

CAPITAL REGIONAL DISTRICT

2022 BUDGET

SOUTHERN GULF ISLAND ELECTORAL SERVICES

FINAL BUDGET

MARCH 2022

FINAL BUDGET
March 16, 2022
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SGI Services

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CAPITAL REGIONAL DISTRICT

2022 Budget

Admin Expenditures (SGI)

FINAL BUDGET

MARCH 2022

Service: 1.110 SGI Admin. Expenditures

Committee: Electoral Area

DEFINITION:

To establish, according to Section 800 of the Local Government Act, a service to provide funding for electoral area administrative expenditures.

SERVICE DESCRIPTION:

Electoral area administration funding pays for part of EA director remuneration (amount that exceeds Municipal Director amount included in Board expense) and alternate, Corporate services administration, telecommunications, travel , electoral area office space and other contractual support costs as needed by director.

PARTICIPATION:

Electoral Area of Southern Gulf Islands

MAXIMUM LEVY:

None Stated

FUNDING:

Requisition

1.110 - Admin Expenditures (SGI) Director & Management	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Director Admin	109,554	106,180	110,915	-	-	110,915	113,073	115,306	117,579	119,912
Management Services	309,069	291,049	295,390	19,000	40,000	354,390	320,868	327,543	334,341	341,275
TOTAL OPERATING COSTS	418,623	397,229	406,305	19,000	40,000	465,305	433,941	442,849	451,920	461,187
*Percentage Increase over prior year						11.2%	-6.7%	2.1%	2.0%	2.1%
<u>CAPITAL / RESERVES</u>										
Transfer to Operating Reserve Fund	9,575	12,949	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	1,000	1,000	1,020	-	-	1,020	1,040	1,060	1,080	1,100
Purchases Equipment	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	10,575	13,949	1,020	-	-	1,020	1,040	1,060	1,080	1,100
TOTAL COSTS	429,198	411,178	407,325	19,000	40,000	466,325	434,981	443,909	453,000	462,287
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2020 to 2021	(37,166)	(37,166)	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	(33,000)	(14,992)	(20,250)	-	(40,000)	(60,250)	(20,000)	(10,000)	(7,000)	(5,000)
Cost Recovery	(13,717)	(13,705)	(13,884)	-	-	(13,884)	(14,063)	(14,284)	(14,510)	(14,750)
Grants in Lieu of Taxes	(3,551)	(3,551)	(3,612)	-	-	(3,612)	(3,230)	(3,300)	(3,370)	(3,440)
Other Revenue	(200)	(200)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
TOTAL REVENUE	(87,634)	(69,614)	(37,946)	-	(40,000)	(77,946)	(37,493)	(27,784)	(25,080)	(23,390)
REQUISITION	(341,564)	(341,564)	(369,379)	(19,000)	-	(388,379)	(397,488)	(416,125)	(427,920)	(438,897)
*Percentage increase over prior year Requisition			8.1%			13.7%	2.3%	4.7%	2.8%	2.6%
AUTHORIZED POSITIONS										
Salaried FTE	1	1	1			1	1	1	1	1

1.110 - Admin Expenditures (SGI) Director Admin	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Director's Remuneration	43,987	43,987	44,689	-	-	44,689	45,580	46,490	47,420	48,370
Contract for Services	20,160	20,000	20,560	-	-	20,560	20,970	21,390	21,820	22,260
Consulting	-	-	-	-	-	-	-	-	-	-
Travel	5,500	5,000	6,000	-	-	6,000	6,120	6,240	6,360	6,490
Allocations	15,042	15,042	12,902	-	-	12,902	13,160	13,422	13,689	13,962
Other Operating Expenses	24,865	22,151	26,764	-	-	26,764	27,243	27,764	28,290	28,830
TOTAL OPERATING COSTS	109,554	106,180	110,915	-	-	110,915	113,073	115,306	117,579	119,912
*Percentage Increase over prior year						1.2%	1.9%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVES</u>										
Transfer to Operating Reserve Fund	9,575	12,949	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	1,000	1,000	1,020	-	-	1,020	1,040	1,060	1,080	1,100
Purchases Equipment	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	10,575	13,949	1,020	-	-	1,020	1,040	1,060	1,080	1,100
TOTAL COSTS	120,129	120,129	111,935	-	-	111,935	114,113	116,366	118,659	121,012
<u>FUNDING SOURCES (REVENUE)</u>										
Cost Recovery	(11,005)	(11,005)	(11,184)	-	-	(11,184)	(11,363)	(11,584)	(11,810)	(12,050)
Grants in Lieu of Taxes	(1,215)	(1,215)	(1,139)	-	-	(1,139)	(1,260)	(1,290)	(1,320)	(1,350)
Interest Income	(200)	(200)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
TOTAL REVENUE	(12,420)	(12,420)	(12,523)	-	-	(12,523)	(12,823)	(13,074)	(13,330)	(13,600)
REQUISITION	(107,709)	(107,709)	(99,412)	-	-	(99,412)	(101,290)	(103,292)	(105,329)	(107,412)
*Percentage increase over prior year Requisition						-7.7%	1.9%	2.0%	2.0%	2.0%

1.110 - Admin Expenditures (SGI) Management Services	2021		BUDGET REQUEST				FUTURE PROJECTIONS				
	BOARD BUDGET	ESTIMATED ACTUAL	2022				2023	2024	2025	2026	
			CORE BUDGET	ONGOING	ONE-TIME	TOTAL					
<u>OPERATING COSTS</u>											
Salaries & Wages	151,735	151,735	160,456	-	-	160,456	163,916	167,450	171,059	174,746	
Contract for Services	68,040	68,040	69,400	-	-	69,400	70,790	72,210	73,650	75,120	
Program Development	-	-	-	-	-	-	-	-	-	-	
Travel	2,850	2,850	2,910	-	-	2,910	2,970	3,030	3,090	3,150	
Memberships & Professional Dues	810	800	830	-	-	830	850	870	890	910	
Allocations	20,424	20,424	20,774	19,000	-	39,774	40,492	41,293	42,112	42,949	
Referendum Costs to establish a new SGI Service	25,000	20,000	-	-	35,000	35,000	-	-	-	-	
Other Operating Expenses	40,210	27,200	41,020	-	5,000	46,020	41,850	42,690	43,540	44,400	
TOTAL OPERATING COSTS	309,069	291,049	295,390	19,000	40,000	354,390	320,868	327,543	334,341	341,275	
*Percentage Increase over prior year						14.7%	-9.5%	2.1%	2.1%	2.1%	
TOTAL COSTS	309,069	291,049	295,390	19,000	40,000	354,390	320,868	327,543	334,341	341,275	
<u>FUNDING SOURCES (REVENUE)</u>											
Balance c/fwd from 2020 to 2021	(37,166)	(37,166)	-	-	-	-	-	-	-	-	
Transfer from Operating Reserve Fund	(33,000)	(14,992)	(20,250)	-	(40,000)	(60,250)	(20,000)	(10,000)	(7,000)	(5,000)	
Sub-lease Recovery	(2,712)	(2,700)	(2,700)	-	-	(2,700)	(2,700)	(2,700)	(2,700)	(2,700)	
Grants in Lieu of Taxes	(2,336)	(2,336)	(2,473)	-	-	(2,473)	(1,970)	(2,010)	(2,050)	(2,090)	
Other revenue	-	-	-	-	-	-	-	-	-	-	
TOTAL REVENUE	(75,214)	(57,194)	(25,423)	-	(40,000)	(65,423)	(24,670)	(14,710)	(11,750)	(9,790)	
REQUISITION	(233,855)	(233,855)	(269,967)	(19,000)	-	(288,967)	(296,198)	(312,833)	(322,591)	(331,485)	
*Percentage increase over prior year Requisition			15.4%			23.6%	2.5%	5.6%	3.1%	2.8%	
AUTHORIZED POSITIONS											
Salaried FTE	1	1	1			1	1	1	1	1	

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.110 SGI Admin. Expenditures	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
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EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$1,500	\$1,530	\$0	\$0	\$0	\$3,030
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$1,500	\$1,530	\$0	\$0	\$0	\$3,030

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$1,500	\$1,530	\$0	\$0	\$0	\$3,030
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$1,500	\$1,530	\$0	\$0	\$0	\$3,030

CAPITAL REGIONAL DISTRICT
 5 YEAR CAPITAL PLAN
 2022 - 2026

<p>Project Number Project number format is "yy-##" "yy" is the last two digits of the year the project is planned to start. "##" is a numerical value. For example, 22-01 is a project planned to start in 2022.</p> <p>For projects in previous capital plans, use the same project numbers previously</p>	<p>Capital Project Description Briefly describe project scope and service benefits. For example: <i>"Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize"</i></p>	<p>Carryforward from 2021 Input the carryforward amount from the 2021 capital plan that is remaining to be spent. Forecast this spending in 2022 to 2026.</p>	<p>Project Drivers Maintain Level of Service = Project maintains existing or improved level of service. Advance Board or Corporate Priority = Project is a Board or Corporate priority. Emergency = Project is required for health or safety reasons. Cost Benefit = Economic benefit to the organization.</p>
<p>Capital Expenditure Type Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service</p>	<p>Total Project Budget Provide the total project budget, even if it extends beyond the 5 years of this capital plan.</p>	<p>Funding Source Codes Debt = Debenture Debt (new debt only) ERF = Equipment Replacement Fund Grant = Grants (Federal, Provincial) Cap = Capital Funds on Hand Other = Donations / Third Party Funding Res = Reserve Fund</p>	<p>Long-term Planning Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs. Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts. Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type. Condition Assessment = Assessment that identifies asset replacements based on asset condition.</p>
<p>Capital Project Title Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".</p>	<p>Asset Class L - Land S - Engineering Structure B - Buildings V - Vehicles</p>	<p>Cost Estimate Class Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders. Class B (±15-25%) = Estimate based on investigations, studies or preliminary design; used for budget planning. Class C (±25-40%) = Estimate based on limited site information; used for program planning. Class D (±50%) = Estimate based on little/no site information; used for long-term planning.</p>	

Service #: 1.110
Service Name: Sgi Admin. Expenditures

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
19-01	Replacement	Computer	Computer Replacements for Director and Manager	\$4,470	E	ERF	\$0	\$1,500	\$1,530	\$0	\$0	\$0	\$3,030
			GRAND TOTAL	\$4,470			\$0	\$1,500	\$1,530	\$0	\$0	\$0	\$3,030

**Admin Expenditures (SGI)
Reserve Summary Schedule
2022 - 2026 Financial Plan**

Reserve/Fund Summary

	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	97,705	51,890	31,890	21,890	14,890	9,890
Equipment Replacement Fund	9,987	9,507	9,017	10,077	11,157	12,257
Total	107,691	61,396	40,906	31,966	26,046	22,146

Reserve Schedule

Reserve Fund: 1.110 Admin Expenditures (SGI) - Operating Reserve Fund - Bylaw 4146

Surplus monies from operation are transferred into this reserve to fund one-time program costs and to mitigate the fluctuation in requisition.

Reserve Cash Flow

Fund: Fund Centre:	1500 105546	Actual	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		47,981	97,705	51,890	31,890	21,890	14,890
Transfer from Ops Budget		63,429	-	-	-	-	-
Transfer to Ops Budget		(14,435)	(60,250)	(20,000)	(10,000)	(7,000)	(5,000)
Pender Health Referendum Costs Recovery		-	14,435				
Interest Income		730					
Ending Balance \$		97,705	51,890	31,890	21,890	14,890	9,890

Assumptions/Background:

Reserve Schedule

Reserve Fund: 1.110 Admin Expenditures (SGI) - Equipment Replacement Fund

ERF Group: SGIADMIN.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101838	Actual	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		8,926	9,987	9,507	9,017	10,077	11,157
Transfer from Ops Budget		1,000	1,020	1,040	1,060	1,080	1,100
Planned Purchase		-	(1,500)	(1,530)	-	-	-
Interest Income		61					
Ending Balance \$		9,987	9,507	9,017	10,077	11,157	12,257

Assumptions/Background:

Fund Balance should remain between \$5,000 and \$10,000.

CAPITAL REGIONAL DISTRICT

2022 Budget

SGI Grants in Aid

FINAL BUDGET

MARCH 2022

Service: 1.117 SGI Grants in Aid

Committee: Electoral Area

DEFINITION:

To make grants-in-aid to any organization deemed to be contributing to the general interest and advantage of the electoral area (Letters Patent - March 24, 1977; April 17, 1985).

SERVICE DESCRIPTION:

Provide Grants to support organizations that are outside the existing services in an electoral area. Each electoral area budgets their anticipated requirements separately.

PARTICIPATION:

Southern Gulf Islands Electoral Area.

MAXIMUM LEVY:

Greater of \$129,912 or \$0.05 / \$1,000 on basis of converted hospital assessed value of land and improvements. To a maximum of \$239,658.

COMMITTEE:

Electoral Areas Committee

FUNDING:

Requisition

1.117 - SGI Grants in Aid	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Grants in Aid	213,000	210,806	102,514	-	-	102,514	100,000	100,000	100,000	100,000
Allocations	2,679	2,679	5,174	-	-	5,174	5,277	5,383	5,491	5,600
Payment to 3rd Parties	-	123,071	-	-	-	-	-	-	-	-
Other Expenses	800	255	800	-	-	800	800	800	800	800
TOTAL COSTS	216,479	336,811	108,488	-	-	108,488	106,077	106,183	106,291	106,400
*Percentage Increase over prior year						-49.9%	-2.2%	0.1%	0.1%	0.1%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2021 to 2022	-	2,714	(2,714)	-	-	(2,714)	-	-	-	-
Balance c/fwd from 2020 to 2021	253	253	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(651)	(651)	(1,089)	-	-	(1,089)	(651)	(651)	(651)	(651)
Provincial Grant	(113,000)	(236,071)	-	-	-	-	-	-	-	-
Other Revenue	(100)	(75)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(113,498)	(233,830)	(3,903)	-	-	(3,903)	(751)	(751)	(751)	(751)
REQUISITION	(102,981)	(102,981)	(104,585)	-	-	(104,585)	(105,326)	(105,432)	(105,540)	(105,649)
*Percentage increase over prior year Requisition						1.6%	0.7%	0.1%	0.1%	0.1%

CAPITAL REGIONAL DISTRICT

2022 Budget

S&I Economic Development

FINAL BUDGET

MARCH 2022

Service: 1.125 SGI Economic Development

Committee: Electoral Area

DEFINITION:

Economic Development Commission Establishing Bylaw No. 3803, with authority to offer an economic development service under Section 774.2 of the Local Government Act.

SERVICE DESCRIPTION:

To promote, provide information and assist local service agencies with economic development initiatives.

PARTICIPATION:

Levy on basis of converted hospital assessed value of land and improvements for the Electoral Area of Southern Gulf Islands.

MAXIMUM LEVY:

None

COMMISSION:

Five members including the Director representing the Southern Gulf Islands Electoral Area, and one individual from each of Galiano Island, Mayne Island, Saturna Island and Pender Islands.

FUNDING:

Requisition

1.125 - SGI Economic Development	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Contract for Services	72,000	70,000	73,440	-	-	73,440	74,910	76,410	77,940	79,500
Program Development	29,623	29,500	29,820	-	-	29,820	30,020	30,220	30,420	30,630
Internal Allocations	4,443	4,443	5,986	-	-	5,986	6,106	6,228	6,353	6,480
Building Rent	8,670	8,670	8,810	-	-	8,810	8,990	9,140	9,300	9,420
Contribution Projects	-	-	-	-	-	-	-	-	-	-
Operating - Other	4,990	3,990	5,100	-	-	5,100	5,210	5,320	5,430	5,540
TOTAL OPERATING COSTS	119,726	116,603	123,156	-	-	123,156	125,236	127,318	129,443	131,570
*Percentage Increase over prior year						2.9%	1.7%	1.7%	1.7%	1.6%
Transfer to Operating Reserve Fund	-	351	-	-	-	-	-	-	-	-
TOTAL COSTS	119,726	116,954	123,156	-	-	123,156	125,236	127,318	129,443	131,570
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2021 to 2022	-	2,772	(2,772)	-	-	(2,772)	-	-	-	-
Balance c/fwd from 2020 to 2021	(1,700)	(1,700)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(942)	(942)	(1,237)	-	-	(1,237)	(980)	(1,000)	(1,020)	(1,040)
Interest Income	(100)	(100)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(2,742)	30	(4,109)	-	-	(4,109)	(1,080)	(1,100)	(1,120)	(1,140)
REQUISITION	(116,984)	(116,984)	(119,047)	-	-	(119,047)	(124,156)	(126,218)	(128,323)	(130,430)
*Percentage increase over prior year Requisition						1.8%	4.3%	1.7%	1.7%	1.6%

Reserve Schedule

Reserve Fund: 1.125 SGI Economic Development - Operating Reserve Fund - Bylaw 4146

Surplus monies from operation are transferred into this reserve to fund one-time program costs and to mitigate the fluctuation in requisition.

Reserve Cash Flow

Fund: Fund Centre:	1500 105547	Actual	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		1,516	6,493	6,493	6,493	6,493	6,493
Transfer from Ops Budget		4,954	-	-	-	-	-
Interest Income		23					
Ending Balance \$		6,493	6,493	6,493	6,493	6,493	6,493

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 Budget

Galiano Island Community Use Building

FINAL BUDGET

MARCH 2022

Service: 1.137 Galiano Island Community Use Building

Committee: Electoral Area

DEFINITION:

To establish a service for the purpose of constructing and operating a building on Galiano Island that will be used for library, community and local government purposes by Bylaw No. 3792 adopted Dec 2011.

SERVICE DESCRIPTION:

This service provides funding to operate, build and debt service a public use building on Galiano Island. It was started after a successful referendum in 2011. This building is home to the local library run by the Galiano Island Library Society and has a room for public use.

PARTICIPATION:

A portion of the Electoral Area of Southern Gulf Islands.

MAXIMUM LEVY:

Greater of \$100,100 or \$0.165 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$185,715.

MAXIMUM CAPITAL DEBT:

AUTHORIZED:	LA Bylaw No. 3793 (2013)	\$ 440,000
BORROWED:	LA Bylaw No. 3793A (2014,3.85%)	(310,000)
REMAINING AUTHORIZATION		<u>\$ 130,000</u>

FUNDING:

Requisition

1.137 - Galiano Island Community Use Building

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Allocations	16,711	13,211	16,165	-	-	16,165	16,488	16,817	17,154	17,497
Insurance	970	970	1,190	-	-	1,190	1,250	1,310	1,370	1,440
Building Maintenance	5,000	5,000	5,000	-	-	5,000	5,110	5,220	5,330	5,440
Utilities	3,800	3,800	3,800	-	-	3,800	3,880	3,960	4,040	4,120
Contingency	1,500	5,000	1,500	-	-	1,500	1,530	1,560	1,590	1,620
Other Operating Expenses	4,990	4,560	5,050	-	-	5,050	5,160	5,270	5,380	5,490
TOTAL OPERATING COSTS	32,971	32,541	32,705	-	-	32,705	33,418	34,137	34,864	35,607
*Percentage Increase over prior year						-0.8%	2.2%	2.2%	2.1%	2.1%
<u>DEBT / RESERVE</u>										
Transfer to Capital Reserve Fund	1,500	1,930	3,000	-	-	3,000	3,545	4,106	4,689	5,286
MFA Debt Reserve Fund	80	80	80	-	-	80	80	80	80	80
MFA Principal Payment	15,482	15,482	15,482	-	-	15,482	15,482	15,482	15,482	15,482
MFA Interest Payment	11,935	11,935	11,935	-	-	11,935	11,935	11,935	11,935	11,935
TOTAL DEBT / RESERVE	28,997	29,427	30,497	-	-	30,497	31,042	31,603	32,186	32,783
TOTAL COSTS	61,968	61,968	63,202	-	-	63,202	64,460	65,740	67,050	68,390
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(23)	(23)	(43)	-	-	(43)	(20)	(20)	(20)	(20)
Other Income	(150)	(150)	(150)	-	-	(150)	(150)	(150)	(150)	(150)
MFA Debt Resv FundEarnings	(80)	(80)	(80)	-	-	(80)	(80)	(80)	(80)	(80)
TOTAL REVENUE	(253)	(253)	(273)	-	-	(273)	(250)	(250)	(250)	(250)
REQUISITION	(61,715)	(61,715)	(62,929)	-	-	(62,929)	(64,210)	(65,490)	(66,800)	(68,140)
*Percentage increase over prior year Requisition						2.0%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.137	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Galiano Island Community Use Building							

EXPENDITURE

Buildings	\$5,000	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$5,000	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$5,000	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
	\$5,000	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000

Service: 1.137 Galiano Island Community Use Building

Project Number	21-01	Capital Project Title	Emergency Repairs	Capital Project Description	Unforeseen Emergency Repairs
Project Rationale	Contingency amount to cover unforeseen emergency repairs to the building.				

Project Number	21-02	Capital Project Title	Asset Management Plan	Capital Project Description	Asset Management Plan
Project Rationale	Building condition assessment to determine life cycle condition, including replacement budget.				

Reserve Schedule

Reserve Fund: 1.137 Galiano Island Library Service - Capital Reserve Fund - Bylaw 3939

Reserve established to provide for capital expenditures for or in respect of capital projects and land, machinery or equipment necessary for them and extension or renewal of existing capital works and related debt servicing payments.

Reserve Cash Flow

Fund: Fund Centre:	1083 102135	Actual	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		72,083	79,756	62,756	66,301	70,407	75,096
Transfer from Ops Budget		6,562	3,000	3,545	4,106	4,689	5,286
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		-	(20,000)	-	-	-	-
Interest Income		1,111	-	-	-	-	-
Ending Balance \$		79,756	62,756	66,301	70,407	75,096	80,382

Assumptions/Background:

New Building. Transfers to reserve should provide for future capital repairs and improvements as well as replacement in long term

CAPITAL REGIONAL DISTRICT

2022 Budget

SGL Regional Library

FINAL BUDGET

MARCH 2022

Service: 1.138 SGI Regional Library

Committee: Electoral Area

DEFINITION:

To establish a service for the purpose of contributing to the cost of maintaining, equipping and operating the Southern Gulf Islands Library service by Bylaw No. 2880 adopted July 2001.

SERVICE DESCRIPTION:

This is a contribution service to provide funding and advisory support for the operation of the Pender Island Public Library and other 4 reading centres on the Southern Gulf Islands. Each centre is managed by volunteers and each has representation on the commission. Funding is provided under a 5-year agreement.

PARTICIPATION:

The Electoral Area of Southern Gulf Islands.

MAXIMUM LEVY:

Greater of \$165,391 or \$0.07 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$329,529.

