



GOVERNMENT SERVICES COMMITTEE

MONDAY, JUNE 20, 2011
5:30 P.M.

COUNCIL CHAMBERS, CITY HALL
410 ESPLANADE

Mandate – To advise Council on a broad spectrum of issues related to departmental matters

COUNCILLOR STEVE ARNETT, CHAIR

Page

CALL TO ORDER

1. AGENDA APPROVAL

2. MINUTES

1 - 3

2.1. May 16, 2011

3. DELEGATIONS

None

4. CITY MANAGER'S REPORT

5. STAFF REPORTS

5.1. Financial Plan Update – to May 31, 2011 report to follow

5.2. Building Inspector's Report – May 2011

4

5.3. Trolley Report – May 2011

5

5.4. Fire Chief's Report – May 2011

6

5.5. Coastal Animal Control Services – May 2011 Pound Report

7 - 8

6. MEMBER SUBMISSIONS

7. CORRESPONDENCE**Page**

- 7.1. Joe Barry, Cowichan Valley Regional District
Referral of CVRD Question Period Procedure Policy**

9 - 10Staff Recommendation:

That Council consider whether it wishes to adopt the CVRD's proposed Question Period Procedure Policy in order to create consistency in the Region.

- 7.2. Les James
Automatic Residential Sprinkler Controllers**

11 - 12Staff Recommendation:

That the Committee consider whether it wishes to refer the recommendation from Les James, to consider adopting a 'day of week' watering plan, to staff to review and report back.

- 7.3. Mayta Ryn
Request for Council to Introduce Cat Licensing in Ladysmith**

13 - 14Staff Recommendation

That the Committee consider whether it wishes to refer the matter of proposed Cat Licensing in Ladysmith to staff to review and report back.

8. NEW BUSINESS**9. UNFINISHED BUSINESS**

None

ADJOURNMENT



LADYSMITH

TOWN OF LADYSMITH
MINUTES OF A REGULAR SESSION OF
THE GOVERNMENT SERVICES COMMITTEE
MONDAY, MAY 16, 2011 – 6:15 P.M.

COUNCIL MEMBERS PRESENT:

Councillor Steve Arnett (Chair)
Councillor Duck Paterson

Mayor Rob Hutchins

Councillor Jillian Dashwood

COUNCIL MEMBERS ABSENT:

Councillor Scott Bastian

Councillor Lori Evans

Councillor Bruce Whittington

STAFF PRESENT:

Ruth Malli
Joe Friesenhan

Sandy Bowden
Joanna Winter

Pat Durban

CALL TO ORDER

Councillor Arnett called the meeting to order at 6:18 p.m.

AGENDA APPROVAL

Councillor Arnett requested Council's consideration of the following additions to the agenda:

- 6.1 Minutes of a meeting of the Dog Licensing, Control and Pound Bylaw Review Committee.
- 8.1 Playground Equipment Acquisition

2011-044

It was moved, seconded and carried that the agenda be adopted as amended.

MINUTES

2011-045

It was moved, seconded and carried that the Government Services Committee minutes for the meeting held April 18, 2011 be adopted as circulated.

CITY MANAGER'S REPORT

The City Manager reported that her major project, the Community Services Centre, is substantially complete and that final work is taking place on the Spirit Square portion of the site now that the building and site construction are complete. Planning is underway for a Grand Opening.

The Sustainability Implementation Plan initiative will move ahead once the Secondary Suites Review process is completed.

DIRECTORS' REPORTS

The City Manager reported on behalf of the Director of Development Services that the Secondary Suites consultation process is nearly complete. An application for grant funds to support the review and update of the Zoning Bylaw has been submitted.

The Director of Corporate Services reported that architecture and design planning for the Town's new website are underway, and that the report from the Land Agent regarding the proposed sale of Town-owned lands is complete and will be brought to Council at an upcoming meeting.

The Director of Parks, Recreation and Culture reported that the final phase of work at Forrest Field includes a playground, which is now in the planning stages, and confirmed that the Grand Re-opening of the updated Ladysmith Skate Park is scheduled for Saturday, May 28.

The Director of Public Works reported that the detailed design process is underway for the new waste water treatment plant and it appears that the project will be able to proceed within budget. Weather has caused some delays in completing road work on Second Avenue in front of the Community Services Centre but it should be finished in the first week of June.

