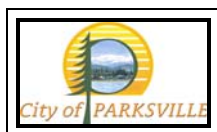


City of Parksville

Annual Report

2004
















www.city.parksville.bc.ca

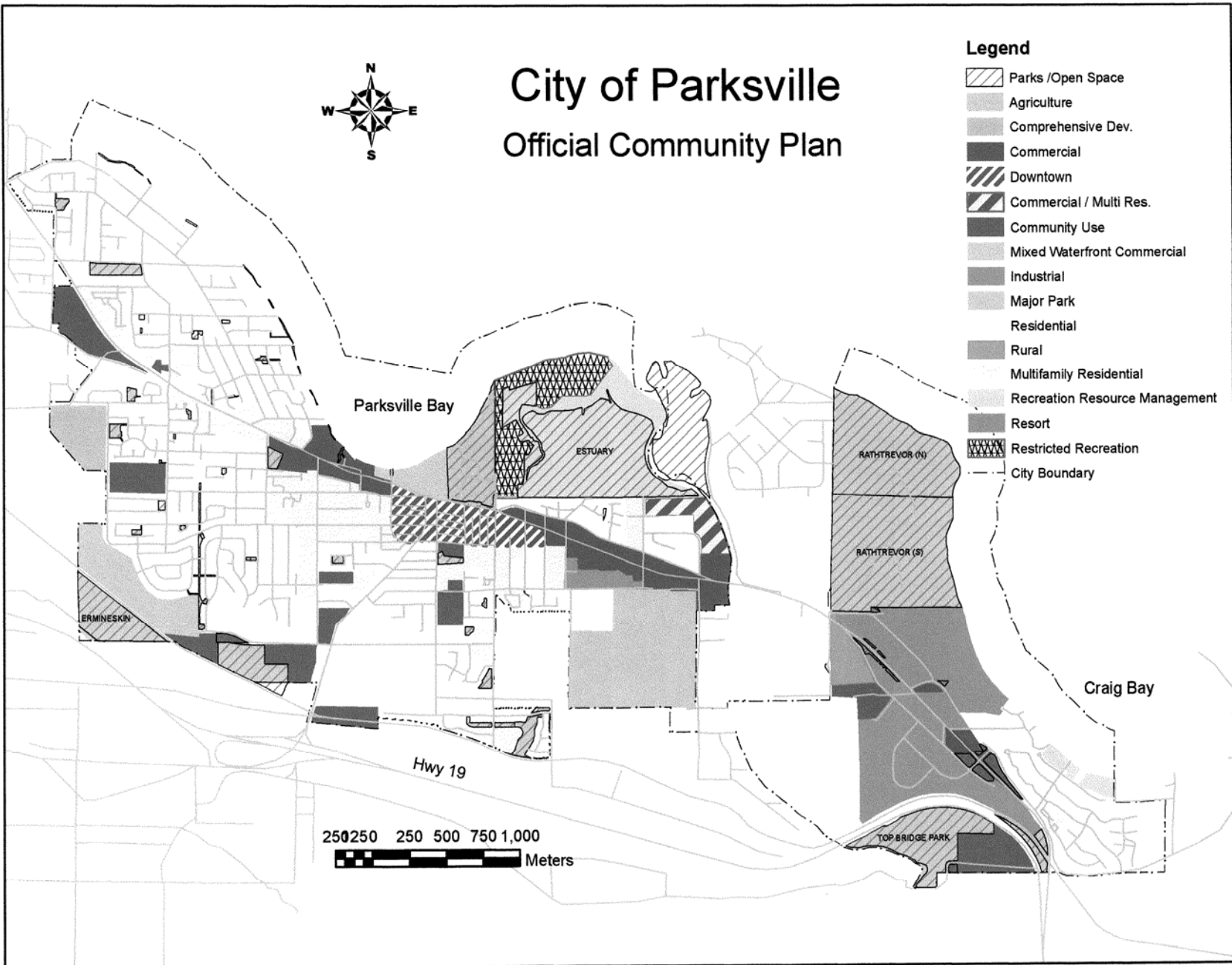


City of Parksville Official Community Plan



Legend

-  Parks / Open Space
-  Agriculture
-  Comprehensive Dev.
-  Commercial
-  Downtown
-  Commercial / Multi Res.
-  Community Use
-  Mixed Waterfront Commercial
-  Industrial
-  Major Park
-  Residential
-  Rural
-  Multifamily Residential
-  Recreation Resource Management
-  Resort
-  Restricted Recreation
-  City Boundary



**2004 Annual Report for the City of Parkville
As presented to Municipal Council June 28, 2005**

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Chris Burger



Fred Demmon



Sandra Herle



Barry Johnston



Marc Lefebvre



Caroline Waters

A Message from Mayor Randy Longmuir



Randy Longmuir

On behalf of Council, I am pleased to present the City of Parksville's 2004 Annual Report. It is essential that we look back and see what has transpired over the last year, starting with our Corporate Priorities, which were meant to serve as a working template for our term in office.

We made significant progress on our Community Park Walkway planning and are approaching the construction stage. We established the basis of a new Long Term Capital plan and initiated a framework by which to prioritize future works and services.

Council completed the updating of our Economic Development Strategy. The adoption of this strategy update set the foundation for the establishment of our recently opened Economic Development office in the downtown in conjunction with the Chamber of Commerce, Oceanside Tourism Association, and Oceanside Film Office. We also began developing a more effective Communications Strategy, highlighted by our Citizens' Satisfaction Survey, and the publication of a revised Welcome Guide.

Our priorities acknowledged the importance of downtown revitalization, waterfront redevelopment, and the on-going development boom. Council approved rezoning for the redevelopment of the Island Hall site, and are awaiting construction to begin. Council's efforts to attain the Canada/British Columbia Infrastructure Program Grant finally paid off in 2004, allowing us to begin the reconstruction of the downtown portion of the Alberni Highway, with the goal of using the improvements as a catalyst for future downtown revitalization.

We are continuing to experience strong development activity, with new housing starts being up considerably over last year. In addition to focusing on our priorities, a number of other exciting events occurred within our community in the last year. We can be justifiably proud of capturing the Communities in Bloom National title in the Canadian Classic Category, with our partner, Qualicum Beach. We can also be pleased with winning the "Most Appealing Community Display" award at that same ceremony.

Many residents appreciated the creation of the off-leash dog park at Springwood Park, and provided much valuable input in the design of the new facility. Additionally, a Manager of Utilities was hired to focus on ensuring that our water system continues to operate at its current fine level.

During the next year, we will, no doubt face unexpected challenges. As we look ahead, Council will continue to attempt to find ways to help improve our community. I would like to thank members of Council and City Staff for ensuring that our community remains the wonderful community that we all cherish.

Chief Administrative Officer's Report



Fred Manson

In 2004, the City of Parksville experienced unprecedented growth, including major commercial and residential development. At the same time key initiatives including, a major emphasis on infrastructure renewal and replacement, water quality management with increased funding for cross connection controls and increased water monitoring and testing to comply with new and anticipated provincial regulations, and communities in bloom were implemented.

Work also continued on planning the Waterfront Walkway, the City's new economic development program, and improvements to the downtown portion of the Alberni Highway.

During 2004 the City's management team experienced significant change and is now actively positioning the organization to address the challenges of 2005 and beyond.

2004 Services and Operations

General Government

Administration

Successes

- Redesigned "Welcome Guide".
- Updated Class Specifications Manual.
- Updated Elections Manual & Election staff instruction manual.
- Instituted Ideas and Updates meetings between elected officials and senior management.
- Updated Council Orientation Manual.
- Instituted a new multi purpose Special Event Application policy and procedure.

Finance

Successes

- Review and adoption of updated Development Cost Charge Bylaw for Road, Storm, Water and Sanitary Sewer.
- Development and implementation of Core Infrastructure Renewal Program.
- Development and implementation of internet property tax and utility billing information enquiry system.
- Restructure of departmental functions and recruitment of new utilities clerk.