COMMISSION:

Southern Gulf Islands Public Library Commission (Bylaw No. 3523, April 9, 2008)

FUNDING:

Requisition

1.138 - SGI Regional Library	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Contribution to Library	221,930	221,930	226,370	-	-	226,370	230,900	235,520	238,254	238,147
Allocations	4,065	4,065	4,558	-	-	4,558	4,649	4,742	4,837	4,934
Insurance	140	140	120	-	-	120	130	140	150	160
Other Operating Expenses	1,760	425	1,760	-	-	1,760	1,790	1,790	1,790	1,790
TOTAL COSTS	227,895	226,560	232,808	-	-	232,808	237,469	242,192	245,031	245,031
*Percentage Increase over prior year						2.2%	2.0%	2.0%	1.2%	0.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2021 to 2022	-	1,335	(1,335)	-	-	(1,335)	-	-	-	-
Balance c/fwd from 2020 to 2021	(1,735)	(1,735)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(2,077)	(2,077)	(2,370)	-	-	(2,370)	(2,120)	(2,120)	(2,120)	(2,120)
Other Income	(30)	(30)	(30)	-	-	(30)	(30)	(30)	(30)	(30)
TOTAL REVENUE	(3,842)	(2,507)	(3,735)	-	-	(3,735)	(2,150)	(2,150)	(2,150)	(2,150)
REQUISITION	(224,053)	(224,053)	(229,073)	-	-	(229,073)	(235,319)	(240,042)	(242,881)	(242,881)
*Percentage increase over prior year Requisition						2.2%	2.7%	2.0%	1.2%	0.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Gossip Island Electric Power Supply

FINAL BUDGET

MARCH 2022

Service: 1.170 Gossip Island Electrical Power Supply

Committee: Electoral Area

DEFINITION:

A service established to provide capital financing for the supply and installation of underwater cabling from Galiano Island to Gossip Island (Bylaw No. 3578 - June 2009).

SERVICE DESCRIPTION:

This is strictly a financial service by which the CRD has agreed to borrow \$770,000 to fund the replacement of electric cabling to Gossip Island, off Galiano Island. CRD Corporate Services Department, Finance Division manages the service which includes annual debt charges and the related recovery from Gossip Island taxpayers. The service was started in June 2009 after a petition by a majority of residents. Electrical cabling to the island is provided by BC Hydro. The Gossip Island Electrification Society provides liaison with BC Hydro on electrical cabling matters.

PARTICIPATION:

56 of 66 parcels on Gossip Island

MAXIMUM LEVY:

Greater of \$85,310 or \$3.76 / \$1,000 of actual assessed value of land and improvements.

MAXIMUM CAPITAL DEBT:

AUTHORIZED:	LA Bylaw No. 3579 (2012)	\$ 770,000
BORROWED:	S.I. Bylaw No. 3579 (2012, 2.9%)	(715,000)
REMAINING AUTHORIZATION		<u>\$ 55,000</u>

FUNDING:

Parcel tax

1.170 - Gossip Island Electric Power Supply

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Allocations	357	357	155	-	-	155	159	162	165	168
Other Operating Expenses	220	59	220	-	-	220	220	220	220	220
TOTAL OPERATING COSTS	577	416	375	-	-	375	379	382	385	388
*Percentage Increase over prior year						-35.0%	1.1%	0.8%	0.8%	0.8%
<u>DEBT</u>										
MFA Debt Reserve Fund	200	152	180	-	-	180	180	180	180	180
MFA Principal Payment	35,708	35,708	35,708	-	-	35,708	35,708	35,708	35,708	35,708
MFA Interest Payment	20,735	20,735	20,735	-	-	20,735	20,735	20,735	20,735	20,735
TOTAL DEBT	56,643	56,595	56,623	-	-	56,623	56,623	56,623	56,623	56,623
TOTAL COSTS	57,220	57,011	56,998	-	-	56,998	57,002	57,005	57,008	57,011
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2021 to 2022	-	143	(143)	-	-	(143)	-	-	-	-
Balance c/fwd from 2020 to 2021	(79)	(79)	-	-	-	-	-	-	-	-
Interest Income	(93)	(75)	(90)	-	-	(90)	(90)	(90)	(90)	(90)
MFA Debt Reserve Fund Earnings	(200)	(152)	(180)	-	-	(180)	(180)	(180)	(180)	(180)
TOTAL REVENUE	(372)	(163)	(413)	-	-	(270)	(270)	(270)	(270)	(270)
REQUISITION - PARCEL TAX	(56,848)	(56,848)	(56,585)	-	-	(56,585)	(56,732)	(56,735)	(56,738)	(56,741)
*Percentage increase over prior year Requisition						-0.5%	0.3%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Saturna Health Service

FINAL BUDGET

MARCH 2022

Service: 1.227 Saturna Health Service

Committee: Electoral Area

DEFINITION:

To establish and operate the service of numbering building for Southern Gulf Islands Electoral Area.
Bylaw No. 4231 Saturna Health Service Establishment Bylaw adopted in 2018

PARTICIPATION:

Southern Gulf Islands

MAXIMUM LEVY:

Greater of \$40,000 or \$0.17 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$62,380.

FUNDING:

Requisition

1.227 - Saturna Health Service	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Payment to Saturna Island Meduical Clinic	32,245	32,245	32,890	-	-	32,890	33,550	34,220	34,900	35,600
Other Operating Expenses	308	308	651	-	-	651	664	677	691	705
TOTAL COSTS	32,553	32,553	33,541	-	-	33,541	34,214	34,897	35,591	36,305
*Percentage Increase over prior year						3.0%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(373)	(373)	(2,152)	-	-	(2,152)	(373)	(373)	(373)	(373)
TOTAL REVENUE	(373)	(373)	(2,152)	-	-	(2,152)	(373)	(373)	(373)	(373)
REQUISITION	(32,180)	(32,180)	(31,389)	-	-	(31,389)	(33,841)	(34,524)	(35,218)	(35,932)
*Percentage increase over prior year Requisition						-2.5%	7.8%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Galiano Health Service

FINAL BUDGET

MARCH 2022

Service: 1.228 Galiano Health Service

Committee: Electoral Area

DEFINITION:

To provide secure and predictable funding for the Galiano Health Care Centre
Bylaw No. 3955 Galiano Health Care Centre Contribution Services Establishment Bylaw adopted in 2014

PARTICIPATION:

Galiano Island

MAXIMUM LEVY:

Greater of \$86,550 or \$0.19 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$213,853.

FUNDING:

Requisition

1.228 - Galiano Health Service	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Payment to Galiano Health Society	126,788	126,788	133,127	-	-	133,127	139,783	146,770	153,911	153,856
Operating - Other	2,470	2,373	2,685	-	-	2,685	2,737	2,790	2,843	2,898
TOTAL OPERATING COSTS	129,258	129,161	135,812	-	-	135,812	142,520	149,560	156,754	156,754
*Percentage Increase over prior year						5.1%	4.9%	4.9%	4.8%	0.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2021 to 2022	-	126	(126)	-	-	(126)	-	-	-	-
Balance c/fwd from 2020 to 2021	(183)	(183)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(46)	(46)	(90)	-	-	(90)	(46)	(46)	(46)	(46)
Other Revenue	-	(29)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(229.00)	(132)	(216)	-	-	(216)	(46)	(46)	(46)	(46)
REQUISITION	(129,029)	(129,029)	(135,596)	-	-	(135,596)	(142,474)	(149,514)	(156,708)	(156,708)
*Percentage increase over prior year Requisition						5.1%	5.1%	4.9%	4.8%	0.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Pender Island Health Care Service

FINAL BUDGET

MARCH 2022

Service: 1.229 Pender Islands Health Care Service

Committee: Electoral Area

DEFINITION:

Service established for the purpose of contributing to the costs of administration and operation of the Pender Islands Health Care Centre.
Bylaw No. 4441 Pender Island Health Care Centre Contribution Services Establishment Bylaw adopted in 2021

PARTICIPATION:

Pender Island

MAXIMUM LEVY:

\$0.1803 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$323,511.

FUNDING:

Requisition

1.229 - Pender Island Health Care Service	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Payment to Pender Health Society	-	-	206,551	-	-	206,551	227,903	225,545	223,960	225,246
Service Establishment Referendum Costs	-	-	14,435	-	-	14,435	-	-	-	-
Operating - Other	-	-	5,001	-	-	5,001	5,150	5,113	5,091	5,127
TOTAL OPERATING COSTS	-	-	225,987	-	-	225,987	233,053	230,658	229,051	230,373
*Percentage Increase over prior year						N/A	3.1%	-1.0%	-0.7%	0.6%
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	-	-	-	-	-	-	-	-	-	-
Other Revenue	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	-	-	-	-	-	-	-	-	-	-
REQUISITION	-	-	(225,987)	-	-	(225,987)	(233,053)	(230,658)	(229,051)	(230,373)
*Percentage increase over prior year Requisition						N/A	3.1%	-1.0%	-0.7%	0.6%

CAPITAL REGIONAL DISTRICT

2022 Budget

SGI Small Craft Harbour Facilities

FINAL BUDGET

MARCH 2022

Service: 1.235 SGI Small Craft Harbour Facilities

Committee: Electoral Area

DEFINITION:

A local service, established by Bylaw No. 2614, October 6, 1998, in the Southern Gulf Islands Electoral Area to establish, acquire and operate a service of small craft harbour facilities.

SERVICE DESCRIPTION:

The SGI Small Craft Harbour Facilities service funds and operates 12 small craft harbour facilities in the Southern Gulf Islands. The docks are located on Mayne, Galiano, North and South Pender, Saturna, Piers and Vancouver Islands. The service was undertaken by the CRD upon the Federal Government of Canada's divestiture of ownership and operation of small craft harbour facilities. The Federal Government provided 1-time funding of \$1.6 million to the CRD for dock rehabilitation. The service is administered by the Southern Gulf Islands Harbour Commission.

MAXIMUM LEVY:

Greater of \$112,878 or \$0.10 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$479,316.

COMMISSION:

Southern Gulf Islands Harbour Commission as established by Bylaw No. 2972 in 2002.

FUNDING:

Parcel Tax
Moorage Fees

1.235 - SGI Small Craft Harbour Facilities	2021		BUDGET REQUEST				FUTURE PROJECTIONS (Revised)			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
OPERATING COSTS										
Management Expenditures:										
Contract for Services	10,170	6,500	10,370	-	-	10,370	10,580	10,790	11,010	11,230
Supplies, Advertising	1,080	2,300	1,100	-	-	1,100	1,120	1,140	1,160	1,180
Travel and Training	7,420	2,100	7,570	-	-	7,570	7,720	7,870	8,030	8,190
Internal Allocations	25,504	33,957	28,100	-	-	28,100	28,664	29,233	29,816	30,414
Insurance	7,950	7,950	10,710	-	-	10,710	11,250	11,810	12,400	13,020
Other Operating Expenses	3,120	8,260	3,180	-	-	3,180	3,240	3,300	3,360	3,420
TOTAL MANAGEMENT EXPENDITURES	55,244	61,067	61,030	-	-	61,030	62,574	64,143	65,776	67,454
*Percentage Increase over prior year						10.5%	2.5%	2.5%	2.5%	2.6%
Dock Expenditures:										
Repairs and Maintenance	61,500	34,990	64,620	-	-	64,620	65,390	66,660	67,950	69,280
Wharfinger Compensation and Travel	56,700	38,465	64,880	-	-	64,880	62,090	63,340	64,610	65,890
Insurance	30,446	28,104	31,200	-	-	31,200	30,240	31,800	33,360	35,040
Electricity	3,130	2,690	2,870	-	-	2,870	2,670	2,720	2,770	2,820
Supplies	4,840	280	4,960	-	-	4,960	4,800	4,920	5,040	5,160
Operating - Other	4,490	-	4,260	-	14,500	18,760	4,380	4,500	4,620	4,740
TOTAL DOCK EXPENDITURES	161,106	104,529	172,790	-	14,500	187,290	169,570	173,940	178,350	182,930
*Percentage Increase over prior year						16.3%	-9.5%	2.6%	2.5%	2.6%
TOTAL OPERATING COSTS	216,350	165,596	233,820	-	14,500	248,320	232,144	238,083	244,126	250,384
DEBT / RESERVE										
Transfer to Capital Reserve Fund	170,000	207,179	173,600	-	-	173,600	150,000	153,000	156,000	159,000
MFA Debt Reserve Fund	7,100	-	11,800	-	-	11,800	-	-	-	-
MFA Interest	3,195	1,500	15,600	-	-	15,600	28,320	28,320	28,320	28,320
MFA Principal	-	-	-	-	-	-	47,368	47,368	47,368	47,368
TOTAL DEBT / RESERVE	180,295	208,679	201,000	-	-	201,000	225,688	228,688	231,688	234,688
TOTAL COSTS	396,645	374,275	434,820	-	14,500	449,320	457,832	466,771	475,814	485,072
FUNDING SOURCES (REVENUE)										
Revenue- Fees	(99,300)	(76,930)	(141,240)	-	-	(141,240)	(136,780)	(139,370)	(142,000)	(144,700)
Grants in Lieu of Taxes	(6,041)	(6,041)	(6,592)	-	-	(6,592)	(6,280)	(6,410)	(6,540)	(6,670)
Other Income	(200)	(200)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
TOTAL REVENUE	(105,541)	(83,171)	(148,032)	-	-	(148,032)	(143,260)	(145,980)	(148,740)	(151,570)
REQUISITION - PARCEL TAX	(291,104)	(291,104)	(286,788)	-	(14,500)	(301,288)	(314,572)	(320,791)	(327,074)	(333,502)
*Percentage increase over prior year Requisition						-1.5%	4.4%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.235	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	SGI Small Craft Harbour Facilities							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$740,000	\$1,625,000	\$125,000	\$175,000	\$50,000	\$50,000	\$2,025,000
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$740,000	\$1,625,000	\$125,000	\$175,000	\$50,000	\$50,000	\$2,025,000

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$30,000	\$30,000	\$0	\$0	\$0	\$0	\$30,000
Debenture Debt (New Debt Only)	Debt	\$710,000	\$1,180,000	\$0	\$0	\$0	\$0	\$1,180,000
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$219,200	\$0	\$0	\$0	\$0	\$219,200
Reserve Fund	Res	\$0	\$195,800	\$125,000	\$175,000	\$50,000	\$50,000	\$595,800
		\$740,000	\$1,625,000	\$125,000	\$175,000	\$50,000	\$50,000	\$2,025,000

Service: 1.235 SGI Small Craft Harbour Facilities

Project Number 19-01 **Capital Project Title** Anson Road **Capital Project Description** Construction of the Anson Road facility - gravel roadway, approach, main float and approximately 720 ft of moorage.

Project Rationale This project is for construction of the Anson Road facility, including gravel parking lot, retaining wall, dock approach, main floats and approximately 720 ft of moorage. Funding is a combination of Capital Reserves, funding from DFO and debt borrowing.

Project Number 22-03 **Capital Project Title** Anson Road Remediation **Capital Project Description** Remediation Costs, DFA eligible portion

Project Rationale This project is for remediation on the Anson Road retaining wall and parking lot due to the November 14 & 15th, 2021 storm event. Funds are required for engineering assessment, project management, and construction remediation. Funding will be a combination of Capital Reserves and insurance/provincial disaster remediation relief funding if approved.

Project Number 19-02 **Capital Project Title** Retreat Cove **Capital Project Description** Upgrades to the Retreat Cove Dock Facility to maintain level of service.

Project Rationale This project includes works to maintain the current level of service as recommended in the Moffatt & Nichol Summary Report for Southern Gulf Islands Harbour Commission (SGIHC) Facilities December 11, 2015 and Stantec's 2018 top-side inspection. Recommended works include repairs to the approach piles, and repairs to the floats.

Project Number 19-03 **Capital Project Title** Horton Bay **Capital Project Description** Decommission the Horton Bay dock after construction of the Anson Road facility.

Project Rationale This project is for decommissioning of the Horton Bay facility after construction of the Anson Road dock. Funds are required to carry out the required archeological investigation and retain a contractor to remove the infrastructure.

Project Number 20-02 **Capital Project Title** Spanish Hills **Capital Project Description** Upgrades to the Spanish Hills Dock Facility to maintain level of service.

Project Rationale This project includes works to maintain the current level of service as recommended in DFO commissioned assessment. Recommended works include preventative maintenance works on piles to extend service life, replace broken pile footing and repairs to the gangway. Funding are required for staff to retain a contractor to carry out the works. Added funds for replacement of a float.

Project Number 20-04 **Capital Project Title** Miners Bay Upgrades **Capital Project Description** Upgrades to the Miners Bay wharfthead and approach upgrades.

Project Rationale Additional works were highlighted during the completion of the 2018 upgrade works including the required to replace the wharf head decking, need to replace the electrical system and lighting, repairs and replacements for rails on the approach and additional piles requiring replacement. A grant has been submitted and unsuccessful in 2020, funding through borrowing is required.

Project Number	21-01	Capital Project Title	Port Washington	Capital Project Description	Dock improvements outlined from the 18-01 Inspections project.
Project Rationale	This project includes works to maintain the current level of service as recommended in Stantec's 2018 inspection. Recommended works include approach decking, bull rail, and hand rail repair and replacements, float and gangway repairs. Funds are required for staff to retain a contractor to carry out the works.				
Project Number	21-02	Capital Project Title	Inspections	Capital Project Description	Detailed inspections including underwater inspection.
Project Rationale	Dock inspection, repair and maintenance is an iterative process that requires periodic review of the facilities and re-evaluation of proposed work plans and residual life estimates. This budget is for a "Top Side and Underwater " inspection and will be used to re-evaluate the 5 Year capital Program. Due to recent inspections and resulting works this project has been deferred until 2023.				
Project Number	21-03	Capital Project Title	ANNUAL PROVISIONAL: Dock Improvements	Capital Project Description	An annual provisional fund is required to address unplanned dock safety issues.
Project Rationale	Funds are required for unplanned & minor repairs such as minor board replacement, painting, emergency repairs, and electrical repairs.				
Project Number	21-05	Capital Project Title	Piers Island Additional Float	Capital Project Description	Installation of an additional float at the Piers Island dock.
Project Rationale	This project is to complete the Piers Island Additional Float replacement. Design, environmental assessment and majority of permitting is complete. Funds are required to retain a contractor to supply and install an additional float.				
Project Number	22-01	Capital Project Title	Hope Bay	Capital Project Description	Dock improvements outlined from the 18-01 Inspections project.
Project Rationale	This project includes works to maintain the current level of service as recommended in Stantec's 2018 inspection. Recommended works include approach decking, bull rail, and hand rail repair and replacements, float and gangway repairs. Funds are required for staff to retain a contractor to carry out the works.				
Project Number	22-02	Capital Project Title	Swartz Bay Improvements & Dock Replacement	Capital Project Description	Dock improvements outlined from the 18-01 Inspection project with dock replacement happening in 2022.
Project Rationale	This project includes works to maintain the current level of service as recommended in Stantec's 2018 inspection. Recommended works include approach decking, bull rail, and hand rail repair and replacements, float and gangway repairs. Funds are required for staff to retain a contractor to carry out the works. In 2020 it was noted that float B had rotting frame indicating requirement to replace the float.				

Reserve Schedule (Revised)

Reserve Fund: 1.235 SGI Harbour Facilities - Capital Reserve Fund - Bylaw 2719

Surplus money from the operation of small craft harbour facilities services may be paid from time to time into the reserve fund.

Reserve Cash Flow

Fund: 1054 Fund Centre: 101467	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	490,495	186,129	163,929	188,929	166,929	272,929
Transfer from Ops Budget	233,138	173,600	150,000	153,000	156,000	159,000
Transfer to Cap Fund	(552,000)	(195,800)	(125,000)	(175,000)	(50,000)	(50,000)
Interest Income*	14,495					
Ending Balance \$	186,129	163,929	188,929	166,929	272,929	381,929

Assumptions/Background:

* Interest should be included in determining the estimated ending balance for the current year. Interest in planning years nets against inflation which is not included. Also offset with Realized Loss (Gain).

CAPITAL REGIONAL DISTRICT

2022 Budget

SGI House Numbering

FINAL BUDGET

MARCH 2022

Service: 1.314 SGI Building Numbering

Committee: Electoral Area

DEFINITION:

To establish and operate the service of numbering building for Southern Gulf Islands Electoral Area.
Established by Bylaw No. 3230 (2004).
Southern Gulf Islands Building Numbering Regulation Bylaw No. 3231.

SERVICE DESCRIPTION:

Implementation and maintenance of a building numbering system with corresponding notification and mapped integration with departmental operations and emergency services.

PARTICIPATION:

Southern Gulf Islands

MAXIMUM LEVY:

None stated

FUNDING:

Requisition

1.314 - SGI House Numbering	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Building Inspection	8,773	8,773	8,948	-	-	8,948	9,127	9,310	9,496	9,686
Allocations	497	497	467	-	-	467	476	486	496	505
Other Operating Expenses	70	24	70	-	-	70	70	70	70	70
TOTAL COSTS	9,340	9,294	9,485	-	-	9,485	9,673	9,866	10,062	10,261
*Percentage Increase over prior year						1.6%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2021 to 2022	-	43	(43)	-	-	(43)	-	-	-	-
Balance c/fwd from 2020 to 2021	(33)	(33)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(94)	(94)	(97)	-	-	(97)	(100)	(100)	(100)	(100)
Interest Income	(10)	(7)	(10)	-	-	(10)	(10)	(10)	(10)	(10)
TOTAL REVENUE	(137)	(91)	(150)	-	-	(150)	(110)	(110)	(110)	(110)
REQUISITION	(9,203)	(9,203)	(9,335)	-	-	(9,335)	(9,563)	(9,756)	(9,952)	(10,151)
*Percentage increase over prior year Requisition						1.4%	2.4%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

SGL Livestock Injury Compensation

FINAL BUDGET

MARCH 2022

Service: 1.341 SGI Livestock Injury Compensation

Committee: Electoral Area

DEFINITION:

The service is established for payment of claims of the owners of livestock killed or injured by a dog over the age of four months, the owner of which is unknown and, after diligent inquiry, cannot be found, as permitted by the *Local Government Act*.
(Livestock Injury Compensation Service (Southern Gulf Islands) Bylaw No. 1, 2021)

PARTICIPATION:

Southern Gulf Islands Electoral Area.

MAXIMUM LEVY:

None stated

FUNDING:

Requisition

1.341 - SGI Livestock Injury Compensation	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Allocations	-	-	150	-	-	150	153	156	159	162
Compensation Claim Payments	-	-	3,000	-	-	3,000	3,000	3,000	3,000	3,000
TOTAL COSTS	-	-	3,150	-	-	3,150	3,153	3,156	3,159	3,162
*Percentage Increase over prior year						N/A	0.1%	0.1%	0.1%	0.1%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2020 to 2021	-	-	-	-	-	-	-	-	-	-
Other Income	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	-	-	-	-	-	-	-	-	-	-
REQUISITION	-	-	(3,150)	-	-	(3,150)	(3,153)	(3,156)	(3,159)	(3,162)
*Percentage increase over prior year Requisition						N/A	0.1%	0.1%	0.1%	0.1%

CAPITAL REGIONAL DISTRICT

2022 Budget

South Galiano Fire Protection

FINAL BUDGET

MARCH 2022

Service: 1.352 South Galiano Fire

Committee: Electoral Area

DEFINITION:

A local service area established to provide fire protection and emergency response on a volunteer basis to the southern part of Galiano Island. Fire department is operated by the South Galiano Fire Protection Society in accordance with a written agreement between the Society and the CRD. Bylaw No. 70 (January 13, 1971). Repealed and replaced by Bylaw No. 2148 (January 12, 1994) Local Service Area #25 - M-764. Amended by Bylaw No. 3224 to add emergency response.

PARTICIPATION:

On taxable school assessments, excluding property that is taxable for school purposes only by Special Act. Specified Area #1 - A(764).

MAXIMUM LEVY:

Greater of \$470,000 or \$1.157 / \$1,000 of actual assessments. To a maximum of \$817,510.