REPORTS

- 2011-046** **Centralized Water Treatment Tender**
It was moved, seconded and carried that the Committee recommend that Council authorize staff to tender the construction of the centralized treatment facility, the dual pipeline from the south end chlorinator to the Arbutus Reservoir, and the new power supply, to be funded from the Water Utility Reserve Fund.
- 2011-047** **Building Inspector's Report for April 2011**
It was moved, seconded and carried that the Building Inspector's Report for April 2011 be received.
- 2011-048** **Trolley Report for April 2011**
It was moved, seconded and carried that the Trolley Report for April 2011 be received.
- 2011-049** **Fire Chief's Report for April 2011**
It was moved, seconded and carried that the Fire Chief's Report for April 2011 be received.
- 2011-050** **Animal Control / Pound Report for April 2011**
It was moved, seconded and carried that the Animal Control / Pound Report for April 2011 be received.

MEMBER SUBMISSIONS

Dog Licensing, Control and Pound Bylaw Review Committee.
Mayor Hutchins reported on a meeting of the Dog Licensing, Control and Pound Bylaw Review Committee.

2011-051

It was moved, seconded and carried that the Committee recommend that Council amend Dog Licensing, Control and Pound Bylaw No. 1155 (as amended) to include the option of enrolment in the Canine Good Neighbour Certification Program in order for restricted breed dogs and dog owners to qualify for exemption from restricted breed regulations as outlined in the bylaw.

CORRESPONDENCE

2011-052

Maureen Norman, First Avenue Barber Shop
It was moved, seconded and carried that the Committee recommend that Council request staff to review the previous report on the investigation into installing angle parking in the vicinity of 320 - 322 First Avenue, and report back to Council.

NEW BUSINESS

2011-053

Playgrounds
It was moved, seconded and carried that the matter of equipment acquisition for playgrounds be referred to the Regular Council meeting of May 16, 2011.

ADJOURNMENT

2011-054

It was moved, seconded and carried that this meeting of the Government Services Committee be adjourned at 6:47 p.m.

Chair (Councillor S. Arnett)

CERTIFIED CORRECT

Corporate Officer (S. Bowden)



TOWN OF LADYSMITH
 Building Permit Summary - May 2011

Month	Commercial		Industrial		Institutional		Residential (NEW)		Residential Adds, Renos, Other		Dwelling Units	Total Permits	Blg & Pibg Permit Fees This Month	Permit Values This Month	Permit Values Year to Date 2011
	No. of Permits	Values	No. of Permits	Values	No. of Permits	Values	No. of Permits (new res)	Values	No. of Permits	Values					
May	0	\$0	0	\$0	0	\$0	9	\$1,256,620	14	\$81,680	9	23	\$10,773	\$1,338,300	\$3,704,810

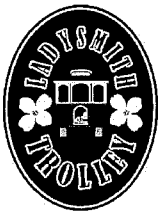
Year to Date

JAN	0	\$0	0	\$0	0	\$0	3	\$452,202	7	\$50,160	3	10	\$4,205	\$502,362	\$502,362
FEB	0	\$0	0	\$0	0	\$0	5	\$784,204	11	\$105,080	5	16	\$5,367	\$889,284	\$1,391,646
MAR	2	\$90,000	0	\$0	2	\$20,000	2	\$231,660	6	\$213,900	2	12	\$4,091	\$555,560	\$1,947,206
APR	2	\$202,200	0	\$0	0	\$0	1	\$160,920	4	\$56,184	2	7	\$3,043	\$419,304	\$2,366,510
MAY	0	\$0	0	\$0	0	\$0	9	\$1,256,620	14	\$81,680	9	23	\$10,773	\$1,338,300	\$3,704,810
JUN															
JUL															
AUG															
SEP															
OCT															
NOV															
DEC															
TOTAL	4	\$292,200	0	\$0	2	\$20,000	20	\$2,885,606	42	\$507,004	21	68	\$27,479	\$3,704,810	

Demos Mth	#DU	Value	#BP	Value
	0		0	

Comparison	#DU	Value	#BP	Value
YTD 2011	21	\$2,885,606	68	\$3,704,810
YTD 2010	41	\$6,662,616	71	\$8,215,758
YTD 2009	12	\$1,465,000	46	\$4,486,270

