	<u>778,212</u>	<u>733,000</u>
Transfers to other govts/orgs	132,628	667,725	800,353	800,725	762,033
	<u>132,628</u>	<u>667,725</u>	<u>800,353</u>	<u>800,725</u>	<u>762,033</u>
<b>CURRENT YEAR</b>					
<b>SURPLUS (DEFICIT)</b>	113	(19,000)	(18,887)	(22,513)	(29,033)
Prior year's surplus (deficit)	8,907	29,410	38,317	38,317	67,350
<b>ENDING SURPLUS</b>	<u>\$ 9,020</u>	<u>\$ 10,410</u>	<u>\$ 19,430</u>	<u>\$ 15,804</u>	<u>\$ 38,317</u>



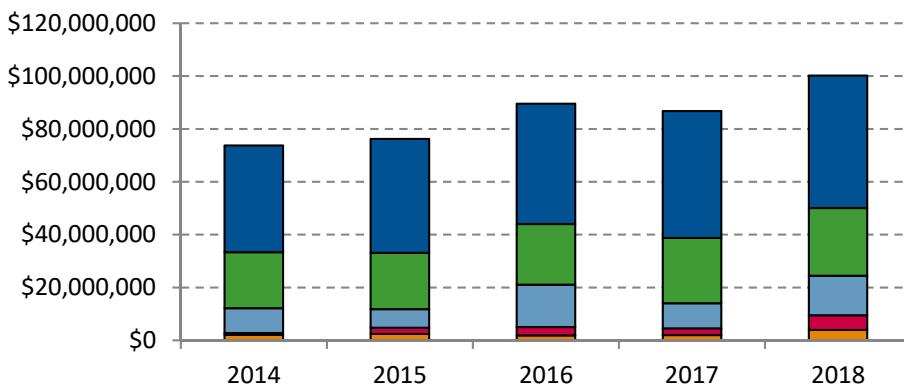
**REGIONAL DISTRICT OF NANAIMO  
TRANSPORTATION & EMERGENCY SERVICES  
FIRE DEPARTMENTS  
SCHEDULE OF REVENUE AND EXPENSES BY SERVICE  
as at December 31, 2018  
(UNAUDITED)**

	Fire Services Admin	Coombs Hilliers	Errington	Nanoose	Dashwood	Meadowood	Extension	Nanaimo River	French Creek	Parksville	Bow Horn Bay	Cassidy Waterloo	Wellington	Actual 2018	Budget 2018	Actual 2017
<b>REVENUES</b>																
Tax requisition	\$ -	\$ 535,639	\$ 641,503	\$ 858,055	\$ 638,410	\$ 139,458	\$ 175,173	\$ 17,792	\$ 659,511	\$ 111,551	\$ 374,290	\$ 173,402	\$ 84,687	\$ 4,409,471	\$ 4,409,471	\$ 3,801,233
Payments in lieu of taxes	-	-	-	11,593	869	-	-	-	209	-	-	-	-	12,671	11,800	12,126
Other revenues	253,222	464,742	1,287,675	66,553	89,727	-	-	-	-	-	4,529	15,096	-	2,181,544	3,710,985	676,569
	253,222	1,000,381	1,929,178	936,201	729,006	139,458	175,173	17,792	659,720	111,551	378,819	188,498	84,687	6,603,686	8,132,256	4,489,928
<b>EXPENSES</b>																
General administration	2,398	28,778	24,250	85,952	21,528	100	8,001	575	39,846	10,399	18,130	10,545	3,825	254,327	255,429	170,046
Professional fees	34,821	1,297	-	-	-	-	-	-	-	-	-	-	-	36,118	74,350	4,170
Vehicle and Equip operating	2,039	120,917	9,026	50,484	13,454	-	33,679	-	-	-	10,772	26,401	-	266,772	255,660	205,877
Building operating	-	20,286	4,194	30,349	24,713	-	32,476	-	-	-	6,090	2,920	-	121,028	153,219	127,085
Other operating	2,714	147,891	1,885	294,429	28,033	-	48,744	-	99,313	-	598	8,024	3,269	634,900	647,327	618,146
Wages & benefits	176,783	131,543	-	1,264	-	-	-	-	-	-	-	-	-	309,590	313,249	223,485
Capital expenses	-	284,077	1,287,675	94,126	64,462	-	-	-	-	-	-	15,096	-	1,745,436	3,486,202	319,844
	218,755	734,789	1,327,030	556,604	152,190	100	122,900	575	139,159	10,399	35,590	62,986	7,094	3,368,171	5,185,436	1,668,653
<b>OPERATING SURPLUS</b>	34,467	265,592	602,148	379,597	576,816	139,358	52,273	17,217	520,561	101,152	343,229	125,512	77,593	3,235,515	2,946,820	2,821,275
Debt retirement																
- interest	-	4,200	2,647	83,700	-	79,803	-	363	-	-	-	-	-	170,713	177,167	168,065
- principal	-	17,446	7,348	93,693	-	59,554	-	697	-	-	-	-	-	178,738	215,769	171,390
Reserve contributions	31,000	251,666	202,755	211,162	150,509	-	52,273	16,160	-	-	54,186	98,162	-	1,067,873	759,424	886,358
Transfers to other govts/orgs	-	-	389,398	-	426,307	-	-	-	511,028	135,258	289,042	53,450	75,179	1,879,662	1,879,683	1,712,724
	31,000	273,312	602,148	388,555	576,816	139,357	52,273	17,220	511,028	135,258	343,228	151,612	75,179	3,296,986	3,032,043	2,938,537
<b>CURRENT YEAR SURPLUS (DEFICIT)</b>	3,467	(7,720)	-	(8,958)	-	1	-	(3)	9,533	(34,106)	1	(26,100)	2,414	(61,471)	(85,223)	(117,262)
Prior year's surplus (deficit)	-	27,902	(1)	8,958	-	-	1	4	14,005	38,045	-	36,315	2,377	127,606	127,606	244,868
<b>ENDING SURPLUS (DEFICIT)</b>	\$ 3,467	\$ 20,182	\$ (1)	\$ -	\$ -	\$ 1	\$ 1	\$ 1	\$ 23,538	\$ 3,939	\$ 1	\$ 10,215	\$ 4,791	\$ 66,135	\$ 42,383	\$ 127,606



# FINANCIAL AND OPERATIONAL STATISTICS

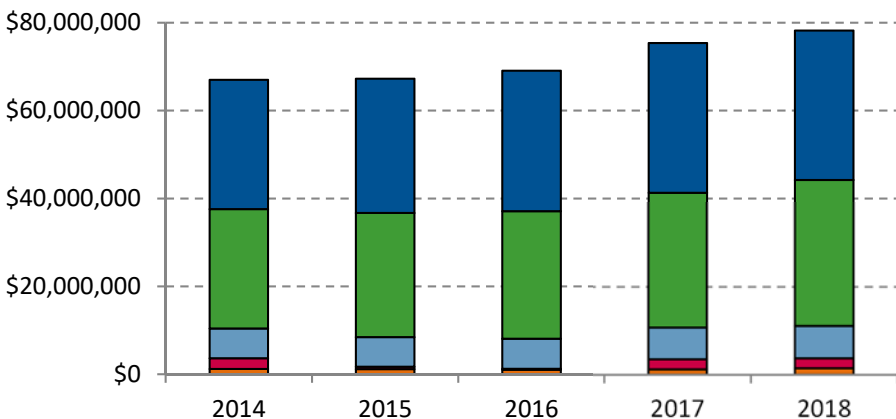
## REVENUES: TREND 2014-2018



### 2018 Revenues

Property Tax:	\$50,174,213
Operating Revenues:	\$25,622,661
Grant Revenues:	\$14,956,876
Developer Contributions:	\$5,523,891
Interest & Other Income:	\$3,944,214
<b>Total 2018 Revenue:</b>	<b>\$100,221,855</b>