FUNDING:

Requisition

1.352 - South Galiano Fire Protection

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Honorarium and Call Out Pay	149,170	150,000	152,150	39,000	-	191,150	194,970	198,870	202,850	206,910
Travel - Vehicles	31,060	19,000	29,600	-	-	29,600	30,160	30,730	31,300	31,880
Insurance	5,240	5,340	5,450	-	-	5,450	5,610	5,780	5,950	6,120
Staff Development	30,510	25,000	31,120	-	-	31,120	31,740	32,370	33,020	33,680
Maintenance	9,170	7,300	9,350	-	-	9,350	9,540	9,730	9,920	10,110
Internal Allocations	10,655	10,655	14,660	-	-	14,660	14,953	15,252	15,557	15,868
Operating Supplies and Other	34,390	32,898	35,020	-	-	35,020	35,720	36,420	37,130	37,880
TOTAL OPERATING COSTS	270,195	250,193	277,350	39,000	-	316,350	322,693	329,152	335,727	342,448
*Percentage Increase over prior year			2.6%			17.1%	2.0%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Capital Equipment Purchases	5,700	5,700	5,810	-	-	5,810	5,930	6,050	6,170	6,290
Transfer to Capital Reserve Fund	-	44,408	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	82,050	102,052	83,600	-	-	83,600	85,000	85,000	85,000	85,000
TOTAL CAPITAL / RESERVE	87,750	152,160	89,410	-	-	89,410	90,930	91,050	91,170	91,290
<u>MFA DEBT</u>										
MFA Debt Reserve Fund	22,999	-	22,620	-	-	22,620	-	-	-	-
Principal Payment	-	-	-	-	-	-	68,394	68,394	68,394	68,394
Interest Payment	43,418	22,009	44,068	-	-	44,068	54,288	54,288	54,288	54,288
TOTAL MFA DEBT	66,417	22,009	66,688	-	-	66,688	122,682	122,682	122,682	122,682
TOTAL COSTS	424,362	424,362	433,448	39,000	-	472,448	536,305	542,884	549,579	556,420
<u>FUNDING SOURCES (REVENUE)</u>										
Parcel Tax	(66,417)	(66,417)	(66,688)	-	-	(66,688)	(122,682)	(122,682)	(122,682)	(122,682)
Other Income	(310)	(310)	(700)	-	-	(700)	(710)	(720)	(730)	(740)
TOTAL REVENUE	(66,727)	(66,727)	(67,388)	-	-	(67,388)	(123,392)	(123,402)	(123,412)	(123,422)
REQUISITION	(357,635)	(357,635)	(366,060)	(39,000)	-	(405,060)	(412,913)	(419,482)	(426,167)	(432,998)
*Percentage increase over prior year										
Requisition			2.36%			13.3%	1.9%	1.6%	1.6%	1.6%
Parcel Tax			0.4%			0.4%	84.0%	0.0%	0.0%	0.0%
Combined			2.05%			11.2%	13.5%	1.2%	1.2%	1.2%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.352 South Galiano Fire	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
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EXPENDITURE

Buildings	B	\$162,000	\$162,000	\$0	\$0	\$0	\$0	\$162,000
Equipment	E	\$3,000	\$13,500	\$5,800	\$5,000	\$5,000	\$10,000	\$39,300
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$0	\$600,000	\$0	\$0	\$600,000
		\$165,000	\$175,500	\$5,800	\$605,000	\$5,000	\$10,000	\$801,300

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$162,000	\$162,000	\$0	\$0	\$0	\$0	\$162,000
Equipment Replacement Fund	ERF	\$3,000	\$13,500	\$5,800	\$605,000	\$5,000	\$10,000	\$639,300
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$165,000	\$175,500	\$5,800	\$605,000	\$5,000	\$10,000	\$801,300

Reserve Schedule

Reserve Fund: 1.352 South Galiano Fire Protection - Equipment Replacement Fund

ERF Group: SGALFIRE.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101431						
Beginning Balance		350,801	467,825	537,925	617,125	97,125	177,125
Transfer from Ops Budget		114,415	83,600	85,000	85,000	85,000	85,000
Planned Purchase		-	(13,500)	(5,800)	(605,000)	(5,000)	(10,000)
Interest Income		2,609					
Ending Balance \$		467,825	537,925	617,125	97,125	177,125	252,125

Assumptions/Background:

Need to transfer as much as operating budget will allow in order to fund replacement of fire vehicles and equipment.

CAPITAL REGIONAL DISTRICT

2022 Budget

Pender Fire Protection

FINAL BUDGET

MARCH 2022

Service: 1.356 Pender Island Fire Protection & Emergency Response Service

Committee: Electoral Area

DEFINITION:

A specified area established to provide fire protection and emergency response on a volunteer basis to Pender Islands. Local Service Bylaw No. 2050 (October 28, 1992). Amended by Bylaw No. 3015 (November 29, 2002) to increase the levy rate to \$1.87. Amended by Bylaw No. 3283 to change the name and geographical area to include both North and South Pender Islands to create one fire service area known as the Pender Islands Fire Protection & Emergency Response Service. This Amendment also decreased the levy to \$0.92.

PARTICIPATION:

On all lands and improvements on the basis of taxable hospital district assessments. Local Service Area #18 - J(764).

MAXIMUM LEVY:

Bylaw No. 3994 states "Greater of \$918,000 or \$0.998 / \$1,000" to a maximum of \$1,774,499.

FUNDING:

Requisition

1.356 - Pender Fire Protection	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Travel - Vehicles	12,200	12,200	12,440	-	-	12,440	12,690	12,940	13,200	13,460
Insurance	7,720	7,720	8,660	-	-	8,660	9,090	9,540	10,010	10,500
Payment - Fire Protection Society	779,834	779,834	817,368	-	-	817,368	873,169	912,435	930,398	948,712
Internal Allocations	35,660	35,660	42,560	-	-	42,560	43,411	44,279	45,165	46,068
Operating - Other	15,780	15,780	16,090	-	-	16,090	16,410	16,750	17,090	17,440
TOTAL OPERATING COSTS	851,194	851,194	897,118	-	-	897,118	954,770	995,944	1,015,863	1,036,180
*Percentage Increase over prior year						5.4%	6.4%	4.3%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	73,771	73,771	78,253	-	-	78,253	83,340	86,955	88,694	90,468
Transfer to Capital Reserve Fund	73,771	73,771	78,253	-	-	78,253	83,340	86,955	88,694	90,468
TOTAL CAPITAL / RESERVE	147,542	147,542	156,506	-	-	156,506	166,680	173,910	177,388	180,936
Debt Costs	116,400	55,980	111,596	-	-	111,596	111,596	111,596	111,596	55,820
TOTAL COSTS	1,115,136	1,054,716	1,165,220	-	-	1,165,220	1,233,046	1,281,450	1,304,847	1,272,936
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Reserve Fund	(116,400)	(55,980)	(111,596)	-	-	(111,596)	(111,596)	(111,596)	(111,596)	(55,820)
Grants in Lieu of Taxes	(8,749)	(8,749)	(9,488)	-	-	(9,488)	(8,749)	(8,749)	(8,749)	(8,749)
Other Income	(1,500)	(1,500)	(1,530)	-	-	(1,530)	(1,560)	(1,590)	(1,630)	(1,670)
TOTAL REVENUE	(126,649)	(66,229)	(122,614)	-	-	(122,614)	(121,905)	(121,935)	(121,975)	(66,239)
REQUISITION	(988,487)	(988,487)	(1,042,606)	-	-	(1,042,606)	(1,111,141)	(1,159,515)	(1,182,872)	(1,206,697)
*Percentage increase over prior year Requisition						5.5%	6.6%	4.4%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.356	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Pender Island Fire							

EXPENDITURE

Buildings	B	\$0	\$115,000	\$0	\$0	\$0	\$0	\$115,000
Equipment	E	\$0	\$10,000	\$10,000	\$28,000	\$105,000	\$23,000	\$176,000
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$400,000	\$0	\$0	\$0	\$0	\$400,000
		\$0	\$525,000	\$10,000	\$28,000	\$105,000	\$23,000	\$691,000
		\$0	\$525,000	\$10,000	\$28,000	\$105,000	\$23,000	\$691,000

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$410,000	\$10,000	\$28,000	\$105,000	\$23,000	\$576,000
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$115,000	\$0	\$0	\$0	\$0	\$115,000
		\$0	\$525,000	\$10,000	\$28,000	\$105,000	\$23,000	\$691,000
		\$0	\$525,000	\$10,000	\$28,000	\$105,000	\$23,000	\$691,000

**Pender Fire Protection
Reserve Summary Schedule
2022 - 2026 Financial Plan**

Reserve/Fund Summary

	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Capital Reserve Fund	349,445	162,698	171,038	182,993	196,687	287,155
Equipment Replacement Fund	425,844	132,501	169,245	191,604	138,702	150,350
Total	775,289	295,199	340,283	374,597	335,389	437,505

Reserve Schedule

Reserve Fund: 1.356 Pender Fire Protection - Capital Reserve Fund

Bylaw 3313

Reserve Cash Flow

Fund:	1013	Actual	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101357						
Beginning Balance		404,184	349,445	162,698	171,038	182,993	196,687
Transfer from Ops Budget		73,771	78,253	83,340	86,955	88,694	90,468
Transfer from Cap Fund		296	-	-	-	-	-
Transfer to Cap Fund		(60,028)	(115,000)	-	-	-	-
Transfer to ERF		(75,000)	(150,000)	(75,000)	(75,000)	(75,000)	-
Interest Income		6,222					
Ending Balance \$		349,445	162,698	171,038	182,993	196,687	287,155

Assumptions/Background:

Maintain fund at level required under long term capital plan. Considered sufficient. Level to resume life cycle funding after ERF replenished

Reserve Schedule

Reserve Fund: 1.356 Pender Fire Protection - Equipment Replacement Fund

For replacement of firefighting equipment and vehicles
ERF Group: NPENDFIRE.ERF & SPENDFIRE.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget				
Fund Centre:	101433	2021	2022	2023	2024	2025	2026
Beginning Balance		301,393	425,844	132,501	169,245	191,604	138,702
Expenditures (Based on Capital Plan)		(91,559)	(410,000)	(10,000)	(28,000)	(105,000)	(23,000)
Transfer from Ops Budget		181,421	78,253	83,340	86,955	88,694	90,468
Transfer from Capital Reserve Fund		75,000	150,000	75,000	75,000	75,000	-
Transfer to OPEX to pay ST Loan		(55,981)	(111,596)	(111,596)	(111,596)	(111,596)	(55,820)
Proceeds from Equipment Disposal		14,400					
Interest Income		1,170					
Ending Balance \$		425,844	132,501	169,245	191,604	138,702	150,350

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 Budget

North Galiano Fire Protection

FINAL BUDGET

MARCH 2022

DEFINITION:

A Specified Area to provide Fire Protection Services for North Galiano Island. Establishment Bylaw No. 1852 (November 17, 1990). Amended by Bylaw No. 2989 (November 27, 2002) to increase the levy rate to \$1.60. amended by Bylaw 3143 (Feb 11, 2004) to change boundaries. Amended by Bylaw 3221 (Feb 9, 2005).

MAXIMUM LEVY:

Greater of \$267,000 or \$1.60 / \$1,000 to a maximum of \$381,222.

COMMISSION:

North Galiano Fire Protection and Emergency Response Services Commission established to oversee this function (Bylaw No.3654 - April 14, 2010, Amended by Bylaw 3707, June 9, 2010)

MAXIMUM CAPITAL DEBT:

Authorized:	LA Bylaw No. 3844 (Dec/12)	670,000
Borrowed:	SI Bylaw No. 3910 (July/13)	(290,000)
	SI Bylaw No. 3936 (Feb/14)	(280,000)
Remaining:		<u><u>\$100,000</u></u>

FUNDING:

Requisition and parcel tax.

1.359 - North Galiano Fire Protection

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Honoraria	73,600	63,715	75,070	-	-	75,070	76,570	78,100	79,660	81,250
Travel - Vehicles	17,920	13,675	18,280	-	-	18,280	18,640	19,010	19,390	19,770
Insurance	5,800	5,959	6,170	-	-	6,170	6,380	6,600	6,820	7,060
Maintenance	4,300	4,261	4,380	-	-	4,380	4,470	4,560	4,650	4,740
Staff Training & Development	12,200	10,505	12,440	-	-	12,440	12,690	12,940	13,200	13,460
Internal Allocations	6,716	6,716	7,503	-	-	7,503	7,653	7,806	7,963	8,122
Operating - Supplies	13,050	6,719	13,310	-	6,520	19,830	13,580	13,850	14,130	14,420
Operating - Other	16,330	12,642	16,630	-	-	16,630	16,960	17,290	17,630	17,980
TOTAL OPERATING COSTS	149,916	124,192	153,783	-	6,520	160,303	156,943	160,156	163,443	166,802
*Percentage Increase over prior year						6.9%	-2.1%	2.0%	2.1%	2.1%
<u>DEBT / RESERVES</u>										
Capital Equipment Purchases	6,270	1,916	6,400	-	-	6,400	6,530	6,660	6,790	6,930
Transfer to Capital Reserve Fund	5,090	5,090	5,000	-	-	5,000	5,000	5,000	5,000	5,000
Transfer to Equipment Replacement Fund	-	7,744	-	-	-	-	-	-	-	-
Debt Principal	28,467	28,467	28,467	-	-	28,467	28,467	28,467	28,467	28,467
Debt Interest	20,555	20,520	20,545	-	-	20,545	20,545	20,545	20,545	20,545
TOTAL DEBT / RESERVES	60,382	63,737	60,412	-	-	60,412	60,542	60,672	60,802	60,942
TOTAL COSTS	210,298	187,929	214,195	-	6,520	220,715	217,485	220,828	224,245	227,744
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	22,486	(15,966)	-	(6,520)	(22,486)	-	-	-	-
Balance c/fwd from 2020 to 2021	(12,270)	(12,270)	-	-	-	-	-	-	-	-
Parcel Tax	(24,440)	(24,440)	(24,440)	-	-	(24,440)	(24,440)	(24,440)	(24,440)	(24,440)
Grants in lieu of Taxes	(314)	(314)	(507)	-	-	(507)	(314)	(314)	(314)	(314)
Other Income	(400)	(517)	(400)	-	-	(400)	(410)	(420)	(430)	(440)
TOTAL REVENUE	(37,424)	(15,055)	(41,313)	-	(6,520)	(47,833)	(25,164)	(25,174)	(25,184)	(25,194)
REQUISITION	(172,874)	(172,874)	(172,882)	-	-	(172,882)	(192,321)	(195,654)	(199,061)	(202,550)
*Percentage increase over prior year Requisition						0.0%	11.2%	1.7%	1.7%	1.8%

North Galiano Fire Protection
 Reserve Summary Schedule
 2022 - 2026 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Capital Reserve Fund	72,554	77,554	82,554	87,554	92,554	97,554
Equipment Replacement Fund	181,409	181,409	181,409	181,409	181,409	181,409
Total	253,963	258,963	263,963	268,963	273,963	278,963

Reserve Schedule

Reserve Fund: 1.359 North Galiano Fire Protection - Capital Reserve Fund - Bylaw 3944

Reserve established to provide for capital expenditures for or in respect of capital projects and land, machinery or equipment necessary for them and extension or renewal of existing capital works and related debt servicing payments.

Reserve Cash Flow

Fund:	1085	Actual	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	102137						
Beginning Balance		66,404	72,554	77,554	82,554	87,554	92,554
Transfer from Ops Budget		5,090	5,000	5,000	5,000	5,000	5,000
Transfer to Cap Fund		-	-	-	-	-	-
Interest Income		1,060	-	-	-	-	-
Ending Balance \$		72,554	77,554	82,554	87,554	92,554	97,554

Assumptions/Background:

Gradual increase in fund as per long term plan

Reserve Schedule

Reserve Fund: 1.359 North Galiano Fire Protection - Equipment Replacement Fund

ERF Group: NGALFIRE.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101435						
Beginning Balance		172,555	181,409	181,409	181,409	181,409	181,409
Transfer from Ops Budget		7,744	-	-	-	-	-
Planned Purchase		-	-	-	-	-	-
Interest Income		1,110	-	-	-	-	-
Ending Balance \$		181,409	181,409	181,409	181,409	181,409	181,409

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 Budget

Saturna Fire Protection

FINAL BUDGET

MARCH 2022

Service: 1.363 Saturna Fire Protection

Committee: Electoral Area

DEFINITION:

A Specified Area to provide Fire Protection and Emergency Response Services. Establishment Bylaw No.2165 (Nov. 29, 1993); Bylaw No.2575 (Jan. 28, 1998); Amended Bylaw No.2734 (Nov. 24, 1999).

MAXIMUM LEVY:

Greater of \$73,500 or \$0.85 / \$1,000 to a maximum of \$312,316.

FUNDING:

Requisition

1.363 - Saturna Fire Protection	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Payment - Fire Protection Society	165,000	162,107	184,740	-	-	184,740	200,000	210,000	215,000	220,000
Operating - Other	3,269	6,401	3,365	-	-	3,365	3,433	3,501	3,571	3,643
TOTAL COSTS	168,269	168,508	188,105	-	-	188,105	203,433	213,501	218,571	223,643
*Percentage Increase over prior year						11.8%	8.1%	4.9%	2.4%	2.3%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2021 to 2022	-	(260)	260	-	-	260	-	-	-	-
Balance c/fwd from 2020 to 2021	23	23	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(10,560)	(10,560)	(10,509)	-	-	(10,509)	(10,770)	(10,770)	(10,770)	(10,770)
Interest Income	(60)	(39)	(60)	-	-	(60)	(60)	(60)	(60)	(60)
TOTAL REVENUE	(10,597)	(10,836)	(10,309)	-	-	(10,309)	(10,830)	(10,830)	(10,830)	(10,830)
REQUISITION	(157,672)	(157,672)	(177,796)	-	-	(177,796)	(192,603)	(202,671)	(207,741)	(212,813)
*Percentage increase over prior year Requisition						12.8%	8.3%	5.2%	2.5%	2.4%

CAPITAL REGIONAL DISTRICT

2022 Budget

Emergency Program (SGI)

FINAL BUDGET

MARCH 2022

Service: 1.373 SGI Emergency Program

Committee: Electoral Area

DEFINITION:

To establish and maintain an emergency management organization to develop and implement emergency plans and other preparedness responses and recovery measures for emergencies and disasters for the Electoral Area of Southern Gulf Islands.

Establishment Bylaw No. 2656 (November, 1998).

Order in Council #287 provides the CRD with the same powers as a local authority under the Emergency Program Act.

SERVICE DESCRIPTION:

Governed by Bylaw #3445, this service provides planning and management of an emergency response plan for the Southern Gulf Islands Electoral Area. The service was started in 1998 in response to the *Provincial Emergency Program Act*. The emergency response plan involves response to, and recovery from, a community disaster or emergency.

The Planning and Protective Services department has administrative responsibility for the service and the Manager of Electoral Area Fire and Emergency Programs has immediate operational responsibility.

The Southern Gulf Islands Emergency Management Commission (SGIEMC) advises the service.

PARTICIPATION:

The service and participating area shall be coterminous with the Electoral Area of Southern Gulf Islands.

FUNDING:

Requisition

1.373 - Emergency Program (SGI)	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022		TOTAL	2023	2024	2025	2026
				ONGOING	ONE-TIME					
<u>OPERATING COSTS</u>										
Travel Expense	11,380	10,811	11,610	-	-	11,610	11,840	12,080	12,320	12,560
Contract for Services	64,700	61,465	65,990	-	-	65,990	67,310	68,650	70,030	71,430
Staff Training & Development	6,220	5,909	6,320	-	-	6,320	6,450	6,580	6,710	6,840
Educational Material	16,000	15,200	16,320	-	-	16,320	16,650	16,980	17,320	17,670
Payments to 3rd Parties	37,960	36,063	10,160	-	-	10,160	10,360	10,570	10,780	10,990
Supplies	19,575	18,599	19,870	-	-	19,870	20,270	20,670	21,080	21,500
Allocations	9,561	9,561	12,856	-	-	12,856	13,113	13,376	13,643	13,916
Property Taxes	750	713	770	-	-	770	790	810	830	850
Other Operating Expenses	90,981	87,057	92,352	-	-	92,352	94,306	96,226	98,240	100,288
TOTAL OPERATING COSTS	257,127	245,378	236,248	-	-	236,248	241,089	245,942	250,953	256,044
*Percentage Increase over prior year						-8.1%	2.0%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVES</u>										
Transfer to Capital Reserve Fund	9,600	21,349	8,800	-	-	8,800	9,000	9,000	9,000	9,000
Transfer to Operating Reserve Fund	6,500	6,500	5,000	-	-	5,000	5,000	5,000	5,000	5,000
TOTAL CAPITAL / RESERVES	16,100	27,849	13,800	-	-	13,800	14,000	14,000	14,000	14,000
TOTAL COSTS	273,227	273,227	250,048	-	-	250,048	255,089	259,942	264,953	270,044
<u>FUNDING SOURCES (REVENUE)</u>										
Balance C/FWfrom 2020 to 2021	(28,000)	(28,000)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(2,519)	(2,519)	(2,570)	-	-	(2,570)	(2,620)	(2,670)	(2,720)	(2,770)
Revenue - Other	(100)	(100)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(30,619)	(30,619)	(2,670)	-	-	(2,670)	(2,720)	(2,770)	(2,820)	(2,870)
REQUISITION	(242,608)	(242,608)	(247,378)	-	-	(247,378)	(252,369)	(257,172)	(262,133)	(267,174)
*Percentage increase over prior year Requisition						2.0%	2.0%	1.9%	1.9%	1.9%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.373	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	SGI Emergency Program							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$47,000	\$47,000	\$0	\$0	\$0	\$0	\$0	\$47,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$47,000	\$47,000	\$0	\$0	\$0	\$0	\$0	\$47,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$47,000	\$47,000	\$0	\$0	\$0	\$0	\$0	\$47,000
	\$47,000	\$47,000	\$0	\$0	\$0	\$0	\$0	\$47,000

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

<p>Project Number Project number format is "yy-##" "yy" is the last two digits of the year the project is planned to start. "##" is a numerical value. For example, 22-01 is a project planned to start in 2022.</p> <p>For projects in previous capital plans, use the same project numbers previously assigned.</p>	<p>Capital Project Description Briefly describe project scope and service benefits. For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".</p>	<p>Carryforward from 2021 Input the carryforward amount from the 2021 capital plan that is remaining to be spent. Forecast this spending in 2022 to 2026.</p>	<p>Project Drivers Maintain Level of Service = Project maintains existing or improved level of service. Advance Board or Corporate Priority = Project is a Board or Corporate priority. Emergency = Project is required for health or safety reasons. Cost Benefit = Economic benefit to the organization.</p>
<p>Capital Expenditure Type Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset</p>	<p>Total Project Budget Provide the total project budget, even if it extends beyond the 5 years of this capital plan.</p>	<p>Funding Source Codes Debt = Debenture Debt (new debt only) ERF = Equipment Replacement Fund Grant = Grants (Federal, Provincial) Cap = Capital Funds on Hand Other = Donations / Third Party Funding Res = Reserve Fund STLoan = Short Term Loans WU = Water Utility If there is more than one funding source, use additional rows for the project.</p>	<p>Long-term Planning Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs. Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts. Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type. Condition Assessment = Assessment that identifies asset replacements based on asset condition.</p>
<p>Capital Project Title Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".</p>	<p>Asset Class L - Land S - Engineering Structure B - Buildings V - Vehicles</p>	<p>Cost Estimate Class Class A (+10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders. Class B (+15-25%) = Estimate based on investigations, studies or preliminary design; used for budget planning. Class C (+25-40%) = Estimate based on limited site information; used for program planning. Class D (+50%) = Estimate based on little/no site information; used for long-term planning.</p>	

Service #: 1.373
Service Name: SGL Emergency Program

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
21-01	New	Shipping Containers	Storage for emergency program	\$35,000	E	Res	\$35,000	\$35,000	\$0	\$0	\$0	\$0	\$35,000
21-02	New	Computer	Computer replacement for Island coordinators	\$12,000	E	Res	\$12,000	\$12,000	\$0	\$0	\$0	\$0	\$12,000
			GRAND TOTAL	\$47,000			\$47,000	\$47,000	\$0	\$0	\$0	\$0	\$47,000

Emergency Program (SGI)
 Reserve Summary Schedule
 2022 - 2026 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Capital Reserve Fund	261,825	223,625	232,625	241,625	250,625	259,625
Operating Reserve Fund	175,223	180,223	185,223	190,223	195,223	200,223
Total	437,048	403,848	417,848	431,848	445,848	459,848

Reserve Schedule

Reserve Fund: 1.373 SGI Emergency Program - Capital Reserve Fund - Bylaw 2965

Surplus money from the operation of fire protection services may be paid from time to time into the reserve fund.