Tom Skarvig, Building Inspector



TOWN OF LADYSMITH
TROLLEY BUS ACTIVITY REPORT - Trolleys 103/105
May 2011

Day	Date	Passenger Count	Fuel Litres	KM Start	KM Finish	Weather	Wheel Chairs	Service Dogs	Bikes
Sun	1								
Mon	2	91	63	96653	98863	Sun/Cloud/Rain	0	0	0
Tue	3	102	76	96863	97076	Sun/Cloud/Rain	0	1	1
Wed	4	90	75	97076	97290	Sun/Cloud	0	0	1
Thu	5	117	70	97290	97507	Sun/Cloud/Rain	0	1	1
Fri	6	94	65	97507	97717	Cloud	0	1	2
Sat	7	61	67	97717	97928	Cloud/Rain	0	1	0
Sun	8								
Mon	9	71	66	97928	98139	Sun/Cloud	1	2	0
Tue	10	84	77	98139	98350	Sun/Cloud/Rain	0	1	0
Wed	11	97	79	98350	98562	Cloud/Rain	0	0	0
Thu	12	84	70	98562	98773	Sun/Cloud/Rain	2	1	2
Fri	13	109	66	98773	98988	Sun	0	0	0
Sat	14	71	62	98988	98199	Sun	0	0	0
Sun	15								
Mon	16	106	93	82784	82988	Sun	0	0	3
Tue	17	103	89	82988	83191	Sun	0	0	1
Wed	18	155	90	83191	83399	Sun	0	0	2
Thu	19	116	76	99220	99415	Sun	2	0	1
Fri	20	138	75	99415	99626	Sun	2	0	3
Sat	21	64	68	99626	99839	Rain	0	0	2
Sun	22								
Mon	23	STAT							
Tue	24	90	75	99839	100051	Sun/Cloud	0	0	2
Wed	25	92	73	100051	100265	Sun/Cloud/Rain	0	0	1
Thu	26	96	74	100265	100475	Sun/Cloud/Rain	1	0	1
Fri	27	80	75	100475	100689	Sun/Cloud/Rain	0	0	4
Sat	28	80	95	83444	83652	Sun/Cloud/Rain	0	0	2
Sun	29								
Mon	30	90	85	83653	83857	Cloud	0	0	2
Tue	31	87	80	100694	100905	Sun/Cloud	0	1	1
TOTAL		2368	1884				8	9	32

DONATIONS FOR May 2011 - \$626.26

DONATIONS YEAR-TO-DATE \$2904.22

AVERAGE DAILY RIDER COUNT FOR May 2011 - 95



Ladysmith Fire / Rescue

P.O. Box 760 Ladysmith, B.C. V9G 1A5
 Phone: 250-245-6436 • Fax: 250-245-0917



FIRE CHIEF'S REPORT

MONTH: **May**, 2011

TYPE OF CALL OUT	J	F	M	A	M	J	J	A	S	O	N	D	YEAR'S TOTALS
Alarms Activated: Pulled Station			1										1
By mistake		2	3		3								5
Electrical problem	4	1		1	2								5
Due to cooking		1		1	1								1
Assistance													
Burning Complaint					1								
Fire: Structure	2	1			1								3
Chimney	3		2										5
Interface / Bush					1								
Vehicle		2	1										3
Other	1			1	2								1
Hazardous Materials	2	1		2	1								3
Hydro Lines: Down / Fire	2		1										3
Medical Aid	4	1	2	5	1								7
Mutual Aid	1		1		1								2
MVI	3	2	4	1	3								9
Rescue				2									
MONTH TOTALS (not incl. Practises)	22	11	15	13	17								78
Practises (Totals for each Month)	4	4	5	4	5								22

ALARMS ACTIVATED (location/owner):

1. Seaview Apt. 218 Bayview - person working around sensor
2. Seaview Apts 218 Bayview - sensor activated due to fire that morning.
3. 861 Davidson - faulty sensor
4. 500 Russell Rd. Unit #6 - cooking
5. 317 Fench Street, Intermediate School
6. 233 Dogwood Ave., Ladysmith Manor

COMPARISONS:

Year to Date / 11 78 (excl. practises)
 Year to Date / 10 62 (excl. practises)
 Year to Date / 09 67 (excl. practises)

APPROVED:

Ray Delcourt
 Fire Chief

COASTAL ANIMAL CONTROL SERVICES OF BC LTD

2202 Herd Rd. Duncan, BC. V9L 6A6

(250) 748-3395

RECEIVED

JUN 02 2011

TOWN OF LADYSMITH POUND REPORT

May 2011

Disposition of Impounded Dogs	Current Month	2011 Totals	
Stray dogs impounded	3	10	
Stray dogs claimed	2	9	
Stray dogs put up for adoption	1	1	
Stray dogs euthanized	0	0	
Stray livestock / cats	0	0	
Other	0	0	
Calls Received and Investigated	6	39	
Aggressive dogs	0	5	
Dogs at large	0	13	
Confined dog	3	6	
Noise (barking) complaints	2	6	
Other non specific dog related calls	1	9	
Wildlife / livestock / cats	0	0	
After hour call outs	1	4	
Monthly Pound and Board Fees Collected	\$185.00	\$1060.00	
Impound fees	\$100.00	\$750.00	
Daily board fees	\$85.00	\$310.00	
Tickets issued	0	2	
Unlicensed dog	\$0	\$0	
Dog not effectively controlled (14a)	\$0	\$100.00	
Dangerous dog not muzzled (12e)	\$0	\$250.00	
Habitually noisy	\$0	\$0	
Licencing Statistics	Tags	1	21
	Revenue	\$20.00	\$570.00

Judi Burnett

CAS Summary of Service Calls, Ladysmith

6 calls in total

01-May-11 to 31-May-11

Issue	Call #	Received	Type	Completed
Confined		3		
	860	22-May-11	Dog	24-May-11
	859	20-May-11	Dog	01-Jun-11
	855	05-May-11	Dog	09-May-11
Noisy		2		
	858	19-May-11	Dog	20-May-11
	856	10-May-11	Dog	25-May-11
Other		1		
	857	13-May-11	Dog	16-May-11



June 14, 2011

File No.: 0340-30-BOA

Town of Ladysmith
PO Box 220
LADYSMITH BC V9G 1A2

Attention: Joanna Winter, Manager of Administrative Services

Dear Ms. Winter:

Re: Referral of CVRD Question Period Procedure Policy

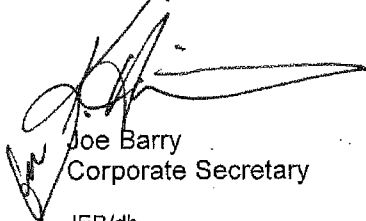
At its meeting held last week, the Board adopted the attached Question Period Procedure Policy.

During deliberations on the draft Policy at the Regional Services Committee meeting held May 25, 2011, Town of Ladysmith Director Robert Hutchins suggested that this Policy be referred to CVRD member municipalities for consideration of adoption since it would provide consistency to the public throughout the Region.

Subsequently, the Committee passed the following resolution:

"...that the Question Period Procedure Policy be referred to the member municipalities for consideration of adoption so as to create consistency in the Region."

Sincerely,



Joe Barry
Corporate Secretary

JEB/db

Attachment



CVRD

POLICIES & PROCEDURES
QUESTION PERIOD PROCEDURE POLICY

Applicability: CVRD Board, Committees, and Commissions
Effective Date: June 8, 2011

PURPOSE:

The purpose of the Question Period is to provide public access to the Board / Committee / Commission regarding the business of the local government. The purpose of the Question Period Procedure Policy is to recognize the need for Question Period to proceed in a timely fashion.

POLICY:

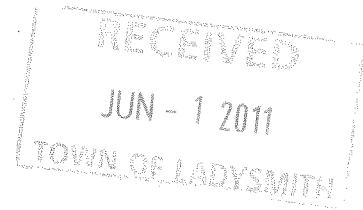
The Question Period is subject to the following provisions:

1. There will be allotted a maximum of 15 minutes for questions.
2. The Question Period will be comprised of two parts. The first part is reserved for questions directly related to business discussed during the meeting. If there is time remaining, questions during the second part can be on a matter of public interest under the jurisdiction of the Regional District.
3. Each questioner will be allowed to ask one question plus a follow-up question related to the answer. If after all questioners have been heard and there is still time remaining, a questioner who has already spoken can ask one additional question plus a follow-up question related to the answer.
4. Questions must be truly questions and not statements of opinions. Questioners are not permitted to make a speech.
5. Questioners must avoid personal references; insinuations; violent, offensive or disrespectful remarks about another person; and unparliamentary language.
6. Questions shall be addressed to the Chair.