## EXPENSES BY OBJECT: 2014-2018

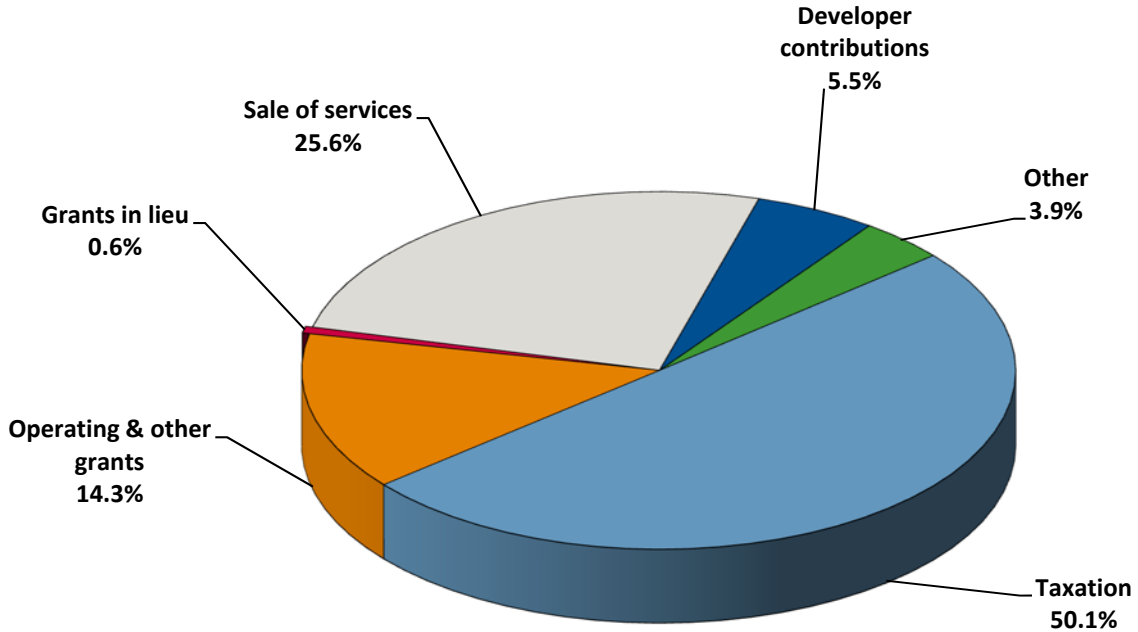


### 2018 Expenses

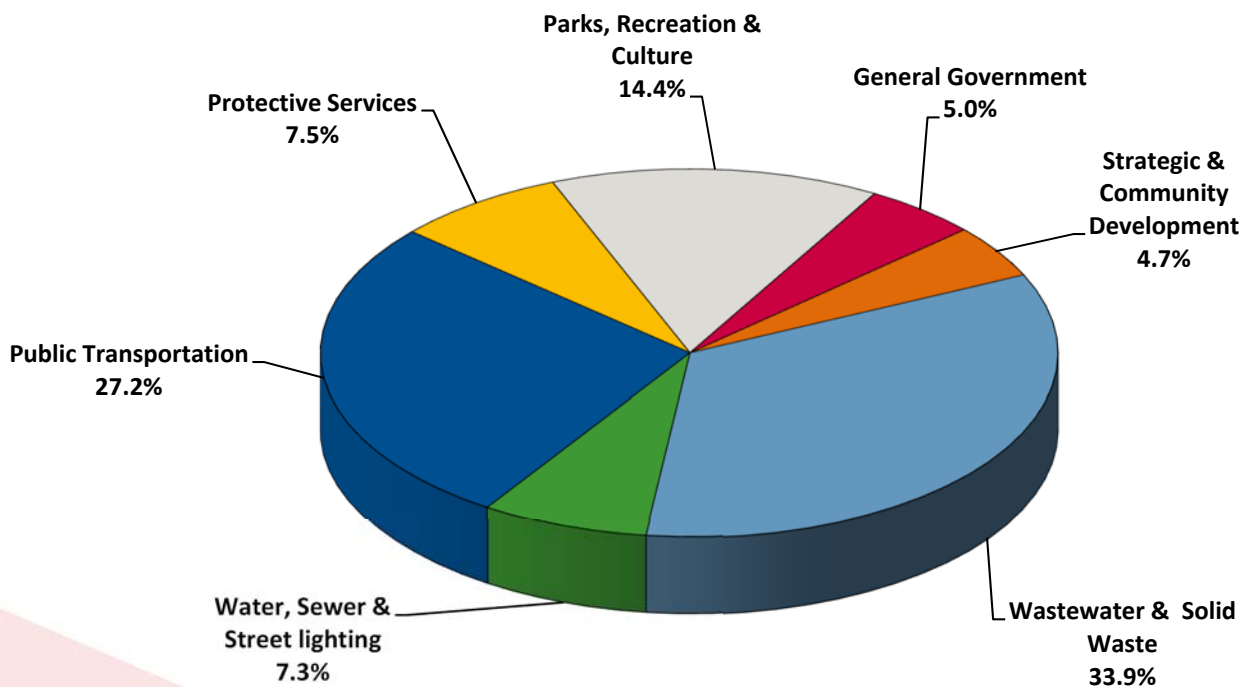
Operating goods & services:	\$33,994,163
Wages & Benefits:	\$33,100,265
Amortization expense:	\$7,335,406
Other:	\$2,255,728
Debt interest:	\$1,507,439
<b>Total 2018 Expenses:</b>	<b>\$78,193,001</b>