Reserve Cash Flow

Fund: Fund Centre:	1063 101723	Actual	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		248,354	261,825	223,625	232,625	241,625	250,625
Transfer from Ops Budget		9,600	8,800	9,000	9,000	9,000	9,000
Planned Expenditures		-	(47,000)	-	-	-	-
Interest Income		3,872					
Ending Balance \$		261,825	223,625	232,625	241,625	250,625	259,625

Assumptions/Backgrounds:

Require sufficient funding to meet long range capital plan

Reserve Schedule

Reserve Fund: 1.373 SGI Emergency Program - Operating Reserve Fund

Reserve Cash Flow

Fund: Fund Centre:	1500 105401	Actual	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		111,361	175,223	180,223	185,223	190,223	195,223
Transfer from Ops Budget		62,105	5,000	5,000	5,000	5,000	5,000
Transfer to Ops Budget		-	-	-	-	-	-
Interest Income		1,757					
Ending Balance \$		175,223	180,223	185,223	190,223	195,223	200,223

Assumptions/Backgrounds:

CAPITAL REGIONAL DISTRICT

2022 Budget

Saturna Island Comm. Parks

FINAL BUDGET

MARCH 2022

Service: 1.465 Saturna Island Community Parks

Committee: Saturna Island Parks & Recreation

DEFINITION:

A defined area for the purpose of participating in community parks (Letters Patent - August 28, 1975).

A defined area for the purpose of participating in community parks on Saturna Island (Bylaw No. 2080, December 16, 1992).

SERVICE DESCRIPTION:

This is a service for the provision of community parks for Saturna Island. The services provide for ocean beach/foreshore access, trails, right-of-ways, easements, playgrounds and sports fields.

PARTICIPATION:

Saturna Island - A defined area in the Southern Gulf Islands Electoral Area

MAXIMUM LEVY:

[\\$0.15 / \\$1,000](#) on actual assessed value of land and improvements. To a maximum of [\\$55,067](#). (Bylaw 4088 - Amends 2080 - March, 2016)

COMMISSION:

Saturna Island Parks and Recreation Commission (Bylaw No. 3485, November 14, 2007)

FUNDING:

Requisition

1.465 - Saturna Island Comm. Parks	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Contract for Services	1,530	1,530	1,560	-	-	1,560	1,590	1,620	1,650	1,680
Supplies	400	400	400	-	-	400	400	400	400	400
Repairs & Maintenance	9,660	9,660	9,850	-	-	9,850	10,050	10,250	10,450	10,660
Allocations	982	982	929	-	-	929	948	967	986	1,006
Contingency	2,940	2,940	3,000	-	-	3,000	3,060	3,120	3,180	3,240
Other Operating Expenses	3,070	3,070	3,160	-	-	3,160	3,230	3,300	3,370	3,440
TOTAL OPERATING COSTS	18,582	18,582	18,899	-	-	18,899	19,278	19,657	20,036	20,426
*Percentage Increase over prior year						1.7%	2.0%	2.0%	1.9%	1.9%
<u>CAPITAL / RESERVE</u>										
Transfer to Capital Reserve Fund	5,478	5,478	6,000	-	-	6,000	6,000	6,000	6,000	6,000
TOTAL CAPITAL / RESERVE	5,478	5,478	6,000	-	-	6,000	6,000	6,000	6,000	6,000
TOTAL COSTS	24,060	24,060	24,899	-	-	24,899	25,278	25,657	26,036	26,426
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(1,144)	(1,144)	(1,526)	-	-	(1,526)	(1,144)	(1,144)	(1,144)	(1,144)
Revenue - Other	(50)	(50)	(50)	-	-	(50)	(50)	(50)	(50)	(50)
TOTAL REVENUE	(1,194)	(1,194)	(1,576)	-	-	(1,576)	(1,194)	(1,194)	(1,194)	(1,194)
REQUISITION	(22,866)	(22,866)	(23,323)	-	-	(23,323)	(24,084)	(24,463)	(24,842)	(25,232)
*Percentage increase over prior year Requisition						2.0%	3.3%	1.6%	1.5%	1.6%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.465	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Saturna Island Community Parks							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$11,000	\$40,000	\$13,000	\$6,000	\$6,000	\$0	\$65,000
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$11,000	\$40,000	\$13,000	\$6,000	\$6,000	\$0	\$65,000
		\$11,000	\$40,000	\$13,000	\$6,000	\$6,000	\$0	\$65,000

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$11,000	\$40,000	\$13,000	\$6,000	\$6,000	\$0	\$65,000
		\$11,000	\$40,000	\$13,000	\$6,000	\$6,000	\$0	\$65,000
		\$11,000	\$40,000	\$13,000	\$6,000	\$6,000	\$0	\$65,000

**Saturna Island Comm. Parks
Reserve Summary Schedule
2022 - 2026 Financial Plan**

Reserve/Fund Summary

	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Capital Reserve Fund	74,693	40,693	33,693	33,693	33,693	39,693
Land Reserve Fund	3,244	3,244	3,244	3,244	3,244	3,244
Total	77,937	43,937	36,937	36,937	36,937	42,937

Reserve Schedule

Reserve Fund: 1.465 Saturna Comm Parks - Capital Reserve Fund - Bylaw 2627

Surplus money from the operation of parks, recreational and related community programs and facilities may be paid from time to time into this reserve fund.

Reserve Cash Flow

Fund: Fund Centre:	1036 101380	Actual	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		64,010	74,693	40,693	33,693	33,693	33,693
Transfer from Ops Budget		9,658	6,000	6,000	6,000	6,000	6,000
Transfer to Cap Fund		-	(40,000)	(13,000)	(6,000)	(6,000)	-
Interest Income*		1,025	-	-	-	-	-
Ending Balance \$		74,693	40,693	33,693	33,693	33,693	39,693

Assumptions/Background:

* Interest should be included in determining the estimated ending balance for the current year. Interest in planning years nets against inflation which is not included.

Reserve Schedule

Reserve Fund: 1.465 Saturna Comm Parks - Land Reserve Fund - Bylaw 2398

- Saturna Island Park Land Acquisition Reserve Fund was established in 1996 under bylaw 2398.
- The monies in the reserve fund and interest earned on it, shall be expended only for the purchase of park land.

Reserve Cash Flow

Fund: Fund Centre:	1018 101361	Actual	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		3,196	3,244	3,244	3,244	3,244	3,244
Transfer from Ops Budget		-	-	-	-	-	-
Interest Income*		49	-	-	-	-	-
Ending Balance \$		3,244	3,244	3,244	3,244	3,244	3,244

Assumptions/Background:

* Interest should be included in determining the estimated ending balance for the current year. Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2022 Budget

Saturna Island Comm. Recreation

FINAL BUDGET

MARCH 2022

Service: 1.468 Saturna Island Community Recreation

Committee: Saturna Island Parks & Recreation

DEFINITION:

A defined area for the purpose of participating in a recreational program. (Letters Patent - October 3, 1975).

A defined area for the purpose of participating in community recreation on Saturna Island (Bylaw No. 1463, June 25, 1986).

SERVICE DESCRIPTION:

This is a service for the provision of community recreation programs on Saturna Island.

PARTICIPATION:

Saturna Island - A defined area in the Southern Gulf Islands Electoral Area

MAXIMUM LEVY:

Greater of \$17,237 or \$0.079 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$29,002.

COMMISSION:

Saturna Island Parks and Recreation Commission (Bylaw No. 3485, November 14, 2007)

FUNDING:

Requisition

1.468 - Saturna Island Comm. Recreation	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Recreation Programs	15,171	7,846	15,922	-	-	15,922	9,170	9,350	9,540	9,730
Special Events	2,240	1,083	2,280	-	-	2,280	2,330	2,380	2,430	2,480
Allocations	778	778	1,005	-	-	1,005	1,026	1,046	1,067	1,088
Other Operating Expenses	1,920	125	1,960	-	-	1,960	2,000	2,040	2,080	2,120
TOTAL OPERATING COSTS	20,109	9,832	21,167	-	-	21,167	14,526	14,816	15,117	15,418
*Percentage Increase over prior year						5.3%	-31.4%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2021 to 2022	-	10,390	(10,390)	-	-	(10,390)	-	-	-	-
Balance c/fwd from 2020 to 2021	(6,361)	(6,361)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(757)	(757)	(866)	-	-	(866)	(757)	(757)	(757)	(757)
Revenue - Other	(20)	(133)	(20)	-	-	(20)	(20)	(20)	(20)	(20)
TOTAL REVENUE	(7,138)	3,139	(11,276)	-	-	(11,276)	(777)	(777)	(777)	(777)
REQUISITION	(12,971)	(12,971)	(9,891)	-	-	(9,891)	(13,749)	(14,039)	(14,340)	(14,641)
*Percentage increase over prior year Requisition						-23.7%	39.0%	2.1%	2.1%	2.1%

CAPITAL REGIONAL DISTRICT

2022 Budget

Mayne Island Community Parks & Rec

FINAL BUDGET

MARCH 2022

Service: 1.475 Mayne Island Community Parks

Committee: Mayne Island Parks & Recreation

DEFINITION:

A defined area for the purpose of participating in community parks (Letters Patent - August 28, 1975).

A defined area for the purpose of participating in community parks on Mayne Island (Bylaw No. 1602, January 13, 1988).

SERVICE DESCRIPTION:

This is a service for the provision of community parks for Mayne Island. The services provide for ocean beach/foreshore access, trails, right-of-ways, easements, playgrounds, a Japanese Garden and sports fields.

PARTICIPATION:

Mayne Island - A defined area in the Southern Gulf Islands Electoral Area

MAXIMUM LEVY:

\$0.15 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$162,363.

COMMISSION:

Mayne Island Parks and Recreation Commission (Bylaw No. 3488, November 14, 2007)

FUNDING:

Requisition

1.475 - Mayne Island Community Parks & Rec	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Honoraria, Wages & Benefits	1,100	-	-	-	-	-	-	-	-	-
Supplies	2,310	2,600	2,760	-	-	2,760	2,810	2,860	2,910	2,960
Repairs, Maintenance, & Improvements	56,180	44,000	47,300	-	-	47,300	48,250	49,210	50,200	51,200
Allocations	5,504	6,004	5,863	-	-	5,863	5,980	6,098	6,217	6,338
First Nations Cultural Monitor Contingency	-	-	5,000	-	-	5,000	5,100	5,200	5,300	5,410
Other Operating Expenses	11,370	10,540	14,120	-	-	14,120	14,470	14,820	15,190	15,580
TOTAL OPERATING COSTS	76,464	63,144	75,043	-	-	75,043	76,610	78,188	79,817	81,488
*Percentage Increase over prior year						-1.9%	2.1%	2.1%	2.1%	2.1%
<u>CAPITAL / RESERVE</u>										
Transfer to Capital Reserve Fund	7,020	20,923	18,130	-	-	18,130	18,490	18,860	19,240	19,620
TOTAL COSTS	83,484	84,067	93,173	-	-	93,173	95,100	97,048	99,057	101,108
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(69)	(69)	(70)	-	-	(70)	(70)	(70)	(70)	(70)
Revenue - Other	(200)	(783)	(2,700)	-	-	(2,700)	(2,750)	(2,800)	(2,850)	(2,900)
TOTAL REVENUE	(269)	(852)	(2,770)	-	-	(2,770)	(2,820)	(2,870)	(2,920)	(2,970)
REQUISITION	(83,215)	(83,215)	(90,403)	-	-	(90,403)	(92,280)	(94,178)	(96,137)	(98,138)
*Percentage increase over prior year Requisition						8.6%	2.1%	2.1%	2.1%	2.1%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.475	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Mayne Island Community Parks							

EXPENDITURE

Buildings	B	\$0	\$14,000	\$5,000	\$0	\$0	\$0	\$19,000
Equipment	E	\$0	\$7,000	\$0	\$0	\$0	\$0	\$7,000
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$3,000	\$3,000	\$10,000	\$10,000	\$15,000	\$0	\$38,000
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$3,000	\$24,000	\$15,000	\$10,000	\$15,000	\$0	\$64,000
		\$3,000	\$24,000	\$15,000	\$10,000	\$15,000	\$0	\$64,000

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$3,000	\$24,000	\$15,000	\$10,000	\$15,000	\$0	\$64,000
		\$3,000	\$24,000	\$15,000	\$10,000	\$15,000	\$0	\$64,000
		\$3,000	\$24,000	\$15,000	\$10,000	\$15,000	\$0	\$64,000

Reserve Schedule

Reserve Fund: 1.475 Mayne Comm. Parks & Rec - Capital Reserve Fund - Bylaw 2866

Surplus money from the operation of parks, recreational and related community programs and facilities may be paid from time to time into this reserve fund.

Reserve Cash Flow

Fund:	1061	Actual	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101611						
Beginning Balance		93,976	110,463	104,593	108,083	116,943	121,183
Transfer from Ops Budget		27,418	18,130	18,490	18,860	19,240	19,620
Transfer from Cap Fund		5,740	-	-	-	-	-
Transfer to Cap Fund		(18,000)	(24,000)	(15,000)	(10,000)	(15,000)	-
Interest Income*		1,328					
Ending Balance \$		110,463	104,593	108,083	116,943	121,183	140,803

Assumptions/Background:

* Interest should be included in determining the estimated ending balance for the current year. Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2022 Budget

Mayne Island Community Parks Donations

FINAL BUDGET

MARCH 2022

1.476 - Mayne Island Community Parks Donations	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Japanese Garden	19,883	10,004	22,141	-	-	22,141	6,220	6,340	6,460	6,590
Dinner Bay	400	-	410	-	-	410	420	430	440	450
Putting Green	150	-	150	-	-	150	150	150	150	150
TOTAL COSTS	20,433	10,004	22,701	-	-	22,701	6,790	6,920	7,050	7,190
*Percentage Increase over prior year						11.1%	-70.1%	1.9%	1.9%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2021 to 2022	-	16,041	(16,041)	-	-	(16,041)	-	-	-	-
Balance c/fwd from 2020 to 2021	(16,510)	(16,510)	-	-	-	-	-	-	-	-
Donations & Fees	(3,703)	(9,301)	(6,440)	-	-	(6,440)	(6,570)	(6,700)	(6,830)	(6,970)
Other Income	(220)	(234)	(220)	-	-	(220)	(220)	(220)	(220)	(220)
TOTAL REVENUE	(20,433)	(10,004)	(22,701)	-	-	(22,701)	(6,790)	(6,920)	(7,050)	(7,190)
REQUISITION	-	-	-	-	-	-	-	-	-	-
*Percentage increase over prior year Requisition						0.0%	0.0%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Mayne Island Community Rec.

FINAL BUDGET

MARCH 2022

Service: 1.478 Mayne Island Community Recreation

Committee: Mayne Island Parks & Recreation

DEFINITION:

A defined area for the purpose of participating in a recreational program. (Letters Patent - October 3, 1975).

A defined area for the purpose of participating in community recreation on Mayne Island (Bylaw No. 1463, June 25, 1986).

SERVICE DESCRIPTION:

This is a service for the provision of community recreation programs on Mayne Island.

PARTICIPATION:

Mayne Island - A defined area in the Southern Gulf Islands Electoral Area

MAXIMUM LEVY:

Greater of \$46,532 or \$0.079 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$85,511. (Bylaw 4153 Sept 13, 2017)

COMMISSION:

Mayne Island Parks and Recreation Commission (Bylaw No. 3488, November 14, 2007)

FUNDING:

Requisition

1.478 - Mayne Island Community Rec.	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Recreation Programs	35,474	24,805	42,042	-	-	42,042	25,386	29,502	30,088	30,683
Special Events	3,690	388	2,260	-	-	2,260	5,800	2,310	2,360	2,410
Allocations	1,627	1,627	2,122	-	-	2,122	2,164	2,208	2,252	2,297
Other Operating Expenses	1,650	2,031	2,260	-	-	2,260	2,300	2,340	2,390	2,440
TOTAL OPERATING COSTS	42,441	28,851	48,684	-	-	48,684	35,650	36,360	37,090	37,830
*Percentage Increase over prior year						14.7%	-26.8%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2021 to 2022	-	13,734	(13,734)	-	-	(13,734)	-	-	-	-
Balance c/fwd from 2020 to 2021	(8,174)	(8,174)	-	-	-	-	-	-	-	-
Revenue - Other	(28)	(28)	(30)	-	-	(30)	(30)	(30)	(30)	(30)
Grants in Lieu of Taxes	(30)	(174)	(30)	-	-	(30)	(30)	(30)	(30)	(30)
TOTAL REVENUE	(8,232)	5,358	(13,794)	-	-	(13,794)	(60)	(60)	(60)	(60)
REQUISITION	(34,209)	(34,209)	(34,890)	-	-	(34,890)	(35,590)	(36,300)	(37,030)	(37,770)
*Percentage increase over prior year Requisition						2.0%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Pender Parks

FINAL BUDGET

MARCH 2022

Service: 1.485 Pender Island Community Parks

Committee: Pender Islands Parks & Recreation

DEFINITION:

A defined area for the purpose of participating in community parks (Letters Patent - August 28, 1975).

A defined area for the purpose of participating in community parks on Pender Island (Bylaw No. 1601, January 13, 1988)

SERVICE DESCRIPTION:

This is a service for the provision of community parks for Pender Island. The services provide for ocean beach/foreshore access, trails, right-of-ways, easements, playgrounds a disc park and sports fields.

PARTICIPATION:

Pender Island - A defined area in the Southern Gulf Islands Electoral Area

MAXIMUM LEVY:

\$0.15 / \$1,000 on actual assessed value of land and improvements. To a maximum of **\$269,144**. (Bylaw 4091 - March, 2016)

COMMISSION:

Pender Islands Parks and Recreation Commission (Bylaw No. 3561, September 10, 2008)

FUNDING:

Requisition

1.485 - Pender Parks	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Contract for Services	27,620	27,620	28,170	-	-	28,170	28,730	29,300	29,890	30,490
Supplies	12,250	12,250	12,490	-	-	12,490	12,740	12,990	13,240	13,500
Repairs, Maintenance, & Improvements	43,940	43,940	44,820	-	-	44,820	45,720	46,630	47,560	48,510
Allocations	8,922	8,922	10,234	-	-	10,234	10,438	10,645	10,853	11,074
Contingency	4,000	4,000	4,000	-	-	4,000	4,000	4,000	4,000	4,000
Other Operating Expenses	17,350	17,350	17,760	5,000	-	22,760	23,220	23,700	24,180	24,680
TOTAL OPERATING COSTS	114,082	114,082	117,474	5,000	-	122,474	124,848	127,265	129,723	132,254
*Percentage Increase over prior year						7.4%	1.9%	1.9%	1.9%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Capital Reserve Fund	43,000	43,000	43,000	-	-	43,000	43,000	43,000	43,000	43,000
TOTAL CAPITAL / RESERVE	43,000	43,000	43,000	-	-	43,000	43,000	43,000	43,000	43,000
TOTAL COSTS	157,082	157,082	160,474	5,000	-	165,474	167,848	170,265	172,723	175,254
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(1,323)	(1,323)	(1,410)	-	-	(1,410)	(1,323)	(1,323)	(1,323)	(1,323)
Revenue - Other	(410)	(410)	(410)	-	-	(410)	(410)	(410)	(410)	(410)
TOTAL REVENUE	(1,733)	(1,733)	(1,820)	-	-	(1,820)	(1,733)	(1,733)	(1,733)	(1,733)
REQUISITION	(155,349)	(155,349)	(158,654)	(5,000)	-	(163,654)	(166,115)	(168,532)	(170,990)	(173,521)
*Percentage increase over prior year Requisition			2.1%			5.3%	1.5%	1.5%	1.5%	1.5%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.485	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Pender Island Community Parks							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$225,990	\$91,000	\$31,450	\$0	\$0	\$348,440
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$225,990	\$91,000	\$31,450	\$0	\$0	\$348,440
		\$0	\$225,990	\$91,000	\$31,450	\$0	\$0	\$348,440

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$225,990	\$91,000	\$31,450	\$0	\$0	\$348,440
		\$0	\$225,990	\$91,000	\$31,450	\$0	\$0	\$348,440
		\$0	\$225,990	\$91,000	\$31,450	\$0	\$0	\$348,440

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

<p>Project Number Project number format is "yy-##" "yy" is the last two digits of the year the project is planned to start. "##" is a numerical value. For example, 22-01 is a project planned to start in 2022.</p> <p>For projects in previous capital plans, use the same project numbers previously assigned.</p>	<p>Capital Project Description Briefly describe project scope and service benefits. For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".</p>	<p>Carryforward from 2021 Input the carryforward amount from the 2021 capital plan that is remaining to be spent. Forecast this spending in 2022 to 2026.</p>	<p>Project Drivers Maintain Level of Service = Project maintains existing or improved level of service. Advance Board or Corporate Priority = Project is a Board or Corporate priority. Emergency = Project is required for health or safety reasons. Cost Benefit = Economic benefit to the organization.</p>
<p>Capital Expenditure Type Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset</p>	<p>Total Project Budget Provide the total project budget, even if it extends beyond the 5 years of this capital plan.</p>	<p>Funding Source Codes Debt = Debenture Debt (new debt only) ERF = Equipment Replacement Fund Grant = Grants (Federal, Provincial) Cap = Capital Funds on Hand Other = Donations / Third Party Funding Res = Reserve Fund STLoan = Short Term Loans WU = Water Utility If there is more than one funding source, use additional rows for the project.</p>	<p>Long-term Planning Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs. Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts. Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type. Condition Assessment = Assessment that identifies asset replacements based on asset condition.</p>
<p>Capital Project Title Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".</p>	<p>Asset Class L - Land S - Engineering Structure B - Buildings V - Vehicles</p>	<p>Cost Estimate Class Class A (+10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders. Class B (+15-25%) = Estimate based on investigations, studies or preliminary design; used for budget planning. Class C (+25-40%) = Estimate based on limited site information; used for program planning. Class D (+50%) = Estimate based on little/no site information; used for long-term planning.</p>	