APPROVAL HISTORY:

June 8, 2011 (Board Resolution No. 11-284.2)

425 Hartley Place
Ladysmith, BC
V9G 2B7
2011/05/16



Town of Ladysmith
P.O. Box 220
Ladysmith, B.C.
V9G 1A2

Attention Mr. Rob Hutchins Mayor, Ladysmith

Subject: Automatic Residential Sprinkler Controllers

Dear Mayor Hutchins:

Automatic lawn irrigation systems are convenience and quite common however my experience has brought up what I believe is a disconnect between lawn care professional's recommendations and current residential irrigation controller capabilities. If I follow recommendations from lawn care professionals I would water once or maybe twice a week depending on soil conditions. This practice would conserve water while promoting root growth and a healthy lawn.

I can set a controller for odd or even days depending on address and have no problem meeting watering restrictions.

However if I set a certain day of week schedule the controller co-operates but the calendar does not. If I water on say Thursday of a week, some weeks I am in compliance but other weeks I am not in compliance and subject to penalty.

I have done extensive research on most common manufacturers' residential irrigation controllers searching for a controller that is smart enough to water on a day of the week and meet the odd/even criteria. I have had no luck unless I want to spend thousands on an institutional controller.

I have spoken to Glenn Britton from the Town and he referred me to an expert, a Dan Toffee of EMCO Water Systems. Dan understands exactly what I want to do but is unable to recommend a manufacturer that has such a residential controller. Dan's comments are exactly in line with what I have found as I research the controller market.

The answer to this problem comes at a Town level and is really quite simple. When watering restrictions are announced this year, days of the week could be assigned to odd and even addresses. It is very simple for a resident to set their controller to days of the week depending on how the Town assigns odd and even addresses.

A benefit to the town would be finer control on watering allowance. We could start for instance with even addresses on Monday Wednesday and Friday and odd addresses on Tuesday Thursday and Saturday.

If required by conditions, the Town could restrict further by removing days as required, even staggering days to let the reservoir recover. It is a simple matter for a resident to de-select the appropriate day on their controller.

As I looked into this controller problem I have found that many cities and towns across BC have opted for a day of week watering plan. Chilliwack and Delta are two mainland municipalities that have adopted a day plan and I have heard through controller suppliers of others. On Vancouver Island the CRD has also adopted a day watering restriction plan. Of note in their plan, micro-drip irrigation of gardens is allowed on any day, a very positive addition to their plan.

I have been impressed with Ladysmith's progressive plans for curb side kitchen compost collection and other initiatives and I believe a change to the watering plan would be another positive step.

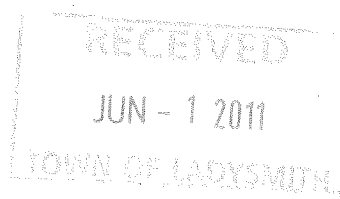
Yours Truly



Les James
(250 245-0374)

CC: Joe Friesenham Director of Public Works
Glen Britton Parks Supervisor

June 1, 2011



RECEIVED
JUN 01 2011

Mayor and Council
City of Ladysmith
410 Esplanade Ave.
Ladysmith, B.C.

SUBJECT: ANIMAL WELFARE GROUP CALLS FOR CAT LICENSING THROUGHOUT B.C.

I was very excited to read this article in the Nanaimo Daily News. I have been concerned about the cat problem and its effect on the natural environment ever since I read some articles by Dan Hughes in the local paper decades ago. Recently, I watched the documentary "Cat Crazy" on Doc Zone which brought attention to the problem and a solution carried out by the animal control officer for Calgary. I was very impressed so I did a little following up in my local community of Ladysmith. Imagine my shock to find out that Ladysmith has no bylaws relating to cat control so the animal control officer has no authority to pick up feral or nuisance cats. This is in contrast to Duncan and North Cowichan who do at least have bylaws relating to the control of cats even if they do not license them.

I beg you all to rent and watch "Cat Crazy" in order to become informed on this issue. The present capture, spay/neuter, and release program carried out by cat lovers is doing increasing and irreparable damage to the natural environment. Biological studies have shown that a well fed domestic cat kills 50-150 song birds every year and have pushed 30 species to extinction in North America in the last decade. Just watch the documentary and you will see cats in action as they wipe out the bird population in wildlife preserves in Victoria and throughout North America. **We have a responsibility to control the cat population** since we introduced this invasive and devastating species to the natural environment.

And you have the power to introduce the responsible answer in your community. **PLEASE INTRODUCE A CAT LICENSING PROGRAM TO LADYSMITH!**

A handwritten signature in black ink, appearing to read "M. Ryn".