Resource Management

Water Supply and Distribution

Successes

- Completion of the water supply and distribution strategic plan and functional working plan.
- Completion of the Water Study outlining capital and operational water main, storage, supply and disinfection improvements required for the existing, and future build out populations.
- Installation of a power back-up generator and upgrading of the chlorine analyzer and controls at the Englishmen River intake station.
- Completion of the Arrowsmith Dam Operation and Maintenance Manual.
- Installation of a new water cooled generator and upgrading of SCADA communications at Arrowsmith Dam.
- Decommissioning of the Pym Street fire pump station.
- Completion the annual water main flushing program.
- Completion of the topographical detail survey and geotechnical investigation report for the proposed new reservoir at Top Bridge Park.



Infrastructure

Successes

- Completion of Franklin's Gull Road extension, including water main and sanitary sewer line extensions.
- Completion of the annual catch basin pump cleaning.
- Completion of the sanitary sewer main extension on Herring Gull Way.
- Completion of the design and tendering for road reconstruction and utility upgrades on the Alberni Highway from Highway 19A to Jensen Avenue.
- Completion of the designs for road reconstruction and utility upgrades on: Morison from Lombardy to Molliet, Bay Avenue from Temple to Dogwood, Jensen Avenue from Alberni to Craig and Sanderson from Temple east.
- Completion of chip sealing on Despard from Craig Street to the Alberni Highway.
- Purchase of the HYDRA Version 6.3 computer model used in the hydraulic analysis of the sanitary and storm sewer pipe networks.

Transportation

Successes

- Completion of the LED traffic signal display upgrade program in partnership with BC Hydro.
- Completion of the stop sign upgrade from engineer grade to high intensity diamond grade in partnership with the ICBC road safety program.
- Completion of the construction of the right in, right out on Moss at the Alberni Highway.
- Completion and opening of Despard Avenue between Craig Street and Corfield Street.
- Upgrade of the traffic signals at Despard and Alberni.

Safe & Livable Community

RCMP

Successes

- Reorganization of detachment personnel to meet the direct needs of the community by changing emphasis to more uniformed policing.
- Implemented several youth and school programs such as Top Cop reading program and Drug Free Zone.
- Adoption by Council to fill vacant 13th Officer position.
- Renovated office to better utilize space and improve working conditions.
- Increased involvement with Senior Staff of Parksville improves working relationship between organizations.
- Transition of category of employee from CUPE to Public Service in Admin/Support section.

Fire Department

Successes

- Responded to or dealt with 438 total incidents equating to 2525 person hours for both emergency and public education type incidents.
- Completed 2548 person hours of training to build and maintain the necessary skills to be effective at emergency situations.
- The department had a total of \$322,500.00 in recorded total fire loss along with a recorded total dollar amount saved of \$902,600.00.
- Recruited 5 new quality members with another 6-7 new members ready to join in the near future. Membership continues to be changing constantly as the department has had some senior members retire.
- Property behind the fire hall purchased and plans for the fire hall addition started.
- Updated the department Strategic Plan to reflect the current needs of the community.

Parks and Open spaces

Successes

- Winner of 4 Bloom Award in the Communities in Bloom National Competition.
- Completion of the re-greening initiative with BC Hydro which included tree planting and upgrades at Pioneer Plaza and at the Community Park.
- Completion of the rejuvenation of the plant beds on 19A at Smitty's, Sea Edge Hotel and the Post Office.
- Creation of a rhododendron display at the old weigh scale with a generous donation of a \$1,000 from the Mount Arrowsmith Rhododendron Society.
- Completion of the first draft of the Parks and Open Space Master Plan.
- Bare root tree planting program.
- Goose dropping management at the community park.



Community Development

Successes

- Handled \$30M+ in building permit value.
- Processed very high level of development applications.
- Increased business licence fee collection and licence issuance.
- Improved efficiency of Bylaw Enforcement procedures with respect to unsightly premises.
- Completed waterfront walkway design.
- Worked with Resort owners regarding directional signage improvements.
- Processed zoning amendment for Island Hall.
- Participated in Communities in Bloom by leading "Downtown Walk".
- Hired additional Planning Staff.
- Participated in DCC update.

**CITY OF PARKSVILLE
FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2004**

CITY OF PARKSVILLE
FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2004

Auditors' Report

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- B Statement of Financial Activities
- C Statement of Changes in Financial Position

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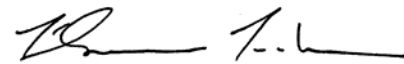
AUDITORS' REPORT

To the Mayor and Council of the
City of Parksville

We have audited the statement of financial position of the City of Parksville as at December 31, 2004 and the statements of financial activities and changes in financial position for the year then ended. These financial statements are the responsibility of the City's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatements. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the City as at December 31, 2004 and the results of its operations for the year then ended in accordance with Canadian generally accepted accounting principles for British Columbia municipalities.



Chartered Accountants

Parksville, Canada
March 14, 2005



CITY OF PARKSVILLE
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2004

STATEMENT A

	2004	2003
FINANCIAL ASSETS		
Cash	\$ 868,510	\$ 9,425
Investments	17,363,808	15,313,970
Accounts receivable (note 2)	2,187,433	2,556,664
Agreement for sale	-	205,964
Prepaid expenses	26,368	6,096
	<u>20,446,119</u>	<u>18,092,119</u>
CURRENT LIABILITIES		
Accounts payable (note 3)	913,067	1,477,172
Deferred revenue	3,050	2,480
Temporary borrowing (note 4)	2,350,000	2,350,000
Performance bonds and deposits	2,378,150	1,891,636
Employee benefits accrual	355,123	302,013
Principal due within one year on long term debt (note 6)	376,426	360,240
	<u>6,375,816</u>	<u>6,383,541</u>
DEFERRED REVENUE - CAPITAL (note 5)	4,052,454	3,214,145
LONG TERM DEBT (note 6)	<u>4,663,815</u>	<u>5,089,513</u>
	<u>15,092,085</u>	<u>14,687,199</u>
NET FINANCIAL ASSETS	5,354,034	3,404,920
CAPITAL ASSETS (note 7)	<u>55,949,133</u>	<u>54,589,178</u>
NET POSITION	<u>\$ 61,303,167</u>	<u>\$ 57,994,098</u>
EQUITY (note 8)		
Financial equity		
Appropriated	\$ 9,358,821	\$ 8,471,380
Current fund	3,187,872	2,705,741
	<u>12,546,693</u>	<u>11,177,121</u>
Equity in capital assets	48,756,474	46,816,977
	<u>\$ 61,303,167</u>	<u>\$ 57,994,098</u>
Contingent liabilities (note 9)		
Commitment (note 10)		