Service #: 1.485
Service Name: Pender Island Community Parks

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
22-01	Renewal	Shingle Bay Improvements Phase 1	Resurface Shingle Bay for improved drainage and restore creek	\$42,660	S	Res	\$0	\$42,660	\$0	\$0	\$0	\$0	\$42,660
22-02	Replacement	Shingle Bay Outhouse Repair	Repair or replace the outhouse	\$9,480	S	Res	\$0	\$9,480	\$0	\$0	\$0	\$0	\$9,480
21-04	New	Dog Park	clearing, leveling, fencing, and dog waste station. Additional \$20k from alternate sources	\$45,500	S	Res	\$0	\$27,500	\$15,000	\$3,000	\$0	\$0	\$45,500
21-05	New	Magic Lake MOTI end MOU for dock	Establish all necessary agreements and licences for future dock installation	\$4,700	S	Res	\$0	\$4,700	\$0	\$0	\$0	\$0	\$4,700
22-01	New	Shingle Bay Improvements Phase 2	Install playground equipment and picnic benches. Additional \$20k from alternate sources	\$35,550	S	Res	\$0	\$0	\$35,550	\$0	\$0	\$0	\$35,550
22-02	Replacement	Danny Martin Park Refurbishment	Replace aged roofs, rotting beams, and repaint structures. Roof Quote \$9313.50 with GST from smythe	\$19,000	S	Res	\$0	\$19,000	\$0	\$0	\$0	\$0	\$19,000
22-03	Replacement	Roller Rink/ Pickle Ball Court Refurbishment	Resurface and repair structures	\$18,950	S	Res	\$0	\$18,950	\$0	\$0	\$0	\$0	\$18,950
22-05	New	Alice Church Trail	Consultation and building of a primitive trail	\$28,450	S	Res	\$0	\$25,000	\$3,450	\$0	\$0	\$0	\$28,450
23-01	New	Shingle Bay Improvements Phase 3	Install adult exercise equipment. Additional \$20k from alternate sources	\$28,450	S	Res	\$0	\$0	\$0	\$28,450	\$0	\$0	\$28,450
23-02	New	Magic Lake MOTI end dock	Install floating dock	\$26,000	S	Res	\$0	\$0	\$26,000	\$0	\$0	\$0	\$26,000
23-03	New	Soccer Field resurfacing	Resurface and install irrigation for soccer field	\$23,700	S	Res	\$0	\$23,700	\$0	\$0	\$0	\$0	\$23,700
23-04	Renewal	Thieves Bay Improvements	Improve outhouses, picnic table shelter and walking trails, memorial garden. Additional \$20k from alternate sources	\$56,000	S	Res	\$0	\$45,000	\$11,000	\$0	\$0	\$0	\$56,000
23-04	Renewal	Disc Park T box improvements	Improve visibility of tee boxes	\$10,000	S	Res	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000
GRAND TOTAL				\$348,440				\$225,990	\$91,000	\$31,450	\$0	\$0	\$348,440

**Pender Parks
Reserve Summary Schedule
2022 - 2026 Financial Plan**

Reserve/Fund Summary

	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Capital Reserve Fund	367,005	184,015	136,015	147,565	190,565	233,565
Land Reserve Fund	36,714	36,714	36,714	36,714	36,714	36,714
Total	403,719	220,729	172,729	184,279	227,279	270,279

Reserve Schedule

Reserve Fund: 1.485 PenderParks - Capital Reserve Fund - Bylaw 2236

- Capital Reserve Fund for Pender Island Parks was established in 1994 under Bylaw No. 2236.
- These reserves can only be used to fund capital expenditure.
- Surplus money from the operation of parks, recreational and related community programs and facilities

Reserve Cash Flow

Fund: Fund Centre:	1038 101382	Actual	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		321,175	367,005	184,015	136,015	147,565	190,565
Transfer from Ops Budget		57,729	43,000	43,000	43,000	43,000	43,000
Transfer to Cap Fund		(16,959)	(225,990)	(91,000)	(31,450)	-	-
Interest Income*		5,061					
Ending Balance \$		367,005	184,015	136,015	147,565	190,565	233,565

Assumptions/Background:

* Interest should be included in determining the estimated ending balance for the current year. Interest in planning years nets against inflation which is not included.

Reserve Schedule

Reserve Fund: 1.485 Pender Parks - Land Reserve Fund - Bylaw 2399

- Land Reserve Fund for Pender Island Parks was established in 1994 under Bylaw No. 2399.
- These reserves can only be used to fund capital expenditure.
- Surplus money from the operation of parks, recreational and related community programs and facilities may be paid from time to time into the reserve fund.

Reserve Cash Flow

Fund: 1019 Fund Centre: 101362	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	36,164	36,714	36,714	36,714	36,714	36,714
Transfer from Ops Budget	-	-	-	-	-	-
Interest Income*	550					
Ending Balance \$	36,714	36,714	36,714	36,714	36,714	36,714

Assumptions/Background:

* Interest should be included in determining the estimated ending balance for the current year. Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2022 Budget

Pender Island Community Rec

FINAL BUDGET

MARCH 2022

Service: 1.488 Pender Island Community Rec

Committee: Pender Islands Parks & Recreation

DEFINITION:

A defined area for the purpose of participating in a recreational program. (Letters Patent - October 3, 1975).

A defined area for the purpose of participating in community recreation on Pender Island (Bylaw No. 1360, June 26, 1985).

SERVICE DESCRIPTION:

This is a service for the provision of community recreation programs on Pender Island.

PARTICIPATION:

Pender Island - A defined area in the Southern Gulf Islands Electoral Area

MAXIMUM LEVY:

Greater of \$71,560 or \$0.079 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$141,749.

COMMISSION:

Pender Islands Parks and Recreation Commission (Bylaw No. 3561, September 10, 2008)

FUNDING:

Requisition

1.488 - Pender Island Community Rec	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Recreation Programs	58,920	55,201	63,072	-	-	63,072	61,300	62,530	63,780	65,060
Allocations	2,667	2,667	3,215	-	-	3,215	3,280	3,345	3,412	3,480
Other Operating Expenses	2,720	3,289	2,820	-	-	2,820	2,870	2,930	2,990	3,050
			-	-	-	-				
TOTAL OPERATING COSTS	64,307	61,157	69,107	-	-	69,107	67,450	68,805	70,182	71,590
*Percentage Increase over prior year						7.5%	-2.4%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2021 to 2022	-	2,972	(2,972)	-	-	(2,972)	-	-	-	-
Balance c/fwd from 2020 to 2021	615	615	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(505)	(505)	(582)	-	-	(582)	(530)	(540)	(550)	(560)
Revenue - Other	(260)	(82)	(270)	-	-	(270)	(280)	(290)	(300)	(310)
TOTAL REVENUE	(150)	3,000	(3,824)	-	-	(3,824)	(810)	(830)	(850)	(870)
REQUISITION	(64,157)	(64,157)	(65,283)	-	-	(65,283)	(66,640)	(67,975)	(69,332)	(70,720)
*Percentage increase over prior year Requisition						1.8%	2.1%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Galiano Island Community Parks

FINAL BUDGET

MARCH 2022

Service: 1.495 **Galiano Community Parks**

Committee: **Galiano Island Parks & Recreation**

DEFINITION:

A defined area for the purpose of participating in community parks (Letters Patent - August 28, 1975).

A defined area for the purpose of participating in community parks on Galiano Island (Bylaw No. 2294, February 22, 1995).

SERVICE DESCRIPTION:

This is a service for the provision of community parks for Galiano Island. The services provide for ocean beach/foreshore access, trails, right-of-ways, easements, playgrounds and sports fields.

PARTICIPATION:

Pender Island - A defined area in the Southern Gulf Islands Electoral Area

MAXIMUM LEVY:

\$0.15 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$154,571.

COMMISSION:

Galiano Island Parks and Recreation Commission (Bylaw No. 3486, November 14, 2007)

FUNDING:

Requisition

1.495 - Galiano Island Community Parks	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Repairs, Maintenance, & Improvements	68,750	68,750	70,120	-	-	70,120	71,520	72,950	74,410	75,900
Allocations	3,259	3,259	3,883	-	-	3,883	3,961	4,040	4,121	4,203
Contingency	680	680	5,690	-	-	5,690	5,800	5,920	6,040	6,160
Other Operating Expenses	4,970	4,970	5,130	-	-	5,130	5,270	5,410	5,550	5,700
TOTAL OPERATING COSTS	77,659	77,659	84,823	-	-	84,823	86,551	88,320	90,121	91,963
*Percentage Increase over prior year						9.2%	2.0%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Capital Reserve Fund	14,481	14,481	10,000	-	-	10,000	10,000	10,000	10,000	10,000
TOTAL CAPITAL / RESERVE	14,481	14,481	10,000	-	-	10,000	10,000	10,000	10,000	10,000
TOTAL COSTS	92,140	92,140	94,823	-	-	94,823	96,551	98,320	100,121	101,963
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(37)	(37)	(69)	-	-	(69)	(40)	(40)	(40)	(40)
Revenue - Other	(30)	(30)	(30)	-	-	(30)	(30)	(30)	(30)	(30)
TOTAL REVENUE	(67)	(67)	(99)	-	-	(99)	(70)	(70)	(70)	(70)
REQUISITION	(92,073)	(92,073)	(94,724)	-	-	(94,724)	(96,481)	(98,250)	(100,051)	(101,893)
*Percentage increase over prior year Requisition						2.9%	1.9%	1.8%	1.8%	1.8%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.495	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Galiano Community Parks							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$26,500	\$63,000	\$10,000	\$15,500	\$4,900	\$24,000	\$117,400	\$117,400
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$26,500	\$63,000	\$10,000	\$15,500	\$4,900	\$24,000	\$117,400	\$117,400

SOURCE OF FUNDS

Capital Funds on Hand	\$8,000	\$8,000	\$0	\$0	\$0	\$0	\$0	\$8,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$6,500	\$6,500	\$0	\$0	\$0	\$0	\$0	\$6,500
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$12,000	\$48,500	\$10,000	\$15,500	\$4,900	\$24,000	\$102,900	\$102,900
	\$26,500	\$63,000	\$10,000	\$15,500	\$4,900	\$24,000	\$117,400	\$117,400

Service: 1.495 Galiano Community Parks

Project Number 18-01 **Capital Project Title** Galiano Island Park Upgrades **Capital Project Description** Complete DL 79 Park Project - Vault Toilet Enclosure
Project Rationale Completion of the vault toilet enclosure

Project Number 18-02 **Capital Project Title** Galiano Island Park Upgrades **Capital Project Description** Wesley Road Shore Access
Project Rationale New shore Access requested by public

Project Number 19-01 **Capital Project Title** Galiano Island Park Upgrades **Capital Project Description** Zayer Shore Access
Project Rationale Strong Public demand for this shore access on Active Pass. May have Archeological issues.

Project Number 19-02 **Capital Project Title** Sturdies Bay Trail Extension **Capital Project Description** Study to Assess feasibility and cost to extend trail to BC Ferries
Project Rationale This trail is the most heavily used by Galiano residents/pedestrians, as it parallels a very busy narrow road to the main centre of shopping and commerce on the island as well as leading almost to the BC Ferries terminal, the busiest spot on the island. Improvements were made to the trail in 2019. An engineering study needs to be done to determine the cost and feasibility of extending the trail further, right up to the BC Ferries terminal at Sturdies Bay.

Project Number 19-03 **Capital Project Title** Galiano Island Park Upgrades **Capital Project Description** Asset Management-Inventory Study/Replacement Program
Project Rationale Timely replacement of worn assets.

Project Number 20-01 **Capital Project Title** Galiano Island Park Upgrades **Capital Project Description** Matthews Stairs to Beach
Project Rationale GIPRC had made a commitment to work with Galiano Conservancy to construct a new trail at the learning centre in conjunction with some rezoning. Planned Study to assess construction needs deferred to 2025. Conservancy may take on the project themselves, in which case it will be dropped in future.

Project Number 21-01 **Capital Project Title** Galiano Island Park Upgrades **Capital Project Description** New Trail at Millard Learning Centre
Project Rationale was agreed to with Galiano Conservancy as part of territory restructuring.

Project Number	21-03	Capital Project Title	Galiano Island Park Upgrades	Capital Project Description	Zuker-Georgeson Shore Access Restoration- Remove Invasives and Restore
Project Rationale	This is a very popular shore access to Active pass near Mount Galiano Park trail head is overrun with invasive species Spurge Laurel and Broom which is spreading uncontained. It is proposed to remove the invasive species and replant with suitable local species.				
Project Number	21-04	Capital Project Title	Galiano Island Park Upgrades	Capital Project Description	Shaw Landing Access Improvement for Mobility Impaired
Project Rationale	Following public demand, this project is to improve the beach access suitable for use by the mobility impaired. The project will be eligible for reimbursement from the Rick Hansen Foundation, only after completion.				
Project Number	21-05	Capital Project Title	Galiano Island Park Upgrades	Capital Project Description	Construct two handicap beach accesses
Project Rationale	A study will be carried out in 2023 to define/engineer two more beach access improvement projects for the mobility impaired.				
Project Number	22-01	Capital Project Title	Galiano Island Park Upgrades	Capital Project Description	Study to construct Viewpoint at Graham
Project Rationale	Requested by Public at consultation forum.				
Project Number	22-02	Capital Project Title	Galiano Island Park Upgrades	Capital Project Description	Install New Vault Toilet - Activity Centre
Project Rationale	Strong demand for this facility at complex containing school, playground, library, indoor and outdoor recreation facilities				
Project Number	22-03	Capital Project Title	Galiano Island Park Upgrades	Capital Project Description	Upgrade to Matthews Beach Access
Project Rationale	Heavy use and wear during past season has deteriorated the descent section of this very popular beach access. Improvements over and above regular maintenance are required to ensure it remains useable.				
Project Number	25-01	Capital Project Title	Install Gulf Toilet at Gulfside	Capital Project Description	Replace Porta Potti with Vault toilet at popular beach access
Project Rationale	Heavily visited beach access on East coast of the island serviced by aging porta-potti bathroom facility. Needs to be replaced with vault toilet.				

Reserve Schedule

Reserve Fund: 1.495 Galiano Island Community Parks - Capital Reserve Fund - Bylaw 2851

Surplus money from the operation of parks, recreational and related community programs and facilities may be paid from time to time into this reserve fund.

Reserve Cash Flow

Fund:	1058	Actual	Budget				
Fund Centre:	101604	2021	2022	2023	2024	2025	2026
Beginning Balance		73,807	64,905	26,405	26,405	20,905	26,005
Transfer from Ops Budget		21,184	10,000	10,000	10,000	10,000	10,000
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(30,959)	(48,500)	(10,000)	(15,500)	(4,900)	(24,000)
Interest Income*		873					
Ending Balance \$		64,905	26,405	26,405	20,905	26,005	12,005

Assumptions/Background:

* Interest should be included in determining the estimated ending balance for the current year. Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2022 Budget

Galiano Community Recreation

FINAL BUDGET

MARCH 2022

Service: 1.498 Galiano Community Recreation

Committee: Galiano Island Parks & Recreation

DEFINITION:

A defined area for the purpose of participating in a recreational program. (Letters Patent - October 3, 1975).

A defined area for the purpose of participating in community recreation on Galiano Island (Bylaw No. 2295, February 22, 1995).

SERVICE DESCRIPTION:

This is a service for the provision of community recreation programs on Galiano Island.

PARTICIPATION:

Galiano Island - A defined area in the Southern Gulf Islands Electoral Area

MAXIMUM LEVY:

Greater of \$41,624 or \$0.079 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$81,408.

COMMISSION:

Galiano Island Parks and Recreation Commission (Bylaw No. 3486, November 14, 2007)

FUNDING:

Requisition

1.498 - Galiano Community Recreation	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Recreation Programs	38,904	38,455	35,364	-	-	35,364	35,375	36,073	36,790	37,517
Allocations	1,590	1,590	2,059	-	-	2,059	2,100	2,142	2,185	2,228
Other Operating Expenses	680	480	710	-	-	710	730	750	770	790
TOTAL OPERATING COSTS	41,174	40,525	38,133	-	-	38,133	38,205	38,965	39,745	40,535
*Percentage Increase over prior year						-7.4%	0.2%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balnace c/fwd from 2021 to 2022	-	678	(678)	-	-	(678)	-	-	-	-
Balnace c/fwd from 2020 to 2021	(4,454)	(4,454)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(15)	(15)	(28)	-	-	(28)	(15)	(15)	(15)	(15)
Other Revenue	-	(29)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(4,469)	(3,820)	(706)	-	-	(706)	(15)	(15)	(15)	(15)
REQUISITION	(36,705)	(36,705)	(37,427)	-	-	(37,427)	(38,190)	(38,950)	(39,730)	(40,520)
*Percentage increase over prior year Requisition						2.0%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Storm Water Quality Management (SGI)

FINAL BUDGET

MARCH 2022

Service: 1.533 SGI Stormwater Quality Management

Committee: Electoral Area Services

DEFINITION:

To provide for the control of pollution in stormwater runoff from land. In Bylaw No. 2452 (adopted February, 1997 for the EA of Southern Gulf Islands) "stormwater runoff" includes seepage, overland flow and stormwater runoff within ditches, streams, rivers, ponds, lakes and other watercourses.

SERVICE DESCRIPTION:

The service provides a stormwater quality program in the Southern Gulf Islands Electoral Area to coordinate and provide information for management of stormwater quality and surface water resources. The program identifies levels of contaminants in stormwater discharges and prioritizes the level of public health and environmental concern posed by the discharges and then works to reduce/eliminate the contaminants.

PARTICIPATION:

The Electoral Area of the Southern Gulf Islands.

MAXIMUM LEVY:

None stated

FUNDING:

Requisition

1.533 - Storm Water Quality Management (SGI)	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Contract for Services & Consulting	5,371	6,996	5,583	-	-	5,583	5,695	5,816	5,926	6,045
Allocations	32,895	31,270	33,467	-	-	33,467	34,135	34,814	35,514	36,225
Other Operating Expenses	70	70	50	-	-	50	50	50	50	50
TOTAL COSTS	38,336	38,336	39,100	-	-	39,100	39,880	40,680	41,490	42,320
*Percentage Increase over prior year						2.0%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(461)	(461)	(401)	-	-	(401)	(460)	(460)	(460)	(460)
TOTAL REVENUE	(461)	(461)	(401)	-	-	(401)	(460)	(460)	(460)	(460)
REQUISITION	(37,875)	(37,875)	(38,699)	-	-	(38,699)	(39,420)	(40,220)	(41,030)	(41,860)
*Percentage increase over prior year Requisition						2.2%	1.9%	2.0%	2.0%	2.0%

Reserve Schedule

Reserve Fund: Storm Water Quality Management (SGI) - Operating Reserve Fund

This service operates on a two-year work cycle with reporting and data analysis every second year. Reserve is also held for special projects (such as spills) and contaminant investigations.

Reserve Cash Flow

Fund: Fund Centre:	1500 105530	Actual	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		6,693	13,535	13,535	13,535	13,535	13,535
Transfer from Ops Budget		6,696	-	-	-	-	-
Transfer to Ops Budget		-	-	-	-	-	-
Interest Income		145	-	-	-	-	-
Ending Balance \$		13,535	13,535	13,535	13,535	13,535	13,535

Assumptions/Background:

Retain minimum \$7,000 for special investigations and spill response

CAPITAL REGIONAL DISTRICT

2022 Budget

SGL Emergency Comm. - CREST

FINAL BUDGET

MARCH 2022

Service: 1.923 SGI Emergency Comm. - CREST

Committee: Governance & Finance

923 SGI EMERGENCY COMMUNICATIONS CREST

A service established for emergency communications, including contributions towards the cost of an emergency communications service operated by another person or organization (Bylaw No. 2891, adopted July 17, 2001).

PARTICIPATION:

The Electoral Area of Southern Gulf Islands.

MAXIMUM LEVY:

None stated.

FUNDING:

Requisition

1.923 - SGI Emergency Comm. - CREST	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Payments to CREST	175,997	175,447	176,283	-	-	176,283	179,810	183,410	187,080	190,820
Allocations	3,247	3,247	3,601	-	-	3,601	3,673	3,747	3,822	3,898
Other Operating Expenses	820	249	820	-	-	820	820	820	820	820
TOTAL COSTS	180,064	178,943	180,704	-	-	180,704	184,303	187,977	191,722	195,538
*Percentage Increase over prior year						0.4%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2021 to 2022	-	1,107	(1,107)	-	-	(1,107)	-	-	-	-
Balance c/fwd from 2020 to 2021	(122)	(122)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(1,654)	(1,654)	(1,885)	-	-	(1,885)	(1,654)	(1,654)	(1,654)	(1,654)
Other Income	(100)	(86)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(1,876)	(755)	(3,092)	-	-	(3,092)	(1,754)	(1,754)	(1,754)	(1,754)
REQUISITION	(178,188)	(178,188)	(177,612)	-	-	(177,612)	(182,549)	(186,223)	(189,968)	(193,784)
*Percentage increase over prior year Requisition						-0.3%	2.8%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Magic Lake Water

FINAL BUDGET

MARCH 2022

Service: 2.630 Magic Lake Estates Water

Committee: Electoral Area

DEFINITION:

LSA -1 To provide and operate water supply and distribution facilities for the Magic Lake Estates Water System. Specified Area on North Pender Island. Bylaw No. 1874 (June 11, 1991).

PARTICIPATION:

Local Service Area # 1 - D(764) LSA #9.

MAXIMUM LEVY:

Greater of \$160,000 or \$3.50 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$2,653,685.

MAXIMUM CAPITAL DEBT:

AUTHORIZED:	LA Bylaw No. 3633 (Nov 2009).	\$	2,560,000
BORROWED:	SI Bylaw 3677 (Feb 2010).	\$	(723,000)
BORROWED:	SI Bylaw 3769 (Feb 2011).	\$	(250,000)
BORROWED:	SI Bylaw 3850 (Aug 2012).	\$	(559,500)
BORROWED:	SI Bylaw 3882 (Apr 2013).	\$	(1,002,500)
BORROWED:	SI Bylaw 3910 (July 2013).	\$	(25,000)
REMAINING AUTHORIZATION:		\$	<u>0</u>

COMMITTEE:

Magic Lake Estates Water & Sewer Committee established by Bylaw No. 1870 (November 28, 1990).

FUNDING:

Any deficiencies after user charge and/or frontage tax or parcel tax to be levied on taxable school assessments.

User Charge: Annual charge per single family equivalency unit connected to the system.
The consumption charge for water will be the total volume of water metered to the water service connections, measured in cubic meters at the following rate:

- Greater than 50 cubic metres - \$0.50 / cubic metre
- Greater than 80 cubic metres - \$1.00 / cubic metre

Parcel Tax: LSA-1 Annual charge only on properties capable of being connected to the system.

