



REPORT

To: Chair and Directors

Report Number: FN-BRD-052

From: Teri Vetter, Chief Financial Officer

Date: February 17, 2021

Subject: Function 405 Building Inspection Draft 2021 Budget

RECOMMENDATION: [Corporate Weighted]

That the Regional Board include the draft 2021 budget for Function 405 Building Inspection in the 2021 Financial Plan.

BACKGROUND/RATIONALE:

The 2021 Budget Process and 2021 Budget Calendar were approved at the November 12, 2020 Board meeting. The 2021 budget is based on core expenses and presents any proposed non-core expenses as supplemental items, as required.

The 2021 draft budget is currently at \$372,745 for operational activities. This is a decrease of \$1,923 or 0.51% from 2020. This decrease is primarily attributed to a reduction in allocations.

At its February 26, 2019 meeting the Board made the following resolution:

MOVED, SECONDED, and CARRIED

That three months wages and benefits for the General Manager and Manager of Development Services be removed from Function 400 – Management of Development, line items 01-2-1000-1010 (Wages-Full Time) and 01-2-1000-1030 (Benefits) in the draft 2019 budget, and the requisition reduced accordingly.

An amount equivalent to three months wages for the GM of Development Services has been included in this function in recognition of the oversight provided by the GM to the two Building Inspectors as per the 2019 Board direction.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

Highlights of increases and decreases in the draft 2021 Building Inspection budget include:

Funding Sources:

- Requisition – increase of \$95,328
- Surplus – decrease of \$85,196
- Fees & Permits – decrease of \$7,247

Net sum of decrease in overall revenue is \$1,923.

Operations:

- Wages and Benefits – increase of \$33,504
- Insurance Liability – increase of \$5,343
- Travel, Mileage & Meals – decrease of \$3,730
- Contract for Services – decrease of \$5,700
- Allocations – decrease of \$12,479
- Bylaw Enforcement – decrease of \$4,727

Net sum of the decrease in overall expenses is \$1,923.

COMMUNICATIONS CONSIDERATION(S):

None.

OTHER CONSIDERATION(S):

None.

Attachments:

1. Function 405 Building Inspection Draft 2021 Budget and Tax Rate