# 2018 REVENUES AND EXPENSES DISTRIBUTION

## 2018 CONSOLIDATED REVENUES

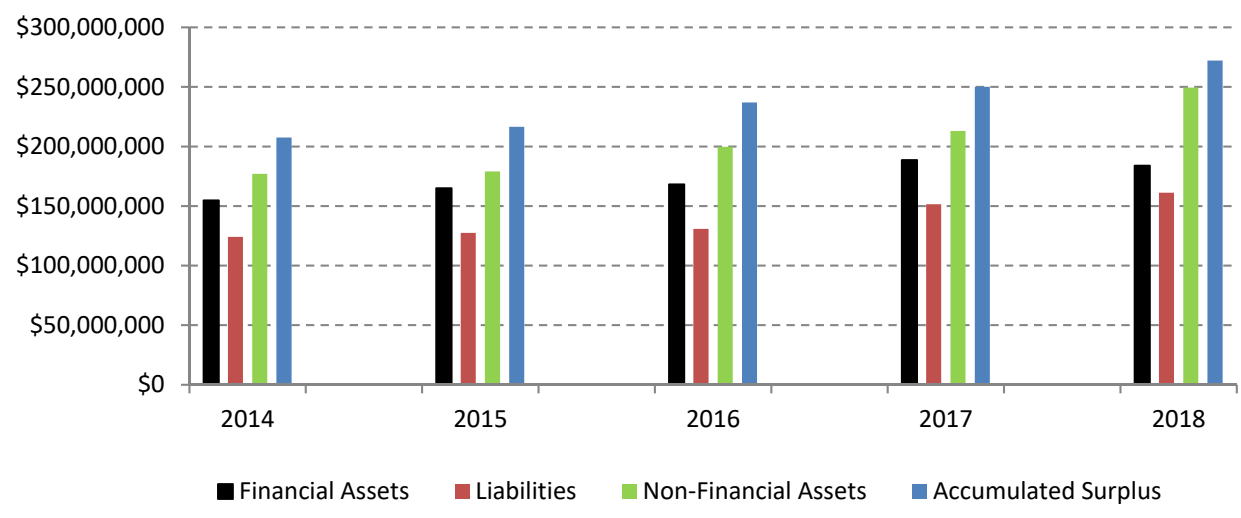


## 2018 CONSOLIDATED EXPENSES

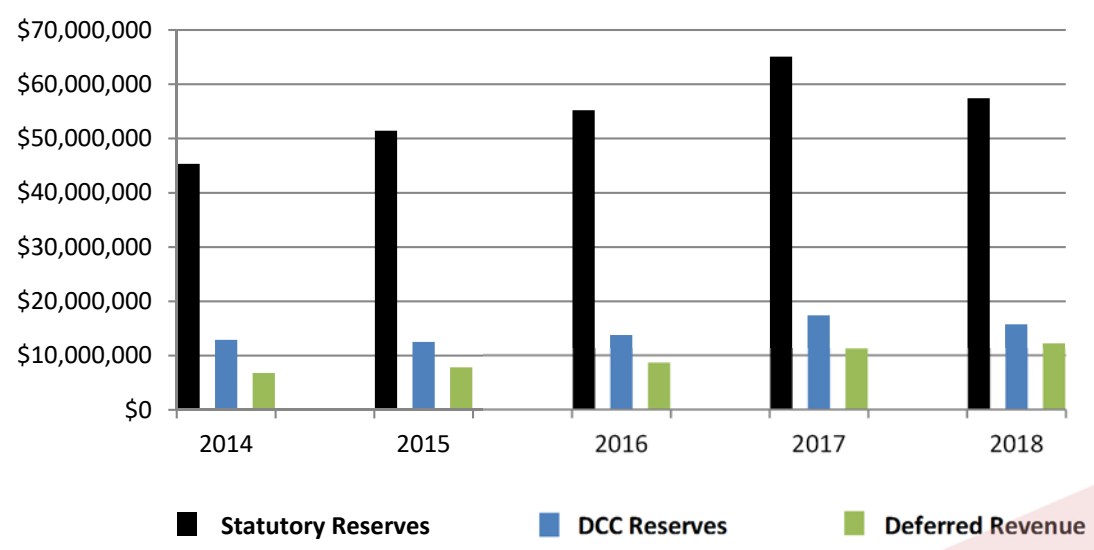


## SUMMARY OF STATEMENT OF FINANCIAL POSITION – 2014-2018

	2014	2015	2016	2017	2018
<b>Financial Assets</b>	\$154,634,442	\$164,902,749	\$168,170,292	\$188,510,512	\$183,863,718
<b>Liabilities</b>	<u>124,116,520</u>	<u>127,487,908</u>	<u>130,895,058</u>	<u>151,485,883</u>	<u>161,148,331</u>
<b>Net Financial Assets</b>	30,517,922	37,414,841	37,275,234	37,024,629	22,715,387
<b>Non-Financial Assets</b>	<u>176,978,321</u>	<u>179,071,458</u>	<u>199,685,425</u>	<u>213,055,885</u>	<u>249,393,981</u>
<b>Accumulated Surplus</b>	<u>207,496,243</u>	<u>216,486,299</u>	<u>236,960,659</u>	<u>250,080,514</u>	<u>272,109,368</u>

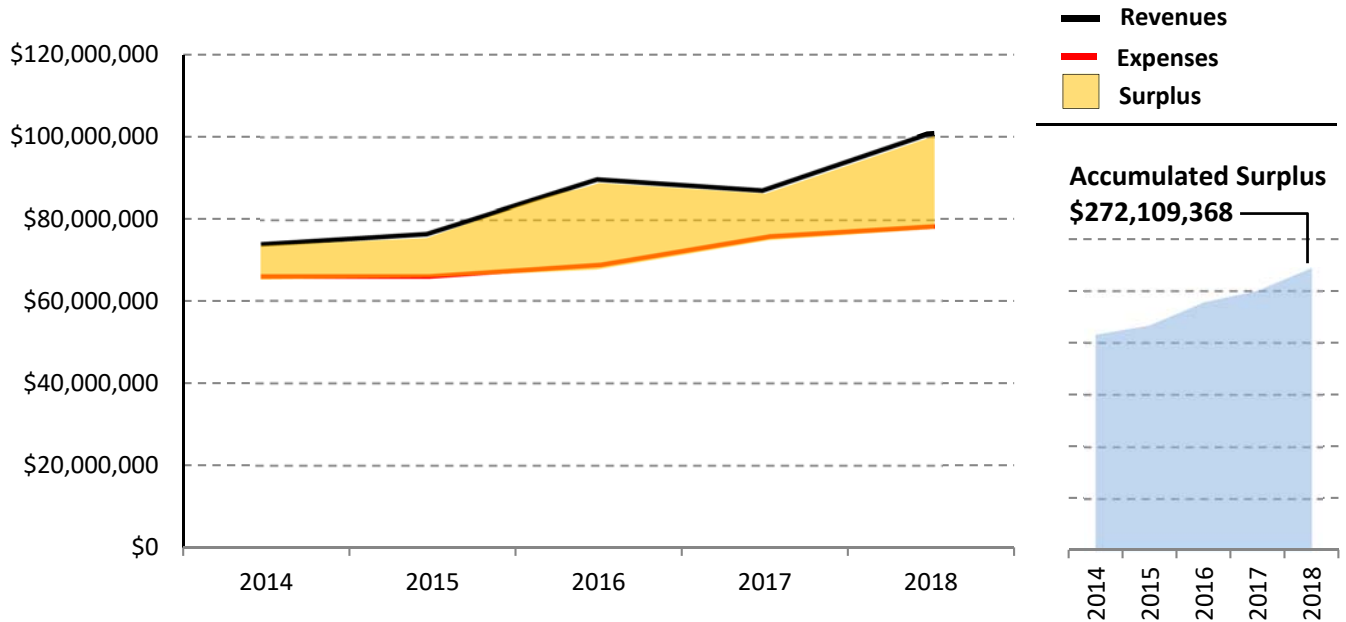


## RESERVES AND DCC BALANCES – 2014-2018





## REVENUES, EXPENSES, ACCUMULATED & ANNUAL SURPLUS – 2014-2018



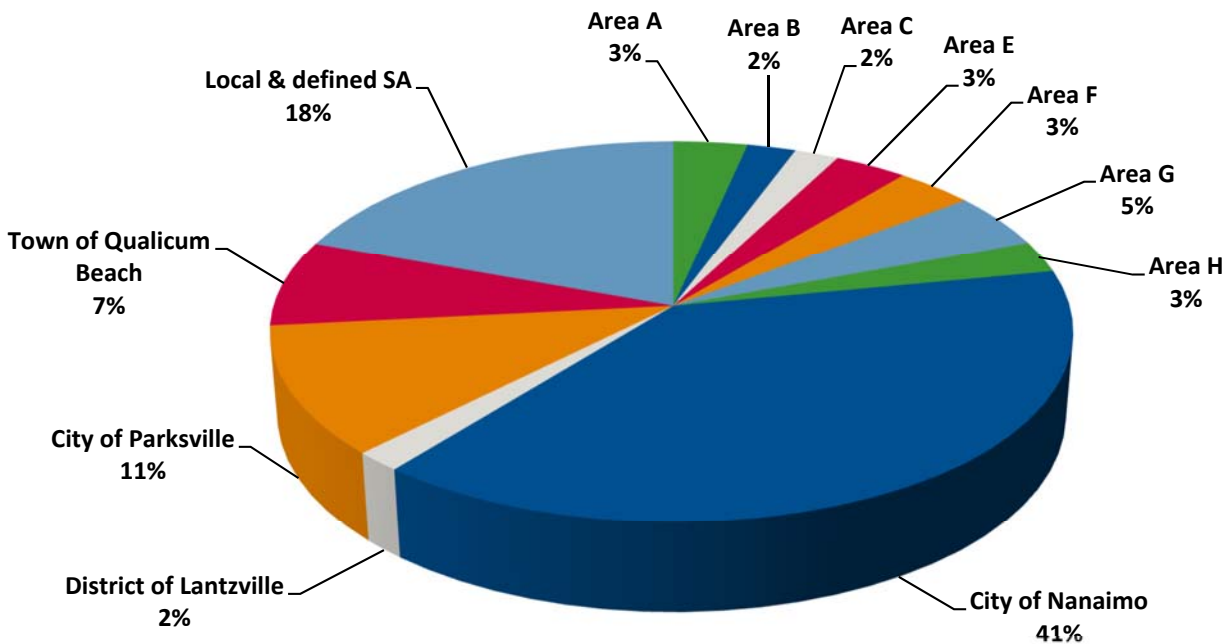
	2014	2015	2016	2017	2018
<b>Annual Surplus</b>	\$6,740,146	\$8,990,056	\$20,474,360	\$11,403,612	\$22,028,854