Approved

CITY OF PARKSVILLE
STATEMENT OF FINANCIAL ACTIVITIES
AS AT DECEMBER 31, 2004

STATEMENT B

	Budget	2004	2003
REVENUE			
Taxation	\$ 6,587,255	\$ 6,593,358	\$ 6,144,740
Grants-in-lieu of taxes	37,430	37,793	37,370
Water and sewer rates	1,973,150	2,198,374	2,230,933
Services provided to other governments	274,000	291,648	271,305
Sale of services	380,000	397,791	387,479
Other revenue from own sources	1,220,797	1,252,558	1,272,461
Government transfers	1,136,118	518,513	451,683
Proceeds on sale of capital assets		230,515	808,830
Developer contribution		65,400	14,250
Transfer from deferred revenue	2,673,255	196,542	398,525
Debenture debt surplus repayment		5,642	15,679
Collection for other governments	7,294,452	8,161,188	7,620,682
	<u>21,576,457</u>	<u>19,949,322</u>	<u>19,653,937</u>
 EXPENDITURES			
General government services	1,311,568	1,218,274	1,858,791
Protective services	2,223,557	1,884,545	1,730,824
Transportation services	7,321,375	2,267,574	2,616,756
Planning	540,464	440,502	427,828
Environmental health services	340,000	373,645	341,600
Recreation and cultural services	2,429,905	1,877,019	2,502,674
Water services	3,359,403	1,243,101	1,247,525
Sewer services	2,775,769	2,321,960	2,020,758
Transmission of taxes	5,755,851	6,422,861	6,080,911
	<u>26,057,892</u>	<u>18,049,481</u>	<u>18,827,667</u>
Excess revenues (expenditures)	(4,481,435)	1,899,841	826,270
Capital assets acquired with bylaw authorization		45,270	788,883
Debt principal repayment	(285,239)	(575,539)	(390,735)
 CHANGE IN FINANCIAL EQUITY	<u>\$ (4,766,674)</u>	<u>1,369,572</u>	<u>1,224,418</u>
 FINANCIAL EQUITY AT BEGINNING OF YEAR (note 1(i))		<u>11,177,121</u>	<u>9,952,703</u>
 FINANCIAL EQUITY AT END OF YEAR		<u>\$ 12,546,693</u>	<u>\$ 11,177,121</u>

CITY OF PARKSVILLE
STATEMENT OF CHANGES IN FINANCIAL POSITION
AS AT DECEMBER 31, 2004

STATEMENT C

	2004	2003
CASH FROM OPERATING ACTIVITIES		
Change in equity	\$ 3,309,069	\$ 3,283,021
Cost of capital assets sold	338,542	469,669
Accounts receivable	369,231	-517,363
Agreement for sale	205,964	-214,853
Prepaid expenses	(20,272)	142,678
Accounts payable	(564,105)	(106,545)
Deferred revenue	570	-25,150
Performance bonds and deposits	486,514	463,300
Employee benefits accrual	53,110	302,013
	4,178,623	3,796,770
FINANCING ACTIVITIES		
Deferred revenue - capital	838,309	387,076
Decrease in long term debt	(409,512)	-509,004
	428,797	-121,928
INVESTING ACTIVITIES		
Purchase of capital assets	(1,698,497)	(3,030,899)
INCREASE IN CASH AND EQUIVALENTS	2,908,923	643,943
CASH AND EQUIVALENTS AT BEGINNING OF YEAR	12,973,395	12,329,452
CASH AND EQUIVALENTS AT END OF YEAR	\$ 15,882,318	\$ 12,973,395
CASH AND EQUIVALENTS CONSIST OF:		
Cash	\$ 868,510	\$ 9,425
Investments	17,363,808	15,313,970
Temporary borrowing	(2,350,000)	(2,350,000)
	\$ 15,882,318	\$ 12,973,395

CITY OF PARKSVILLE
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2004

The City of Parksville operates under the authority of the Local Government Act. The financial statements of the City are divided into seven funds: general capital fund, general revenue fund, sewer capital fund, sewer revenue fund, water capital fund, water revenue fund and a reserve fund. These funds are combined for financial statement purposes.

1. SIGNIFICANT ACCOUNTING POLICIES

a) Basis of presentation

Consolidated financial statements have been prepared in accordance with the recommendations of the Public Sector Accounting and Auditing Board (PSAAB) of the Canadian Institute of Chartered Accountants. The statement of financial position includes all assets and liabilities of the City.

b) Financial assets

Financial assets are those assets which will provide resources to discharge existing liabilities and finance future operations.

c) Investments

Investments are recorded at cost.

d) Inventories

Inventories are not recorded and supplies are expensed when purchased.

e) Capital assets

Capital assets are recorded at cost in the capital funds. Amortization is not recorded.

f) Principles of consolidation

These financial statements include amounts of all funds of the City. Inter-fund transactions and balances have been eliminated.

g) Revenue recognition

Revenues from taxation, water and sewer rates and collection for other governments are recorded when billed.

Grants-in-lieu of taxes, government transfers, proceeds on sale of capital assets, developer contributions and debenture debt surplus repayments are recorded when received.

Services provided to other governments, sale of services, other revenues from own sources and transfers from deferred revenue are recorded when the services are provided.

CITY OF PARKSVILLE
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2004

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

h) Use of estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumption that affect the amounts of assets and liabilities, disclosure of contingent assets and liabilities and the reported amounts of revenues and expenses. Actual results could differ from these estimates.

i) Change in accounting policy

In accordance with the requirements of Section 3255 of the Public Sector Accounting Handbook the City has retroactively recorded a liability for employee benefits. The 2003 opening financial equity has been adjusted by \$327,068 to reflect the 2002 balance of employee benefits accrual. The 2003 statement of financial position has been amended to include an employee benefit accrual of \$302,013. The 2003 statement of financial activity includes a credit in expenditures to record the reduction of the employee benefits accrual of \$25,055.

2. ACCOUNTS RECEIVABLE

	<u>2004</u>	<u>2003</u>
Property taxes and utilities receivable	\$ 417,756	\$ 859,111
Accrued utilities receivable	576,000	540,000
Receivable from Provincial Government	69,367	67,764
Receivable from Federal Government	61,175	47,483
Receivable from other governments	970,963	938,741
Trade accounts receivable	49,935	62,760
Accrued interest receivable	<u>42,237</u>	<u>40,805</u>
	\$ <u>2,187,433</u>	\$ <u>2,556,664</u>

The amount receivable from other governments is all receivable from School District 69 (Qualicum) for the construction of the Parksville Civic and Technology Centre.

3. ACCOUNTS PAYABLE

	<u>2004</u>	<u>2003</u>
Payable to Federal Government	\$ 273,428	\$ 266,620
Payable to Provincial Government	93,218	142,246
Payable to other government agencies	63,700	484,624
Trade accounts payable	420,039	468,445
Accrued payroll	<u>62,682</u>	<u>115,237</u>
	\$ <u>913,067</u>	\$ <u>1,477,172</u>

CITY OF PARKSVILLE
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2004

4. TEMPORARY BORROWING

<u>Bylaw</u>	<u>Purpose</u>	<u>2004</u>	<u>2003</u>
1344	Parksville Civic and Technology Centre	\$ <u>2,350,000</u>	\$ <u>2,350,000</u>

Temporary borrowing, payable interest only at 30 day bankers' acceptance rate plus 0.425%, adjusted daily.

The Parksville Civic and Technology Centre principal repayment is subject to the sale of Parksville Civic and Technology Centre Joint Venture development land. Balance is due on or before December 10, 2010.

5. DEFERRED REVENUE - CAPITAL

	<u>2004</u>	<u>2003</u>
Balance at beginning of year	\$ 3,214,145	\$ 2,827,069
Contributions from developers	954,301	702,847
Interest	80,550	82,754
Transfer to revenue	<u>(196,542)</u>	<u>(398,525)</u>
	<u>\$ 4,052,454</u>	<u>\$ 3,214,145</u>

Deferred revenue – capital includes statutory reserves set up for capital purposes by bylaw under the authority of the Community Charter which are required to be spent for the purposes specified in the Community Charter.

CITY OF PARKSVILLE
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2004

6. LONG TERM DEBT

<u>Bylaw</u>	<u>Purpose</u>	<u>Maturity Date</u>	<u>Interest Rate</u>	<u>2004</u>	<u>2003</u>
General Fund					
<u>Debenture Debt</u>					
1346	Parksville Civic and Technology Centre	Dec. 2021	5.69%	\$ 949,893	\$ 984,903
1365	Parksville Civic and Technology Centre	Dec. 2021	5.69%	<u>717,572</u>	<u>741,864</u>
				1,667,465	1,726,767
<u>Five Year Capital Borrowing</u>					
1377	Fire Fighting Equipment	Dec. 2007		<u>210,000</u>	<u>280,000</u>
				<u>\$ 1,877,465</u>	<u>\$ 2,006,767</u>

Five year capital borrowing, interest payable at bankers' acceptance rate plus 0.425%, adjusted daily.