Turn on/Turn Off Fee: \$0 during normal working hours; \$25 outside of normal working hours

Connection Charges: Actual Engineering and Construction costs, plus 15% Administration costs. The minimum charge is \$500

RESERVE FUND:

Magic Lake Estates - Water System Capital Reserve Fund. Bylaw No. 1498

Magic Lake Estates - Water System Operating Reserve Fund. Bylaw No. 4144

2.630 - Magic Lake Water	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Repairs & Maintenance	70,910	22,190	31,520	-	-	31,520	32,150	32,800	33,450	74,110
Allocations	48,363	48,363	54,332	-	-	54,332	55,299	56,282	57,298	58,330
Water Testing	19,170	15,200	19,550	-	-	19,550	19,940	20,340	20,750	21,170
Electricity	48,640	48,640	49,610	-	-	49,610	50,600	51,610	52,640	53,690
Supplies	46,590	51,570	55,520	-	-	55,520	56,620	57,760	58,910	60,100
Labour Charges	394,618	537,526	402,400	-	-	402,400	410,440	418,650	427,020	435,560
Other Operating Expenses	49,190	70,630	53,752	-	-	53,752	55,116	56,545	58,004	59,494
TOTAL OPERATING COSTS	677,481	794,119	666,684	-	-	666,684	680,165	693,987	708,072	762,454
*Percentage Increase over prior year	637,481		10,797 29,203			-1.6%	2.0%	2.0%	2.0%	7.7%
<u>DEBT / RESERVES</u>										
Transfer to Operating Reserve Fund	10,000	10,000	10,000	-	-	10,000	10,000	10,000	10,000	10,000
Transfer to Capital Reserve Fund	92,390	32,460	92,390	-	-	92,390	92,390	92,390	92,390	131,390
MFA Debt Reserve Fund	730	730	670	-	-	670	670	670	670	2,120
MFA Debt Principal	130,553	130,553	131,489	-	-	131,489	131,489	131,489	131,489	92,677
MFA Debt Interest	68,521	68,521	61,697	-	-	61,697	61,697	61,697	57,070	51,658
TOTAL DEBT / RESERVES	302,194	242,264	296,246	-	-	296,246	296,246	296,246	291,619	287,845
TOTAL COSTS	979,675	1,036,383	962,930	-	-	962,930	976,411	990,233	999,691	1,050,299
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(40,000)	(90,583)	-	-	-	-	-	-	-	(40,000)
Sales - Water	(18,000)	(22,000)	(22,000)	-	-	(22,000)	(22,000)	(22,000)	(22,000)	(22,000)
User Charges	(343,555)	(345,130)	(351,288)	-	-	(351,288)	(360,170)	(369,274)	(378,606)	(389,164)
Lease Revenue	(8,100)	(8,100)	(8,100)	-	-	(8,100)	(8,100)	(8,100)	(8,100)	(8,100)
Other Revenue	(1,503)	(2,053)	(2,394)	-	-	(2,394)	(1,460)	(1,470)	(1,480)	(1,500)
TOTAL REVENUE	(411,158)	(467,866)	(383,782)	-	-	(383,782)	(391,730)	(400,844)	(410,186)	(460,764)
REQUISITION - PARCEL TAX	(568,517)	(568,517)	(579,148)	-	-	(579,148)	(584,681)	(589,389)	(589,505)	(589,535)
*Percentage increase over prior year										
Sales - Water						22.2%	0.0%	0.0%	0.0%	0.0%
User Fees						2.3%	2.5%	2.5%	2.5%	2.8%
Requisition						1.9%	1.0%	0.8%	0.0%	0.0%
Combined						2.4%	1.5%	1.4%	1.0%	1.1%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	2.630	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Magic Lake Estates Water (Pender)							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$200,000	\$205,000	\$0	\$0	\$0	\$0	\$0	\$205,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$290,000	\$325,000	\$140,000	\$47,000	\$145,000	\$145,000	\$947,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$200,000	\$495,000	\$325,000	\$140,000	\$47,000	\$145,000	\$145,000	\$1,152,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$145,000	\$145,000
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$2,500	\$0	\$0	\$0	\$0	\$0	\$2,500
Donations / Third Party Funding	\$0	\$200,000	\$300,000	\$0	\$0	\$0	\$0	\$500,000
Reserve Fund	\$200,000	\$292,500	\$25,000	\$140,000	\$47,000	\$0	\$0	\$504,500
	\$200,000	\$495,000	\$325,000	\$140,000	\$47,000	\$145,000	\$145,000	\$1,152,000

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

<p>Project Number Project number format is "yy-##" "yy" is the last two digits of the year the project is planned to start. "##" is a numerical value. For example, 22-01 is a project planned to start in 2022.</p> <p>For projects in previous capital plans, use the same project numbers previously assigned.</p>	<p>Capital Project Description Briefly describe project scope and service benefits. For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".</p>	<p>Carryforward from 2021 Input the carryforward amount from the 2021 capital plan that is remaining to be spent. Forecast this spending in 2022 to 2026.</p>	<p>Project Drivers Maintain Level of Service = Project maintains existing or improved level of service. Advance Board or Corporate Priority = Project is a Board or Corporate priority. Emergency = Project is required for health or safety reasons. Cost Benefit = Economic benefit to the organization.</p>
<p>Capital Expenditure Type Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset</p>	<p>Total Project Budget Provide the total project budget, even if it extends beyond the 5 years of this capital plan.</p>	<p>Funding Source Codes Debt = Debenture Debt (new debt only) ERF = Equipment Replacement Fund Grant = Grants (Federal, Provincial) Cap = Capital Funds on Hand Other = Donations / Third Party Funding Res = Reserve Fund STLoan = Short Term Loans WU - Water Utility If there is more than one funding source, use additional rows for the project.</p>	<p>Long-term Planning Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs. Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts. Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type. Condition Assessment = Assessment that identifies asset replacements based on asset condition.</p>
<p>Capital Project Title Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".</p>	<p>Asset Class L - Land S - Engineering Structure B - Buildings V - Vehicles</p>	<p>Cost Estimate Class Class A (+10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders. Class B (+15-25%) = Estimate based on investigations, studies or preliminary design; used for budget planning. Class C (+25-40%) = Estimate based on limited site information; used for program planning. Class D (+50%) = Estimate based on little/no site information; used for long-term planning.</p>	

Service #: 2.630
Service Name: Magic Lake Estates Water (Pender)

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
21-02	Replacement	Design and Construction Buck Lake and Magic Lake Adjustable Intakes	Detailed design and construction of adjustable intakes to inform future capital works to maintain water quality.	\$225,000	E	Res	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$200,000
21-04	Renewal	Buck Lake Dam Repairs - Phase 1	Conduct additional inspections, minor repairs, and performance analysis highlighted in the 2019 Dam Safety Review. Phase 2 dam improvements to be completed in the following five years.	\$200,000	S	Res	\$0	\$40,000	\$25,000	\$45,000	\$22,000	\$0	\$132,000
22-01	Replacement	Failed Valve Replacement	Replace 6 failed water main valves.	\$50,000	S	Res	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000
22-02	New	EV Charging Station	Construct a new EV Charging Station at the Water Treatment Plant, project to be split across MLE Water, Waste Water, and a possible grant.	\$5,000	E	Res	\$0	\$2,500	\$0	\$0	\$0	\$0	\$2,500
22-02	New	EV Charging Station	Construct a new EV Charging Station at the Water Treatment Plant, project to be split across MLE Water, Waste Water, and a possible grant.	\$2,500	E	Grant	\$0	\$2,500	\$0	\$0	\$0	\$0	\$2,500
22-03	Replacement	Process Pipe Replacement	Replace corroded process pipe in the water treatment plant	\$500,000	S	Other	\$0	\$200,000	\$300,000	\$0	\$0	\$0	\$500,000
23-01	Renewal	Decommission Magic Lake old Syphon	The old syphon is still in place and will require decommissioning to ensure dam performance.	\$35,000	S	Res	\$0	\$0	\$0	\$35,000	\$0	\$0	\$35,000
23-02	New	ISOPAC Permanent Handling & Storage	Safety improvements to the handling of ISOPAC for the WTP were carried out in 2020, permanent solution to reduce drum waste and reduce handling is proposed.	\$60,000	S	Res	\$0	\$0	\$0	\$60,000	\$0	\$0	\$60,000
25-01	Renewal	Public Engagement and Referendum	Undertake a referendum to borrow funds to carry out water system and dam safety improvements in future years.	\$25,000	S	Res	\$0	\$0	\$0	\$0	\$25,000	\$0	\$25,000
26-01	Renewal	Buck Lake Dam Repairs - Phase 2	Conduct additional geotechnical investigations, seepage analysis, monitoring, tree removal and the next DSR (2029).	\$360,000	S	Debt	\$0	\$0	\$0	\$0	\$0	\$145,000	\$145,000
GRAND TOTAL				\$1,462,500			\$200,000	\$495,000	\$325,000	\$140,000	\$47,000	\$145,000	\$1,152,000

Service: 2.630 Magic Lake Estates Water (Pender)

Project Number 21-02 **Capital Project Title** Design and Construction Buck Lake and Magic Lake Adjustable Intakes **Capital Project Description** Detailed design and construction of adjustable intakes to inform future capital works to maintain water quality.
Project Rationale Both the Buck and Magic Lake adjustable intakes are unsafe to clean and adjust without the employing divers. Funds are required to design and construct adjustable intakes.

Project Number 21-04 **Capital Project Title** Buck Lake Dam Repairs - Phase 1 **Capital Project Description** Conduct additional inspections, minor repairs, and performance analysis highlighted in the 2019 Dam Safety Review. Phase 2 dam improvements to be completed in the following five years.
Project Rationale Resulting from the Hatch 2019 Dam Safety Review, funds are required to conduct additional inspections, minor dam repairs, and performance analysis. Phase 2 dam improvements to be completed in the following five years.

Project Number 22-01 **Capital Project Title** Failed Valve Replacement **Capital Project Description** Replace 6 failed water main valves.
Project Rationale Through annual operations of the water system three valves have been identified as have failed. Funding is required to replace these valves at 4708 Capstan Crescent, Schooner Way and Privateers, 3710 Rum Road, Schooner Way and Ketch Road, 4742 Bosun Way, and 37140 Galleon Way.

Project Number 22-02 **Capital Project Title** EV Charging Station **Capital Project Description** Construct a new EV Charging Station at the Water Treatment Plant, project to be split across MLE Water, Waste Water, and a possible grant.
Project Rationale Construct a new EV Charging station at the water treatment plan, proejct is to be partially funded through a cost matching grant and the MLE Waste Water Service.

Project Number 22-03 **Capital Project Title** Process Pipe Replacement **Capital Project Description** Replace corroded process pipe in the water treatment plant
Project Rationale The water treatment plant has corroded process piping. Funding is required to plan and replace the affected pipe.

Project Number 23-01 **Capital Project Title** Decommission Magic Lake old Syphon **Capital Project Description** The old syphon is still in place and will require decommissioning to ensure dam performance.
Project Rationale The old syphon at Magic Lake is no longer required, and does not function. Funds are required to remove the overland and underwater pipe, and decommission the underground pipe.

Project Number	23-02	Capital Project Title	ISOPAC Permanent Handling & Storage	Capital Project Description	Safety improvements to the handling of ISOPAC for the WTP were carried out in 2020, permanent solution to reduce drum waste and reduce handling is proposed.
Project Rationale	Safety improvements to reduce Operator injury when handling the ISOPAC drums were carried out in 2019-2020. A permanent solution to reduce the use of drums which cannot be readily disposed of, and reduce handling of the product is proposed in 2023.				

Project Number	25-01	Capital Project Title	Public Engagement and Referendum	Capital Project Description	Undertake a referendum to borrow funds to carry out water system and dam safety improvements in future years.
Project Rationale	Funds are required to conduct a referendum for future funding of water system improvements including major dam improvements.				

Project Number	26-01	Capital Project Title	Buck Lake Dam Repairs - Phase 2	Capital Project Description	Conduct additional geotechnical investigations, seepage analysis, monitoring, tree removal and the next DSR (2029).
Project Rationale	Resulting from the Hatch 2019 Dam Safety Review, funds are required to conduct additional geotechnical investigations, seepage analysis and monitoring, tree removal, and the next Dam Safety Review (2029).				

**Magic Lake Water
Reserve Summary Schedule
2022 - 2026 Financial Plan**

Reserve/Fund Summary

	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	59,516	69,516	79,516	89,516	99,516	69,516
Capital Reserve Fund	548,938	348,828	416,218	368,608	413,998	545,388
Capital Reserve Fund - Settlement Funds	602,977	602,977	602,977	602,977	602,977	602,977
Total	1,211,432	1,021,322	1,098,712	1,061,102	1,116,492	1,217,882

Reserve Schedule

Reserve Fund: 2.630 Magic Lakes Estate Water - Operating Reserve Fund - Bylaw 4144

Reserve fund used for: unforeseen operational repairs and maintenance; infrequent maintenance activities such as reservoir cleaning and inspection, hydrant maintenance etc. Optimum minimum balance of \$50,000 (approximately 10%) of the annual operating budget.

Reserve Cash Flow

Fund:	1500	Actual	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	105212						
Beginning Balance		118,424	59,516	69,516	79,516	89,516	99,516
Transfer from Ops Budget		10,000	10,000	10,000	10,000	10,000	10,000
Transfer to Ops Budget		(40,000)	-	-	-	-	(40,000)
Planned Maintenance Activity		Frigate and Captains Reservoir cleaning & inspection					Frigate and Captains Reservoir cleaning & inspection
Deficit Recovery		(30,818)					
Interest Income		1,911					
Ending Balance \$		59,516	69,516	79,516	89,516	99,516	69,516

Assumptions/Background:

Reserve Schedule

Reserve Fund: 2.630 Magic Lakes Estate Water - Capital Reserve Fund

Bylaw 1498

Reserve Cash Flow

Fund:	1024	Actual	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101368						
Beginning Balance		816,280	548,938	348,828	416,218	368,608	413,998
Transfer from Ops Budget		62,817	92,390	92,390	92,390	92,390	131,390
Transfer to Cap Fund		(340,000)	(292,500)	(25,000)	(140,000)	(47,000)	-
Transfer from Cap Fund		5,491	-	-	-	-	-
Interest Income		4,351					
Ending Balance \$		548,938	348,828	416,218	368,608	413,998	545,388

Assumptions/Background:

Reserve Schedule

Reserve Fund: 2.630 Magic Lakes Estate Water - Capital Reserve Fund (Settlement Funds)

Bylaw 1498

Reserve Cash Flow

Fund:	1024	Actual	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	102245						
Beginning Balance		-	602,977	602,977	602,977	602,977	602,977
Settlement Funds		592,842	-	-	-	-	-
Transfer to Cap Fund		-	-	-	-	-	-
Interest Income		10,135					
Ending Balance \$		602,977	602,977	602,977	602,977	602,977	602,977

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 Budget

Lyall Harbour Water

FINAL BUDGET

MARCH 2022

Service: 2.640 Lyall Harbour Boot Cove Water (Saturna)

Committee: Electoral Area

DEFINITION:

To provide and operate and maintain a domestic water supply and distribution system for the Saturna Island Water Supply and Distribution System Specified Area in the Lyall Harbour/Boot Cove district on Saturna Island. Bylaw No. 513 (November 22, 1978).

PARTICIPATION:

Specified Area #14 - G(764)

MAXIMUM LEVY:

Greater of \$150,000 or \$6.90 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$606,663.

MAXIMUM CAPITAL DEBT:

AUTHORIZED:	LA Bylaw No. 3587 (Jan 14, 2009)	\$430,000
BORROWED:	SI Bylaw 3634 (Aug 12, 2009)	\$250,000
BORROWED:	SI Bylaw 3677 (Feb 10, 2010)	\$180,000
REMAINING:		<hr/> \$0

COMMITTEE:

Lyall Harbour/Boot Cove Water Committee established by Resolution - September 29, 1982
Lyall Harbour/Boot Cove Water Local Services Committee established by Bylaw No. 1875 (December 12, 1990)

FUNDING:

User Charge: Annual charge per single family equivalency unit connected to the system.
Parcel Tax: Annual charge levied only on properties capable of being connected to the system.
Connection Charges: Actual Cost + 15% Admin Fee (Minimum Connection \$400)

RESERVE FUND:

Bylaw No. 1785 (February 14, 1990)

2.640 - Lyall Harbour Water

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Repairs & Maintenance	15,200	6,900	5,310	-	10,000	15,310	20,420	25,662	5,640	5,750
Allocations	11,820	11,820	12,477	-	-	12,477	12,697	12,921	13,160	13,402
Water Testing	8,280	8,280	8,450	-	-	8,450	8,620	8,790	8,970	9,150
Electricity	4,230	3,400	3,550	-	-	3,550	3,620	3,690	3,760	3,840
Supplies	5,680	5,680	5,790	-	-	5,790	5,910	6,030	6,150	6,270
Labour Charges	110,217	130,000	112,420	-	-	112,420	114,670	116,960	119,300	121,690
Other Operating Expenses	10,460	16,140	15,400	-	-	15,400	15,770	16,160	16,550	16,960
TOTAL OPERATING COSTS	165,887	182,220	163,397	-	10,000	173,397	181,707	190,213	173,530	177,062
*Percentage Increase over prior year			-1.5%			4.5%	4.8%	4.7%	-8.8%	2.0%
<u>DEBT / RESERVES</u>										
Transfer to Operating Reserve Fund	15,000	15,000	20,000	-	-	20,000	20,000	20,000	20,000	20,000
Transfer to Capital Reserve Fund	15,000	9,474	26,000	-	-	26,000	30,800	25,000	30,800	43,500
MFA Debt Reserve Fund	130	130	120	-	-	120	650	2,370	120	120
MFA Debt Principal	22,148	22,148	22,148	-	-	22,148	22,148	25,158	25,450	15,787
MFA Debt Interest	7,929	7,929	7,929	-	-	7,929	8,313	11,097	9,214	8,062
TOTAL DEBT / RESERVES	60,207	54,681	76,197	-	-	76,197	81,911	83,625	85,584	87,469
TOTAL COSTS	226,094	236,901	239,594	-	10,000	249,594	263,618	273,838	259,114	264,531
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2021 to 2022	-	-	4,737	-	-	4,737	-	-	-	-
Balance c/fwd from 2020 to 2021	22,103	22,103	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	(10,000)	(20,592)	-	-	(10,000)	(10,000)	(15,000)	(20,000)	-	-
User Charges	(109,462)	(109,462)	(112,304)	-	-	(112,304)	(114,698)	(117,238)	(119,784)	(122,411)
Grants in Lieu of Taxes	(767)	(767)	(747)	-	-	(747)	(800)	(820)	(840)	(860)
Other Revenue	(230)	(445)	(220)	-	-	(220)	(220)	(220)	(220)	(220)
TOTAL REVENUE	(98,356)	(109,163)	(108,534)	-	(10,000)	(118,534)	(130,718)	(138,278)	(120,844)	(123,491)
REQUISITION - PARCEL TAX	(127,738)	(127,738)	(131,060)	-	-	(131,060)	(132,900)	(135,560)	(138,270)	(141,040)
*Percentage increase over prior year										
User Fees						2.6%	2.1%	2.2%	2.2%	2.2%
Requisition						2.6%	1.4%	2.0%	2.0%	2.0%
Combined						2.6%	1.7%	2.1%	2.1%	2.1%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	2.640	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Lyall Harbour Boot Cove Water							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$8,000	\$58,000	\$0	\$0	\$0	\$0	\$66,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$390,000	\$30,000	\$645,600	\$0	\$0	\$0	\$1,065,600
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$398,000	\$88,000	\$645,600	\$0	\$0	\$0	\$1,131,600

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$53,000	\$225,000	\$0	\$0	\$0	\$278,000
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$390,000	\$20,000	\$420,600	\$0	\$0	\$0	\$830,600
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$8,000	\$15,000	\$0	\$0	\$0	\$0	\$23,000
	\$0	\$398,000	\$88,000	\$645,600	\$0	\$0	\$0	\$1,131,600

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

<p>Project Number Project number format is "yy-##" "yy" is the last two digits of the year the project is planned to start. "##" is a numerical value. For example, 22-01 is a project planned to start in 2022.</p> <p>For projects in previous capital plans, use the same project numbers previously assigned.</p>	<p>Capital Project Description Briefly describe project scope and service benefits. For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".</p>	<p>Carryforward from 2021 Input the carryforward amount from the 2021 capital plan that is remaining to be spent. Forecast this spending in 2022 to 2026.</p>	<p>Project Drivers Maintain Level of Service = Project maintains existing or improved level of service. Advance Board or Corporate Priority = Project is a Board or Corporate priority. Emergency = Project is required for health or safety reasons. Cost Benefit = Economic benefit to the organization.</p>
<p>Capital Expenditure Type Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset</p>	<p>Total Project Budget Provide the total project budget, even if it extends beyond the 5 years of this capital plan.</p>	<p>Funding Source Codes Debt = Debenture Debt (new debt only) ERF = Equipment Replacement Fund Grant = Grants (Federal, Provincial) Cap = Capital Funds on Hand Other = Donations / Third Party Funding Res = Reserve Fund STLoan = Short Term Loans WU = Water Utility If there is more than one funding source, use additional rows for the project.</p>	<p>Long-term Planning Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs. Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts. Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type. Condition Assessment = Assessment that identifies asset replacements based on asset condition.</p>
<p>Capital Project Title Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".</p>	<p>Asset Class L - Land S - Engineering Structure B - Buildings V - Vehicles</p>	<p>Cost Estimate Class Class A (+10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders. Class B (+15-25%) = Estimate based on investigations, studies or preliminary design, used for budget planning. Class C (+25-40%) = Estimate based on limited site information; used for program planning. Class D (+50%) = Estimate based on little/no site information; used for long-term planning.</p>	

Service #: 2.640
Service Name: Lyall Harbour Boot Cove Water (Saturna)

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
19-01	Replacement	Air Valve Replacement - Ph 2	Replace aging air valves that are a safety concern.	\$20,000	E	Debt	\$0	\$0	\$20,000	\$0	\$0	\$0	\$20,000
19-02	Replacement	PRV Bypass Assembly Replacement	Construct bypasses on the East Point, Narvaez and Boot Cove PRV stations to maintain system operation while the PRV's undergo maintenance.	\$8,000	E	Res	\$0	\$8,000	\$0	\$0	\$0	\$0	\$8,000
19-03	Replacement	Standpipe and Valve Replacement	Replace the standpipe valves at 119 and 155 East Point Road that are seized and inoperable	\$8,000	E	Debt	\$0	\$0	\$8,000	\$0	\$0	\$0	\$8,000
19-04	New	Alternative Approval Process	Conduct public consultation to inform strategies for a referendum (AAP) to borrow necessary future capital funds. If the grant is not successful.	\$15,000	S	Res	\$0	\$0	\$15,000	\$0	\$0	\$0	\$15,000
19-05	New	Autoflush Installation	Install 3 autoflushes within the water distribution system to maintain distribution water quality.	\$20,000	E	Grant	\$0	\$0	\$20,000	\$0	\$0	\$0	\$20,000
20-02	New	Raw Water Turbidity Meter	Supply and install a new turbidity meter in the raw water line to aid in operation of the WTP.	\$10,000	E	Debt	\$0	\$0	\$10,000	\$0	\$0	\$0	\$10,000
21-01	Replacement	Source Water Viability Study	Study to determine vulnerability of the source water and its viability.	\$15,000	S	Debt	\$0	\$0	\$15,000	\$0	\$0	\$0	\$15,000
22-01	New	Install Larger Supply Line to Tank	Construct a larger supply line to the tank to improve system reliability and operation.	\$175,000	S	Debt	\$0	\$0	\$0	\$175,000	\$0	\$0	\$175,000
22-02	Renewal	Dam Improvements & Regulatory Requirements	Seismic reinforcement of Money Lake Dam based upon the 2016 Dam Safety Review. Includes seepage pit construction and Dam Safety Review	\$390,000	S	Grant	\$0	\$390,000	\$0	\$0	\$0	\$0	\$390,000
23-01	New	WTP Upgrades	Upgrades to the water treatment plant to meet IHA requirements including ozone upgrades and chlorination upgrades.	\$470,600	S	Grant	\$0	\$0	\$0	\$420,600	\$0	\$0	\$420,600
23-01					S	Debt	\$0	\$0	\$0	\$50,000	\$0	\$0	\$50,000
GRAND TOTAL				\$1,131,600			\$0	\$398,000	\$88,000	\$645,600	\$0	\$0	\$1,131,600

Service: 2.640 Lyall Harbour Boot Cove Water (Saturna)

Project Number	19-01	Capital Project Title	Air Valve Replacement - Ph 2	Capital Project Description	Replace aging air valves that are a safety concern.
Project Rationale	The air valves are 35 years old and are corroded, giving rise to safety concerns. Project has been deferred to 2022.				