## TAX CONTRIBUTION BY PARTICIPATING AREA – 2014-2018

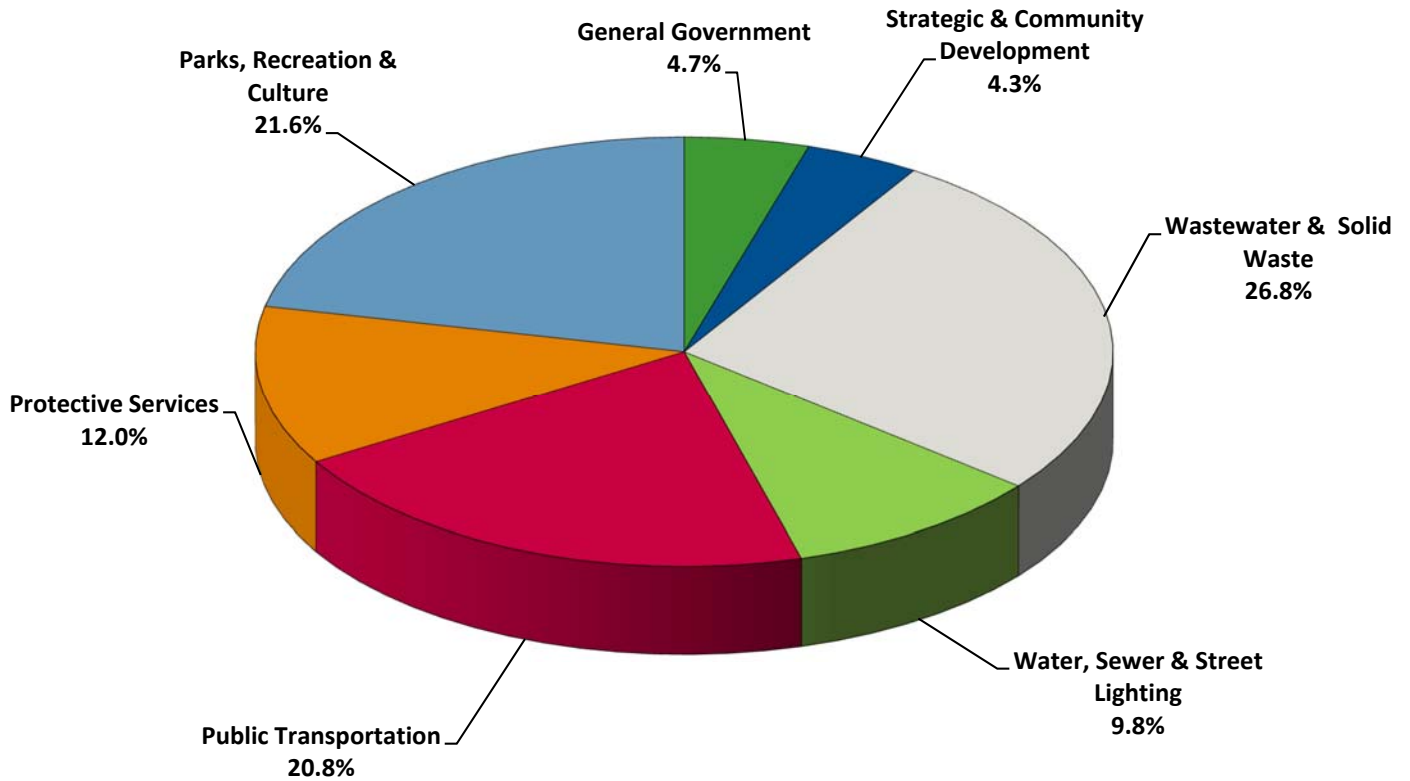
Jurisdiction	2014	2015	2016	2017	2018	2018 % of Total
Area A	\$1,483,770	\$1,556,027	\$1,598,599	\$1,630,793	\$1,649,664	3%
Area B	\$799,418	\$857,843	\$958,957	\$1,073,310	\$1,140,925	2%
Area C	\$807,517	\$880,532	\$974,651	\$971,410	\$977,558	2%
Area E	\$1,378,078	\$1,410,769	\$1,435,608	\$1,606,813	\$1,619,034	3%
Area F	\$1,529,604	\$1,625,299	\$1,677,355	\$1,710,352	\$1,756,848	3%
Area G	\$2,021,204	\$2,102,409	\$2,199,115	\$2,286,619	\$2,344,099	5%
Area H	\$1,265,711	\$1,294,188	\$1,304,327	\$1,318,749	\$1,355,347	3%

## TAX CONTRIBUTIONS BY PARTICIPATING AREA – 2014-2018 (cont'd)

Jurisdiction	2014	2015	2016	2017	2018	2018 % of Total
The City of Nanaimo	\$14,992,530	\$16,239,802	\$17,363,556	\$18,466,407	\$20,411,923	41%
District of Lantzville	\$723,919	\$770,865	\$806,401	\$813,348	\$804,238	2%
City of Parksville	\$4,519,632	\$4,825,137	\$5,062,663	\$5,280,491	\$5,306,525	11%
Town of Qualicum Beach	\$3,216,054	\$3,371,322	\$3,477,959	\$3,536,137	\$3,600,189	7%
Local and Defined Services Areas	\$7,617,745	\$8,169,371	\$8,638,990	\$9,331,586	\$9,207,863	18%
<b>Total Taxation</b>	<b>\$40,355,182</b>	<b>\$43,103,564</b>	<b>\$45,498,181</b>	<b>\$48,026,015</b>	<b>\$50,174,213</b>	<b>100%</b>



## 2018 TAX REVENUES BY FUNCTION



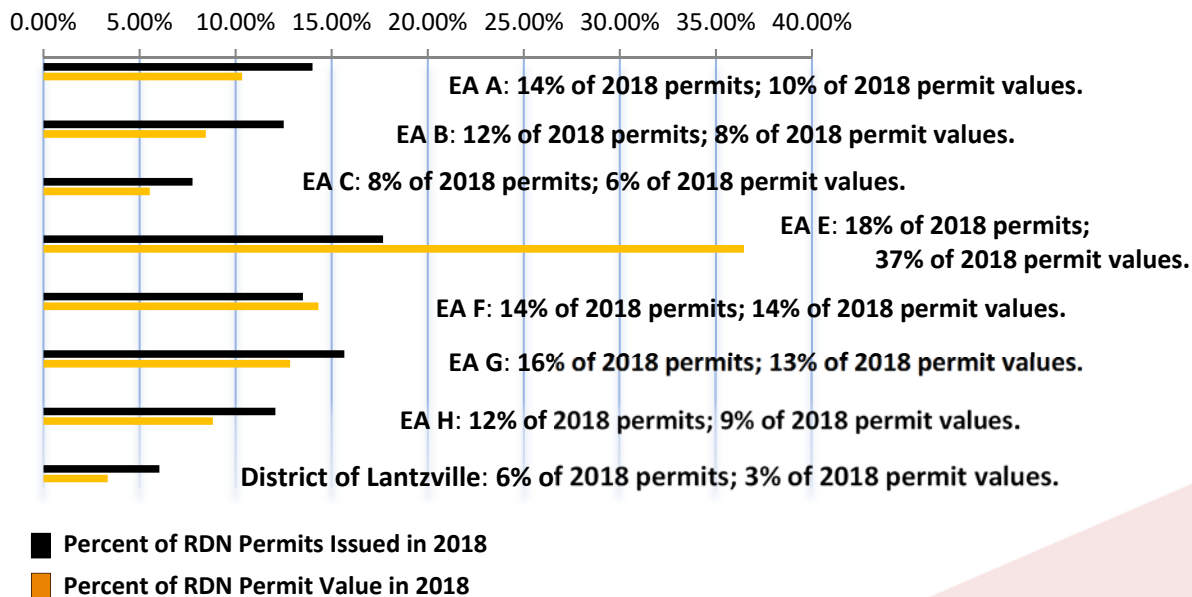
## TANGIBLE ASSET ACQUISITION – 2014-2018