<u>Bylaw</u>	<u>Purpose</u>	<u>Maturity Date</u>	<u>Interest Rate</u>	<u>2004</u>	<u>2003</u>
Water Fund					
652	Water	Dec. 2005	8.0%	\$ 96,338 US	\$ 180,978 US
752	Water	Oct. 2007	10.9%	90,234	117,494
772	Water	Jun. 2008	12.3%	85,908	101,816
773	Water	Jun. 2008	12.3%	110,037	130,413
1291	Water	Mar. 2018	5.55%	953,151	999,469
1295	Water	Sep. 2018	5.55%	1,564,756	1,640,794
1341	Water	Jun. 2021	5.55%	<u>262,352</u>	<u>272,021</u>
				<u>\$ 3,162,776</u>	<u>\$ 3,442,985</u>

Included in long term debt outstanding is \$96,338 of US dollar issues. Had these debentures been converted into Canadian dollars at the exchange rate prevailing on December 31, 2004, an additional liability of approximately \$19,460 would have been recorded.

CITY OF PARKSVILLE
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2004

6. LONG TERM DEBT (continued)

Principal due over the next five years on long term debt is as follows:

	<u>General Fund</u>	<u>Water Fund</u>	<u>Total</u>
2005	\$ 124,891	\$ 251,535	\$ 376,426
2006	124,891	160,244	285,135
2007	124,891	165,914	290,805
2008	54,891	162,501	217,392
2009	<u>54,891</u>	<u>104,639</u>	<u>159,530</u>
	\$ <u>484,455</u>	\$ <u>844,833</u>	\$ <u>1,329,288</u>

7. CAPITAL ASSETS

	<u>2004</u>	<u>2003</u>
Engineering structures	\$ 38,776,737	\$ 37,831,309
Buildings	7,047,030	6,998,556
Machinery and equipment	5,227,351	5,056,460
Land	<u>4,898,015</u>	<u>4,702,853</u>
	\$ <u>55,949,133</u>	\$ <u>54,589,178</u>

CITY OF PARKSVILLE
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2004

8. EQUITY

	<u>2004</u>	<u>2003</u>
Appropriated financial equity		
General revenue fund reserves	\$ 4,168,856	\$ 3,040,780
Water revenue fund reserves	1,176,350	915,545
Sewer revenue fund reserves	1,163,408	1,195,179
Equity in Arrowsmith Water Services Joint Venture reserves	<u>122,854</u>	<u>92,655</u>
	6,631,468	5,244,159
Statutory reserve funds	<u>2,727,353</u>	<u>3,227,221</u>
	<u>9,358,821</u>	<u>8,471,380</u>
Current fund financial equity		
General revenue fund	554,088	379,315
Water revenue fund	1,002,586	923,341
Sewer revenue fund	<u>1,631,198</u>	<u>1,403,085</u>
	<u>3,187,872</u>	<u>2,705,741</u>
Equity in capital assets		
General capital fund	30,751,225	29,312,186
Water capital fund	10,497,440	10,110,047
Sewer capital fund	<u>7,507,809</u>	<u>7,394,744</u>
	<u>48,756,474</u>	<u>46,816,977</u>
	<u>\$ 61,303,167</u>	<u>\$ 57,994,098</u>

The current fund financial equity represents the net operating equity of the City.

The appropriated financial equity represents reserves to be used to fund specified future expenditures, as authorized by Council. It includes both statutory reserves set up by bylaw under the authority of the Community Charter and reserve accounts, for which Council is not restricted by external parties in providing for the use of funds.

CITY OF PARKSVILLE
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2004

9. CONTINGENT LIABILITIES

- a) The City is responsible, as a member of the Regional District of Nanaimo and of the Nanaimo Regional Hospital District, for its proportion of any operating deficits or capital debt related to functions in which it participates.
- b) The City has issued demand notes to the Regional District of Nanaimo totalling \$278,593. These notes are callable only if required by the Regional District.
- c) The municipality and its employees contribute to the Municipal Pension Plan (the plan), a jointly trustee pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of benefits. The pension plan is a multi-employer contributory pension plan. Basic pension benefits provided are defined. The plan has about 130,000 active members and approximately 45,000 retired members. Active members include approximately 29,000 contributors from 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 most recent valuation as at December 31, 2003 indicated an unfunded liability of \$789 million for basic pension benefits. The next valuation will be as at December 31, 2006 with results available in 2007. The actuary does not attribute portions of the unfunded liability to individual employers. The City of Parksville paid \$185,384 for employer contributions to the plan in fiscal 2004.

- d) As at December 31, 2004, there existed outstanding claims against the City. These issues have been referred to legal council and/or to the Municipal Insurance Association. It is not possible to determine the City's potential liability, if any, with respect to these matters.

10. COMMITMENT

The City has entered into a joint venture agreement with School District 69 (Qualicum) to construct the Parksville Civic and Technology Centre and develop the adjacent lands. The City is committed, as part of the joint venture agreement, to cover funding short falls of the project for School District 69 (Qualicum) to a maximum of \$800,000 from the City's share of the sale of property held for development.

11. MFA DEBT RESERVE FUND

The Municipal Finance Authority requires the City to establish a reserve fund equal to one half the annual instalment of principal and interest of debentures issued. The cash portion of the fund is equal to one percent of the total principal with the remainder to be covered by a non-interest bearing promissory note. The Municipal Finance Authority calculates interest and expenses on the cash requirements. The balance of the MFA debt reserve fund is as follows:

	<u>2004</u>	<u>2003</u>
Cash	\$ 224,223	213,546
Demand note	<u>278,593</u>	<u>278,593</u>
	<u>\$ 502,816</u>	<u>\$ 492,139</u>

12. COMPARATIVE FIGURES

Certain 2003 figures have been changed to reflect financial statement presentation adopted in 2004.

CITY OF PARKSVILLE
GENERAL CAPITAL FUND
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2004

SCHEDULE 1

	2004	2003
RECEIVABLE FROM GENERAL REVENUE FUND	\$ 303,723	\$ 128,466
CAPITAL ASSETS		
Engineering structures	18,347,541	17,583,891
Buildings	7,047,030	6,998,556
Machinery and equipment	4,697,462	4,565,041
Land	4,689,074	4,493,913
	34,781,107	33,641,401
	\$ 35,084,830	\$ 33,769,867
LIABILITIES AND EQUITY		
TEMPORARY BORROWING (note 4)	\$ 2,350,000	\$ 2,350,000
LONG TERM DEBT (note 6)	1,877,465	2,006,767
EQUITY		
Capital assets	30,751,225	29,312,185
Appropriated financial equity	106,140	100,915
	30,857,365	29,413,100
	\$ 35,084,830	\$ 33,769,867

CITY OF PARKSVILLE
GENERAL CAPITAL FUND
STATEMENT OF EQUITY IN CAPITAL ASSETS
YEAR ENDED DECEMBER 31, 2004

SCHEDULE 2

	2004	2003
BALANCE AT BEGINNING OF YEAR	\$ 29,413,100	\$ 27,685,841
Add:		
Contributions from general revenue	456,769	1,523,395
Proceeds on disposal of capital assets	108,196	7,500
Transfer from land sale reserve fund-capital asset acquisitions	524,854	129,761
Transfer from open space reserve fund	61,177	28,319
Transfer from equipment replacement reserve fund	174,870	
Transfer from roads reserve fund	55,087	295,206
Transfer from storm sewer reserve fund	5,183	
Transfer from land sale reserve fund-debt retirement	215,300	12,496
Provincial grants	23,431	
Debt retirement	124,890	157,163
Debt retirement from actuarial earnings	4,412	1,588
Debenture debt surplus repayment	5,642	15,679
Interest earned	22,996	25,821
Less:		
Cost of capital assets sold	(338,542)	(469,669)
BALANCE AT END OF YEAR	\$ 30,857,365	\$ 29,413,100