MAYTA RYN
13769 Hill Road
Ladysmith, B.C.
V9G 1G7
250-245-3295
mryn@shaw.ca

P.S. to Rob Hutchins. When there is a cat licensing program in place in Ladysmith, I will start to work on Mary Marcott to introduce the same for the rural area in which I live.

Attached: Article from [Nanaimo Daily News](#) "Animal Welfare Group Calls for Cat Licensing Throughout B.C."

Copy to: The Chronicle

Animal welfare group calls for cat licensing throughout B.C.

SATURDAY, MAY 28, 2011

POSTMEDIA NEWS

Animal welfare and wildlife conservation advocates are calling on B.C. municipalities to implement cat licensing programs similar to those for dogs.

Craig Naherniak, general manager of humane education at the B.C. SPCA, said cities should follow the lead of Calgary, where cat licensing became mandatory in 2007.

"Calgary is able to return stray cats to owners very quickly,"

Naherniak said.

Krystal Brennan, education coordinator at the Wildlife Rescue Association of B.C., said keeping cats indoors is good for the cat's safety and also prevents cats from attacking and often killing birds and small mammals.

"People don't really see that their cat can cause this much damage to wildlife," Brennan said. "Cats are natural predators that weren't native to this environment."



Town of Ladysmith

STAFF REPORT

To: Ruth Malli, City Manager
From: Erin Anderson, Director of Financial Services
Date: June 8, 2011
File No:

Re: Financial Update – May 2011

RECOMMENDATION(S):

That the Government Services Committee receive this report.

PURPOSE:

The purpose of this report is to provide a regular financial report to the Government Services Committee.

INTRODUCTION/BACKGROUND:

One of the strategic goals for the Finance Department for 2011 is to provide timely financial information to both the Government Services Committee and management. Council has requested that the task of providing reports to the Government Services Committee be implemented following the completion of the 2010 Year-end Financial Statements (starting with the June 2011 Government Services Committee meeting).

Notes & Trends

Revenues:

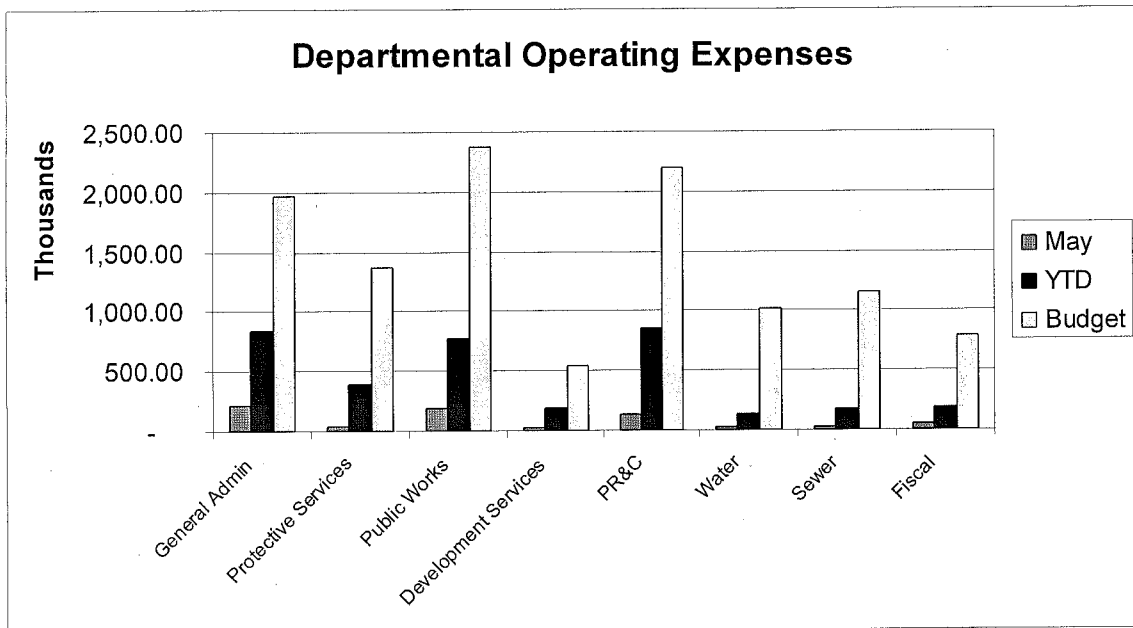
- At May 31st, 12% of property taxes were collected. The tax due date is July 4, 2011. At this point, Staff do not feel the Canada Post Strike has had an impact on the tax collection, though this could change with the recent lock-out. Property owners are encouraged to verify their tax account balances on-line through the Town's website.
- User Rate revenue (water, sewer & garbage fees) is expected to be on target.
- Subdivision fees and DP/DVP Permits have exceeded the 2011 budget and are anticipated to be nearly double the \$10,000 budget. Building permits are down 50% over last year though this is expected to increase during the year.
- Cemetery revenue down 50% over last year at this time.
- Return on investments is anticipated to be close to target.