Capital Expenditures by Department	2014	2015	2016	2017	2018
Corporate Services	\$234,817	\$215,181	\$249,445	\$170,702	\$271,109
Strategic & Community Development	\$9,143	\$20,603	\$36,098	\$26,518	\$39,262
Regional & Community Utilities	\$5,745,918	\$736,311	\$21,163,083	\$16,732,151	\$40,090,159
Recreation & Parks	\$986,978	\$6,837,629	\$4,931,059	\$3,094,432	\$1,385,423
Transportation & Emergency Services	\$749,462	\$813,789	\$895,944	\$676,890	\$1,881,074
<b>TOTAL</b>	<b>\$7,726,318</b>	<b>\$8,623,513</b>	<b>\$27,275,629</b>	<b>\$20,700,693</b>	<b>\$43,667,027</b>

## ELECTORAL AREA CONSTRUCTION ACTIVITY (incl. Lantzville) – 2014-2018

		2014	2015	2016	2017	2018
Area A	Building Permits Issued - (Actual #)	81	84	81	111	103
	Building Permit Values - (\$000's)	\$7,243	\$16,356	\$9,455	\$14,778	\$13,428
Area B	Building Permits Issued - (Actual #)	89	87	72	86	87
	Building Permit Values - (\$000's)	\$8,765	\$7,906	\$7,349	\$10,152	\$10,969
Area C	Building Permits Issued - (Actual #)	51	36	41	40	54
	Building Permit Values - (\$000's)	\$18,182	\$9,825	\$5,519	\$8,589	\$7,189
Area E	Building Permits Issued - (Actual #)	87	108	116	138	123
	Building Permit Values - (\$000's)	\$18,743	\$14,609	\$24,536	\$28,475	\$47,214
Area F	Building Permits Issued - (Actual #)	67	79	82	109	94
	Building Permit Values - (\$000's)	\$9,207	\$12,539	\$13,958	\$18,787	\$18,585
Area G	Building Permits Issued - (Actual #)	127	116	101	119	109
	Building Permit Values - (\$000's)	\$17,545	\$21,056	\$15,686	\$26,497	\$16,671
Area H	Building Permits Issued - (Actual #)	47	43	74	54	84
	Building Permit Values - (\$000's)	\$7,124	\$5,789	\$12,296	\$10,486	\$11,440
Lantz.	Building Permits Issued - (Actual #)	40	41	33	31	42
	Building Permit Values - (\$000's)	\$5,011	\$3,770	\$4,858	\$4,065	\$4,345
Total	Total Building Permits Issued	589	594	600	688	696
	Total Building Permit Value	\$83,463	\$86,863	\$93,657	\$121,829	\$129,841

## 2018 ELECTORAL AREA BUILDING PERMITS AND PERMIT VALUE (% BY AREA)

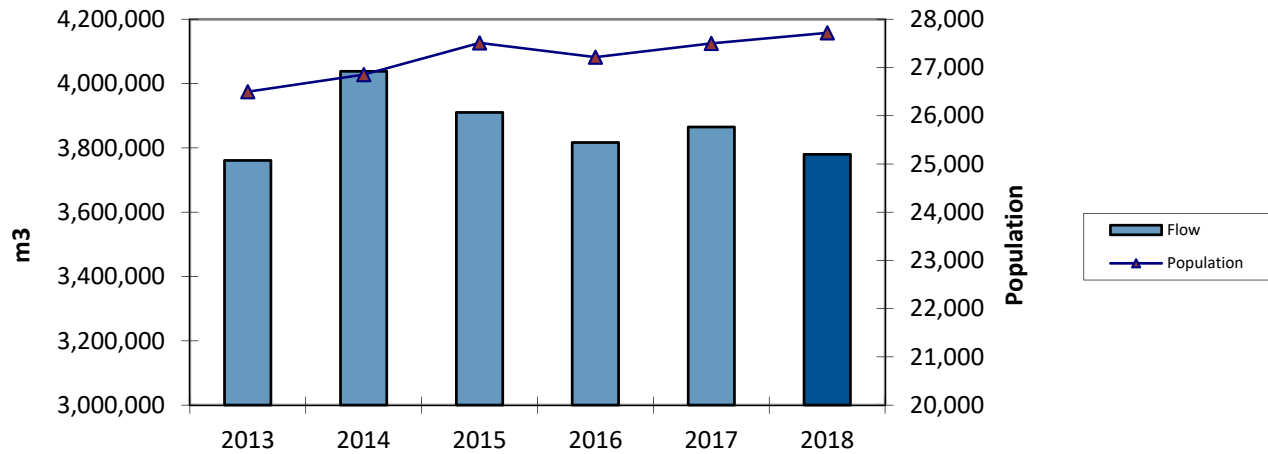




## WASTEWATER TREATMENT – NORTHERN COMMUNITY

Northern Community Sewerage Service Area (Parksville, Qualicum Beach, Electoral Areas E and G)

Population vs Sewage effluent flow - French Creek Pollution Control Centre

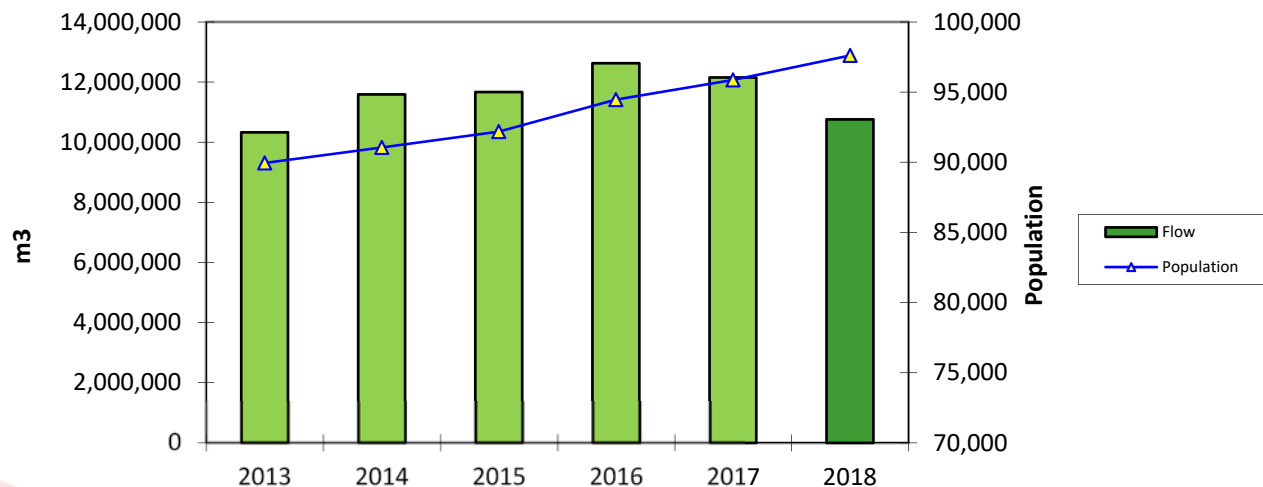


Note: At present, flows are generated from the City of Parksville, the Town of Qualicum Beach and sewer collection areas within Electoral Areas E & G. Electoral Areas E (portion), F, G (portion) and H dispose of septic tank waste at the plant.

## WASTEWATER TREATMENT – SOUTHERN COMMUNITY

Southern Community Sewerage Service Area (Nanaimo and Lantzville)