**CITY OF PARKSVILLE
GENERAL REVENUE FUND
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2004**

SCHEDULE 3

	ASSETS	
	<u>2004</u>	<u>2003</u>
CASH	\$ 868,510	\$ 9,425
INVESTMENTS	<u>17,363,808</u>	<u>15,313,970</u>
ACCOUNTS RECEIVABLE		
Property taxes and utilities	417,756	859,110
Accrued utilities receivable	576,000	540,000
Receivable from Provincial Government	69,367	67,764
Receivable from Federal Government	61,175	47,483
Receivable from other governments	955,410	929,852
Trade accounts receivable	65,488	62,760
Accrued interest receivable	<u>42,237</u>	<u>40,805</u>
	<u>2,187,433</u>	<u>2,547,774</u>
PREPAID EXPENSES	<u>26,368</u>	<u>6,096</u>
AGREEMENT FOR SALE		<u>205,964</u>
MFA DEBT RESERVE FUND	<u>81,121</u>	<u>80,123</u>
	<u>\$ 20,527,240</u>	<u>\$ 18,163,352</u>
	LIABILITIES AND EQUITY	
ACCOUNTS PAYABLE		
Payable to Federal Government	\$ 273,428	\$ 266,620
Payable to Provincial Government	93,218	142,246
Payable to other government agencies	186,554	568,390
Trade accounts payable	420,039	468,445
Accrued payroll	62,682	115,237
Employee benefits accrual	355,123	302,013
Payable to own funds and reserves	<u>11,950,931</u>	<u>10,906,067</u>
	<u>13,341,975</u>	<u>12,769,018</u>
OTHER LIABILITIES		
MFA Debt Reserve Fund	81,121	80,123
Deferred revenue	3,050	2,480
Deposits	<u>2,378,150</u>	<u>1,891,636</u>
	<u>2,462,321</u>	<u>1,974,239</u>
RESERVES FOR FUTURE EXPENDITURES	<u>4,168,856</u>	<u>3,040,780</u>
FINANCIAL EQUITY		
Balance at beginning of year	379,315	1,171,971
Current year change in financial equity	<u>174,773</u>	<u>(792,656)</u>
	<u>554,088</u>	<u>379,315</u>
	<u>\$ 20,527,240</u>	<u>\$ 18,163,352</u>

CITY OF PARKSVILLE
GENERAL REVENUE FUND
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED DECEMBER 31, 2004

SCHEDULE 4

	Budget	2004	2003
REVENUE			
Taxation	\$ 6,587,255	\$ 6,593,358	\$ 6,144,740
Grants-in-lieu of taxes	37,430	37,793	37,370
Services provided to other governments	274,000	291,648	271,305
Sale of services	380,000	397,791	387,479
Other revenue from own sources	826,797	907,499	889,865
Government transfers	271,375	356,348	316,155
Transfers from own funds and reserves	2,755,850	241,071	472,648
Collections for other governments	7,294,452	8,161,188	7,620,682
	\$ 18,427,159	\$ 16,986,696	\$ 16,140,244
 EXPENDITURES			
General government services	\$ 1,171,568	\$ 1,099,334	\$ 1,182,887
Protective services	1,946,269	1,818,029	1,724,319
Transportation services	1,485,155	1,132,239	1,059,129
Planning and environmental development	535,464	440,502	427,829
Environmental health services	340,000	373,645	341,600
Recreation and cultural services	1,588,905	1,628,318	1,865,054
Fiscal services	11,359,798	10,319,856	10,332,082
	18,427,159	16,811,923	16,932,900
CHANGE IN FINANCIAL EQUITY		174,773	(792,656)
	\$ 18,427,159	\$ 16,986,696	\$ 16,140,244

CITY OF PARKSVILLE
SEWER CAPITAL FUND
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2004

SCHEDULE 5

	2004	2003
ACCOUNTS RECEIVABLE		
Receivable from General Revenue Fund	\$ 497,702	\$ 486,451
CAPITAL ASSETS		
Engineering structures	7,423,688	7,322,643
Machinery and equipment	84,121	72,101
	7,507,809	7,394,744
	\$ 8,005,511	\$ 7,881,195

LIABILITIES AND EQUITY

EQUITY		
Capital assets	\$ 7,507,809	\$ 7,394,744
Appropriated financial equity	497,702	486,451
	\$ 8,005,511	\$ 7,881,195

CITY OF PARKSVILLE
SEWER CAPITAL FUND
STATEMENT OF EQUITY IN CAPITAL ASSETS
YEAR ENDED DECEMBER 31, 2004

SCHEDULE 6

	<u>2004</u>	<u>2003</u>
BALANCE AT BEGINNING OF YEAR	\$ 7,881,195	\$ 7,778,956
Add:		
Capital additions from Sewer Revenue Fund	113,065	88,438
Interest earned	<u>11,251</u>	<u>13,801</u>
BALANCE AT END OF YEAR	<u>\$ 8,005,511</u>	<u>\$ 7,881,195</u>

CITY OF PARKSVILLE
SEWER REVENUE FUND
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2004

SCHEDULE 7

ASSETS

	2004	2003
ACCOUNTS RECEIVABLE		
Receivable from General Revenue Fund	\$ <u>2,794,606</u>	\$ <u>2,598,264</u>

LIABILITIES AND EQUITY

RESERVES		
Reserves for future expenditures	\$ <u>1,163,408</u>	\$ <u>1,195,179</u>
FINANCIAL EQUITY		
Balance at beginning of year	1,403,085	984,602
Current year change in financial equity	<u>228,113</u>	<u>418,483</u>
	<u>1,631,198</u>	<u>1,403,085</u>
	\$ <u>2,794,606</u>	\$ <u>2,598,264</u>

CITY OF PARKSVILLE
SEWER REVENUE FUND
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED DECEMBER 31, 2004

SCHEDULE 8

	REVENUE		
	<u>Budget</u>	<u>2004</u>	<u>2003</u>
SALE OF SERVICES			
Sewer user rates	\$ 633,000	\$ 682,694	\$ 667,146
Connection fees and service charges	1,500	15,170	77,663
	<u>634,500</u>	<u>697,864</u>	<u>744,809</u>
OTHER REVENUE			
Parcel taxes	30,702	25,714	29,154
Sewerage levy transferred from General Revenue Fund	1,538,602	1,738,327	1,539,771
Interest income	66,000	56,397	76,345
	<u>1,635,304</u>	<u>1,820,438</u>	<u>1,645,270</u>
CHANGE IN FINANCIAL EQUITY			
Transfer from carry-forward reserve	469,257	80,000	93,897
	<u>\$ 2,739,061</u>	<u>\$ 2,598,302</u>	<u>\$ 2,483,976</u>
 EXPENDITURES 			
SEWAGE COLLECTION AND DISPOSAL			
Administration	\$ 345,374	\$ 349,221	\$ 327,925
Collection system	163,000	82,723	30,898
Treatment and disposal	1,538,602	1,738,327	1,539,771
Lift stations	27,322	31,292	24,902
Billing and collection	6,000	7,332	8,824
	<u>2,080,298</u>	<u>2,208,895</u>	<u>1,932,320</u>
FISCAL SERVICES			
Transfer to Sewer Capital Fund	599,457	113,065	88,438
Transfer to carry-forward reserve		48,229	44,735
Transfer to reserve for future expenditures	59,306		
	<u>658,763</u>	<u>161,294</u>	<u>133,173</u>
CHANGE IN FINANCIAL EQUITY		<u>228,113</u>	<u>418,483</u>
	<u>\$ 2,739,061</u>	<u>\$ 2,598,302</u>	<u>\$ 2,483,976</u>

CITY OF PARKSVILLE
WATER CAPITAL FUND
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2004