Operating Expenses:

It is difficult to analyze expenses over a straight line comparison with the previous year. With the wet spring and capital projects having deadlines tied to federal and provincial yearends (March 31), many expenses are unevenly skewed over last year. Some notable differences are:

- An increase in the Grants-in-Aid budget and additional legal expenses per Council's direction.

- Finance audit fees are higher at this point over last year as the financial audit was farther through the process than this time last year. Overall, the final amount will be comparable; it is the work that has been completed earlier.
- Increase cost of fire equipment as approved by Council.
- Increase in RCMP salaries, as per contractual obligations.
- Garbage Collection cost is up over last year as a new contract is in place for 2010-2011.
- Theft & vandalism increased 64% over 2010. This is due to a few major incidents such as the stripping of wire in a subdivision.



Additional Notes:

- Potential repeal of HST legislation

SCOPE OF WORK:

Individual analysis of departmental performance is completed by the Director and reviewed by the City Manager and the Director of Financial Services.

ALTERNATIVES:

N/A

FINANCIAL IMPLICATIONS:

Keeping Council informed of the financial state of the organization.

LEGAL IMPLICATIONS:

This is a snap-shot of the Town finances for a point in time. No accruals have been made. Payments and deposits continue to be received which will change the financial figures. These statements are not audited.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

The public is encouraged to review the report and provide comment.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

Coordination among the various departments to ensure all revenues and expenses are allocated properly and received by the Finance Department.

RESOURCE IMPLICATIONS:

The format of this report will evolve. Additional analysis time may be required by the Finance Department.

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

N/A

ALIGNMENT WITH STRATEGIC PRIORITIES:

This is within Strategic Direction 1–Wise Financial Management.

SUMMARY:

Regular financial reports will be presented to the Government Services Committee.

I concur with the recommendation.



Ruth Malli, City Manager

ATTACHMENTS:

Capital Projects
Consolidated Statement of Operations
Consolidated Statement of Financial Position

Financial Status of Projects at May 31, 2011

<u>General Capital Projects</u>	<u>2011 YTD</u>	<u>2011 BUDGET</u>	<u>Grant</u>
Vehicle Replacements	\$ -	\$ 120,000	
Secondary Suite	5,426	42,000	
Zoning Bylaw	-	145,000	Y
Waterfront Project Costs	42,135	30,000	Y
Property Sale Costs	4,423	41,600	
TB Bank Stabilization	-	42,000	
Park Bench/Pavers Program	1,635	-	
CVRD Trail Program	22,847	20,000	Y
Municipal Signage Program	-	5,000	
Mosquito Sound Device	-	4,000	
FJCC Emerg Back Up	-	9,688	
Fire Equipment Replacement	-	48,186	
Aggie Hall Washroom Upgrade	-	15,000	
Lot 108 Playing Field	49,724	204,806	Y
Lot 108 Road *	83,585	11,281	
RCMP Equipment	-	65,000	
High St Project	1,171,158	1,324,149	Y
Spirit Square	506,368	553,531	Y
High St Open Spaces	-	5,000	Y
GIS Project	-	32,000	Y
FJCC Energy Upgrade	2,147	59,000	Y
Kinsmen Playground	70,148	60,000	
Website Upgrade	-	14,500	
Sustainability Visioning	7,908	71,500	Y
High St Roads/Sidewalks/Storm	87,435	303,000	
HC Bridge Replacement	-	5,076	
LMS Second Access Road	-	40,000	
Flume Line	-	75,000	
FJCC Corner Wall Repairs	-	5,400	
Gourlay Janes Park Tree Removal	10,480	20,000	
FJCC Fitness Equipment	7,631	7,000	
FJCC Improvements	-	9,950	
Skateboard Park	11,697	12,100	
	<u>\$ 2,093,853</u>	<u>\$ 3,400,767</u>	

* All costs are allocated to one account and then will be re-allocated to the various funds upon completion (water, sewer and road).

<u>Sewer Capital Projects</u>	<u>2011 YTD</u>	<u>2011 BUDGET</u>	<u>Grant</u>
LMS Sewer-Contract Services	\$ -	\$ 17,000	
Liquid Waste Management Plan	3,020	20,000	Y
Lift Station Upgrades	1,018	53,600	
MBBR/DAF Control Process	263,413	2,339,370	Y
Lot 108-Sewer Services*	25,435	144,200	
Sewer Upgrade-High St	890	18,700	
Main Upgrades (I&I)	17,845	150,000	
	<u>\$ 311,620</u>	<u>\$ 2,742,870</u>	

The MBBR/DAF process contains 2 phases. Phase 1 has received a grant; phase 2 has applied for a grant though no decision has been received.

<u>Water Capital Projects</u>	<u>2011 YTD</u>	<u>2011 BUDGET</u>	<u>Grant</u>
Hydraulic Energy Recovery	\$ -	\$ 10,000	Y
Holland Creek Crossing	-	176,000	
LMS Water	-	35,000	
Pipeline-HC to Stocking Lake	-	10,000	
Cassidy Aquifer	427	15,700	
Facilities-Low Flow Toilets	-	15,000	
Central Treatment Plant	20,480	706,000	Submitted
Power Supply to Arbutus	-	200,000	Submitted
Pipeline	13,077	1,388,545	Submitted
Stocking Lake Dam Repair	-	24,000	
Lot 108-Water Services *	21,132	48,000	
Water Upgrade-High St	11,669	31,850	
Arbutus Reservoir-Fencing	-	25,000	
	<u>\$ 66,785</u>	<u>\$ 2,685,095</u>	

In June, the Town was awarded the grant Towns for Tomorrow for the Hydraulic Energy Recovery on the Pipeline. The majority of this work will be completed in 2012.

Town Of Ladysmith
Consolidated Statement of Operations
For the period ended May 31, 2011

	Actual 2011	Budget 2011
Revenue		
Taxes (adjusted to Municipal portion only)	6,649,423	7,375,630
Fees and charges	976,807	1,789,400
Return on investments	22,438	30,000
Penalty and interest on tax	2,268	115,000
Grants	1,152,552	3,608,655
Donations, contributions and contributed property	86,754	392,059
Gain (loss) on disposal of tangible capital assets	-	338,707
Development fees	-	240,000
Local area improvements	8,922	8,922
	<u>8,899,163</u>	<u>13,898,373</u>
Expenditures		
General government services	853,894	1,964,702
Library	133,184	266,368
Protective services	439,083	1,492,683
Transportation services	384,832	1,146,255
Environmental health services	139,040	439,110
Public health	10,960	37,795
Development services	189,899	531,426
Recreation and cultural services	720,988	1,940,497
Parks operation services	188,101	627,537
Sewer	172,480	482,222
Water	137,392	474,318
Interest, net of actuarial adjustment (Note 9)	112,116	227,958
	<u>3,481,970</u>	<u>9,630,871</u>
Annual Surplus	5,417,193	
Prior Year Surplus	78,338,499	
Accumulated Surplus - end of year	<u><u>83,755,692</u></u>	

Town Of Ladysmith
Consolidated Statement of Financial Position
As at May 31, 2011

	2011	2010
Financial Assets		
Cash and short term deposits	7,827,138	\$ 10,129,101
Accounts receivable	13,031,972	4,753,896
	<hr/>	<hr/>
	20,859,109	14,882,997
	<hr/>	<hr/>
Liabilities		
Accounts payable	5,173,438	2,317,293
Post-employment benefits	172,300	172,300
Deferred revenue	1,344,746	1,386,463
Restricted reserves	2,391,800	2,242,345
Refundable deposits and other	377,411	348,902
Long term debt	3,211,321	3,211,321
	<hr/>	<hr/>
	12,671,015	9,678,624
	<hr/>	<hr/>
Net Financial Assets	8,188,094	5,204,373
	<hr/>	<hr/>
Non-Financial Assets		
Tangible Capital Assets (unamortized)	75,431,251	72,978,203
Prepays	24,045	46,514
Inventory	112,302	109,409
	<hr/>	<hr/>
	75,567,598	73,134,126
	<hr/>	<hr/>
Accumulated Surplus	\$ 83,755,692	\$ 78,338,499
	<hr/> <hr/>	<hr/> <hr/>