Project Number	19-02	Capital Project Title	PRV Bypass Assembly Replacement	Capital Project Description	Construct bypasses on the East Point, Narvaez and Boot Cove PRV stations to maintain system operation while the PRV's undergo maintenance.
Project Rationale	The inlet and outlet piping at the East Point, Narvaez and Boot Cove PRV stations are very corroded and there is no way to isolate the stations to replace or maintain the pressure reducing valves. It is proposed that new inlet and outlet piping be installed with 100mm gate valves and bypass piping so that customers are not without water when PRV's are being serviced. Project has been deferred to 2022.				

Project Number	19-03	Capital Project Title	Standpipe and Valve Replacement	Capital Project Description	Replace the standpipe valves at 119 and 155 East Point Road that are seized and inoperable
Project Rationale	The standpipe valves at 119 and 155 East Point Road are seized and inoperable. Therefore, the operators cannot use them for flushing or draining of the mains. It is proposed the valves and corroded 50mm supply line to the standpipe be replaced. The scope of work and material pricing was re-evaluated in 2016. It was determined that the budget needed to be increased from \$5,000 to \$8,000 to accommodate the required works. Project has been deferred to 2022.				

Project Number	19-04	Capital Project Title	Alternative Approval Process	Capital Project Description	Conduct public consultation to inform strategies for a referendum (AAP) to borrow necessary future capital funds. If the grant is not successful.
Project Rationale	Future required projects to maintain public safety and level of service require funding in excess of current projected reserve balance. Future funding will be for improvements the Water Treatment Plant to increase reliability and optimize for improved operations, conducting a regulatory requirement for a dam safety review and construct a larger supply line to the storage tank. Funding is required to undertake public consultation to inform borrow strategies and conduct a referendum.				

Project Number	19-05	Capital Project Title	Autoflush Installation	Capital Project Description	Install 3 autoflushes within the water distribution system to maintain distribution water quality.
Project Rationale	Three water mains require frequent flushing to maintain disinfectant residuals and water quality. Flushing requires operator time which can be utilized conducting other maintenance tasks. Funds are required to construct 3 autoflushes. Project has been deferred to 2022.				

Project Number 20-02	Capital Project Title Raw Water Turbidity Meter	Capital Project Description Supply and install a new turbidity meter in the raw water line to aid in operation of the WTP.
Project Rationale Install a new turbidity meter in the raw water line to aid in operation of the WTP.		

Project Number 21-01	Capital Project Title Source Water Viability Study	Capital Project Description Study to determine vulnerability of the source water and its viability.
Project Rationale Study to determine the medium to long term vulnerability of the source water (Money Lake) and its viability as a water source (quantity and quality) for the LHBC system in light of pressures such as projected demand changes and climate change. Deferred to 2022.		

Project Number 22-01	Capital Project Title Install Larger Supply Line to Tank	Capital Project Description Construct a larger supply line to the tank to improve system reliability and operation.
Project Rationale The supply line to the tank is undersized, installation of a larger supply line will improve operation. Funding is required to construct a larger supply line to the tank.		

Project Number 22-02	Capital Project Title Dam Improvements & Regulatory Requirements	Capital Project Description Seismic reinforcement of Money Lake Dam based upon the 2016 Dam Safety Review. Includes seepage pit construction and Dam Safety Review
Project Rationale This is a continuation of project 18-03, where seismic reinforcement of the Money Lake Dam will commence. Funds are required to retain a contractor to undertake the works and retain a consultant to conduct the dam safety review.		

Project Number 23-01	Capital Project Title WTP Upgrades	Capital Project Description Upgrades to the water treatment plant to meet IHA requirements including ozone upgrades and chlorination upgrades.
Project Rationale Funds are required to upgrade the water treatment plant to meet IHA requirements including ozone upgrades and chlorination works.		

Lyall Harbour Water
Reserve Summary Schedule
2022 - 2026 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	815	10,815	15,815	15,815	35,815	55,815
Capital Reserve Fund	23,956	41,956	57,756	82,756	113,556	157,056
Total	24,771	52,771	73,571	98,571	149,371	212,871

Reserve Schedule

Reserve Fund: 2.640 Lyall Harbour Water System - Operating Reserve Fund - Bylaw 4144

Reserve fund used for: unforeseen operational repairs and maintenance; infrequent maintenance activities such as reservoir cleaning and inspection, filter media replacement etc. Optimum minimum balance of \$13,000 (approximately 10%) of the annual operating budget.

Reserve Cash Flow

Fund:	1500	Actual	Budget				
Fund Centre:	105213	2021	2022	2023	2024	2025	2026
Beginning Balance		7,592	815	10,815	15,815	15,815	35,815
Transfer from Ops Budget		-	20,000	20,000	20,000	20,000	20,000
Transfer to Ops Budget		-	(10,000)	(15,000)	(20,000)	-	-
Planned Maintenance Activity			Chlorine Contact Tank Inspection	Reservoir Cleaning & inspection	Replace filtration Media		
Deficit		(7,000)					
Interest Income		224					
Ending Balance \$		815	10,815	15,815	15,815	35,815	55,815

Assumptions/Background:

Set level of transfers in order to avoid spikes in requisition resulting from unforeseen breakdowns in water infrastructure

Reserve Schedule

Reserve Fund: 2.640 Lyall Harbour Water System - Capital Reserve Fund - Bylaw 1785

Surplus money from the operation of the water system may be paid from time to time into the reserve fund.

Reserve Cash Flow

Fund:	1025	Actual	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101369						
Beginning Balance		23,490	23,956	41,956	57,756	82,756	113,556
Transfer from Ops Budget		-	26,000	30,800	25,000	30,800	43,500
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		-	(8,000)	(15,000)	-	-	-
Interest Income*		466					
Ending Balance \$		23,956	41,956	57,756	82,756	113,556	157,056

Assumptions/Background:

To fully fund capital expenditure plan

* Interest should be included in determining the estimated ending balance for the current year. Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2022 Budget

Skana Water (Mayne)

FINAL BUDGET

MARCH 2022

Service: 2.642 Skana Water (Mayne)

Committee: Electoral Area

DEFINITION:

To provide for the construction of water supply and distribution facilities for Skana Water Service Area.
Bylaw No. 3090 (November 12, 2003).

PARTICIPATION:

Southern Gulf Islands Skana Water Service Area #47, U(764)

MAXIMUM LEVY:

Greater of \$54,100 or \$9.65 / \$1,000 to a maximum of \$292,729.

MAXIMUM CAPITAL DEBT:

AUTHORIZED:	LA Bylaw No. 3090 (Nov. 12/03)	157,700
BORROWED:	S.I. Bylaw No. 3154 (Apr. 22/04)	-78,850
	S.I. Bylaw No. 3196	-39,500
	S.I. Bylaw No. 3457 (2007)	-29,200
	Expired Nov 2008	-10,150
REMAINING:		<u><u>0</u></u>

COMMISSION:

Skana Water Service committee established by Bylaw # 3133 (Dec 10, 2003).

FUNDING:

User Charge:	Annual charge per single family equivalency unit connected to the system.
Parcel Tax:	Annual charge only on properties capable of being connected to the system.
Connection Charges:	At cost or minimum of \$1,000.

RESERVE FUND:

Capital Reserve Fund, established by Bylaw # 3192 (July 14, 2004),
Operating Reserve Fund, established by Bylaw # 4144 (December 14, 2016)

2.642 - Skana Water (Mayne)	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
JLB Services Contract	11,260	14,500	11,490	-	-	11,490	11,720	11,950	12,190	12,430
Repairs & Maintenance	3,180	12,140	1,210	-	-	1,210	1,240	1,270	6,300	6,330
Allocations	5,828	5,828	5,834	-	-	5,834	5,938	6,055	6,175	6,295
Water Testing	2,840	3,200	2,900	-	-	2,900	2,960	3,020	3,080	3,140
Electricity	2,540	2,540	2,590	-	-	2,590	2,640	2,690	2,740	2,790
Supplies	710	710	720	-	-	720	730	740	750	760
Labour Charges	21,526	24,000	21,960	-	-	21,960	22,400	22,850	23,310	23,780
Other Operating Expenses	3,440	4,880	3,530	-	-	3,530	3,600	3,670	3,740	3,820
TOTAL OPERATING COSTS	51,324	67,798	50,234	-	-	50,234	51,228	52,245	58,285	59,345
*Percentage Increase over prior year						-2.1%	2.0%	2.0%	11.6%	1.8%
<u>DEBT / CAPITAL /RESERVES</u>										
Transfer to Operating Reserve Fund	1,060	1,060	7,000	-	-	7,000	2,000	2,000	2,000	2,000
Transfer to Capital Reserve Fund	15,000	6,576	15,000	-	-	15,000	20,000	20,000	20,000	20,000
MFA Debt Principal	1,458	1,458	1,458	-	-	1,458	4,259	48,788	48,788	48,788
MFA Debt Interest	657	657	1,163	-	-	1,163	7,710	24,764	24,764	24,764
MFA Debt Reserve Fund	10	10	760	-	-	760	7,851	10	10	10
TOTAL DEBT / RESERVES	18,185	9,761	25,381	-	-	25,381	41,820	95,562	95,562	95,562
TOTAL COSTS	69,509	77,559	75,615	-	-	75,615	93,048	147,807	153,847	154,907
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(2,000)	(10,000)	-	-	-	-	-	-	(5,000)	(5,000)
User Charges	(44,514)	(44,514)	(51,505)	-	-	(51,505)	(53,118)	(54,135)	(55,175)	(56,235)
Other Revenue	(110)	(160)	(110)	-	-	(110)	(110)	(110)	(110)	(110)
TOTAL REVENUE	(46,624)	(54,674)	(51,615)	-	-	(51,615)	(53,228)	(54,245)	(60,285)	(61,345)
REQUISITION - PARCEL TAX	(22,885)	(22,885)	(24,000)	-	-	(24,000)	(39,820)	(93,562)	(93,562)	(93,562)
*Percentage increase over prior year										
User Fees						15.7%	3.1%	1.9%	1.9%	1.9%
Requisition						4.9%	65.9%	135.0%	0.0%	0.0%
Combined						12.0%	23.1%	58.9%	0.7%	0.7%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	2.642	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Skana Water (Mayne)							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$75,000	\$674,120	\$0	\$0	\$0	\$0	\$749,120
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$45,000	\$35,000	\$0	\$0	\$0	\$0	\$80,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$120,000	\$709,120	\$0	\$0	\$0	\$0	\$829,120

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$75,000	\$709,120	\$0	\$0	\$0	\$0	\$784,120
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$45,000	\$0	\$0	\$0	\$0	\$0	\$45,000
	\$0	\$120,000	\$709,120	\$0	\$0	\$0	\$0	\$829,120

Service: 2.642 Skana Water (Mayne)

Project Number 17-03	Capital Project Title Alternative Approval Process	Capital Project Description Conduct an alternative approval process (AAP) to seek elector assent to borrow funds for storage tank replacement and well protection upgrades.
Project Rationale A loan will be required to fund the storage tank replacement any other capital work which will not be included under the capital reserve fund. The proposed loan will required public engagement and a referendum.		

Project Number 17-04	Capital Project Title Well #8 Upgrade	Capital Project Description Conduct well improvements including new well liner, replacement of well seal and SCADA automation; relocate first customer service line to achieve proper CT.
Project Rationale A recent inspection of Well #8 identified a number of deficiencies. Recommended improvements include the installation of new well liner, replacement of the well seal, and other associated minor improvements to protect it from surface runoff.		

Project Number 18-01	Capital Project Title Storage Tank Replacement	Capital Project Description Replace the existing storage tanks.
Project Rationale The existing storage tanks are at the end of their design life and do not meet seismic requirements. It is proposed to replace the existing tanks with a bolted steel tank.		

Project Number 23-01	Capital Project Title Well Protection Upgrades	Capital Project Description Carry out well protection upgrades such as signage, shock chlorination of Wells #8 and #13, assess well proximity to septic fields.
Project Rationale Funds are required to carry out well protection upgrades such as signage, shock chlorination of Wells #8 and #13, assess well proximity to septic fields.		

**Skana Water Reserves
 Summary Schedule
 2022 - 2026 Financial Plan**

Reserve/Fund Summary

	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	1,041	8,041	10,041	12,041	9,041	6,041
Capital Reserve Fund	39,384	9,384	29,384	49,384	69,384	89,384
Total	40,425	17,425	39,425	61,425	78,425	95,425

Reserve Schedule

Reserve Fund: 2.642 Skana Water (Mayne) - Operating Reserve Fund

Bylaw 4144

Reserve Cash Flow

Fund: 1500 Fund Centre: 105214	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	9,820	1,041	8,041	10,041	12,041	9,041
Transfer from Ops Budget	1,060	7,000	2,000	2,000	2,000	2,000
Transfer to Ops Budget	(8,000)					
Transfer to Ops Budget Planned Maintenance Activity	(2,000) Reservoir cleaning & inspection	-	-	-	(5,000) Well inspection	(5,000) Reservoir cleaning and inspection
Interest Income	161					
Ending Balance \$	1,041	8,041	10,041	12,041	9,041	6,041

Assumptions/Backgrounds:

Reserve Schedule

Reserve Fund: 2.642 Skana Water (Mayne) - Capital Reserve Fund

Bylaw 3192

Reserve Cash Flow

Fund: 1067 Fund Centre: 101849	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	82,024	39,384	9,384	29,384	49,384	69,384
Transfer from Ops Budget	6,485	15,000	20,000	20,000	20,000	20,000
Transfer to Cap Fund	(50,000)	(45,000)	-	-	-	-
Transfer from Cap Fund	-	-	-	-	-	-
Interest Income*	875					
Ending Balance \$	39,384	9,384	29,384	49,384	69,384	89,384

Assumptions/Backgrounds:

Transfer whatever the operating budget will allow

*Interest should be included in determining the estimated ending balance for the current year. Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2022 Budget

Sticks Allison Water

FINAL BUDGET

MARCH 2022

DEFINITION:

To establish, acquire, operate and maintain a water supply system for the Sticks Allison Water Area. The service is to supply, treat convey, store and distribute water. Local Service Area Bylaw No.2556 (January 28, 1998)

PARTICIPATION:

Local Service Area

MAXIMUM LEVY:

Greater of \$18,700 or \$2.27 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$75,985.

MAXIMUM CAPITAL DEBT:

AUTHORIZED TO BORROW:	LA Bylaw No. 2557	148,000		
BORROWED:	SI Bylaw No. 2632 - Mar '99	-20,000	15 Year	ended 2013
	SI Bylaw No. 2684 - Dec '99	-81,260	15 Year	ended 2014
PREPAYMENT:	\$3,895 x 12	-46,740		
REMAINING:		\$0		

COMMISSION:

Sticks Allison Local Service Committee established by Bylaw No. 2558

FUNDING:

User Charge: Annual charge per single family equivalency unit connected to the system
Excess Consumption Fee-for metered water use per service connection in excess of 136 cubic meters per three months: \$2.20 per cubic mete

Parcel Tax: Annual parcel tax levied only on properties capable of being connected to the system, and participating in debt servicing

Connection Charges: Actual cost plus 15% administration fee - minimum connection of \$400

RESERVE FUND:

Capital Reserve Fund - Bylaw No. 2740.
Operating Reserve Fund - Bylaw No. 4144.

2.665 - Sticks Allison Water	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Repairs & Maintenance	5,980	2,850	990	-	5,000	5,990	6,000	6,010	1,020	1,030
Allocations	3,144	3,144	3,298	-	-	3,298	3,355	3,413	3,472	3,532
Water Testing	2,150	2,400	2,190	-	-	2,190	2,230	2,270	2,320	2,370
Electricity	1,360	1,420	1,390	-	-	1,390	1,420	1,450	1,480	1,510
Supplies	790	790	812	-	-	812	830	850	870	890
Labour Charges	32,315	40,000	35,000	-	-	35,000	35,700	36,410	37,140	37,880
Other Operating Expenses	3,260	4,790	3,840	-	-	3,840	3,910	3,980	4,050	4,120
TOTAL OPERATING COSTS	48,999	55,394	47,520	-	5,000	52,520	53,445	54,383	50,352	51,332
*Percentage Increase over prior year	43,999					7.2%	1.8%	1.8%	-7.4%	1.9%
<u>CAPITAL/RESERVES</u>										
Transfer to Operating Reserve Fund	6,000	6,000	6,000	-	-	6,000	6,000	6,000	6,000	6,000
Transfer to Capital Reserve Fund	5,000	5,000	5,000	-	-	5,000	8,000	9,000	10,000	11,000
TOTAL CAPITAL / RESERVES	11,000	11,000	11,000	-	-	11,000	14,000	15,000	16,000	17,000
TOTAL COSTS	59,999	66,394	58,520	-	5,000	63,520	67,445	69,383	66,352	68,332
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance CFW from 2021 to 2022	-	(9,984)	9,984	-	-	9,984	-	-	-	-
Transfer from Operating Reserve Fund	(5,000)	-	-	-	(5,000)	(5,000)	(5,000)	(5,000)	-	-
Sales - Water	(600)	(600)	(600)	-	-	(600)	(600)	(600)	(600)	(600)
User Charges	(49,299)	(50,710)	(62,804)	-	-	(62,804)	(55,745)	(56,683)	(57,652)	(58,632)
Other Revenue	(100)	(100)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(54,999)	(61,394)	(53,520)	-	(5,000)	(58,520)	(61,445)	(62,383)	(58,352)	(59,332)
REQUISITION - PARCEL TAX	(5,000)	(5,000)	(5,000)	-	-	(5,000)	(6,000)	(7,000)	(8,000)	(9,000)
*Percentage increase over prior year										
Sales						0.0%	0.0%	0.0%	0.0%	0.0%
User Fee						27.4%	-11.2%	1.7%	1.7%	1.7%
Requisition						0.0%	20.0%	16.7%	14.3%	12.5%
Combined						24.6%	-8.9%	3.1%	3.1%	3.0%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	2.665	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Sticks Allison Water (Galiano)							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$5,000	\$0	\$0	\$0	\$0	\$5,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$10,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$10,000
	\$0	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$10,000

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

<p>Project Number Project number format is "yy-##" "yy" is the last two digits of the year the project is planned to start. "##" is a numerical value. For example, 22-01 is a project planned to start in 2022.</p> <p>For projects in previous capital plans, use the same project numbers previously assigned.</p>	<p>Capital Project Description Briefly describe project scope and service benefits. For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".</p>	<p>Carryforward from 2021 Input the carryforward amount from the 2021 capital plan that is remaining to be spent. Forecast this spending in 2022 to 2026.</p>	<p>Project Drivers Maintain Level of Service = Project maintains existing or improved level of service. Advance Board or Corporate Priority = Project is a Board or Corporate priority. Emergency = Project is required for health or safety reasons. Cost Benefit = Economic benefit to the organization.</p>
<p>Capital Expenditure Type Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset</p>	<p>Total Project Budget Provide the total project budget, even if it extends beyond the 5 years of this capital plan.</p>	<p>Funding Source Codes Debt = Debenture Debt (new debt only) ERF = Equipment Replacement Fund Grant = Grants (Federal, Provincial) Cap = Capital Funds on Hand Other = Donations / Third Party Funding Res = Reserve Fund STLoan = Short Term Loans WU = Water Utility If there is more than one funding source, use additional rows for the project.</p>	<p>Long-term Planning Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs. Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts. Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type. Condition Assessment = Assessment that identifies asset replacements based on asset condition.</p>
<p>Capital Project Title Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".</p>	<p>Asset Class L - Land S - Engineering Structure B - Buildings V - Vehicles</p>	<p>Cost Estimate Class Class A (+10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders. Class B (+15-25%) = Estimate based on investigations, studies or preliminary design; used for budget planning. Class C (+25-40%) = Estimate based on limited site information; used for program planning. Class D (+50%) = Estimate based on little/no site information; used for long-term planning.</p>	

Service #: 2.665
Service Name: Sticks Allison Water (Galiano)

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
20-02	New	Aquifer Impact Study	Study impacts with adjoining wells on aquifer to review short and long term viability.	\$5,000	E	Res	\$0	\$0	\$5,000	\$0	\$0	\$0	\$5,000
22-01	New	Service Line Replacement	Replace failed/leaking service lines	\$5,000	S	Res	\$0	\$5,000	\$0	\$0	\$0	\$0	\$5,000
GRAND TOTAL				\$10,000				\$5,000	\$5,000	\$0	\$0	\$0	\$10,000

Service: 2.665 Sticks Allison Water (Galiano)

Project Number	20-02	Capital Project Title	Aquifer Impact Study	Capital Project Description	Study impacts with adjoining wells on aquifer to review short and long term viability.
Project Rationale	Funds are required to conduct a study with adjoining wells on the impacts to the aquifer to review long and short term viability.				

Project Number	22-01	Capital Project Title	Service Line Replacement	Capital Project Description	Replace failed/leaking service lines
Project Rationale	Funds are required to fund replacement of failed/leaking service lines.				

**Sticks Allison Reserves
 Summary Schedule
 2022 - 2026 Financial Plan**

Reserve/Fund Summary

	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	1,426	2,426	3,426	4,426	10,426	16,426
Capital Reserve Fund	4,250	4,250	7,250	16,250	26,250	37,250
Total	5,677	6,677	10,677	20,677	36,677	53,677

Reserve Schedule

Reserve Fund: 2.665 - Sticks Allison Water - Operating Reserve Fund - Bylaw 4144

Reserve fund used for: unforeseen operational repairs and maintenance; infrequent maintenance activities such as reservoir cleaning and inspection, hydrant maintenance and well inspections.
 Optimum minimum balance of \$4,000 (approximately 10%) of the annual operating budget.

Reserve Cash Flow

Fund: Fund Centre:	1500 105215	Actual	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		2,326	1,426	2,426	3,426	4,426	10,426
Transfer from Ops Budget		-	6,000	6,000	6,000	6,000	6,000
Transfer to Ops Budget		(1,000)					
Expenditures		-	(5,000)	(5,000)	(5,000)	-	-
Planned Maintenance Activity			Well and well pump inspection	Reservoir cleaning and inspection	Hydrant maintenance		
Interest Income		100					
Ending Balance \$		1,426	2,426	3,426	4,426	10,426	16,426

Reserve Schedule

Reserve Fund: 2.665 Sticks Allison Water - Capital Reserve Fund - Bylaw 2740

To provide for capital expenditures or in respect of capital projects and to provide redemption of debentures issued.

Reserve Cash Flow

Fund: Fund Centre:	1068 101890	Actual	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		10,542	4,250	4,250	7,250	16,250	26,250
Transfer from Ops Budget		3,401	5,000	8,000	9,000	10,000	11,000
Transfer from Cap Fund			-	-	-	-	-
Transfer to Cap Fund		(9,795)	(5,000)	(5,000)	-	-	-
Interest Income*		102					
Ending Balance \$		4,250	4,250	7,250	16,250	26,250	37,250

Assumptions/Background:

* Interest should be included in determining the estimated ending balance for the current year. Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2022 Budget

Surfside Park Estates (Mayne)

FINAL BUDGET

MARCH 2022

Service: 2.667 Surfside Park Estates (Mayne)

Committee: Electoral Area

DEFINITION:

To provide for the construction of water supply and distribution facilities for the Surfside Park Estates Water Service Area. Bylaw No. 3088 (November 12, 2003).