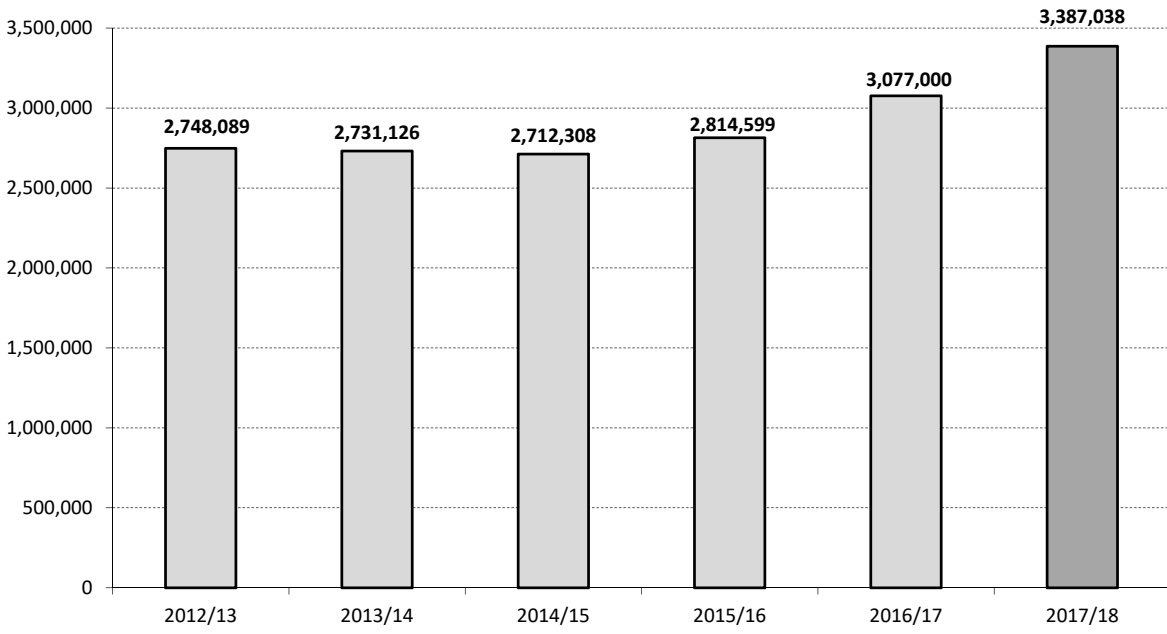
Population vs Sewage effluent flow – Geater Nanaimo Pollution Control Centre



Note: At present, direct flows are generated from the City of Nanaimo and the District of Lantzville, which began connecting properties to the plant in 2008.

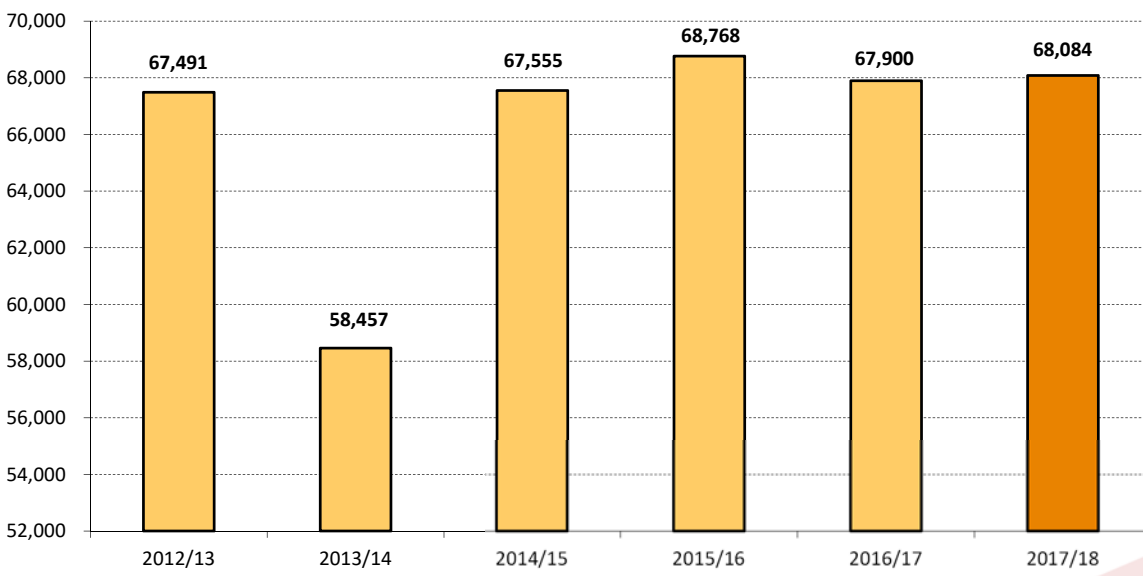
## TRANSIT RIDERSHIP – CONVENTIONAL TRANSIT SYSTEM

### CONVENTIONAL TRANSIT SYSTEM – PASSENGERS CARRIED



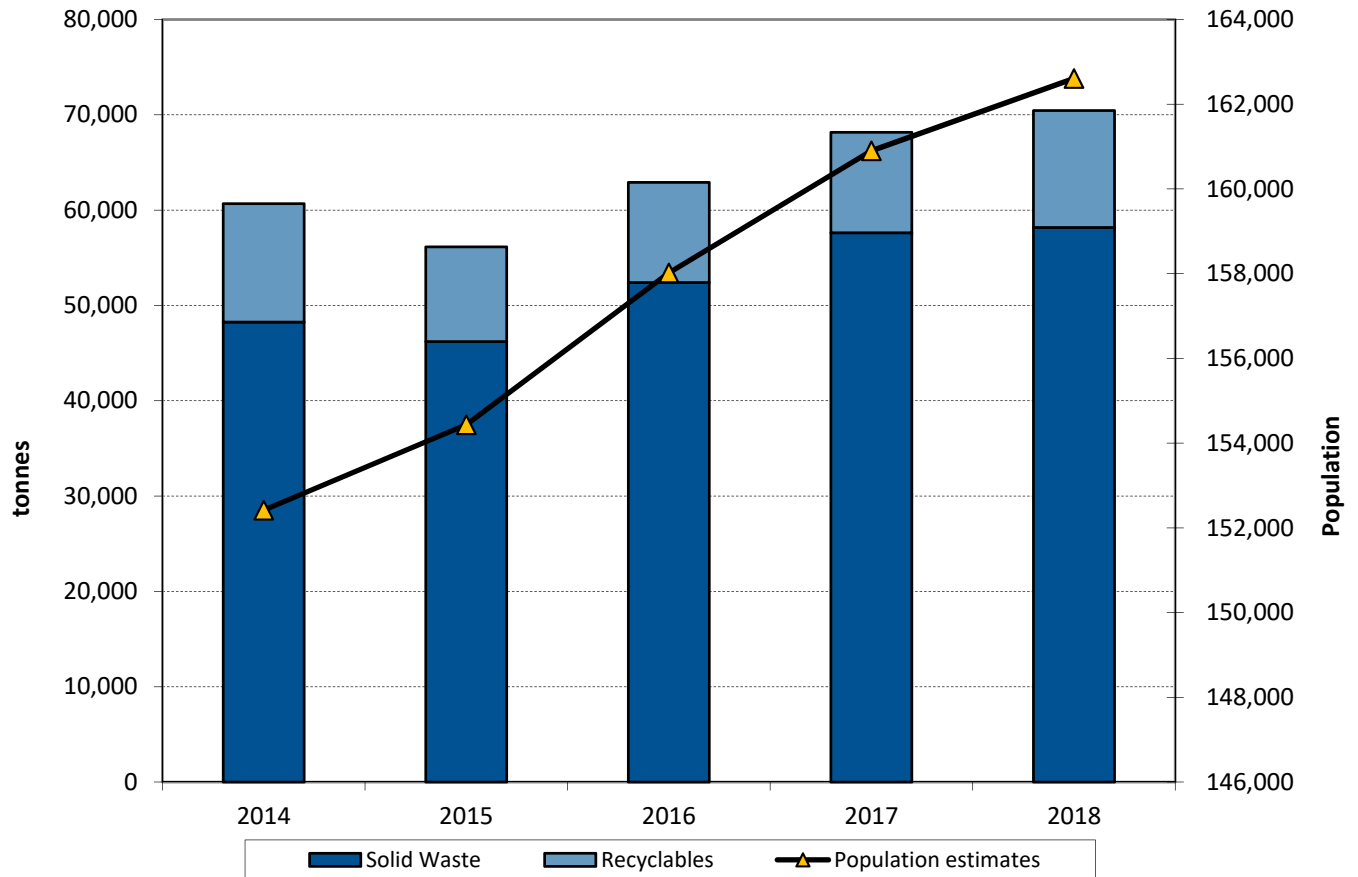
## TRANSIT RIDERSHIP – CUSTOM HandyDART TRANSIT SYSTEM

### HandyDART SYSTEM - PASSENGERS CARRIED

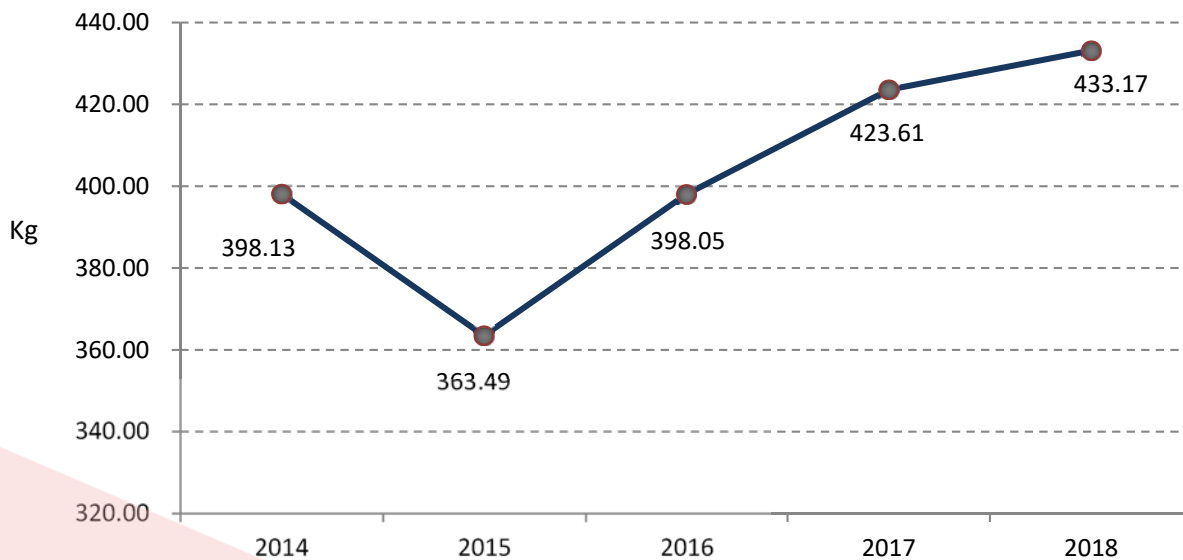


## SOLID WASTE MANAGEMENT

### Solid Waste Annual Tonnages vs. Population 2014 - 2018

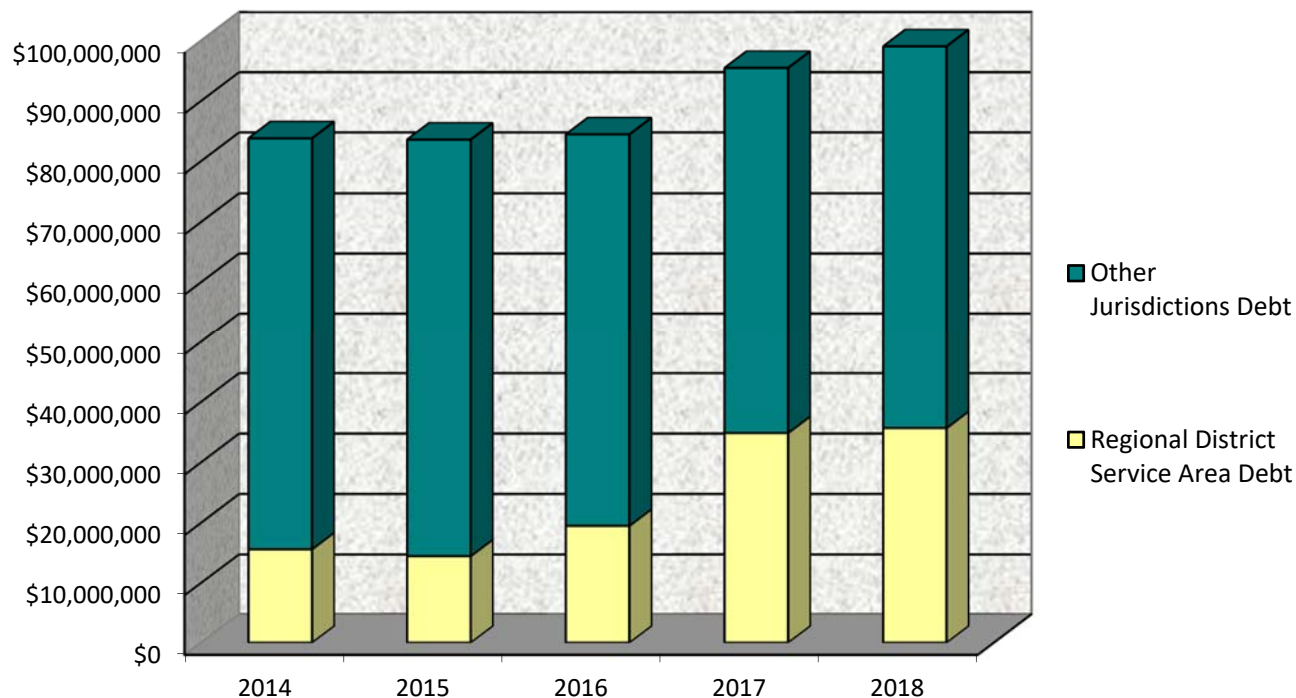


### Solid Waste and Recyclables – Kilograms per Capita 2014 - 2018

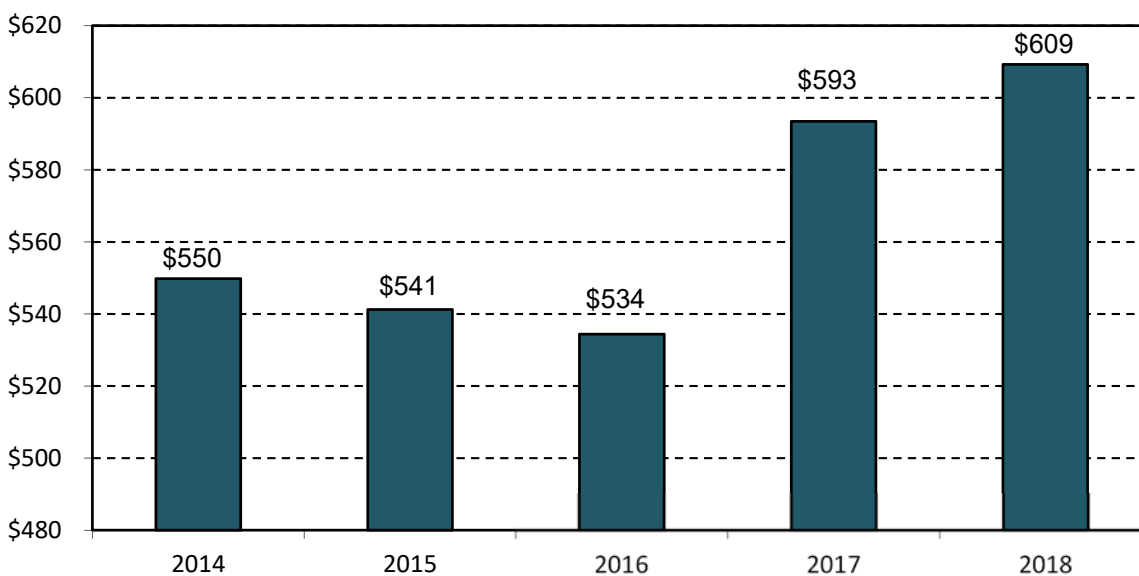


# LONG TERM DEBT SUMMARY – 2014-2018

**Outstanding Debt By Year**



**Total Outstanding Debt Per Capita 2014 - 2018**

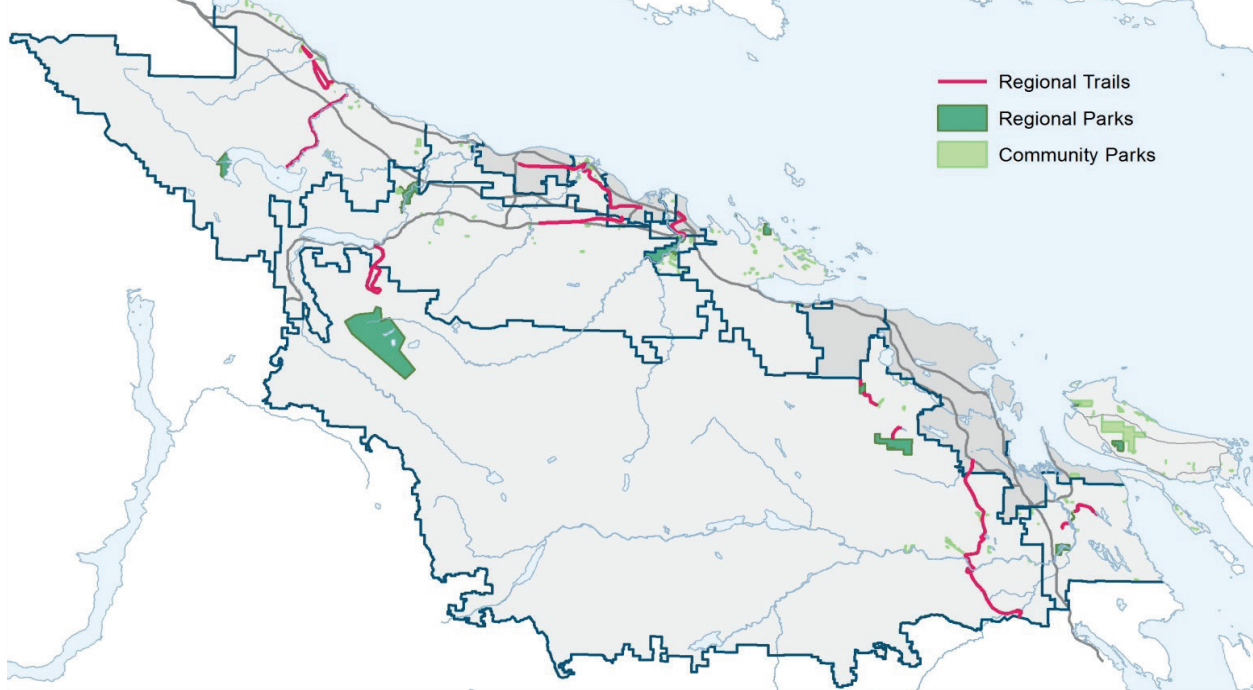


**Legal Debt Limit – N/A**



## TOTAL PROPERTY ASSESSMENTS NET TAXABLE VALUES (2014-2018)

		2014	2015	2016	2017	2018
City of Nanaimo	Land	6,133,061,991	6,294,963,680	6,545,041,856	7,870,774,850	9,286,838,097
	Improvements	6,502,146,030	6,702,464,270	7,149,016,461	7,866,468,034	9,002,694,977
		12,635,208,021	12,997,427,950	13,694,058,317	15,737,242,614	18,289,533,074
District of Lantzville	Land	399,980,980	398,883,009	445,178,640	515,524,055	618,560,685
	Improvements	306,014,900	308,042,250	316,986,875	329,245,275	374,764,400
		705,995,880	706,925,259	762,165,515	844,769,330	993,325,085
City of Parksville	Land	1,161,497,891	1,197,905,493	1,267,350,044	1,408,652,070	1,662,036,318
	Improvements	975,108,569	984,902,169	1,034,465,650	1,172,271,177	1,389,980,969
		2,136,606,460	2,182,807,662	2,301,815,694	2,580,923,247	3,052,017,287
Town of Qualicum Beach	Land	1,017,321,841	1,047,763,542	1,085,172,126	1,236,928,535	1,495,885,438
	Improvements	828,803,564	860,481,461	929,802,708	1,047,989,120	1,176,516,288
		1,846,125,405	1,908,245,003	2,014,974,834	2,284,917,655	2,672,401,726
Area A	Land	576,733,692	550,601,886	553,676,115	613,283,723	723,615,121
	Improvements	510,479,198	514,365,148	536,312,187	574,899,162	695,322,973
		1,087,212,890	1,064,967,034	1,089,988,302	1,188,182,885	1,418,938,094
Area B	Land	679,171,259	653,170,122	628,581,218	698,375,988	793,763,146
	Improvements	436,167,535	443,553,676	481,155,869	497,969,076	579,505,976
		1,115,338,794	1,096,723,798	1,109,737,087	1,196,345,064	1,373,269,122
Area C	Land	354,607,391	373,879,734	401,194,695	435,268,051	523,977,716
	Improvements	243,838,372	249,919,463	268,775,744	300,281,998	351,308,336
		598,445,763	623,799,197	669,970,439	735,550,049	875,286,052
Area E	Land	922,997,481	936,505,978	952,950,255	1,101,191,823	1,321,098,160
	Improvements	803,074,703	802,839,998	859,000,333	946,707,574	1,125,037,662
		1,726,072,184	1,739,345,976	1,811,950,588	2,047,899,397	2,446,135,822
Area F	Land	437,090,317	480,025,867	455,230,717	486,815,057	576,328,468
	Improvements	494,453,607	520,082,393	565,652,426	649,799,198	791,786,273
		931,543,924	1,000,108,260	1,020,883,143	1,136,614,255	1,368,114,741
Area G	Land	798,701,799	806,701,391	853,017,767	942,399,196	1,087,774,943
	Improvements	674,193,000	695,824,397	761,024,743	871,308,383	1,020,848,685
		1,472,894,799	1,502,525,788	1,614,042,510	1,813,707,579	2,108,623,628
Area H	Land	528,161,615	537,986,327	537,943,860	580,058,194	735,994,464
	Improvements	343,755,771	354,282,707	395,701,980	456,061,900	538,255,049
		871,917,386	892,269,034	933,645,840	1,036,120,094	1,274,249,513
<b>TOTAL MUNICIPAL</b>		17,323,935,766	17,795,405,874	18,773,014,360	21,447,852,846	25,007,277,172
<b>TOTAL ELECTORAL AREAS</b>		7,803,425,740	7,919,739,087	8,250,217,909	9,154,419,323	10,864,616,972
<b>TOTAL ALL</b>		25,127,361,506	25,715,144,961	27,023,232,269	30,602,272,169	35,871,894,144



# RDN Parks & Trails

## *REGIONAL PARKS*

*(Twelve Parks - 2072 hectares)*

- Beachcomber Regional Park - Electoral Area E
- Benson Creek Falls Regional Park - Electoral Area C
- Little Qualicum River Regional Park - Electoral Area F
- Nanaimo River Regional Park - Electoral Area A
- Horne Lake Regional Park - Electoral Area H
- Descanso Bay Regional Park (Gabriola Island) - Electoral Area B
- Little Qualicum River Estuary Regional Conservation Area - Electoral Area G
- Englishman River Regional Park - Electoral Area G
- Mount Benson Regional Park - Electoral Area C
- Mount Arrowsmith Massif Regional Park - Electoral Area C
- Coats Marsh Regional Park (Gabriola Island) - Electoral Area B
- Moorecroft Regional Park - Electoral Area E

## *REGIONAL TRAILS*

*(Ten Trails - 78 kilometres):*

- Morden Colliery Regional Trail - Electoral Area A
- Top Bridge Regional Trail - Electoral Area G and City of Parksville
- Lighthouse Country Regional Trail - Electoral Area H
- Parksville-Qualicum Beach Links - Electoral Area G, City of Parksville & the Town of Qualicum Beach
- Trans Canada Trail - Electoral Area C
- Arrowsmith CPR Regional Trail - Electoral Areas C & F
- Big Qualicum River Regional Trail - Electoral Area H
- Witchcraft Lake Regional Trail - Electoral Area C
- Ammonite Falls Regional Trail - Electoral Area C
- Coombs to Parksville Rail Trail - Electoral Areas F & G and the City of Parksville

## *COMMUNITY PARKS*

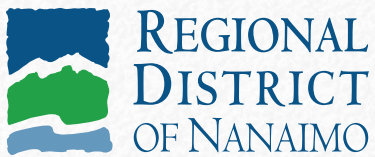
*(212 Parks > 748 hectares)*

- Electoral Area A - 34 hectares
- Electoral Area B - 494 hectares
- Electoral Area C - 39 hectares
- Electoral Area E - 28 hectares
- Electoral Area F - 40 hectares
- Electoral Area G - 56 hectares
- Electoral Area H - 57 hectares





Moorecroft Regional Park



6300 Hammond Bay Road  
Nanaimo, BC, Canada V9T 6N2  
250-390-4111  
[www.rdn.bc.ca](http://www.rdn.bc.ca)