SCHEDULE 9

	<u>2004</u>	<u>2003</u>
ACCOUNTS RECEIVABLE		
Receivable from General Revenue Fund	\$ 113,103	\$ 110,546
CAPITAL ASSETS		
Engineering structures	13,005,508	12,924,775
Machinery and equipment	445,768	419,317
Land	208,940	208,940
	<u>13,660,216</u>	<u>13,553,032</u>
	\$ <u>13,773,319</u>	\$ <u>13,663,578</u>
LIABILITIES AND EQUITY		
LONG TERM DEBT (note 6)	\$ 3,162,776	\$ 3,442,985
EQUITY		
Capital assets	10,497,440	10,110,047
Appropriated financial equity	113,103	110,546
	<u>10,610,543</u>	<u>10,220,593</u>
	\$ <u>13,773,319</u>	\$ <u>13,663,578</u>

CITY OF PARKSVILLE
WATER CAPITAL FUND
STATEMENT OF EQUITY IN CAPITAL ASSETS
YEAR ENDED DECEMBER 31, 2004

SCHEDULE 10

	<u>2004</u>	<u>2003</u>
BALANCE AT BEGINNING OF YEAR	\$ 10,220,593	\$ 9,713,416
Add:		
Capital additions from Water Revenue Fund	107,089	153,786
Capital additions from Water Development Cost Charges		
Reserve Fund	95	
Debt retirement from Water Revenue Fund	160,348	146,076
Debt retirement from Water Development Cost Charges		
Reserve Fund	75,000	75,000
Debt retirement from actuarial earnings	44,861	129,178
Interest earned	<u>2,557</u>	<u>3,137</u>
BALANCE AT END OF YEAR	<u>\$ 10,610,543</u>	<u>\$ 10,220,593</u>

CITY OF PARKSVILLE
WATER REVENUE FUND
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2004

SCHEDULE 11

ASSETS

	2004	2003
ACCOUNTS RECEIVABLE		
Receivable from General Revenue Fund	\$ 2,178,936	\$ 1,838,886
TRUST AND OTHER DEPOSITS		
MFA Debt Reserve Fund	421,695	412,016
	\$ 2,600,631	\$ 2,250,902

LIABILITIES AND EQUITY

RESERVES		
MFA Debt Reserve Fund	\$ 421,695	\$ 412,016
Reserves for future expenditures	1,176,350	915,545
	1,598,045	1,327,561
FINANCIAL EQUITY		
Balance at beginning of year	923,341	830,944
Current year change in financial equity	79,245	92,397
	1,002,586	923,341
	\$ 2,600,631	\$ 2,250,902

CITY OF PARKSVILLE
WATER REVENUE FUND
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED DECEMBER 31, 2004

SCHEDULE 12

REVENUE

	Budget	2004	2003
SALE OF SERVICES			
Water user rates	\$ 1,334,250	\$ 1,444,372	\$ 1,430,279
Connection fees and service charges	4,400	56,138	55,845
	1,338,650	1,500,510	1,486,124
OTHER REVENUE			
Parcel taxes	61,533	62,805	62,487
Provincial grants	135,528	138,733	135,528
Interest income	50,000	43,454	53,179
Hydrant maintenance	42,462	28,101	38,190
	289,523	273,093	289,384
CHANGE IN FINANCIAL EQUITY			
Carry-forward reserve	604,935	37,511	77,357
Prior years' surplus	186,450		
	791,385	37,511	77,357
	\$ 2,419,558	\$ 1,811,114	\$ 1,852,865

EXPENDITURES

WATER SUPPLY			
Administration	\$ 391,863	\$ 387,832	\$ 336,180
Transmission and distribution	144,076	131,522	122,850
Service of supply	365,391	345,713	323,988
Customer billing and collection	5,289	7,332	8,825
	906,619	872,399	791,843
FISCAL SERVICES			
Debt charges	454,206	454,065	448,802
Transfer to Water Capital Fund	1,058,733	107,089	153,786
Transfer to carry-forward reserve		298,316	366,037
	1,512,939	859,470	968,625
CHANGE IN FINANCIAL EQUITY		79,245	92,397
	\$ 2,419,558	\$ 1,811,114	\$ 1,852,865

CITY OF PARKSVILLE
STATEMENT OF RESERVE FUND ACTIVITIES
YEAR ENDED DECEMBER 31, 2004

SCHEDULE 13

	2004										2003	
	Deferred Revenue - Capital					Other					Total	Total
	Public Open Space	Water	Sanitary Sewer	Storm Sewer	Roads	Land Sale Reserve	General Parkland Reserve	Off Street Parking Reserve	Equipment Replacement Reserve			
ASSETS												
Receivable from												
General Revenue Fund	\$ 1,054,768	\$ 931,604	\$ 125,278	\$ 320,056	\$ 1,620,748	\$ 647,487	\$ 415,219	\$ 173,901	\$ 773,801	\$ 6,062,862	\$ 5,743,454	
LIABILITIES AND EQUITY												
Balance at end of year	\$ 1,021,268	\$ 617,272	\$ 103,891	\$ 233,425	\$ 1,238,290	\$ 1,229,460	\$ 341,319	\$ 169,969	\$ 788,560	\$ 5,743,454	\$ 4,472,744	
Add:												
DCC collections	71,307	373,193	18,796	85,582	405,423					954,301	702,847	
Contributions							65,400			65,400	14,250	
Proceeds on sale of land						122,319				122,319	801,330	
Equipment rental									340,161	340,161	383,737	
Interest	23,370	16,234	2,591	6,232	32,122	35,863	8,500	3,932	18,351	147,195	153,481	
Less:												
Transfer to General Capital Fund	(61,177)			(5,183)	(55,087)	(740,155)				(861,602)	(465,782)	
Transfer to Water Capital Fund		(75,095)								(75,095)	(75,000)	
Equipment operations									(198,401)	(198,401)	(244,153)	
Equipment replacements									(174,870)	(174,870)		
Balance at end of year	\$ 1,054,768	\$ 931,604	\$ 125,278	\$ 320,056	\$ 1,620,748	\$ 647,487	\$ 415,219	\$ 173,901	\$ 773,801	\$ 6,062,862	\$ 5,743,454	

CITY OF PARKSVILLE
GENERAL REVENUE FUND
SCHEDULE OF REVENUE
YEAR ENDED DECEMBER 31, 2004

	<u>Budget</u>	<u>2004</u>	<u>SCHEDULE 14 2003</u>
TAXATION			
Real property	\$ 6,361,108	\$ 6,370,927	\$ 5,922,214
1% Utility tax	133,912	133,912	130,885
Water parcel taxes	61,533	62,805	62,487
Sewer parcel taxes	<u>30,702</u>	<u>25,714</u>	<u>29,154</u>
	<u>\$ 6,587,255</u>	<u>\$ 6,593,358</u>	<u>\$ 6,144,740</u>
GRANTS-IN-LIEU OF TAXES			
Federal Government	\$ 19,930	\$ 19,317	\$ 19,903
Provincial Government	<u>17,500</u>	<u>18,476</u>	<u>17,467</u>
	<u>\$ 37,430</u>	<u>\$ 37,793</u>	<u>\$ 37,370</u>
SERVICES PROVIDED TO OTHER GOVERNMENTS			
	<u>\$ 274,000</u>	<u>\$ 291,648</u>	<u>\$ 271,305</u>
SALE OF SERVICES			
Connection fees	\$ 5,000	\$ 1,150	\$
Garbage	375,000	387,399	378,291
Other	<u></u>	<u>9,242</u>	<u>9,188</u>
	<u>\$ 380,000</u>	<u>\$ 397,791</u>	<u>\$ 387,479</u>
OTHER REVENUE FROM OWN SOURCES			
Business licences	\$ 105,000	\$ 109,010	\$ 105,824
Delivery vehicle licences	3,000	2,654	2,611
Subdivision and re-zoning fees	93,000	141,330	147,690
Building and other permits	160,000	202,556	175,336
Other permits and licences	9,200	7,367	6,833
Fines	2,250	2,010	2,740
Rentals	204,872	198,323	167,470
Return on investments	100,000	103,909	121,030
Penalties and interest on taxes	118,500	70,455	116,516
Other revenue	30,975	63,045	36,282
Donations	<u></u>	<u>6,840</u>	<u>7,533</u>
	<u>\$ 826,797</u>	<u>\$ 907,499</u>	<u>\$ 889,865</u>
GOVERNMENT TRANSFERS			
Federal Government			
Economic development		\$ 25,240	23,902
Provincial Government			
Revenue sharing grants	\$ 161,375	212,762	\$ 162,442
1% Accommodation tax	110,000	113,226	124,760
Other	<u></u>	<u>5,120</u>	<u>5,051</u>
	<u>\$ 271,375</u>	<u>\$ 356,348</u>	<u>\$ 316,155</u>
TRANSFERS FROM OWN FUNDS AND RESERVES			
Carry-forward reserve	\$ 2,755,850	\$ 241,071	\$ 433,004
Reserves for future expenditure			39,644
Prior years surplus	<u></u>	<u></u>	<u></u>
	<u>\$ 2,755,850</u>	<u>\$ 241,071</u>	<u>\$ 472,648</u>
COLLECTIONS FOR OTHER GOVERNMENTS			
School Tax	\$ 4,234,561	\$ 4,653,081	\$ 4,383,184
Regional District of Nanaimo	2,535,312	2,950,855	2,696,444
Nanaimo Regional Hospital District	389,360	420,846	408,659
B.C. Assessment Authority	134,984	136,142	132,155
Municipal Finance Authority	<u>235</u>	<u>264</u>	<u>240</u>
	<u>\$ 7,294,452</u>	<u>\$ 8,161,188</u>	<u>\$ 7,620,682</u>

CITY OF PARKSVILLE
GENERAL REVENUE FUND
SCHEDULE OF EXPENDITURES
YEAR ENDED DECEMBER 31, 2004

	<u>Budget</u>	<u>2004</u>	<u>SCHEDULE 15 2003</u>
GENERAL GOVERNMENT SERVICES			
Legislative	\$ 242,240	\$ 200,818	\$ 205,788
Administrative and other	<u>929,328</u>	<u>898,516</u>	<u>977,099</u>
	<u>\$ 1,171,568</u>	<u>\$ 1,099,334</u>	<u>\$ 1,182,887</u>
PROTECTIVE SERVICES			
Fire protection	\$ 462,340	\$ 398,578	\$ 412,908
Building inspections	100,101	128,800	116,777
Emergency measures	23,700	6,296	9,281
Policing	1,249,034	1,206,597	1,097,802
Bylaw enforcement	69,059	37,495	47,714
Other	<u>42,035</u>	<u>40,263</u>	<u>39,837</u>
	<u>\$ 1,946,269</u>	<u>\$ 1,818,029</u>	<u>\$ 1,724,319</u>
TRANSPORTATION SERVICES			
Administration	\$ 362,138	\$ 412,049	\$ 335,593
Works yard operation	78,125	66,318	70,796
Road surfaces	346,530	104,885	105,672
Road allowances	83,684	54,625	89,155
Street cleaning and flushing	95,954	87,215	94,506
Sidewalks	22,502	5,371	3,477
Drainage ditches	45,198	21,168	27,655
Storm sewers	101,836	69,936	74,707
Snow removal	74,541	46,572	41,358
Street lighting	124,744	133,517	118,067
Traffic services	<u>149,903</u>	<u>130,583</u>	<u>98,143</u>
	<u>\$ 1,485,155</u>	<u>\$ 1,132,239</u>	<u>\$ 1,059,129</u>
PLANNING AND ENVIRONMENTAL DEVELOPMENT			
Planning	\$ 370,645	\$ 275,902	\$ 195,135
Healthy Communities			47
Economic development	160,500	158,759	231,549
Housing	<u>4,319</u>	<u>5,841</u>	<u>1,098</u>
	<u>\$ 535,464</u>	<u>\$ 440,502</u>	<u>\$ 427,829</u>
ENVIRONMENTAL HEALTH SERVICES			
	<u>\$ 340,000</u>	<u>\$ 373,645</u>	<u>\$ 341,600</u>
RECREATION AND CULTURAL SERVICES			
Administration	\$ 121,593	\$ 143,469	\$ 132,929
Parks and playgrounds	1,122,009	1,139,546	1,407,040
Library	<u>345,303</u>	<u>345,303</u>	<u>325,085</u>
	<u>\$ 1,588,905</u>	<u>\$ 1,628,318</u>	<u>\$ 1,865,054</u>
FISCAL SERVICES			
Debt charges	\$ 246,915	\$ 244,233	\$ 284,334
Transfer to own accounts and funds			
Reserve for future expenditures	160,513		
General Capital Fund	3,565,683	456,769	1,523,396
Sewer Utility Fund	1,569,304	1,764,041	1,568,925
Water Utility Fund	61,533	62,805	62,487
Transfer to carryforward reserve		1,369,147	812,030
Transmission of taxes levied for other governments			
Schools	4,234,561	4,653,081	4,383,183
Regional District of Nanaimo	996,710	1,212,528	1,156,673
Nanaimo Regional Hospital District	389,360	420,846	408,659
B.C. Assessment Authority	134,984	136,142	132,155
Municipal Finance Authority	<u>235</u>	<u>264</u>	<u>240</u>
	<u>\$ 11,359,798</u>	<u>\$ 10,319,856</u>	<u>\$ 10,332,082</u>

**2004 Annual Report for the city of Parksville
As presented to Municipal Council June 28, 2005**

Statement of 2004 Property Tax Exemptions

Legal Description	Civic Address	Organization	Value of Permissive Exemption
Lot 6, Plan 2536	266 Moilliet Street	Arrowsmith RestHome Society	16,570.74
Lot 1, Plan VIP5560	200 Corfield Street	The Nature Trust of B.C.	36,616.63
Lot 17, Plan 6836	144 Middleton Aveue	Parksville Seniors' Activity and Drop In Centre Society	6,116.27
Lot A, Plan VIP74182	188 Hirst Avenue West	District 69 Society of Organized Services	4,392.47
Lots 4 & 5, Plan 5663	170 Hirst Avenue	Mt. Arrowsmith RCL Branch 49 Leased to Arbutus Grove Reformed Church	7,450.93
Lot 1, Plan 45926	245 Hirst Avenue	District 69 Society of Organized Services	18,952.69
Lot A, Plan 49747	133 McMillian Street	Oceanside Community Arts Council and the Parksville and District Association for Community Living	13,123.18
Lots 1-4, Plan 26728	118 McMillian Street	Parksville and District Association for Community Living	2,801.59
Part of Lot 8, Plan 33339	1275 Island Highway East	Parksville and District Chamber of Commerce	5,043.20
Lot 1, Block 564, Plan 22048	1245 Chattell Road	Parksville, Qualicum Fish & Game Association	4,517.19
Parcel B, Eecept Plan 29279 And VIP52583, PCL B DD349031	193 Island Highway East	Regional District of Nanaimo/Parksville Curling Club Society	42,460.52
			158,045.41

2004 Annual Report for the City of Parksville
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Declaration and Identification of Disqualified Council Members

Pursuant to the Community Charter there were no Disqualified Council Members during the year.

2004 Annual Report for the City of Parksville
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Statement of Municipal Objectives for 2005

Community Park Walk Way

- Final concept
- Detail design
- Commence Phased construction

Municipal Service Review

- Conduct a Council staff workshop to define municipal core priorities.
- Conduct individual departmental reviews based on outcomes from workshop.

Economic Development Strategy

- Complete review and assessment of "Economic Development Strategy Update" recommendations.
- Develop action plan for implementation of acceptable recommendations from review.

Long Term Financial Plan

- Continue development of "Core Infrastructure Renewal" program.
- Review works and services requirements as a method of infrastructure renewal financing.
- Complete update of Roads, Storm, Water and Sanitary Sewer DCC Bylaws.
- Prepare Parks Master Plan.
- Update Open Space DCC's based on Parks Master Plan.
- Participate in AWS Capital Plan Review.

Downtown Revitalization

- Commence Alberni Highway Upgrade.
- Commence Corfield to McVickers Jensen Ring Road upgrade.

Development

- Continued review of City policies and procedures to ensure efficiency in high activity development conditions.

Communications

- Undertake a Customer Satisfaction Survey

Statement of Municipal Objectives for 2006

Governance

Goals

To have a local government that is accountable, effective and efficient, open in its operations, communicates with the public in a meaningful manner, values and supports community input and participation.

Objectives

- Conduct Council business in an open and transparent manner.
- Establish a formalized employee code of conduct.
- Establish a formalized HR function.
- Conduct formal public consultation throughout the annual business planning and financial planning process.
- Conduct resident's satisfaction survey.
- Conduct a Parksville business satisfaction survey.
- Meet or exceed the expectations of our citizens and customers within fiscally responsible constraints.
- Conduct neighborhood community information meetings.
- Review of regulatory bylaws and levels of enforcement.

Performance Indicators

- Public satisfaction with the level of local government accessibility, communication, openness and public involvement in decision making.
- Public satisfaction with the City services as indicated by the Parksville resident satisfaction survey.
- Level of public use of City website.

Resource Management

Water Supply & Distribution

Goal:

Supply safe and healthy drinking water to the Community in a fiscally responsible manner.



Objectives:

- To further develop and adopt a supply and distribution strategic plan.
- To develop a long range capital plan for the Arrowsmith Water Service.
- To improve the security of the water supply.
- Upgrading chlorination facilities.
- Upgrade storage facilities.
- Design and Construct water treatment facilities (filtration).

Performance Indicators:

- Water quality test results.
- Adoption of a Cross Connection Control Program.
- Adoption of long term capital plans.

Infrastructure

Goal

To operate, maintain and improve municipal infrastructure to meet current and future community needs, in a safe, fiscally and environmentally responsible manner.

Objectives

- To carry out an infrastructure maintenance and replacement program.
- To project and determine future infrastructure requirements.
- To continue to develop and maintain a life cycle replacement strategy for all City Infrastructure and assets.

Performance Indicators:

- Adherence to defined infrastructure and equipment replacement schedules and budgets.
- Actual assets replacement rate verses normal life expectancy of assets.
- Annual maintenance costs for defined assets.

Transportation

Goal

To operate, maintain and improve a transportation network that will continue to sustain and enhance the livability of our community in a safe, fiscally and environmentally responsible manner.

Objectives

- To develop the transportation network and facilities in accordance with the 2003 Transportation Plan Update.

- To develop regional transportation plans in consultation with the Ministry of Transportation and Highways and the Regional District of Nanaimo.
- To continue to develop pedestrian facilities including traffic calming initiatives.

Performance Indicators

- ‘Level of Service’ provided on road facilities (as defined by the Institute of Transportation engineers).
- Public satisfaction rating as indicated by the Parksville resident satisfaction survey.
- Expansion of sidewalks and other pedestrian facilities.

Safe & Livable Community

Public Safety

Goal

To provide a healthy and safe community, where residents live and enjoy a healthy and safe environment.

Objective:

- Reduce Property related crimes and crimes against persons.
- To continue and enhance proactive RCMPolice involvement with youth.
- Develop and participate in Seniors safety education and awareness programs.
- Participate in collaborative Methamphetamine Task force involving community service groups, business community, educators, and RCMPolice.
- Enhance community volunteerism in community policing initiatives.
- Develop a recruiting campaign and maintaining a strong volunteer fire fighting force to be able to respond to incidents.
- Increase fire safety Public Education Awareness programs to all levels of the community.
- Enhance community volunteerism in Police Support Services.
- Review and make recommendations on future Fire Department equipment needs for the continued community growth.
- Design and construction of Fire Hall Expansion project.
- Present public education opportunity for public on Tsunami Preparedness.
- Review Emergency Preparedness Plan.
- Install Tsunami Warning signs.

Performance Indicators

- Crime Statistics.
- Increased membership in Stetson and Spurs program and other youth programs.
- Presentations to Senior Groups delivered.
- Fire duty roster of members maintained at maximum.
- Fire loss statistics (dollar loss vs. dollar saved).
- Methamphetamine Task Force Implemented and delivery of program.
- Public Education programs delivered.
- Adoption of Fire Vehicle Replacement Policy.
- Completed design of fire hall expansion and beginning of construction.
- Presentation on Tsunami Preparedness delivered to community groups.
- Updated emergency plan adopted by Council.
- Tsunami warning signs installed.

Parks, Open Space and Environment

Goal:

To create, protect and manage within the City a park and open space system which enhances livability, protects environmental resources and accommodates outdoor recreational pursuits for citizens of all ages.

Objectives:

- To monitor and maintain existing park and open space facilities.
- To project and determine future park and open space needs and promote environmental sustainability.
- To address key components of the City's Parks and Open Spaces Master Plan inventory, philosophy, carrying capacity and acquisitions.
- Advocate for adequate health care provision and facilities within the community.

Performance Indicators:

- Adoption of new Parks and Open Spaces Master Plan.
- Completion of Community Park Master Plan.
- Customer satisfaction rating on condition and availability of parks as indicated by the Parksville resident satisfaction survey.

Community Development

Community Planning

Goal

To have a compact, orderly City, contained by greenbelts and natural features, and respecting the natural setting.

To emphasize the waterfront, highlight its setting and maximize recreational opportunities within the City.

To accommodate an array of land uses and housing types centered on the downtown core in an environmentally efficient and aesthetically pleasing manner ensured by a pedestrian scale of development.

To emphasize pedestrian and bicycle transportation in a circulation system that includes a public transit service and a network of walkways and bikeways in linear parks.

Objectives

- To encourage that planning decisions be guided by "smart growth" principles in order to minimize impact of the natural environment and improve livability of neighbours.
- To continue to develop the waterfront walkway.
- To ensure viable development of key waterfront properties based on economic, environmental and community benefit.
- To encourage redevelopment and adaptive reuse of existing downtown buildings.

Performance Indicators

- Construction of the downtown waterfront walkway.
- Number of building permits for waterfront development and redevelopment and adaptive reuse of existing downtown buildings.

Economic Development

Goal

To promote a diversified economy which includes traditional tourist oriented services, light industry, government services, education, high tech industry and information based services.

To ensure a positive business climate that supports expansion and diversification of the City's economy and contributes to the quality of life for residents, while maintaining the community's character and protecting the natural environment.

Objectives

- To create a range of employment opportunities, with an emphasis on jobs for younger residents.
- To expand and diversify the tax base.
- To promote a positive image of the City as a community in which to live, work and do business.
- To support existing businesses in the City.
- To attract new businesses to the City that are consistent with community goals.

- To increase the range of customer services available locally to encourage residents to shop local.
- To make 'Downtown' a central focal point for economic development.
- To position the City to maximize opportunities related to the 2010 Olympic Winter Games.
- Promote, support and assist in the creation and implementation of a downtown revitalization strategy.
- To continue to support the Parksville Joint Economic Development initiative.

Performance Indicators

- Satisfaction with downtown parking as indicated by the Parksville resident satisfaction survey.
- Increase in commercial/industrial tax base as a percentage of the overall tax revenue.
- Number of business licences.

How to Reach Us

Council

Mayor Randy Longmuir
Councillor Chris Burger
Councillor Fred Demmon
Councillor Sandra Herle
Councillor Barry Johnston
Councillor Marc Lefebvre
Councillor Caroline Waters

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