PARTICIPATION:

The Southern Gulf Islands Surfside Park Estates Water Service Area #46, V(764).

MAXIMUM LEVY:

Greater of \$79,500 or \$13.97 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$396,667.

COMMISSION:

Surfside Park Estates Water Service committee established by Bylaw No 3131 (June 14, 2004)

FUNDING:

User charge: Annual charge per single family equivalency unit connected to the system

Parcel Tax: Annual charge only on properties capable of being connected to the system

Connection Charge: Actual Cost + 15% Admin fee (minimum connection \$400)

RESERVE:

Capital Reserve Fund, established by Bylaw # 3191 (July 16, 2004)

Operating Reserve Fund, established by Bylaw # 4144 (December 14, 2016)

2.667 - Surfside Park Estates (Mayne)	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
JLB Services Contract	18,970	19,000	19,350	-	-	19,350	19,740	20,130	20,530	20,940
Repairs & Maintenance	9,110	1,200	4,190	-	-	4,190	5,770	4,350	4,430	4,510
Allocations	7,982	7,982	7,907	-	-	7,907	8,054	8,212	8,373	8,536
Water Testing	3,960	3,500	4,040	-	-	4,040	4,120	4,200	4,280	4,370
Electricity	4,020	3,750	4,100	-	-	4,100	4,180	4,260	4,350	4,440
Supplies	7,910	18,950	18,980	-	-	18,980	19,360	19,760	20,160	20,570
Labour Charges	33,409	30,000	32,000	-	-	32,000	32,640	33,290	33,960	34,640
Other Operating Expenses	5,890	9,850	10,440	-	-	10,440	10,690	10,940	11,190	11,450
TOTAL OPERATING COSTS	91,251	94,232	101,007	-	-	101,007	104,554	105,142	107,273	109,456
*Percentage Increase over prior year						10.7%	3.5%	0.6%	2.0%	2.0%
<u>DEBT / RESERVES</u>										
Transfer to Operating Reserve Fund	2,000	2,000	2,000	-	-	2,000	2,000	2,000	2,000	2,000
Transfer to Capital Reserve Fund	15,000	12,169	15,000	-	-	15,000	20,000	15,000	15,000	15,000
MFA Debt Principal	-	-	-	-	-	-	-	-	15,118	60,472
MFA Debt Interest	-	-	-	-	-	-	-	4,125	28,875	66,000
MFA Debt Reserve Fund	-	-	-	-	-	-	-	5,000	15,000	-
TOTAL DEBT / RESERVES	17,000	14,169	17,000	-	-	17,000	22,000	26,125	75,993	143,472
TOTAL COSTS	108,251	108,401	118,007	-	-	118,007	126,554	131,267	183,266	252,928
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(5,000)	(5,000)	-	-	-	-	(1,500)	-	-	-
User Charges	(81,151)	(81,151)	(94,807)	-	-	(94,807)	(99,954)	(101,167)	(148,166)	(212,828)
Other Revenue	(100)	(250)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(86,251)	(86,401)	(94,907)	-	-	(94,907)	(101,554)	(101,267)	(148,266)	(212,928)
REQUISITION - PARCEL TAX	(22,000)	(22,000)	(23,100)	-	-	(23,100)	(25,000)	(30,000)	(35,000)	(40,000)
*Percentage increase over prior year										
User Fee						16.8%	5.4%	1.2%	46.5%	43.6%
Requisition						5.0%	8.2%	20.0%	16.7%	14.3%
Combined						14.3%	6.0%	5.0%	39.6%	38.0%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	2.667	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Surfside Park Estates (Mayne)							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$25,000	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$15,000	\$500,000	\$1,500,000	\$0	\$0	\$2,015,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$25,000	\$25,000	\$15,000	\$500,000	\$1,500,000	\$0	\$0	\$2,040,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$500,000	\$1,500,000	\$0	\$0	\$2,000,000
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$25,000	\$25,000	\$15,000	\$0	\$0	\$0	\$0	\$40,000
	\$25,000	\$25,000	\$15,000	\$500,000	\$1,500,000	\$0	\$0	\$2,040,000

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

<p>Project Number Project number format is "yy-##" "yy" is the last two digits of the year the project is planned to start. "##" is a numerical value. For example, 22-01 is a project planned to start in 2022.</p> <p>For projects in previous capital plans, use the same project numbers previously</p>	<p>Capital Project Description Briefly describe project scope and service benefits. For example: <i>"Full Roof Replacement of a 40 year old roof above the swimming pool area. The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".</i></p>	<p>Carryforward from 2021 Input the carryforward amount from the 2021 capital plan that is remaining to be spent. Forecast this spending in 2022 to 2026.</p>	<p>Project Drivers Maintain Level of Service = Project maintains existing or improved level of service. Advance Board or Corporate Priority = Project is a Board or Corporate priority. Emergency = Project is required for health or safety reasons. Cost Benefit = Economic benefit to the organization.</p>
<p>Capital Expenditure Type Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service</p>	<p>Total Project Budget Provide the total project budget, even if it extends beyond the 5 years of this capital plan.</p>	<p>Funding Source Codes Debt = Debenture Debt (new debt only) ERF = Equipment Replacement Fund Grant = Grants (Federal, Provincial) Cap = Capital Funds on Hand Other = Donations / Third Party Funding Res = Reserve Fund STLoan = Short Term Loans WU = Water Utility If there is more than one funding source, use additional rows for the project.</p>	<p>Long-term Planning Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs. Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts. Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type. Condition Assessment = Assessment that identifies asset replacements based on asset condition.</p>
<p>Capital Project Title Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".</p>	<p>Asset Class L - Land S - Engineering Structure B - Buildings V - Vehicles</p>	<p>Cost Estimate Class Class A (+10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders. Class B (+15-25%) = Estimate based on investigations, studies or preliminary design; used for budget planning. Class C (+25-40%) = Estimate based on limited site information; used for program planning. Class D (+50%) = Estimate based on little/no site information; used for long-term planning.</p>	

Service #: 2.667
Service Name: Surfside Park Estates (Mayne)

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
21-01	Replacement	System Review	Review the system with tank location and accessibility taken into account.	\$25,000	E	Res	\$25,000	\$25,000	\$0	\$0	\$0	\$0	\$25,000
23-01	Replacement	Alternative Approval Process	Undertake an alternative approval process to borrow funds to carry out water system and dam safety improvements in future years.	\$15,000	S	Res	\$0	\$0	\$15,000	\$0	\$0	\$0	\$15,000
24-01	Replacement	Wood Dale Drive Water Main Replacement	Replace approximately 200 m of leaking water main along Wood Dale Drive.	\$300,000	S	Debt	\$0	\$0	\$0	\$300,000	\$0	\$0	\$300,000
25-01	Replacement	New Tank & PS	Design and construction new water storage tank and pump station	\$1,700,000	S	Debt	\$0	\$0	\$0	\$200,000	\$1,500,000	\$0	\$1,700,000
GRAND TOTAL				\$2,040,000			\$25,000	\$25,000	\$15,000	\$500,000	\$1,500,000	\$0	\$2,040,000

Service: 2.667 **Surfside Park Estates (Mayne)**

Project Number	21-01	Capital Project Title	System Review	Capital Project Description	Review the system with tank location and accessibility taken into account.
Project Rationale	Review the location and replacement of the existing tanks, with accessibility taken into account, resulting in recommendations for future improvements.				

Project Number	23-01	Capital Project Title	Alternative Approval Process	Capital Project Description	Undertake an alternative approval process to borrow funds to carry out water system and dam safety improvements in future years.
Project Rationale	Funds are required to conduct an alternative approval process for future funding of water system improvements including water main replacement.				

Project Number	24-01	Capital Project Title	Wood Dale Drive Water Main Replacement	Capital Project Description	Replace approximately 200 m of leaking water main along Wood Dale Drive.
Project Rationale	Funds are required to replace approximately 200 m of 150 mm diameter PVC water main that is leaking along Wood Dale Drive.				

Project Number	25-01	Capital Project Title	New Tank & PS	Capital Project Description	Design and construction new water storage tank and pump station
Project Rationale	Design and construction new water storage tank and pump station				

Surfside Park Estates (Mayne)
Summary Schedule
2022 - 2026 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	24,374	26,374	26,874	28,874	30,874	32,874
Capital Reserve Fund	65,217	55,217	60,217	75,217	90,217	105,217
Total	89,591	81,591	87,091	104,091	121,091	138,091

Reserve Schedule

Reserve Fund: Surfside Water - Operating Reserve Fund Bylaw 4144

The Operating Reserve Fund (ORF) is used to undertake the cyclical maintenance activities, to fund the procurement of equipment and supplies that typically do not occur on an annual basis and also to be used for emergency unplanned repairs. Operating surplus from time to time can be transferred to ORF.

Reserve Cash Flow

Fund:	1500	Actual	Budget				
Fund Centre:	105216	2021	2022	2023	2024	2025	2026
Beginning Balance		27,842	24,374	26,374	26,874	28,874	30,874
Transfer from Ops Budget		2,000	2,000	2,000	2,000	2,000	2,000
Transfer to Ops Budget		(914)	-	-	-	-	-
Expenditures		(5,000)	-	(1,500)	-	-	-
Planned Maintenance Activity		Reservoir cleaning and inspection		Hydrant maintenance			
Interest Income		446					
Ending Balance \$		24,374	26,374	26,874	28,874	30,874	32,874

Assumptions/Background:

Reserve Schedule

Reserve Fund: Surfside Water - Capital Reserve Fund - Bylaw 3191

To provide for capital expenditures or in respect of capital projects and land, machinery or equipment necessary for them and extension or renewal of existing capital works.

Reserve Cash Flow

Fund:	1066	Actual	Budget				
Fund Centre:	101850	2021	2022	2023	2024	2025	2026
Beginning Balance		49,087	65,217	55,217	60,217	75,217	90,217
Transfer from Ops Budget		15,000	15,000	20,000	15,000	15,000	15,000
Transfer from Cap Fund		273	-	-	-	-	-
Transfer to Cap Fund		-	(25,000)	(15,000)	-	-	-
Interest Income*		857					
Ending Balance \$		65,217	55,217	60,217	75,217	90,217	105,217

Assumptions/Background:

Transfer as much as operating budget will allow.

* Interest should be included in determining the estimated ending balance for the current year. Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2022 Budget

Magic Lake Estates Sewer

FINAL BUDGET

MARCH 2022

Service: 3.830 Magic Lake Sewer Utility (Pender)

Committee: Electoral Area

DEFINITION:

To provide, operate and maintain sewage collection and disposal facilities for the Magic Lake Estates Sewerage System Specified Area on North Pender Island (Local Service Establishment Bylaw No. 1873 - June 26, 1991).

PARTICIPATION:

Specified Area - B(764) SA#8

MAXIMUM LEVY:

Greater of \$200,000 or \$7.10 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$3,287,571.

MAXIMUM CAPITAL DEBT:

AUTHORIZED: LA Bylaw No. 4048 (Dec 2015). Fall Borrowing \$1,530,000 for 10 years

COMMITTEE:

Magic Lake Estates Water & Sewer Committee established by Bylaw No. 1870 (November 28, 1990).

FUNDING:

User Charge: Per single family equivalency unit to connected properties only

Parcel Tax: Only on properties capable of being connected to system.

Connection Charge: Actual Engineering and Construction costs, plus 15% Administration costs. The minimum charge is \$500.

RESERVE FUND:

Magic Lake Estates sewage system capital reserve fund (Dec 17, 1986). Bylaw No. 1497.

3.830 - Magic Lake Estates Sewer	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Sludge Hauling Contracts	88,940	85,500	90,720	-	-	90,720	92,530	94,380	96,270	98,200
Grit & Waste Sludge Disposal	88,940	83,000	90,720	-	-	90,720	92,530	94,380	96,270	98,200
Repairs & Maintenance	23,640	8,230	11,600	-	25,000	36,600	11,840	12,030	12,280	12,530
Allocations	43,961	43,961	44,220	-	-	44,220	45,004	45,809	46,627	47,458
Electricity	23,200	24,800	23,660	-	-	23,660	24,130	24,610	25,100	25,600
Supplies	21,520	18,390	21,940	-	-	21,940	22,360	22,800	23,240	23,710
Labour Charges	264,429	300,285	280,445	-	-	280,445	285,886	291,600	297,432	303,382
Other Operating Expenses	32,500	34,284	33,822	-	-	33,822	34,676	35,535	36,414	37,314
TOTAL OPERATING COSTS	587,130	598,450	597,127	-	25,000	622,127	608,956	621,144	633,633	646,394
*Percentage Increase over prior year						6.0%	-2.1%	2.0%	2.0%	2.0%
<u>DEBT / RESERVES</u>										
Transfer to Capital Reserve Fund	80,000	80,000	75,000	-	-	75,000	80,000	80,000	80,000	80,000
Transfer to Operating Reserve Fund	13,260	13,260	13,260	-	-	13,260	13,260	13,260	13,260	13,260
Debt Reserve Fund	370	370	320	-	-	320	320	320	320	320
MFA Principal Payment	133,463	133,463	133,463	-	-	133,463	133,463	133,463	133,463	133,463
MFA Interest Payment	40,640	40,640	40,640	-	-	40,640	40,640	40,640	40,640	40,640
TOTAL DEBT / RESERVES	267,733	267,733	262,683	-	-	262,683	267,683	267,683	267,683	267,683
TOTAL COSTS	854,863	866,183	859,810	-	25,000	884,810	876,639	888,827	901,316	914,077
Sludge Disposal Recovery	(10,654)	(10,654)	(10,870)	-	-	(10,870)	(11,090)	(11,310)	(11,540)	(11,770)
TOTAL COSTS NET OF RECOVERIES	844,209	855,529	848,940	-	25,000	873,940	865,549	877,517	889,776	902,307
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(15,000)	(26,320)	-	-	(25,000)	(25,000)	-	-	-	-
User Charges	(250,203)	(250,203)	(259,320)	-	-	(259,320)	(269,977)	(275,938)	(282,176)	(288,625)
Grants in Lieu of Taxes	(985)	(985)	(2,450)	-	-	(2,450)	(10)	(10)	(10)	(10)
Other Revenue	(1,190)	(1,190)	(1,160)	-	-	(1,160)	(1,180)	(1,200)	(1,220)	(1,240)
TOTAL REVENUE	(267,378)	(278,698)	(262,930)	-	(25,000)	(287,930)	(271,167)	(277,148)	(283,406)	(289,875)
REQUISITION - PARCEL TAX	(576,831)	(576,831)	(586,010)	-	-	(586,010)	(594,382)	(600,369)	(606,370)	(612,432)
*Percentage increase over prior year										
User Fees						3.6%	4.1%	2.2%	2.3%	2.3%
Requisition						1.6%	1.4%	1.0%	1.0%	1.0%
Combined						2.2%	2.3%	1.4%	1.4%	1.4%

3.830 - Magic Lake Estates Sewer - Debt Only
 - 6M Phase 1 Wastewater Treatment Plan Upgrade

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>DEBT</u>										
Debt Reserve Fund	37,600	37,970	10,500	-	-	10,500	500	500	500	500
MFA Principal Payment	-	-	89,110	-	-	89,110	112,809	112,809	112,809	112,809
MFA Interest Payment	41,610	49,382	105,148	-	-	105,148	111,798	111,798	111,798	111,798
TOTAL DEBT	79,210	87,352	204,758	-	-	204,758	225,107	225,107	225,107	225,107
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2021 to 2022	-	(7,772)	7,772	-	-	7,772	-	-	-	-
MFA Debt Reserve Earning	-	(370)	(500)	-	-	(500)	(500)	(500)	(500)	(500)
Grants in Lieu of Taxes	-	-	(414)	-	-	(414)	-	-	-	-
REQUISITION - PARCEL TAX	79,210	79,210	211,616	-	-	211,616	224,607	224,607	224,607	224,607
*Percentage increase over prior year Requisition						167.2%	6.1%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	3.830	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Magic Lake Sewer Utility (Pender)							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$5,000	\$0	\$0	\$0	\$0	\$5,000
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$1,700,000	\$4,100,000	\$4,600,000	\$709,350	\$0	\$0	\$9,409,350
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$1,700,000	\$4,105,000	\$4,600,000	\$709,350	\$0	\$0	\$9,414,350

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$1,700,000	\$1,900,100	\$1,666,800	\$189,180	\$0	\$0	\$3,756,080
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	Grant	\$0	\$2,202,400	\$2,933,200	\$520,170	\$0	\$0	\$5,655,770
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$2,500	\$0	\$0	\$0	\$0	\$2,500
		\$1,700,000	\$4,105,000	\$4,600,000	\$709,350	\$0	\$0	\$9,414,350

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

<p>Project Number Project number format is "yy-##" "yy" is the last two digits of the year the project is planned to start. "##" is a numerical value. For example, 22-01 is a project planned to start in 2022.</p> <p>For projects in previous capital plans, use the same project numbers previously</p>	<p>Capital Project Description Briefly describe project scope and service benefits. For example: <i>"Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".</i></p>	<p>Carryforward from 2021 Input the carryforward amount from the 2021 capital plan that is remaining to be spent. Forecast this spending in 2022 to 2026.</p>	<p>Project Drivers Maintain Level of Service = Project maintains existing or improved level of service. Advance Board or Corporate Priority = Project is a Board or Corporate priority. Emergency = Project is required for health or safety reasons. Cost Benefit = Economic benefit to the organization.</p>
<p>Capital Expenditure Type Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset</p>	<p>Total Project Budget Provide the total project budget, even if it extends beyond the 5 years of this capital plan.</p>	<p>Funding Source Codes Debt = Debenture Debt (new debt only) ERF = Equipment Replacement Fund Grant = Grants (Federal, Provincial) Cap = Capital Funds on Hand Other = Donations / Third Party Funding Res = Reserve Fund STLoan = Short Term Loans WU = Water Utility If there is more than one funding source, use additional rows for the project.</p>	<p>Long-term Planning Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs. Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts. Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type. Condition Assessment = Assessment that identifies asset replacements based on asset condition.</p>
<p>Capital Project Title Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".</p>	<p>Asset Class L - Land S - Engineering Structure B - Buildings V - Vehicles</p>	<p>Cost Estimate Class Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders. Class B (±15-25%) = Estimate based on investigations, studies or preliminary design; used for budget planning. Class C (±25-40%) = Estimate based on limited site information; used for program planning. Class D (±50%) = Estimate based on little/no site information; used for long-term planning.</p>	

Service #: 3.830
Service Name: Magic Lake Sewer Utility (Pender)

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
20-01	Renewal	Wastewater Improvements - Sewer Replacement	1. Replace about 3km of failing AC pipe and install Cannon forcemain pipe (2021) 2. Replace as much failing AC pipe as possible with remaining funds left from \$6M loan (2022-2)	\$3,943,916	S	Debt	\$1,700,000	\$1,100,000	\$600,000	\$0	\$0	\$0	\$1,700,000
21-01	Renewal	Wastewater Improvements - Pump Station and Treatment Plant Upgrades	1. Renew Bucaaneer, Gallean, Schooner, Capstan, Cutlass and Masthead Pump Sta 2. Replace Cannon WWTP with a new pump station 3. Upgrade Schooner WWTP (headworks, EQ tank, 2nd aeration tank, new clarifiers, electrical/gens)	\$7,709,350	S	Debt	\$0	\$800,100	\$1,066,800	\$189,180	\$0	\$0	\$2,056,080
21-01					S	Grant	\$0	\$2,199,900	\$2,933,200	\$520,170	\$0	\$0	\$5,653,270
22-01	New	EV Charging Station	Construct a new EV Charging Station at the Water Treatment Plant, project to be split across MLE Water, Waste Water, and a possible grant	\$5,000	E	Res	\$0	\$2,500	\$0	\$0	\$0	\$0	\$2,500
22-01					E	Grant	\$0	\$2,500	\$0	\$0	\$0	\$0	\$2,500
GRAND TOTAL				\$11,658,266			\$1,700,000	\$4,105,000	\$4,600,000	\$709,350	\$0	\$0	\$9,414,350

Service: 3.830 Magic Lake Sewer Utility (Pender)

Project Number	20-01	Capital Project Title	Wastewater Improvements - Sewer Replacement	Capital Project Description	1. Replace about 3km of failing AC pipe and install Cannon forcemain pipe (2021) 2. Replace as much failing AC pipe as possible with remaining funds left from \$6M loan (2022-23).
Project Rationale	Several km of failing AC sewer pipe requires replacement (to be completed over 3 years from 2021-2023).				

Project Number	21-01	Capital Project Title	Wastewater Improvements - Pump Station and Treatment Plant Upgrades	Capital Project Description	1. Renew Buccaneer, Galleon, Schooner, Capstan, Cutlass and Masthead Pump Stns 2. Replace Cannon WWTP with a new pump station 3. Upgrade Schooner WWTP (headworks, EQ tank, 2nd aeration tank, new clarifiers, electrical/genset)
Project Rationale	Successfully received an Infrastructure Canada grant to complete upgrades on six pump stations, install a new pump station at Cannon to pump to Schooner WWTP, and upgrade Schooner WWTP to treat flow from Cannon and renew many components to bring the wastewater system into compliance with environmental regulations.				

Project Number	22-01	Capital Project Title	EV Charging Station	Capital Project Description	Construct a new EV Charging Station at the Water Treatment Plant, project to be split across MLE Water, Waste Water, and a possible grant.
Project Rationale	Construct a new EV Charging Station at the Water Treatment Plant, project to be split across MLE Water, Waste Water, and a possible grant.				

**Magic Lake Estates Sewer
Reserve Summary Schedule
2022 - 2026 Financial Plan**

Reserve/Fund Summary

	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	33,825	22,085	35,345	48,605	61,865	75,125
Capital Reserve Fund	306,661	379,161	459,161	539,161	619,161	699,161
Total	340,486	401,246	494,506	587,766	681,026	774,286

Reserve Schedule

Reserve Fund: 3.830 Magic Lake Sewer System - Operating Reserve Fund - Bylaw 4144

Reserve fund used for: unforeseen operational repairs and maintenance; infrequent maintenance activities such as treatment facility tankage draining/cleaning/inspection etc. Optimum minimum balance of \$50,000 (approximately 10%) of the annual operating budget.

Reserve Cash Flow

Fund: Fund Centre:	1500 105217	Actual	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		44,740	33,825	22,085	35,345	48,605	61,865
Transfer from Ops Budget		13,260	13,260	13,260	13,260	13,260	13,260
Planned Expenditures			(25,000)	-	-	-	-
Planned Maintenance Activity			Outfall inspection and Clean Schooner aeration ditch				
Deficit Recovery		(25,000)					
Interest Income		825					
Ending Balance \$		33,825	22,085	35,345	48,605	61,865	75,125

Assumptions/Background:

Reserve Schedule

Reserve Fund: 3.830 Magic Lake Sewer System - Capital Reserve Fund

Bylaw 1497

Reserve Cash Flow

Fund: 1042 Fund Centre: 101386	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	278,391	306,661	379,161	459,161	539,161	619,161
Transfer from Ops Budget	53,628	75,000	80,000	80,000	80,000	80,000
Transfer to Cap Fund	(30,000)	-	-	-	-	-
Transfer from Cap Fund	-	(2,500)	-	-	-	-
Interest Income	4,642					
Ending Balance \$	306,661	379,161	459,161	539,161	619,161	699,161

Assumptions/Background: