

Appendix A-6: JDF Service Budgets

JOINTLY FUNDED SERVICES

1.103 Elections

1.104 UBCM

1.318 Building Inspection

1.320 Noise Control

1.322 Nuisance & Unsightly Premises

1.372 EA Emergency Coordination

JUAN DE FUCA

1.109 Administration

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1.119 Vancouver Island Regional Library

1.129 Vancouver Island Regional Library-Debt

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1.232 Port Renfrew Street Lighting

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1.319 Soil Deposit and Removal

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Appendix A-6: JDF Service Budgets

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1.355 Durrance Road Fire

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1.370 JDF Emergency Program

1.377 JDF Search and Rescue

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1.523 Port Renfrew Refuse Disposal

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2.650 Port Renfrew Water

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3.850 Port Renfrew Sewer

CAPITAL REGIONAL DISTRICT

2023 Budget

Elections

FINAL BUDGET

MARCH 2023

Service: 1.103 Elections

Committee: Electoral Area

DEFINITION:

To maintain voters lists for electoral areas and to undertake elections as required (Sec. 787(b) Municipal Act - SLP February 1, 1966).

PARTICIPATION:

All electoral areas on the basis of converted hospital assessed value of land and improvements.

MAXIMUM LEVY:

No limit

FUNDING:

Requisition and contribution from Islands Trust.

1.103 - Elections	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2023 ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Electoral Area Elections	162,500	162,500	-	-	-	-	-	-	177,620	-
Islands Trust	74,900	74,900	-	-	-	-	-	-	81,870	-
Allocations and Insurance	32	32	380	-	-	380	400	420	13,038	460
TOTAL OPERATING COSTS	237,432	237,432	380	-	-	380	400	420	272,528	460
*Percentage Increase over prior year										
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	25,500	25,500	65,380	-	-	65,380	65,200	65,200	-	65,200
TOTAL COSTS	262,932	262,932	65,760	-	-	65,760	65,600	65,620	272,528	65,660
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(122,457)	(122,457)	-	-	-	-	-	-	(125,038)	-
Recovery from Islands Trust	(74,900)	(74,900)	-	-	-	-	-	-	(81,870)	-
Other Income	(84)	(84)	(270)	-	-	(270)	(90)	(90)	(90)	(90)
TOTAL REVENUE	(197,441)	(197,441)	(270)	-	-	(270)	(90)	(90)	(206,998)	(90)
REQUISITION	(65,491)	(65,491)	(65,490)	-	-	(65,490)	(65,510)	(65,530)	(65,530)	(65,570)
*Percentage increase over prior year Requisition			0.0%			0.0%	0.0%	0.0%	0.0%	0.1%

Reserve Schedule

Reserve Fund: 1.103 Elections - Operating Reserve Fund

To stabilize requisition for Electoral Area Elections held every 4th year

Reserve Cash Flow

Fund: Fund Centre:	1500 105515	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Beginning Balance		103,359	125,101	190,481	255,681	320,881	195,843
Transfer from Op Budget		143,037	65,380	65,200	65,200	-	65,200
Transfer to Op Budget		(122,457)	-	-	-	(125,038)	-
Interest Income		1,162					
Ending Balance \$		125,101	190,481	255,681	320,881	195,843	261,043

Assumptions/Background:

Budgeted transfers to reserve will provide funding for elections every 4 years

CAPITAL REGIONAL DISTRICT

2023 Budget

UBCM

FINAL BUDGET

MARCH 2023

Service: 1.104 Union of B.C. Municipalities

Committee: Electoral Area

DEFINITION:

To provide for membership dues and convention expenses. Section 787 (b) - SLP - February 1, 1966.

PARTICIPATION:

All electoral areas and those municipalities not maintaining their own membership (currently electoral areas only) on the basis of converted hospital assessed value of land and improvements.

MAXIMUM LEVY:

No limit

FUNDING:

Requisition

GENERAL INFORMATION:

Association of Vancouver Island and Coastal Communities (AVICC)

Commencing 1982 costs relating to AVICC, which are incurred solely on behalf of the electoral areas, are included in the UBCM budget rather than Legislative and General Government.

1.104 - UBCM	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	2023 ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Membership Fee	12,945	12,121	12,958	-	-	12,958	13,260	13,523	13,797	14,071
TOTAL COSTS	12,945	12,121	12,958	-	-	12,958	13,260	13,523	13,797	14,071
*Percentage Increase over prior year						0.1%	2.3%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2022 to 2023	-	792	(792)	-	-	(792)	-	-	-	-
Balance c/fwd from 2021 to 2022	(1,147)	(1,147)	-	-	-	-	-	-	-	-
Other Revenue	(76)	(44)	(92)	-	-	(92)	(80)	(80)	(80)	(80)
TOTAL REVENUE	(1,223)	(399)	(884)	-	-	(884)	(80)	(80)	(80)	(80)
REQUISITION	(11,722)	(11,722)	(12,074)	-	-	(12,074)	(13,180)	(13,443)	(13,717)	(13,991)
*Percentage increase over prior year Requisition						3.0%	9.2%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2023 Budget

Building Inspection

FINAL BUDGET

MARCH 2023

Service: 1.318 Building Inspection

Committee: Electoral Area

DEFINITION:

To carry out the Building Regulations function as specified by Section 818 of the Local Government Act (Letters Patent - January 1, 1970).

SERVICE DESCRIPTION:

The building inspection department provides building inspection services to homeowners, builders and contractors in compliance with both the BC Building Code and CRD Building Bylaw 3741 (2010), Amendment 3780 (2011), and Amendment 4403 (2021). The Building inspection service includes receiving, reviewing and advising on building permit applications, processing of the applications including code analysis and referrals to other agencies, issuing building permits and verifying conditional requirements, arranging and carrying out site and construction inspections and granting final approval for occupancy. Staff also provides inspection services to other CRD departments on a cost recovery basis.

PARTICIPATION:

All Electoral Areas on the basis of converted hospital assessments.

MAXIMUM LEVY:

None stated.

FUNDING:

Fees and charges and requisition to all Electoral Areas

1.318 - Building Inspection

	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2023 ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Salaries & Wages	1,197,922	1,092,247	1,274,746	114,130	-	1,388,876	1,418,541	1,448,834	1,479,775	1,511,388
Telecommunications	36,610	21,557	37,710	-	-	37,710	38,470	39,230	40,020	40,820
Legal Expenses	10,600	10,600	10,920	-	-	10,920	11,140	11,360	11,590	11,820
Building Rent	34,880	34,880	35,480	-	-	35,480	36,090	36,810	37,550	38,300
Supplies	16,700	17,888	18,800	-	-	18,800	17,540	17,900	18,260	18,620
Allocations	298,869	300,410	324,529	-	-	324,529	337,519	347,458	356,968	366,799
Other Operating Expenses	153,120	123,184	167,110	-	-	167,110	169,710	173,140	176,640	180,210
TOTAL OPERATING COSTS	1,748,701	1,600,766	1,869,295	114,130	-	1,983,425	2,029,010	2,074,732	2,120,803	2,167,957
*Percentage Increase over prior year						13.4%	2.3%	2.3%	2.2%	2.2%
<u>CAPITAL / RESERVES</u>										
Transfer to Equipment Replacement Fund	20,000	70,000	20,000	-	-	20,000	20,000	20,000	20,000	20,000
Transfer to Operating Reserve Fund	-	247,575	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	20,000	317,575	20,000	-	-	20,000	20,000	20,000	20,000	20,000
Building Borrowing Repayment to Facilities Reserve	23,300	23,300	23,300	-	-	23,300	23,300	23,300	23,300	23,300
TOTAL COSTS	1,792,001	1,941,641	1,912,595	114,130	-	2,026,725	2,072,310	2,118,032	2,164,103	2,211,257
*Percentage Increase over prior year						13.1%	2.2%	2.2%	2.2%	2.2%
Internal Recoveries	(30,076)	(30,076)	(30,980)	-	-	(30,980)	(31,600)	(32,230)	(32,870)	(33,530)
TOTAL COSTS LESS INTERNAL RECOVERIES	1,761,925	1,911,565	1,881,615	114,130	-	1,995,745	2,040,710	2,085,802	2,131,233	2,177,727
<u>FUNDING SOURCES (REVENUE)</u>										
						13.3%	2.3%	2.2%	2.2%	2.2%
Transfer from Operating Reserve Fund	(66,235)	(66,235)	(7,014)	(114,130)	-	(121,144)	(114,090)	(105,162)	(94,713)	(83,377)
Permit Fees Revenue	(1,200,000)	(1,350,000)	(1,340,000)	-	-	(1,340,000)	(1,366,800)	(1,394,140)	(1,422,020)	(1,450,460)
Contract Revenue	(37,510)	(37,150)	(38,640)	-	-	(38,640)	(39,410)	(40,200)	(41,010)	(41,830)
Grants in Lieu of Taxes	(1,802)	(1,802)	(1,921)	-	-	(1,921)	(1,750)	(1,790)	(1,830)	(1,880)
Revenue - Other	(2,610)	(2,610)	(2,660)	-	-	(2,660)	(2,710)	(2,760)	(2,820)	(2,900)
TOTAL REVENUE	(1,308,157)	(1,457,797)	(1,390,235)	(114,130)	-	(1,504,365)	(1,524,760)	(1,544,052)	(1,562,393)	(1,580,447)
REQUISITION	(453,768)	(453,768)	(491,380)	-	-	(491,380)	(515,950)	(541,750)	(568,840)	(597,280)
*Percentage increase over prior year						8.3%	5.0%	5.0%	5.0%	5.0%
Requisition						11.7%	2.0%	2.0%	2.0%	2.0%
Per Fees Revenue										
AUTHORIZED POSITIONS										
Salaried FTE	10.2		10.2	1.0		11.2	11.2	11.2	11.2	11.2

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2023 to 2027

Service No.	1.318	Carry Forward from 2022	2023	2024	2025	2026	2027	TOTAL
	Building Inspection							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$27,300	\$90,300	\$5,500	\$4,500	\$6,000	\$6,000	\$112,300
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$45,000	\$95,000	\$0	\$0	\$50,000	\$0	\$145,000
		\$72,300	\$185,300	\$5,500	\$4,500	\$56,000	\$6,000	\$257,300
		\$72,300	\$185,300	\$5,500	\$4,500	\$56,000	\$6,000	\$257,300

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	\$72,300	\$185,300	\$5,500	\$4,500	\$56,000	\$6,000	\$257,300
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
		\$72,300	\$185,300	\$5,500	\$4,500	\$56,000	\$6,000	\$257,300
		\$72,300	\$185,300	\$5,500	\$4,500	\$56,000	\$6,000	\$257,300

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2023 - 2027

<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, 23-01 is a project planned to start in 2023. 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 2022 Input the carryforward amount from the 2022 capital plan that is remaining to be spent. Forecast this spending in 2023 to 2027.</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 #: 1.318
Service Name: Building Inspection

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2022	2023	2024	2025	2026	2027	5 - Year Total
18-01	Replacement	Vehicle Replacement	Vehicle Replacement	\$145,000	V	ERF	\$45,000	\$95,000	\$0	\$0	\$50,000	\$0	\$145,000
19-01	Replacement	Computer Replacement	Replacement of Computer equipment	\$30,600	E	ERF	\$0	\$8,000	\$5,500	\$4,500	\$6,000	\$6,000	\$30,000
21-01	Replacement	Furniture Replacement	Salt Spring Island furniture replacement	\$0	E	ERF	\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000
22-03	New	Microfiche Computer	New pc and monitor for microfiche reader used for FOI requests at Fisgard	\$1,300	E	ERF	\$1,300	\$1,300	\$0	\$0	\$0	\$0	\$1,300
22-01	Replacement	Phone System	Salt Spring Island phone system replacement	\$16,000	E	ERF	\$16,000	\$16,000	\$0	\$0	\$0	\$0	\$16,000
22-05	Replacement	Photocopier	Replace Photocopier in Pender Island Office	\$10,000	E	ERF	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$10,000
23-01	Replacement	Storage Room Shelving	Replace Storage Room Shelving	\$30,000	E	ERF	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000
GRAND TOTAL				\$232,900			\$72,300	\$185,300	\$5,500	\$4,500	\$56,000	\$6,000	\$257,300

**Building Inspection
Reserve Summary Schedule
2023 - 2027 Financial Plan**

Reserve/Fund Summary

	Actual	Budget				
	2022	2023	2024	2025	2026	2027
Operating Reserve Fund	612,699	491,555	377,465	272,303	177,590	94,213
Equipment Replacement Fund	223,756	58,456	72,956	88,456	52,456	66,456
Total	836,455	550,011	450,421	360,759	230,046	160,669

Reserve Schedule

Reserve Fund: 1.318 Building Inspection - Operating Reserve Fund

For requisition rate stabilization during periods of fluctuating permit fee revenues.

Reserve Cash Flow

Fund: Fund Centre:	1500 105544	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Beginning Balance		292,078	612,699	491,555	377,465	272,303	177,590
Transfer from Ops Budget		379,262	-	-	-	-	-
Transfer to Ops Budget		(66,235)	(121,144)	(114,090)	(105,162)	(94,713)	(83,377)
Interest Income		7,594					
Ending Balance \$		612,699	491,555	377,465	272,303	177,590	94,213

Assumptions/Background:

Reserve Schedule

Reserve Fund: 1.318 Building Inspection - Equipment Replacement Fund

ERF Group: BLDINS.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101425	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Beginning Balance		208,730	223,756	58,456	72,956	88,456	52,456
Transfer from Ops Budget		70,000	20,000	20,000	20,000	20,000	20,000
Proceeds from Equipment Disposal		6,800					
Planned Purchase		(63,333)	(185,300)	(5,500)	(4,500)	(56,000)	(6,000)
Interest Income		1,559					
Ending Balance \$		223,756	58,456	72,956	88,456	52,456	66,456

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2023 BUDGET

Noise Control

FINAL BUDGET

MARCH 2023

Service: 1.320 Noise Control

Committee: Electoral Area

DEFINITION:

To provide noise control to member electoral areas of the Capital Regional District (Letter Patent - September 3, 1981; amended January 18, 1984; Supplementary Letters Patent - January 22, 1987). This function is performed by Bylaw officers from the CRD's Langford and Salt Spring Island offices.

SERVICE DESCRIPTION:

Administration and enforcement of the Noise Bylaws for the three Electoral Areas.

PARTICIPATION:

All Electoral Areas, based on converted hospital assessments.

MAXIMUM LEVY:

\$ 0.50 / \$1,000

Total such functions of 1.320 (Noise Control) and 1.322 (Nuisance & Unsightly Premises) not to exceed \$1.00 / \$1,000 overall.

MAXIMUM CAPITAL DEBT:

Nil

COMMISSION:

FUNDING:

Requisition

1.320 - Noise Control	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2023 ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Legal	6,900	1,500	7,110	-	-	7,110	7,250	7,400	7,550	7,700
Allocations	2,597	2,597	2,678	-	-	2,678	2,731	2,782	2,834	2,886
Internal Time Charges	30,474	30,474	31,390	-	-	31,390	32,020	32,650	33,310	33,970
Other Operating Expenses	50	65	50	-	-	50	50	50	50	50
TOTAL OPERATING COSTS	40,021	34,636	41,228	-	-	41,228	42,051	42,882	43,744	44,606
*Percentage Increase over prior year						3.0%	2.0%	2.0%	2.0%	2.0%
Transfer to Operating Reserve Fund	-	5,335	-	-	-	-	-	-	-	-
TOTAL COSTS	40,021	39,971	41,228	-	-	41,228	42,051	42,882	43,744	44,606
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(160)	(160)	(168)	-	-	(168)	(160)	(160)	(160)	(160)
Revenue - Other	(150)	(100)	(150)	-	-	(150)	(150)	(150)	(150)	(150)
TOTAL REVENUE	(310)	(260)	(318)	-	-	(318)	(310)	(310)	(310)	(310)
REQUISITION	(39,711)	(39,711)	(40,910)	-	-	(40,910)	(41,741)	(42,572)	(43,434)	(44,296)
*Percentage increase over prior year Requisition						3.0%	2.0%	2.0%	2.0%	2.0%

Reserve Schedule

Reserve Fund: 1.320 Noise Control - Operating Reserve Fund - Bylaw 4146

- Capital Regional District Operating Reserve Fund was established in 2016 under Bylaw No. 4146. The funds in this reserve shall be expended for unforeseen legal expense or other operating costs. Monies set aside shall be deposited under separate account in the bank and until required to be used may be invested in the manner provided by Section 364(2) of the Municipal Act.

Reserve Cash Flow

Fund: Fund Centre:	1500 105406	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Beginning Balance		15,454	21,805	21,805	21,805	21,805	21,805
Transfer from Ops Budget		5,920	-	-	-	-	-
Interest Income		431					
Ending Balance \$		21,805	21,805	21,805	21,805	21,805	21,805

Assumptions/Background:

Maintain balance at reasonable level to cover unexpected operating expenses such as legal.

CAPITAL REGIONAL DISTRICT

2023 BUDGET

Nuisance & Unsightly Premises

FINAL BUDGET

MARCH 2023

Service: 1.322 Nuisance & Unsightly Premises

Committee: Electoral Area

DEFINITION:

To provide regulation of nuisances and unsightly premises to the participating electoral areas (Letters Patent - May 19, 1977). This function is performed by Bylaw Officers from the CRD's Langford and Salt Spring Island offices.

SERVICE DESCRIPTION:

Enforce the Nuisance and Unsightly Premises Bylaw for the three Electoral Areas as in accordance with procedures and provisions of the Local Government Act.

PARTICIPATION:

All Electoral Areas, based on converted hospital assessments.

MAXIMUM LEVY:

\$ 0.50 / \$1,000

Total such functions of 1.320 (Noise Control) and 1.322 (Nuisance & Unsightly Premises) not to exceed \$1.00 / \$1,000 overall.

FUNDING:

Requisition

1.322 - Nuisance & Unsightly Premises	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Legal	2,130	500	2,190	-	-	2,190	2,230	2,270	2,320	2,370
Allocations	3,240	3,240	3,346	-	-	3,346	3,412	3,477	3,542	3,609
Internal Time Charges	47,685	47,685	49,130	-	-	49,130	50,100	51,100	52,120	53,160
Other Operating Expenses	320	320	320	-	-	320	320	320	320	320
TOTAL OPERATING COSTS	53,375	51,745	54,986	-	-	54,986	56,062	57,167	58,302	59,459
*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	(213)	(213)	(225)	-	-	(225)	(220)	(220)	(220)	(220)
Other Revenue	(100)	(100)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(313)	(313)	(325)	-	-	(325)	(320)	(320)	(320)	(320)
REQUISITION	(53,062)	(53,062)	(54,661)	-	-	(54,661)	(55,742)	(56,847)	(57,982)	(59,139)
*Percentage increase over prior year Requisition						3.0%	2.0%	2.0%	2.0%	2.0%

Reserve Schedule

Reserve Fund: 1.322 Nuisances & Unsightly Premises - Operating Reserve Fund

For unforeseen legal expenses

Reserve Cash Flow

Fund: Fund Centre:	1500 105403	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Beginning Balance		11,693	19,000	19,000	19,000	19,000	19,000
Transfer from Ops Budget		6,980	-	-	-	-	-
Interest Income		326					
Ending Balance \$		19,000	19,000	19,000	19,000	19,000	19,000

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2023 BUDGET

Electoral Area Emergency Planning Coordination

FINAL BUDGET

MARCH 2023

Service: 1.372 Emergency Planning Coordination

Committee: Planning, Transportation & Protective Services

DEFINITION:

No establishment bylaw. Service is provided by CRD staff for coordination of emergency operations for the CRD.

SERVICE DESCRIPTION:

This service provides support to a range of Protective Services responsibilities and to carry out the responsibilities legislated under the *Emergency Program Act*. Costs for staff are placed in this budget and allocated based on percentages to the other services, such as 911, hazmat, and emergency management.

FUNDING:

Allocations from protection services and requisition.

1.372 - Electoral Area Emergency Planning Coordination	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Salaries	538,896	528,836	578,160	-	-	578,160	590,591	603,293	616,259	629,506
Travel Expenses	1,860	1,000	1,920	-	-	1,920	1,960	2,000	2,040	2,080
Telecommunications	6,950	6,950	7,160	-	-	7,160	7,300	7,450	7,600	7,750
Staff Training & Development	1,650	2,537	1,700	-	-	1,700	1,730	1,760	1,800	1,840
Supplies	2,050	1,900	2,110	-	-	2,110	2,150	2,190	2,230	2,270
Allocations	62,608	62,608	63,573	-	-	63,573	65,045	66,555	67,884	69,243
Other Operating Expenses	8,750	9,101	9,276	-	-	9,276	9,450	9,640	9,830	10,020
TOTAL OPERATING COSTS	622,764	612,932	663,899	-	-	663,899	678,226	692,888	707,643	722,709
*Percentage Increase over prior year						6.6%	2.2%	2.2%	2.1%	2.1%
<u>CAPITAL / RESERVES</u>										
Transfer to Equipment Replacement Fund	7,500	17,332	7,500	-	-	7,500	7,500	7,500	7,500	7,500
TOTAL CAPITAL / RESERVES	7,500	17,332	7,500	-	-	7,500	7,500	7,500	7,500	7,500
TOTAL COSTS	630,264	630,264	671,399	-	-	671,399	685,726	700,388	715,143	730,209
Internal Recoveries	(468,860)	(468,860)	(492,300)	-	-	(492,300)	(512,966)	(529,381)	(545,262)	(557,735)
OPERATING COSTS LESS INTERNAL RECOVERIES	161,404	161,404	179,099	-	-	179,099	172,760	171,007	169,881	172,474
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(12,674)	(12,674)	(22,939)	-	-	(22,939)	(11,174)	(6,198)	(1,785)	(1,025)
Grants in Lieu of Taxes	(597)	(597)	(626)	-	-	(626)	(620)	(630)	(640)	(650)
Revenue - Other	(320)	(320)	(330)	-	-	(330)	(330)	(330)	(330)	(330)
TOTAL REVENUE	(13,591)	(13,591)	(23,895)	-	-	(23,895)	(12,124)	(7,158)	(2,755)	(2,005)
REQUISITION	(147,813)	(147,813)	(155,204)	-	-	(155,204)	(160,636)	(163,849)	(167,126)	(170,469)
*Percentage increase over prior year Requisition						5.0%	3.5%	2.0%	2.0%	2.0%
<u>AUTHORIZED POSITIONS</u>										
Salaried FTE	4.0	4.0	4.0			4.0	4.0	4.0	4.0	4.0

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2023 to 2027

Service No.	1.372	Carry Forward from 2022	2023	2024	2025	2026	2027	TOTAL
	Emergency Planning Coordination							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Equipment	E	\$0	\$0	\$2,500	\$0	\$0	\$0	\$2,500	
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	\$70,000	\$70,000	
		\$0	\$0	\$2,500	\$0	\$0	\$70,000	\$72,500	

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	\$2,500	\$0	\$0	\$70,000	\$72,500	
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	\$0	\$2,500	\$0	\$0	\$70,000	\$72,500	

Electoral Area Emergency Planning Coordination
 Reserve Summary Schedule
 2023 - 2027 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2022	2023	2024	2025	2026	2027
Operating Reserve Fund	60,373	37,434	26,260	20,062	18,277	17,252
Equipment Replacement Fund	53,804	61,304	66,304	73,804	81,304	18,804
Total	114,177	98,738	92,564	93,866	99,581	36,056

Reserve Schedule

Reserve Fund: 1.372 Emergency Planning Coordination - Operating Reserve Fund - Bylaw 4146

Surplus monies from operation are transferred into this reserve to to enable one-time programs and to cover unforeseen emergency response costs.

Reserve Cash Flow

Fund: Fund Centre:	1500 105545	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Beginning Balance		61,439	60,373	37,434	26,260	20,062	18,277
Transfer from Ops Budget		10,000	-	-	-	-	-
Transfer to Ops Budget		(12,674)	(22,939)	(11,174)	(6,198)	(1,785)	(1,025)
Interest Income		1,608					
Ending Balance \$		60,373	37,434	26,260	20,062	18,277	17,252

Assumptions/Background:

Reserve Schedule

Reserve Fund: 1.372 Emergency Planning Coordination - Equipment Replacement Fund

ERF Group: EMERGCOORD.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget				
Fund Centre:	101985	2022	2023	2024	2025	2026	2027
Beginning Balance		32,255	53,804	61,304	66,304	73,804	81,304
Transfer from Op Budget		25,042	7,500	7,500	7,500	7,500	7,500
Planned Purchase		(3,815)	-	(2,500)	-	-	(70,000)
Interest Income		323					
Ending Balance \$		53,804	61,304	66,304	73,804	81,304	18,804

Assumptions/Background:

ERF to fund future replacement of vehicles and equipment.

CAPITAL REGIONAL DISTRICT

2023 Budget

Admin. Expenditures (JDF)

FINAL BUDGET

MARCH 2023

Service: 1.109 JDF 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 Juan de Fuca

MAXIMUM LEVY:

None Stated.

FUNDING:

Requisition

1.109 - Admin. Expenditures (JDF)	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Director's Remuneration	47,789	43,618	47,817	-	-	47,817	48,770	49,750	50,750	51,770
Travel	1,710	485	1,760	-	-	1,760	1,800	1,840	1,880	1,920
Allocations	8,038	8,038	13,192	-	-	13,192	13,456	13,721	13,997	14,275
Contingency	3,000	-	-	-	-	-	-	-	-	-
Other Operating Expenses	3,300	2,718	3,723	-	-	3,723	3,800	3,880	3,960	4,040
TOTAL OPERATING COSTS	63,837	54,859	66,492	-	-	66,492	67,826	69,191	70,587	72,005
*Percentage Increase over prior year						4.2%	2.0%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	-	6,024	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVE	-	6,024	-	-	-	-	-	-	-	-
TOTAL COSTS	63,837	60,883	66,492	-	-	66,492	67,826	69,191	70,587	72,005
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2022 to 2023	-	3,218	(3,218)	-	-	(3,218)	-	-	-	-
Balance c/fwd from 2021 to 2022	(3,570)	(3,570)	-	-	-	-	-	-	-	-
Revenue - Other	(138)	(402)	(151)	-	-	(151)	(150)	(150)	(150)	(150)
TOTAL REVENUE	(3,708)	(754)	(3,369)	-	-	(3,369)	(150)	(150)	(150)	(150)
REQUISITION	(60,129)	(60,129)	(63,123)	-	-	(63,123)	(67,676)	(69,041)	(70,437)	(71,855)
*Percentage increase over prior year Requisition						5.0%	7.2%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2023 to 2027

Service No.	1.109	Carry Forward from 2022	2023	2024	2025	2026	2027	TOTAL
	JDF Admin. Expenditures							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$2,000	\$0	\$0	\$2,000
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
	\$0	\$0	\$0	\$0	\$2,000	\$0	\$0	\$2,000

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	\$2,000	\$0	\$0	\$2,000
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	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$2,000	\$0	\$0	\$2,000

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2023 - 2027

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, 23-01 is a project planned to start in 2023.	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 meets current energy standards with an expected service life of 35 years".</i>	Carryforward from 2022 Input the carryforward amount from the 2022 capital plan that is remaining to be spent. Forecast this spending in 2023 to 2027.	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 = Project provide economic benefit to the organization.
For projects in previous capital plans, use the same project numbers previously assigned.	Total Project Budget Provide the total project budget, even if it extends beyond the 5 years of this capital plan.	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.	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 and/or asset material/type. Condition Assessment = Assessment that identifies asset replacements based on asset condition.
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	Asset Class L - Land S - Engineering Structure B - Buildings V - Vehicles	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.	
Capital Project Title Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".			

Service #: 1.109

Service Name: JDF Admin. Expenditures

SECTION 1: PROJECT DESCRIPTION AND BUDGET													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2022	2023	2024	2025	2026	2027	5 - Year Total
26-01	Replacement	Computer	Computer Replacement	\$2,000	E	ERF	\$0	\$0	\$0	\$0	\$2,000	\$0	\$2,000
GRAND TOTAL				\$2,000			\$0	\$0	\$0	\$0	\$2,000	\$0	\$2,000

Reserve Schedule

Reserve Fund: 1.109 Admin Expenditures (JDF) - Equipment Replacement Fund

ERF Group: JDFADMIN.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget					
			2022	2023	2024	2025	2026	2027
Fund Centre:	101839							
Beginning Balance		10,880	15,314	15,314	15,314	15,314	13,314	
Transfer from Ops Budget		6,024	-	-	-	-	-	
Planned Purchase		(1,675)	-	-	-	(2,000)	-	
Interest Income		86						
Ending Balance \$		15,314	15,314	15,314	15,314	13,314	13,314	

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2023 Budget

JDF Grants in Aid

FINAL BUDGET

MARCH 2023

Service: 1.114 JDF 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).

* (District of Sooke incorporated from Sooke Electoral Area and Juan de Fuca Electoral Area created from the remainder along with addition of Langford Electoral Area).

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:

Juan de Fuca Electoral Area.

MAXIMUM LEVY:

Greater of \$65,484 or \$0.05 / \$1,000 on basis of converted hospital assessed value of land and improvements. To a maximum of \$162,914.

COMMISSION:

Committee: Electoral Areas Committee

FUNDING:

Requisition

1.114 - JDF Grants in Aid	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Grants in Aid	51,172	18,505	31,144	-	-	31,144	20,000	20,000	20,000	20,000
Allocations	3,253	3,253	2,721	-	-	2,721	2,776	2,831	2,888	2,946
TOTAL OPERATING COSTS	54,425	21,758	33,865	-	-	33,865	22,776	22,831	22,888	22,946
*Percentage Increase over prior year						-37.8%	-32.7%	0.2%	0.2%	0.3%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2022 to 2023	-	33,575	(33,575)	-	-	(33,575)	-	-	-	-
Balance c/fwd from 2021 to 2022	(54,135)	(54,135)	-	-	-	-	-	-	-	-
Other Income	(290)	(1,198)	(290)	-	-	(290)	(290)	(290)	(290)	(290)
TOTAL REVENUE	(54,425)	(21,758)	(33,865)	-	-	(33,865)	(290)	(290)	(290)	(290)
REQUISITION	-	-	-	-	-	-	(22,486)	(22,541)	(22,598)	(22,656)
*Requisition increase over prior year						N/A	N/A	0.2%	0.3%	0.3%

CAPITAL REGIONAL DISTRICT

2023 Budget

Vancouver Island Regional Library

FINAL BUDGET

MARCH 2023

Service: 1.119 Vancouver Island Regional Library

Committee: Electoral Area

2020 Budget

A local service within the Juan de Fuca Electoral Area under Part 3 of the Library Act Bylaw No. 2248 (November 23, 1994). Amended by Bylaw No. 2346 (February 12, 1997)

SERVICE DESCRIPTION:

This service provides the services of the Vancouver Island Regional Library (VIRL) to the westerly portion of Juan de Fuca Electoral Area (JDFEA). The VIRL delivers service to the JDFEA through its Sooke and Port Renfrew Branches. Under the Library Act, S.B.C. 1994 the CRD was required to take over the library responsibilities belonging to School District No. 62 (Sooke) to participate in the regional library district. The library district is the Vancouver Island Regional Library District (VIRL), headquartered in Nanaimo. The CRD provides the service by funding a budget set by the VIRL and appointing a member to the library board. Service began in 1994.

PARTICIPATION:

Westerly portion of Juan de Fuca Electoral Area.

MAXIMUM LEVY:

None stated.

FUNDING:

Requisition

1.119 - Vancouver Island Regional Library	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Payments to Vancouver Island Regional Library	315,360	315,360	334,052	-	-	334,052	340,730	347,540	354,490	361,580
Allocations	6,218	6,218	6,456	-	-	6,456	6,585	6,717	6,852	6,989
Other Operating Expenses	1,240	1,665	1,240	-	-	1,240	1,240	1,240	1,240	1,240
TOTAL COSTS	322,818	323,243	341,748	-	-	341,748	348,555	355,497	362,582	369,809
*Percentage Increase over prior year						5.9%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2022 to 2023	-	72	(72)	-	-	(72)	-	-	-	-
Balance c/fwd from 2021 to 2022	(141)	(141)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(325)	(325)	(325)	-	-	(325)	(340)	(350)	(360)	(370)
Other Revenue	(250)	(747)	(260)	-	-	(260)	(260)	(260)	(260)	(260)
TOTAL REVENUE	(716)	(1,141)	(657)	-	-	(657)	(600)	(610)	(620)	(630)
REQUISITION	(322,102)	(322,102)	(341,091)	-	-	(341,091)	(347,955)	(354,887)	(361,962)	(369,179)
*Percentage increase over prior year Requisition						5.9%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2023 Budget

Vancouver Island Regional Library-Debt

FINAL BUDGET

MARCH 2023

CAPITAL REGIONAL DISTRICT

2023 Budget

Langford EA - GVPL

FINAL BUDGET

MARCH 2023

Service: 1.133 Langford EA - GVPL

Committee: Electoral Area

DEFINITION:

To establish a local service for the purpose of contributing to the cost of library services that are provided within the service area by the Greater Victoria Public Library District. Bylaw No. 2357 adopted February 1997.

SERVICE DESCRIPTION:

This service, established in 1997, provides the services of the Greater Victoria Public Library Board (GVPLB) to the Willis Point and Malahat areas within the Juan de Fuca Electoral Area. The service is on a contract basis because the service area is so small. The contract is annually renewed. Payment to the GVPLB is made in the form of a contribution to the GVLPB's budget. This service is one a number of services in which the CRD makes an annual contribution to a public library service.

PARTICIPATION:

A portion of the Electoral Area of Juan de Fuca.

MAXIMUM LEVY:

Greater of \$183,000 or \$0.33 / \$1,000 of actual assessed value of land and improvements, to a maximum of \$131,364.

FUNDING:

Requisition

1.133 - Langford EA - GVPL	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	2023 ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Payments to Greater Victoria Public Library	31,470	31,470	31,890	-	-	31,890	32,530	33,180	33,840	34,520
Allocations	622	622	642	-	-	642	655	668	681	695
Other Operating Expenses	10	-	10	-	-	10	10	10	10	10
TOTAL OPERATING COSTS	32,102	32,092	32,542	-	-	32,542	33,195	33,858	34,531	35,225
*Percentage Increase over prior year						1.4%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2022 to 2023	-	16	(16)	-	-	(16)	-	-	-	-
Balance c/fwd from 2021 to 2022	(524)	(524)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(87)	(87)	(91)	-	-	(91)	(90)	(90)	(90)	(90)
Interest Income	-	(6)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(611)	(601)	(107)	-	-	(107)	(90)	(90)	(90)	(90)
REQUISITION	(31,491)	(31,491)	(32,435)	-	-	(32,435)	(33,105)	(33,768)	(34,441)	(35,135)
*Percentage increase over prior year Requisition						3.0%	2.1%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2023 Budget

Port Renfrew Street Lighting

FINAL BUDGET

MARCH 2023

Service: 1.232 Port Renfrew Street Lighting

Committee: Electoral Area

DEFINITION:

To provide, operate and maintain street lighting for the Port Renfrew Street Lighting Local Service Area.
Bylaw No. 1746, November 8, 1989; Bylaw No. 1986, January 29, 1992.

PARTICIPATION:

Port Renfrew Local Service Area # 4, D-762.

MAXIMUM LEVY:

Greater of \$7,500 or \$3.42 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$165,499.

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

Port Renfrew Street Lighting Commission established by Bylaw No. 1770 in 1989.
Port Renfrew Utility Services Committee (Juan de Fuca EA) established by Bylaw No. 3281 (September 14, 2005).

USER CHARGE:

50% of operating cost to be imposed as an annual user fee to each connected property.

PARCEL TAX:

50% of operating costs are collected as a parcel tax to be charged to every parcel within the Local Service Area.

1.232 - Port Renfrew Street Lighting	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Electricity	7,240	6,979	7,380	-	-	7,380	7,530	7,680	7,830	7,990
Allocations	444	444	449	-	-	449	458	467	477	486
Contingency	1,200	-	1,214	-	-	1,214	1,200	1,200	1,200	1,200
Other Operating Expenses	100	66	100	-	-	100	100	100	100	100
TOTAL COSTS	8,984	7,489	9,143	-	-	9,143	9,288	9,447	9,607	9,776
*Percentage Increase over prior year						1.8%	1.6%	1.7%	1.7%	1.8%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2022 to 2023	-	1,455	(1,455)	-	-	(1,455)	-	-	-	-
Balance c/fwd from 2021 to 2022	(1,520)	(1,520)	-	-	-	-	-	-	-	-
User Charges	(3,654)	(3,654)	(3,760)	-	-	(3,760)	(3,840)	(3,920)	(4,000)	(4,080)
Grants in Lieu of Taxes	(75)	(75)	(79)	-	-	(79)	(80)	(80)	(80)	(80)
Revenue - Other	(250)	(210)	(260)	-	-	(260)	(270)	(280)	(290)	(300)
TOTAL REVENUE	(5,499)	(4,004)	(5,554)	-	-	(5,554)	(4,190)	(4,280)	(4,370)	(4,460)
REQUISITION - PARCEL TAX	(3,485)	(3,485)	(3,589)	-	-	(3,589)	(5,098)	(5,167)	(5,237)	(5,316)
*Percentage increase over prior year										
User Fee						2.9%	2.1%	2.1%	2.0%	2.0%
Requisition						3.0%	42.0%	1.4%	1.4%	1.5%
Combined						2.9%	21.6%	1.7%	1.7%	1.7%

CAPITAL REGIONAL DISTRICT

2023 Budget

JDF Building Numbering

FINAL BUDGET

MARCH 2023

Service: 1.317 JDF Building Numbering

Committee: Electoral Area

DEFINITION:

To provide the extended service of implementing a civic addressing system for the Juan de Fuca Electoral Area. Establishment Bylaw No. 2010, adopted September 1992. Amendment Bylaw No. 2093 (February 1993).

SERVICE DESCRIPTION:

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

PARTICIPATION:

Juan de Fuca Electoral Area.

MAXIMUM LEVY:

None stated.

FUNDING:

Requisition

1.317 - JDF Building Numbering	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Building Inspection	12,034	12,034	12,390	-	-	12,390	12,640	12,890	13,150	13,410
Allocations	645	645	655	-	-	655	668	681	695	709
Other Operating Expenses	420	283	430	-	-	430	440	450	460	470
TOTAL COSTS	13,099	12,962	13,475	-	-	13,475	13,748	14,021	14,305	14,589
*Percentage Increase over prior year						2.9%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2022 to 2023	-	153	(153)	-	-	(153)	-	-	-	-
Balance c/fwd from 2021 to 2022	(157)	(157)	-	-	-	-	-	-	-	-
Other Income	(40)	(56)	(40)	-	-	(40)	(40)	(40)	(40)	(40)
TOTAL REVENUE	(197)	(60)	(193)	-	-	(193)	(40)	(40)	(40)	(40)
REQUISITION	(12,902)	(12,902)	(13,282)	-	-	(13,282)	(13,708)	(13,981)	(14,265)	(14,549)
*Percentage increase over prior year Requisition						2.9%	3.2%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2023 Budget

Soil Deposit and Removal

FINAL BUDGET

MARCH 2023

Service: 1.319 Soil Deposit and Removal

Committee: Electoral Area

DEFINITION:

The regulation of the deposit or removal of soil, sand, gravel, rock or other material on land in the municipality or in any area in the municipality (see 930(d)(e) of the Municipal Act). Authority received under SLP issued February 12, 1973, and as amended by SLP August 25, 1986. This function is performed by CRD Bylaw Officers , who ensure that permits are purchased by any person who deposits or removes said materials.

SERVICE DESCRIPTION:

Administration and enforcement of the Soil Deposit and Removal Bylaw for the Juan de Fuca Electoral Area (JdF EA).

PARTICIPATION:

Participants consist solely of the Juan de Fuca Electoral Area. Requisition to all participants on the basis of prior year caseload.

Participants Electoral Area	2000 est	Percentage
JDF EA	1	100%

MAXIMUM LEVY:

Net cost of this function not to exceed \$50,000.

FUNDING:

Requisition

1.319 - Soil Deposit and Removal	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2023 ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Allocations	1,206	1,206	1,249	-	-	1,249	1,274	1,295	1,317	1,339
Internal Time Charges	4,486	4,486	4,620	-	-	4,620	4,710	4,810	4,900	5,000
Other Operating Expenses	30	30	30	-	-	30	30	30	30	30
TOTAL OPERATING COSTS	5,722	5,722	5,899	-	-	5,899	6,014	6,135	6,247	6,369
*Percentage Increase over prior year						3.1%	1.9%	2.0%	1.8%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Interest Income	(40)	(40)	(40)	-	-	(40)	(40)	(40)	(40)	(40)
TOTAL REVENUE	(40)	(40)	(40)	-	-	(40)	(40)	(40)	(40)	(40)
REQUISITION	(5,682)	(5,682)	(5,859)	-	-	(5,859)	(5,974)	(6,095)	(6,207)	(6,329)
*Percentage increase over prior year Requisition						3.1%	2.0%	2.0%	1.8%	2.0%

Reserve Schedule

Reserve Fund: 1.319 Soil Deposit and Removal - Operating Reserve Fund

Reserve Cash Flow

Fund: 1500 Fund Centre: 105405	Actual	Budget				
	2022	2023	2024	2025	2026	2027
Beginning Balance	70,228	74,675	74,675	74,675	74,675	74,675
Transfer from Ops Budget	2,489	-	-	-	-	-
Interest Income	1,958					
Ending Balance \$	74,675	74,675	74,675	74,675	74,675	74,675

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2023 Budget

Community Planning (JDF)

FINAL BUDGET

MARCH 2023

Service: 1.325 Community Planning

Committee: Electoral Area

DEFINITION:

To provide land use planning services at the community level for the JDF electoral area (Supplementary Letters Patent - January 1, 1970).

SERVICE DESCRIPTION:

Community Planning service involves preparation, review and amendment of five official community plans and two comprehensive community development plans.

Development Services involves preparation and administration of Land Use Bylaws, subdivision Bylaw, and process zoning amendments, development permits, development variance permits, soil deposit/removal permits, and review land and water referrals, subdivisions referrals, and ALR exclusions.

Administrative Services involves preparation of agendas, minutes and providing administrative support for the Juan de Fuca (JdF) Land Use Committee (LUC), six advisory planning commissions (APC), three board of variances, the Agricultural Advisory Planning Commission (AAPC), and the Economic Development Commission (EDC).

PARTICIPATION:

JDF Electoral Area on the basis of converted hospital assessments.

MAXIMUM LEVY:

None stated.

FUNDING:

Requisition and user fees.

1.325 - Community Planning (JDF)

	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Salaries & Wages	463,171	400,294	496,208	-	-	496,208	506,670	517,364	528,287	539,442
Consultants	5,180	5,180	5,340	-	-	5,340	5,440	5,540	5,660	5,780
Legal Expenses	10,000	10,000	10,300	-	-	10,300	10,510	10,720	10,930	11,150
LIDAR Photography	-	-	13,500	-	-	13,500	-	13,770	-	14,045
Supplies	9,020	3,830	9,290	-	-	9,290	9,480	9,670	9,860	10,050
Land Use and Advisory Planning Cttees	15,340	14,020	15,810	-	-	15,810	16,130	15,790	15,920	16,060
Allocations	136,578	136,578	137,210	-	-	137,210	141,083	145,016	147,956	150,954
Labour Charges	32,083	32,083	33,050	-	-	33,050	33,710	34,380	35,070	35,770
Other Operating Expenses	59,900	55,875	61,560	-	-	61,560	62,830	64,140	65,470	66,820
TOTAL OPERATING COSTS	731,272	657,860	782,268	-	-	782,268	785,853	816,390	819,153	850,071
*Percentage Increase over prior year						7.0%	0.5%	3.9%	0.3%	3.8%
<u>CAPITAL / RESERVES</u>										
Transfer to Equipment Replacement Fund	5,000	5,000	5,000	-	-	5,000	5,000	5,000	5,000	5,000
Transfer to Operating Reserve Fund	-	82,892	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	5,000	87,892	5,000	-	-	5,000	5,000	5,000	5,000	5,000
Building Borrowing Repayment to Facilities Reserve	70,770	70,770	70,770	-	-	70,770	70,770	70,770	70,770	70,770
TOTAL COSTS	807,042	816,522	858,038	-	-	858,038	861,623	892,160	894,923	925,841
Internal Recoveries	(26,420)	(26,420)	(32,060)	-	-	(32,060)	(32,700)	(33,350)	(34,020)	(34,700)
OPERATING COSTS LESS INTERNAL RECOVERIES	780,622	790,102	825,978	-	-	825,978	828,923	858,810	860,903	891,141
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(35,269)	(35,269)	(59,681)	-	-	(59,681)	(48,183)	(63,380)	(50,493)	(65,451)
Processing Fee Revenue	(45,000)	(55,000)	(45,000)	-	-	(45,000)	(45,000)	(45,000)	(45,000)	(45,000)
Grants in Lieu of Taxes	(1,067)	(1,067)	(1,057)	-	-	(1,057)	(1,120)	(1,140)	(1,160)	(1,180)
Revenue - Other	(1,580)	(1,060)	(1,600)	-	-	(1,600)	(1,610)	(1,620)	(1,630)	(1,640)
TOTAL REVENUE	(82,916)	(92,396)	(107,338)	-	-	(107,338)	(95,913)	(111,140)	(98,283)	(113,271)
REQUISITION	(697,706)	(697,706)	(718,640)	-	-	(718,640)	(733,010)	(747,670)	(762,620)	(777,870)
*Percentage increase over prior year Requisition						3.0%	2.0%	2.0%	2.0%	2.0%
AUTHORIZED POSITIONS										
Salaried	3.7	3.7	3.7			3.7	3.7	3.7	3.7	3.7

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2023 to 2027

Service No.	1.325	Carry Forward from 2022	2023	2024	2025	2026	2027	TOTAL
	Community Planning							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$35,000	\$37,700	\$4,800	\$3,250	\$0	\$2,700	\$48,450
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$100,000	\$200,000	\$0	\$0	\$0	\$0	\$200,000
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$135,000	\$237,700	\$4,800	\$3,250	\$0	\$2,700	\$248,450
		\$135,000	\$237,700	\$4,800	\$3,250	\$0	\$2,700	\$248,450

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	\$35,000	\$37,700	\$4,800	\$3,250	\$0	\$2,700	\$48,450
Grants (Federal, Provincial)	Grant	\$100,000	\$200,000	\$0	\$0	\$0	\$0	\$200,000
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$135,000	\$237,700	\$4,800	\$3,250	\$0	\$2,700	\$248,450
		\$135,000	\$237,700	\$4,800	\$3,250	\$0	\$2,700	\$248,450

Service: 1.325 Community Planning

Project Number 22-02 **Capital Project Title** Otter Point Ground Water Study (for OCP) **Capital Project Description** Study of ground water availability to aid in land use decision making and support OCP policy

Project Rationale Public comments received in response to a number of recent development proposals have raised concern that there is insufficient ground water resources to support both existing development and new development. The OCP supports development in rural areas where there are sufficient ground water resources and the development will not put resources at risk of contamination or depletion. The study will provide information to help determine this. The study may lead to further studies and monitoring.

Project Number 23-01 **Capital Project Title** Port Renfrew OCP **Capital Project Description** Port Renfrew Official Community Plan Review and Update

Project Rationale Port Renfrew Official Community Plan requires review and update.

Project Number 20-01 **Capital Project Title** Computer Equipment **Capital Project Description** Computer Replacement

Project Rationale Computer replacement

Project Number 22-01 **Capital Project Title** Vehicle **Capital Project Description** Vehicle Replacement

Project Rationale Vehicle replacement

Community Planning (JDF)
 Reserve Summary Schedule
 2023 - 2027 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2022	2023	2024	2025	2026	2027
Operating Reserve Fund	385,628	325,947	277,764	214,384	163,891	98,440
Equipment Replacement Fund	176,692	143,992	144,192	145,942	150,942	153,242
Total	562,320	469,939	421,956	360,326	314,833	251,682

Reserve Schedule

Reserve Fund: 1.325 Community Planning - Operating Reserve Fund

Reserve Cash Flow

Fund: Fund Centre:	1500 105408	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Beginning Balance		315,239	385,628	325,947	277,764	214,384	163,891
Transfer from Ops Budget		97,161	-	-	-	-	-
Transfer to Ops Budget - Core		(35,269)	(46,181)	(48,183)	(49,610)	(50,493)	(51,406)
Transfer to Ops Budget - Orthophotos		-	(13,500)	-	(13,770)	-	(14,045)
Interest Income		8,498					
Ending Balance \$		385,628	325,947	277,764	214,384	163,891	98,440

Assumptions/Background:

For unforeseen legal expenses; ongoing air photo updates; election expenses

Reserve Schedule

Reserve Fund: 1.325 Community Planning - Equipment Replacement Fund

ERF Group: CMPLAN.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Fund Centre:	101428						
Beginning Balance		135,511	176,692	143,992	144,192	145,942	150,942
Transfer from Ops Budget		40,000	5,000	5,000	5,000	5,000	5,000
Planned Purchase		-	(37,700)	(4,800)	(3,250)	-	(2,700)
Interest Income		1,180					
Ending Balance \$		176,692	143,992	144,192	145,942	150,942	153,242

Assumptions/Background:

Maintain balance sufficient to fund required asset replacements

CAPITAL REGIONAL DISTRICT

2023 Budget

JDF Livestock Injury Compensation

FINAL BUDGET

MARCH 2023

Service: 1.340 JDF 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 (Juan de Fuca) Bylaw No. 1, 2021)

PARTICIPATION:

Juan de Fuca Electoral Area.

MAXIMUM LEVY:

None stated.

FUNDING:

Requisition

1.340 - JDF Livestock Injury Compensation	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	2023 ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Allocations	150	150	158	-	-	158	161	164	167	170
Compensation Claim Payments	3,000	-	3,000	-	-	3,000	3,000	3,000	3,000	3,000
TOTAL COSTS	3,150	150	3,158	-	-	3,158	3,161	3,164	3,167	3,170
*Percentage Increase over prior year						0.3%	0.1%	0.1%	0.1%	0.1%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2022 to 2023	-	3,053	(3,053)	-	-	(3,053)	-	-	-	-
Other Income	-	(53)	-	-	-	-	-	-	-	-
TOTAL REVENUE	-	3,000	(3,053)	-	-	(3,053)	-	-	-	-
REQUISITION	(3,150)	(3,150)	(105)	-	-	(105)	(3,161)	(3,164)	(3,167)	(3,170)
*Percentage increase over prior year Requisition						-96.7%	2899.9%	0.1%	0.1%	0.1%

CAPITAL REGIONAL DISTRICT

2023 Budget

Willis Point Fire Protection & Recreation

FINAL BUDGET

MARCH 2023

Service: 1.350 Willis Point Fire

Committee: Electoral Area

DEFINITION:

A service area for the purposes of constructing a fire hall/community centre and to provide fire protection and emergency response services and recreational facilities in the Willis Point Section of the Juan de Fuca Electoral Area.

Local Service Establishment Bylaw No. 1951 (January 15, 1992). Amended by Bylaw 2296 (1995) & 3214 (2004)

PARTICIPATION:

Based on converted hospital assessments - Willis Point Local Service Area #15 - A(763).

COMMISSION:

Willis Point Fire Protection and Recreation Facilities Commission established by Bylaw to oversee this function (Bylaw No. 3654 - April 14, 2010, Amended by Bylaw 3707, June 9, 2010).

MAXIMUM LEVY:

Bylaw No. 1951 states "Greater of \$41,000 or \$1.71 / \$1,000" to a maximum of \$488,064.

FUNDING:

Requisition

1.350 - Willis Point Fire Protection & Recreation	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
<u>Fire Protection Costs</u>										
Travel - Vehicles	14,200	7,137	14,200	-	-	14,200	14,480	14,770	15,060	15,360
Insurance	7,890	9,173	8,310	-	-	8,310	8,590	8,890	9,200	9,520
Utilities	12,300	10,492	12,550	-	-	12,550	12,800	13,060	13,320	13,590
Staff Development	24,080	18,444	24,345	-	-	24,345	24,840	25,340	25,850	26,360
Allocations	6,174	7,244	5,851	-	-	5,851	5,968	6,087	6,209	6,333
Operating - Other	37,269	36,406	35,576	-	-	35,576	36,290	37,010	37,730	38,460
TOTAL FIRE PROTECTION COSTS	101,913	88,896	100,832	-	-	100,832	102,968	105,157	107,369	109,623
<u>Recreation Costs:</u>										
Recreation Expenses	15,100	11,267	8,450	-	-	8,450	10,370	10,540	10,710	10,880
TOTAL OPERATING COSTS	117,013	100,163	109,282	-	-	109,282	113,338	115,697	118,079	120,503
*Percentage Increase over prior year						-1.1%	2.1%	2.1%	2.1%	2.1%
<u>CAPITAL / RESERVES / DEBT</u>										
Capital Equipment Purchases	6,300	-	6,300	-	-	6,300	6,400	6,510	6,670	6,820
Transfer to Equipment Replacement Fund	47,055	78,495	55,000	-	-	55,000	57,222	50,000	50,000	50,000
Transfer to Reserve Fund	7,500	7,500	4,242	-	-	4,242	5,000	17,253	17,921	18,627
MFA Debt Reserve Fund	-	-	-	-	-	-	-	-	-	-
MFA Debt Principal	-	-	-	-	-	-	-	-	-	-
MFA Debt Interest	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES / DEBT	60,855	85,995	65,542	-	-	65,542	68,622	73,763	74,591	75,447
TOTAL COSTS	177,868	186,158	174,824	-	-	174,824	181,960	189,460	192,670	195,950
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2021 to 2022	(9,919)	(9,919)	-	-	-	-	-	-	-	-
Rental Revenue	(29,030)	(30,480)	(29,050)	-	-	(29,050)	(29,060)	(29,070)	(29,080)	(29,090)
Other Revenue	(4,820)	(11,660)	(4,970)	-	-	(4,970)	(5,060)	(5,160)	(5,260)	(5,360)
TOTAL REVENUE	(43,769)	(52,059)	(34,020)	-	-	(34,020)	(34,120)	(34,230)	(34,340)	(34,450)
REQUISITION	(134,099)	(134,099)	(140,804)	-	-	(140,804)	(147,840)	(155,230)	(158,330)	(161,500)
*Percentage increase over prior year Requisition						5.0%	5.0%	5.0%	2.0%	2.0%

**CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2023 to 2027**

Service No.	1.350 Willis Point Fire	Carry Forward from 2022	2023	2024	2025	2026	2027	TOTAL
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EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$16,500	\$16,500
Equipment	E	\$6,000	\$8,970	\$6,000	\$6,000	\$6,000	\$12,000	\$38,970
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$580,000	\$0	\$0	\$0	\$0	\$580,000
		\$6,000	\$588,970	\$6,000	\$6,000	\$6,000	\$28,500	\$635,470

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	\$6,000	\$586,000	\$6,000	\$6,000	\$6,000	\$12,000	\$616,000
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	\$2,970	\$0	\$0	\$0	\$16,500	\$19,470
		\$6,000	\$588,970	\$6,000	\$6,000	\$6,000	\$28,500	\$635,470

**Willis Point Fire Protection & Recreation
 Reserves Summary Schedule
 2023 - 2027 Financial Plan**

Reserve/Fund Summary

	Actual	Budget				
	2022	2023	2024	2025	2026	2027
Capital Reserve Fund	145,782	147,054	152,054	169,307	187,228	189,355
Equipment Replacement Fund	538,825	7,825	59,047	103,047	147,047	185,047
Total	684,607	154,879	211,101	272,354	334,275	374,402

Reserve Schedule

Reserve Fund: 1.350 Willis Point Fire Protection & Creation - Capital Reserve Fund - Bylaw 2189

Surplus money from the operation of the fire protection service and recreational facilities may be paid from time to time into the reserve fund.

Reserve Cash Flow

Fund:	1014	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Fund Centre:	101358						
Beginning Balance		149,091	145,782	147,054	152,054	169,307	187,228
Transfer from Ops Budget		7,500	4,242	5,000	17,253	17,921	18,627
Transfer from Cap Fund		-					
Transfer to Cap Fund		(15,030)	(2,970)	-	-	-	(16,500)
Interest Income		4,221					
Ending Balance \$		145,782	147,054	152,054	169,307	187,228	189,355

Assumptions/Background:

Reserve Schedule

Reserve Fund: 1.350 Willis Point Fire Protection & Creation - Equipment Replacement Fund

For replacement of firefighting equipment, fire trucks, tenders and pumpers.
ERF Group: WILLISPT.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Fund Centre:	101429						
Beginning Balance		456,377	538,825	7,825	59,047	103,047	147,047
Transfer from Ops Budget		78,495	55,000	57,222	50,000	50,000	50,000
Expenditures		-	(586,000)	(6,000)	(6,000)	(6,000)	(12,000)
Interest Income		3,954					
Ending Balance \$		538,825	7,825	59,047	103,047	147,047	185,047

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2023 Budget

Otter Point Fire

FINAL BUDGET

MARCH 2023

Service: 1.353 Otter Point Fire

Committee: Electoral Area

DEFINITION:

A service area established to provide fire protection and emergency response on a volunteer basis in the Otter Point district of the Juan de Fuca Electoral Area. Fire department is operated by a Commission. Local Service Bylaw No. 2042 (September 9, 1992). Amended by Bylaws 2720, 3171 and 3215.

PARTICIPATION:

On taxable school assessments, excluding property that is taxable for school purposes only by Special Act.
Local Service Area #17 - G (762).

COMMISSION:

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

MAXIMUM LEVY:

Greater of \$125,000 or \$2.50 / \$1,000. To a maximum of \$2,240,826.

FUNDING:

Requisition

1.353 - Otter Point Fire	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2023		TOTAL	2024	2025	2026	2027
				ONGOING	ONE-TIME					
<u>OPERATING COSTS</u>										
Fire Chief Salary and Honorariums	79,310	79,310	86,865	-	-	86,865	88,600	90,370	92,180	94,020
Travel & Vehicles	23,560	23,560	24,705	-	-	24,705	25,200	25,700	26,210	26,730
Contract for Services	116,280	116,280	122,100	-	-	122,100	124,540	127,030	129,570	132,160
Insurance	12,170	12,170	12,740	-	-	12,740	13,170	13,610	14,080	14,560
Staff Training & Program Development	24,480	24,480	24,970	3,000	-	27,970	28,530	29,100	29,680	30,270
Recruiting and Retention	15,300	15,300	15,610	-	-	15,610	15,920	16,240	16,560	16,890
Maintenance	19,540	19,540	20,435	-	-	20,435	20,840	21,260	21,680	22,110
Internal Allocations	17,108	17,108	17,743	-	-	17,743	18,098	18,460	18,829	19,205
Operating - Supplies	18,890	18,890	19,550	-	-	19,550	19,940	20,340	20,740	21,150
Operating - Other	28,220	28,220	28,750	-	-	28,750	29,290	29,840	30,400	30,960
TOTAL OPERATING COSTS	354,858	354,858	373,468	3,000	-	376,468	384,128	391,950	399,929	408,055
*Percentage Increase over prior year						6.1%	2.0%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVES</u>										
Capital Equipment Purchases	5,500	5,500	5,670	-	-	5,670	5,780	5,900	6,020	6,140
Transfer to Capital Reserve Fund	40,800	40,800	42,000	-	-	42,000	45,000	48,000	50,000	52,000
Transfer to Equipment Replacement Fund	115,000	115,000	118,000	-	-	118,000	120,000	122,000	124,000	126,000
TOTAL CAPITAL / RESERVES	161,300	161,300	165,670	-	-	165,670	170,780	175,900	180,020	184,140
TOTAL COSTS	516,158	516,158	539,138	3,000	-	542,138	554,908	567,850	579,949	592,195
<u>FUNDING SOURCES (REVENUE)</u>										
Revenue - Other	(320)	(320)	(330)	-	-	(330)	(330)	(330)	(330)	(330)
TOTAL REVENUE	(320)	(320)	(330)	-	-	(330)	(330)	(330)	(330)	(330)
REQUISITION	(515,838)	(515,838)	(538,808)	(3,000)	-	(541,808)	(554,578)	(567,520)	(579,619)	(591,865)
*Percentage increase over prior year Requisition						5.0%	2.4%	2.3%	2.1%	2.1%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2023 to 2027

Service No.	1.353 Otter Point Fire	Carry Forward from 2022	2023	2024	2025	2026	2027	TOTAL
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EXPENDITURE

Buildings	B	\$0	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$200,000
Equipment	E	\$0	\$28,300	\$15,000	\$15,000	\$20,000	\$20,000	\$98,300
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$68,300	\$55,000	\$55,000	\$60,000	\$60,000	\$298,300
		\$0	\$68,300	\$55,000	\$55,000	\$60,000	\$60,000	\$298,300

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	\$28,300	\$15,000	\$15,000	\$20,000	\$20,000	\$98,300
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	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$200,000
		\$0	\$68,300	\$55,000	\$55,000	\$60,000	\$60,000	\$298,300
		\$0	\$68,300	\$55,000	\$55,000	\$60,000	\$60,000	\$298,300

Otter Point Fire
Summary Schedule
2023 - 2027 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2022	2023	2024	2025	2026	2027
Capital Reserve Fund	15,571	17,571	22,571	30,571	40,571	52,571
Equipment Replacement Fund	106,724	196,424	301,424	408,424	512,424	618,424
Total	122,296	213,996	323,996	438,996	552,996	670,996

Reserve Schedule

Reserve Fund: 1.353 Otter Point Fire Protection - Capital Reserve Fund - Bylaw 3995

For improvements, repairs and replacement of Firehall and training centre

Reserve Cash Flow

Fund:	1090	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Fund Centre:	102164						
Beginning Balance		25,802	15,571	17,571	22,571	30,571	40,571
Transfer from Ops Budget		40,800	42,000	45,000	48,000	50,000	52,000
Transfer from Cap Fund		9,261					
Transfer to Cap Fund		(60,000)	(40,000)	(40,000)	(40,000)	(40,000)	(40,000)
Interest Income (Expense)		(292)					
Ending Balance \$		15,571	17,571	22,571	30,571	40,571	52,571

Assumptions/Background:

Reserve Schedule

Reserve Fund: 1.353 Otter Point Fire Protection - Equipment Replacement Fund

ERF Group: OTTERFIRE.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Fund Centre:	101432						
Beginning Balance		101,850	106,724	196,424	301,424	408,424	512,424
Transfer from Ops Budget		134,330	118,000	120,000	122,000	124,000	126,000
Expenditures		(130,350)	(28,300)	(15,000)	(15,000)	(20,000)	(20,000)
Interest Income		894					
Ending Balance \$		106,724	196,424	301,424	408,424	512,424	618,424

Assumptions/Background:

Transfer as much of operating budget will allow in order to provide sufficient funding for vehicles.

CAPITAL REGIONAL DISTRICT

2023 Budget

Malahat Fire Protection

FINAL BUDGET

MARCH 2023

Service: 1.354 Malahat Fire

Committee: Electoral Area

DEFINITION:

A specified area established to provide fire protection and emergency response in the Malahat district of the Juan de Fuca Electoral Area through an agreement with the Cowichan Valley Regional District:

Bylaw No. 1368 (July 24, 1985) (Repealed). Amended Bylaw No. 1375 (September 23, 1985) (Repealed)
Bylaw No. 2731 (November 24, 1999) as amended by Bylaw No. 3226.

ANNUAL LEVY:

On all lands and improvements on the basis of Section 794 of the Municipal Act within the Specified Area # 23 (F-762).

MAXIMUM LEVY:

Greater of \$22,400 or \$1.28 / \$1,000 to a maximum of \$129,985.

FUNDING:

Requisition

1.354 - Malahat Fire Protection	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Payment to Cowichan Valley Regional District	62,400	62,400	63,650	-	-	63,650	64,920	66,220	67,540	68,890
Other Operating Expenses	3,201	3,209	3,290	-	-	3,290	3,356	3,423	3,491	3,560
TOTAL COSTS	65,601	65,609	66,940	-	-	66,940	68,276	69,643	71,031	72,450
*Percentage Increase over prior year						2.0%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2022 to 2023	-	588	(588)	-	-	(588)	-	-	-	-
Balance c/fwd from 2021 to 2022	(4)	(4)	-	-	-	-	-	-	-	-
Other Revenue	-	(596)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(4)	(12)	(588)	-	-	(588)	-	-	-	-
REQUISITION	(65,597)	(65,597)	(66,352)	-	-	(66,352)	(68,276)	(69,643)	(71,031)	(72,450)
*Percentage increase over prior year Requisition						1.2%	2.9%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2023 Budget

Durrance Road Fire Protection

FINAL BUDGET

MARCH 2023

Service: 1.355 Durrance Road Fire

Committee: Electoral Area

DEFINITION:

A local service area established by Bylaw No. 2506 (July 9, 1997) to provide fire protection and emergency response to Durrance Road Fire Protection Area. Amended by Bylaw No. 3033 (2002) to increase rate and Bylaw No. 3216 (2004).

MAXIMUM LEVY:

Greater of \$1,350 or \$0.70 / \$1,000 to maximum of \$6,602.

FUNDING:

Parcel Tax

1.355 - Durrance Road Fire Protection	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Payment to District of Saanich	2,500	2,500	2,500	-	-	2,500	2,500	2,500	2,500	2,500
Other Operating Expenses	219	162	216	-	-	216	219	221	224	227
TOTAL OPERATING COSTS	2,719	2,662	2,716	-	-	2,716	2,719	2,721	2,724	2,727
*Percentage Increase over prior year						-0.1%	0.1%	0.1%	0.1%	0.1%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve	301	358	300	-	-	300	300	300	300	300
TOTAL COSTS	3,020	3,020	3,016	-	-	3,016	3,019	3,021	3,024	3,027
*Percentage Increase over prior year						-0.1%	0.1%	0.1%	0.1%	0.1%
<u>FUNDING SOURCES (REVENUE)</u>										
REQUISITION - PARCEL TAX	(3,020)	(3,020)	(3,016)	-	-	(3,016)	(3,019)	(3,021)	(3,024)	(3,027)
*Percentage increase over prior year Requisition						-0.1%	0.1%	0.1%	0.1%	0.1%

Reserve Schedule

Reserve Fund: 1.355 Durrance road Fire Protection - Operating Reserve Fund - Bylaw 4146

Reserve established to help offset fluctuations in operating revenues, special projects and cover operational expenditures as required.

Reserve Cash Flow

Fund:	1500	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Fund Centre:	105400						
Beginning Balance		2,517	2,951	3,251	3,551	3,851	4,151
Transfer from Op Budget		358	300	300	300	300	300
Interest Income		76					
Ending Balance \$		2,951	3,251	3,551	3,851	4,151	4,451

Assumptions/Background:

To set aside funds for reimbursing District of Saanich for incident response, as per agreement between the CRD and Saanich

CAPITAL REGIONAL DISTRICT

2023 Budget

East Sooke Fire Protection

FINAL BUDGET

MARCH 2023

Service: 1.357 East Sooke Fire

Committee: Electoral Area

DEFINITION:

A service area established by Bylaw No. 3390 (January 10, 2007) to provide fire protection and emergency response on a volunteer basis in the East Sooke district of the Juan de Fuca Electoral Area. Fire department is operated by a committee.

PARTICIPATION:

On net taxable value of land and improvements on the basis of hospital district assessments.

MAXIMUM LEVY:

Bylaw No. 3390 (amended by Bylaw 3862, 2013) states "greater of \$550,000 or \$1.310 / \$1,000" of actual assessments. To a maximum of \$1,291,767.

COMMISSION:

East Sooke 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:

Maximum Authorized: (Bylaw 3863)	\$ 2,120,000
Borrowed: 2014, 3.0%	\$ 1,800,000
Borrowed: 2016, 2.1%	\$ 150,000
Remaining	\$ 170,000

1.357 - East Sooke Fire Protection	BUDGET REQUEST						FUTURE PROJECTIONS			
	2022		2023				2024	2025	2026	2027
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL				
<u>OPERATING COSTS</u>										
Salaries and Wages	75,330	15,438	75,340	-	-	75,340	76,850	78,390	79,960	81,560
Travel - Vehicles	33,510	32,842	35,510	-	-	35,510	36,220	36,950	37,690	38,450
Insurance	5,625	5,684	6,035	-	-	6,035	6,280	6,540	6,810	7,090
Contract for Service/Legal Expenses	10,520	6,001	10,840	-	-	10,840	11,060	11,280	11,510	11,740
Maintenance	11,730	11,695	12,080	-	-	12,080	12,320	12,570	12,820	13,070
Staff Training	19,240	18,959	25,000	-	-	25,000	25,500	26,010	26,530	27,060
Internal Allocations	11,367	11,367	15,161	-	-	15,161	15,464	15,774	16,089	16,411
Operating - Supplies	30,993	29,173	29,382	-	-	29,382	29,970	30,570	31,190	31,810
Contingency	15,300	-	15,000	-	-	15,000	15,300	15,610	15,920	16,240
Operating - Other	39,100	35,810	43,170	-	-	43,170	44,010	44,870	45,730	46,610
TOTAL FIRE DEP OPERATING COSTS	252,715	166,969	267,518	-	-	267,518	272,974	278,564	284,249	290,041
*Percentage Increase over prior year						5.9%	2.0%	2.0%	2.0%	2.0%
TOTAL COMMUNITY HALL OPERATING COSTS	50,055	37,729	39,438	-	-	39,438	26,560	27,334	28,132	28,954
TOTAL OPERATING COSTS	302,770	204,698	306,956	-	-	306,956	299,534	305,898	312,381	318,995
Percentage Increase over prior year										
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	95,000	206,801	103,362	-	-	103,362	108,400	113,500	118,750	124,100
TOTAL CAPITAL / RESERVES	95,000	206,801	103,362	-	-	103,362	108,400	113,500	118,750	124,100
<u>DEBT SERVICING</u>										
MFA Debt Reserve Fund	450	510	380	-	-	380	380	380	380	380
Principal Payment	97,959	97,959	97,959	-	-	97,959	97,959	97,959	97,959	97,959
Interest Payment	57,150	57,150	57,150	-	-	57,150	57,150	57,150	57,150	57,150
TOTAL DEBT SERVICING	155,559	155,619	155,489	-	-	155,489	155,489	155,489	155,489	155,489
TOTAL COSTS	553,329	567,118	565,807	-	-	565,807	563,423	574,887	586,620	598,584
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2022 to 2023	-	13,628	(13,628)	-	-	(13,628)	-	-	-	-
Balance c/fwd from 2021 to 2022	(27,238)	(27,238)	-	-	-	-	-	-	-	-
District of Sooke (for Silver Spray)	(45,000)	(68,702)	(56,350)	-	-	(56,350)	(57,480)	(58,630)	(59,800)	(61,000)
MFA Debt Reserve Fund Earning	(450)	(510)	(380)	-	-	(380)	(380)	(380)	(380)	(380)
Rental Revenue	(24,650)	(25,374)	(25,610)	-	-	(25,610)	(26,360)	(27,134)	(27,932)	(28,754)
Other Income	(1,060)	(3,991)	(1,260)	-	-	(1,260)	(1,260)	(1,260)	(1,260)	(1,260)
TOTAL REVENUE	(98,398)	(112,187)	(97,228)	-	-	(97,228)	(85,480)	(87,404)	(89,372)	(91,394)
REQUISITION	(454,931)	(454,931)	(468,579)	-	-	(468,579)	(477,943)	(487,483)	(497,248)	(507,190)
*Percentage increase over prior year Requisition						3.0%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2023 to 2027

Service No.	1.357							
	East Sooke Fire	Carry Forward from 2022	2023	2024	2025	2026	2027	TOTAL

EXPENDITURE

Buildings	B	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$10,000
Equipment	E	\$10,500	\$33,295	\$16,551	\$19,512	\$41,578	\$18,850	\$129,786
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$150,000	\$300,000	\$160,000	\$0	\$0	\$0	\$460,000
		\$170,500	\$343,295	\$176,551	\$19,512	\$41,578	\$18,850	\$599,786

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	\$150,000	\$316,295	\$176,551	\$19,512	\$41,578	\$18,850	\$572,786
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	\$20,500	\$27,000	\$0	\$0	\$0	\$0	\$27,000
		\$170,500	\$343,295	\$176,551	\$19,512	\$41,578	\$18,850	\$599,786

**East Sooke Fire Protection
Reserve Summary Schedule
2023 - 2027 Financial Plan**

Reserve/Fund Summary

	Actual	Budget				
	2022	2023	2024	2025	2026	2027
Capital Reserve Fund-Fire Dep	40,624	25,624	25,624	25,624	25,624	25,624
Capital Reserve Fund-Comm Hall	12,327	327	327	327	327	327
Equipment Replacement Fund	703,592	490,659	422,508	516,496	593,668	698,918
Total	756,543	516,610	448,459	542,447	619,619	724,869

Reserve Schedule

Reserve Fund: 1.357 East Sooke Fire Protection - Capital Reserve Fund - Bylaw 3400

Reserve established for expenditures for or in respect of capital projects, construction, land purchases, machinery or equipment necessary for them and extension or renewal of existing capital works or payment of debt.

Reserve Cash Flow

Fund:	1079	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Fund Centre:	101309						
Beginning Balance		30,999	40,624	25,624	25,624	25,624	25,624
Transfer from Ops Budget		-	-	-	-	-	-
Transfer from Cap Fund		8,753	-	-	-	-	-
Transfer to Cap Fund		(45,000)	(15,000)	-	-	-	-
Transfer from ERF		45,000	-	-	-	-	-
Interest Income		872					
Ending Balance \$		40,624	25,624	25,624	25,624	25,624	25,624

Assumptions/Background:

New hall in under construction. Funding of reserve will resume when building is complete.

Reserve Schedule

Reserve Fund: 1.357 East Sooke Community Hall - Capital Reserve Fund - Bylaw 3400

Reserve established for expenditures for or in respect of capital projects, construction, land purchases, machinery or equipment necessary for them and extension or renewal of existing capital works or payment of debt.

Reserve Cash Flow

Fund:	1079	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Fund Centre:	102246						
Beginning Balance		12,000	12,327	327	327	327	327
Transfer from Ops Budget		-	-	-	-	-	-
Planned Purchase		-	(12,000)	-	-	-	-
Interest Income		327					
Ending Balance \$		12,327	327	327	327	327	327

Assumptions/Background:

New Reserve intended for Capital projects in Community Hall

Reserve Schedule

Reserve Fund: 1.357 East Sooke Fire Protection - Equipment Replacement Fund

ERF Group: ESOOKFIRE.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101948	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Beginning Balance		551,954	703,592	490,659	422,508	516,496	593,668
Transfer from Ops Budget		206,801	103,362	108,400	113,500	118,750	124,100
Planned Purchase		(14,893)	(316,295)	(176,551)	(19,512)	(41,578)	(18,850)
Transfer to CRF		(45,000)	-	-	-	-	-
Interest Income		4,730					
Ending Balance \$		703,592	490,659	422,508	516,496	593,668	698,918

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2023 Budget

Port Renfrew Fire

FINAL BUDGET

MARCH 2023

Service: 1.358 Port Renfrew Fire

Committee: Electoral Area

DEFINITION:

To provide, operate and maintain a Fire Protection Service for local service area in the Port Renfrew District of the Juan de Fuca Electoral Area Establishment Bylaw No. 1743 (November, 1989). Amended by Bylaw 3223 (2005)

MAXIMUM LEVY:

Greater of \$10,000 or \$2.52 / \$1,000 to a maximum of \$427,410.

COMMISSION:

Port Renfrew 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:

Bylaw 3456 (Nov 2007) - Authorized to borrow \$40,000 - \$0 issued

AUTHORIZED:	LA Bylaw No. 3456 (Nov. 2007)	\$	40,000
BORROWED:	Bylaw 3456 - 106 (2009 - 4.13%)		(40,000)
REMAINING AUTHORIZATION		<u>\$</u>	<u>-</u>

FUNDING:

User fee and requisition.

1.358 - Port Renfrew Fire	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2023		TOTAL	2024	2025	2026	2027
				ONGOING	ONE-TIME					
<u>OPERATING COSTS</u>										
Salaries, Wages, Benefits	36,510	36,510	37,240	-	-	37,240	37,980	38,740	39,510	40,300
Materials and Supplies	17,600	17,600	18,130	-	-	18,130	18,500	18,870	19,240	19,630
Repairs and Maintenance	2,360	2,360	2,430	-	-	2,430	2,480	2,530	2,580	2,630
Utilities	13,750	13,750	14,110	-	-	14,110	14,390	14,680	14,980	15,280
Allocations	6,029	6,029	6,338	-	-	6,338	6,465	6,594	6,726	6,860
Other Operating Expense	50,500	50,500	56,320	-	-	56,320	57,510	58,740	59,990	61,270
TOTAL OPERATING COSTS	126,749	126,749	134,568	-	-	134,568	137,325	140,154	143,026	145,970
*Percentage Increase over prior year						6.2%	2.0%	2.1%	2.0%	2.1%
<u>CAPITAL / RESERVES</u>										
Transfer to Equipment Replacement Fund	25,000	25,000	24,000	-	-	24,000	25,000	28,000	28,000	28,000
TOTAL CAPITAL / RESERVES	25,000	25,000	24,000	-	-	24,000	25,000	28,000	28,000	28,000
TOTAL FIRE OPERATING COSTS	151,749	151,749	158,568	-	-	158,568	162,325	168,154	171,026	173,970
Debt Charges	2,908	2,908	2,908	-	-	2,908	2,908	-	-	-
TOTAL COSTS	154,657	154,657	161,476	-	-	161,476	165,233	168,154	171,026	173,970
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(966)	(966)	(1,073)	-	-	(1,073)	(1,010)	(1,030)	(1,050)	(1,070)
User Charge	(61,610)	(61,610)	(64,106)	-	-	(64,106)	(65,601)	(66,766)	(67,906)	(69,076)
Other Revenue	(210)	(210)	(220)	-	-	(220)	(220)	(210)	(210)	(210)
TOTAL REVENUE	(62,786)	(62,786)	(65,399)	-	-	(65,399)	(66,831)	(68,006)	(69,166)	(70,356)
REQUISITION	(91,871)	(91,871)	(96,077)	-	-	(96,077)	(98,402)	(100,148)	(101,860)	(103,614)
*Percentage increase over prior year Requisition						4.6%	2.4%	1.8%	1.7%	1.7%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2023 to 2027

Service No.	1.358	Carry Forward from 2022	2023	2024	2025	2026	2027	TOTAL
	Port Renfrew Fire							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$35,000	\$0	\$0	\$0	\$0	\$35,000
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	\$35,000	\$0	\$0	\$0	\$0	\$35,000
		\$0	\$35,000	\$0	\$0	\$0	\$0	\$35,000

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	\$15,000	\$0	\$0	\$0	\$0	\$15,000
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	\$20,000	\$0	\$0	\$0	\$0	\$20,000
		\$0	\$35,000	\$0	\$0	\$0	\$0	\$35,000
		\$0	\$35,000	\$0	\$0	\$0	\$0	\$35,000

Port Renfrew Fire
Reserve Summary Schedule
2023 - 2027 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2022	2023	2024	2025	2026	2027
Capital Reserve Fund	48,721	28,721	28,721	28,721	28,721	28,721
Equipment Replacement Fund	175,565	184,565	209,565	237,565	265,565	293,565
Total	224,286	213,286	238,286	266,286	294,286	322,286

Reserve Schedule

Reserve Fund: 1.358 Port Renfrew Fire - Capital Reserve Fund - Bylaw 2702

Surplus money from the operation may be paid from time to time into this reserve fund.

Reserve Cash Flow

Fund: Fund Centre:	1089 102161	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Beginning Balance		47,399	48,721	28,721	28,721	28,721	28,721
Transfer from Ops Budget		-	-	-	-	-	-
Transfer to Cap Fund		-	(20,000)	-	-	-	-
Interest Income		1,322					
Ending Balance \$		48,721	28,721	28,721	28,721	28,721	28,721

Assumptions/Background:

Reserve Schedule

Reserve Fund: 1.358 Port Renfrew Fire - Equipment Replacement Fund

ERF Group: PTRENFIRE.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Fund Centre:	101434						
Beginning Balance		176,515	175,565	184,565	209,565	237,565	265,565
Transfer from Ops Budget		23,095	24,000	25,000	28,000	28,000	28,000
Planned Purchase		(25,526)	(15,000)	-	-	-	-
Interest Income		1,481					
Ending Balance \$		175,565	184,565	209,565	237,565	265,565	293,565

Assumptions/Background:

Transfer as much as operating budget will allow in order to have funds sufficient to replace vehicles

CAPITAL REGIONAL DISTRICT

2023 Budget

Shirley Fire Protection

FINAL BUDGET

MARCH 2023

Service: 1.360 Shirley Fire Department

Committee: Electoral Area

DEFINITION:

A Specified Area to provide Fire Protection Service and Emergency Response on a volunteer basis in the Shirley District of the Juan de Fuca Electoral Areas local service. Establishment Bylaw No. 1927 (September 11, 1991). Amended by Bylaw 3220 (Feb 9, 2005).

MAXIMUM LEVY:

Greater of \$18,200 or \$1.31 / \$1,000 to a maximum of \$450,210.

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

Shirley 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)

FUNDING:

Requisition

1.360 - Shirley Fire Protection	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	2023			2024	2025	2026	2027	
			CORE BUDGET	ONGOING	ONE-TIME					TOTAL
<u>OPERATING COSTS</u>										
Honoraria	11,110	11,110	11,330	30,000	-	41,330	42,160	43,000	43,860	44,740
Travel - Vehicles	6,160	6,160	6,340	-	-	6,340	6,470	6,600	6,730	6,860
Insurance	7,800	7,800	8,150	-	-	8,150	8,400	8,660	8,930	9,210
Maintenance	9,970	9,970	10,270	-	-	10,270	10,470	10,690	10,910	11,130
Staff Development	7,010	7,010	7,220	-	-	7,220	7,360	7,510	7,660	7,810
Internal Allocations	4,159	4,159	4,382	-	-	4,382	4,470	4,559	4,650	4,743
Operating - Supplies	22,220	22,220	22,890	-	-	22,890	23,350	23,820	24,300	24,790
Contingency	3,000	3,000	3,000	-	-	3,000	3,000	3,000	3,000	3,000
Operating - Other	16,210	16,210	16,750	-	-	16,750	17,070	17,390	17,720	18,050
TOTAL OPERATING COSTS	87,639	87,639	90,332	30,000	-	120,332	122,750	125,229	127,760	130,333
*Percentage Increase over prior year			3.1%	34.2%		37.3%	2.0%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVES</u>										
Purchases - Equipment	10,000	10,000	10,000	-	-	10,000	10,000	10,000	10,000	10,000
Transfer to Equipment Replacement Fund	36,000	36,000	38,000	-	-	38,000	40,000	40,000	40,000	40,000
Transfer to Capital Reserve Fund	25,000	25,000	25,000	-	-	25,000	25,000	25,000	25,000	25,000
TOTAL CAPITAL / RESERVES	71,000	71,000	73,000	-	-	73,000	75,000	75,000	75,000	75,000
TOTAL COSTS	158,639	158,639	163,332	30,000	-	193,332	197,750	200,229	202,760	205,333
<u>FUNDING SOURCES (REVENUE)</u>										
Interest Income	(200)	(200)	(210)	-	-	(210)	(210)	(210)	(210)	(210)
TOTAL REVENUE	(200)	(200)	(210)	-	-	(210)	(210)	(210)	(210)	(210)
REQUISITION	(158,439)	(158,439)	(163,122)	(30,000)	-	(193,122)	(197,540)	(200,019)	(202,550)	(205,123)
*Percentage increase over prior year Requisition			3.0%	18.9%		21.9%	2.3%	1.3%	1.3%	1.3%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2023 to 2027

Service No.	1.360 Shirley Fire Department	Carry Forward from 2022	2023	2024	2025	2026	2027	TOTAL
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EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$10,000
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
		\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$10,000
		\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$10,000

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	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$10,000
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	\$0	\$0	\$0	\$0	\$0	\$0
		\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$10,000
		\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$10,000

Shirley Fire Protection
Summary Schedule
2023 - 2027 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2022	2023	2024	2025	2026	2027
Capital Reserve Fund	130,685	155,685	180,685	205,685	230,685	255,685
Equipment Replacement Fund	319,018	347,018	387,018	427,018	467,018	507,018
Total	449,704	502,704	567,704	632,704	697,704	762,704

Reserve Schedule

Reserve Fund: 1.360 Shirley Fire Protection - Capital Reserve Fund - Bylaw 2938

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

Reserve Cash Flow

Fund: Fund Centre:	1062 101701	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Beginning Balance		105,985	130,685	155,685	180,685	205,685	230,685
Transfer from Ops Budget		21,301	25,000	25,000	25,000	25,000	25,000
Transfer from Cap Fund		-					
Interest Income		3,399					
Ending Balance \$		130,685	155,685	180,685	205,685	230,685	255,685

Assumptions/Background:

Transfers in accordance with long term capital plan

Reserve Schedule

Reserve Fund: 1.360 Shirley Fire Protection - Equipment Replacement Fund

ERF Group: SHIRFIRE.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Fund Centre:	101436						
Beginning Balance		287,842	319,018	347,018	387,018	427,018	467,018
Transfer from Ops Budget		36,000	38,000	40,000	40,000	40,000	40,000
Planned Purchase		(7,280)	(10,000)	-	-	-	-
Interest Income		2,456					
Ending Balance \$		319,018	347,018	387,018	427,018	467,018	507,018

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2023 Budget

Electoral Area Fire Services

FINAL BUDGET

MARCH 2023

Service: 1.369 Electoral Area Fire Services

Committee: Electoral Area

DEFINITION:

Service may undertake or cause to be undertaken for one or more electoral areas or defined areas thereof a program of fire regulation and may fix the terms and conditions under which the program will be provided, and, without limiting the generality of the foregoing, may, by bylaw, undertake different programs for different electoral areas or defined areas thereof (Juan de Fuca and Southern Gulf Islands).

PARTICIPATION:

Fire Service Areas within Juan de Fuca and Southern Gulf Islands Electoral Areas

CAPITAL DEBT:

N/A

COMMISSION:

N/A

MAXIMUM LEVY:

Supplementary LP's dated July 7, 1983 provide a maximum levy of \$0.246 per \$1,000.

FUNDING:

Requisition

1.369 - Electoral Area Fire Services	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Fire Services Compliance and Coordination	76,310	68,679	-	-	77,840	77,840	-	-	-	-
Contract for Service	115,640	113,000	26,500	-	100,000	126,500	27,030	27,570	28,120	28,680
Staff Training & Development	5,210	4,689	5,370	-	-	5,370	5,477	5,590	5,700	5,810
Software Licenses	11,840	10,656	2,000	-	-	2,000	2,040	2,080	2,120	2,160
Allocations	85,773	85,773	90,126	-	-	90,126	92,725	95,408	98,165	100,566
Contingency	2,070	-	2,000	-	-	2,000	1,304	560	-	-
Operating - Other	2,080	1,975	2,130	-	-	2,130	2,160	2,190	2,220	2,250
TOTAL OPERATING COSTS	298,923	284,772	128,126	-	177,840	305,966	130,736	133,398	136,325	139,466
*Percentage Increase over prior year			-57.1%			2.4%	-57.3%	2.0%	2.2%	2.3%
<u>CAPITAL / RESERVE</u>										
Equipment Purchases	3,760	-	2,500	-	-	2,500	2,500	2,500	2,289	1,918
Transfer to Operating Reserve Fund	-	17,911	-	-	-	-	14,197	11,535	8,819	6,049
TOTAL CAPITAL / RESERVE	3,760	17,911	2,500	-	-	2,500	16,697	14,035	11,108	7,967
TOTAL COSTS	302,683	302,683	130,626	-	177,840	308,466	147,433	147,433	147,433	147,433
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(155,270)	(155,270)	-	-	(161,033)	(161,033)	-	-	-	-
Interest Income	(100)	(100)	(120)	-	-	(120)	(120)	(120)	(120)	(120)
TOTAL REVENUE	(155,370)	(155,370)	(120)	-	(161,033)	(161,153)	(120)	(120)	(120)	(120)
REQUISITION	(147,313)	(147,313)	(130,506)	-	(16,807)	(147,313)	(147,313)	(147,313)	(147,313)	(147,313)
*Percentage increase over prior year Requisition			-11.4%			0.0%	0.0%	0.0%	0.0%	0.0%

Reserve Schedule

Reserve Fund: 1.369 Electoral Area Fire Services - Operating Reserve Fund

For Consulting, FDM Upgrades, Training

Reserve Cash Flow

Fund: Fund Centre:	1500 105404	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Beginning Balance		336,571	323,799	162,766	176,963	188,498	197,317
Transfer from Ops Budget		33,573	-	14,197	11,535	8,819	6,049
Transfer to Ops Budget		(55,270)	(161,033)	-	-	-	-
Planned Expenditures		-	-	-	-	-	-
Interest Income		8,926					
Ending Balance \$		323,799	162,766	176,963	188,498	197,317	203,366

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2023 Budget

Emergency Program (JDF)

FINAL BUDGET

MARCH 2023

Service: 1.370 JDF Emergency Program

Committee: Electoral Area

DEFINITION:

To provide an Emergency Program as an Extended Service under the Emergency Program Act.
Establishment Bylaw No. 2109 (April 28, 1993). Repealed and replaced by Bylaw No. 2268 (December 14, 1994).
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 #3444, this service provides planning and management of an emergency response plan for the Juan de Fuca (JdF) Electoral Area, including Port Renfrew, Willis Point and the Malahat. 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 Senior Manager of Protective Services has immediate operational responsibility. The Juan de Fuca Emergency Management Commission (JDFEMC) administers the service.

PARTICIPATION:

Electoral Area of Juan de Fuca.

LEVY:

The annual costs of providing the Extended Service of Emergency Program, net of grants and other revenue, shall be recovered by requisition of money under Section 809.1 of the Municipal Act under Section 809.1 of the Municipal Act to be collected by a property value tax to be levied and collected under Section 810.1 (1) of the Municipal Act.

MAXIMUM LEVY:

None stated.

FUNDING:

Requisition

1.370 - Emergency Program (JDF)

	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Travel Expense	5,070	2,700	3,500	-	-	3,500	3,570	3,640	3,710	3,780
Contract for Services	22,500	22,500	22,950	-	-	22,950	23,410	23,880	24,360	24,850
Neighbourhood Program	1,480	1,070	1,240	-	-	1,240	1,270	1,300	1,330	1,360
Emergency Social Services	5,270	3,890	5,028	-	-	5,028	5,130	5,230	5,330	5,430
Staff Training & Development	3,040	-	3,000	-	-	3,000	3,060	3,120	3,180	3,240
Supplies	4,160	2,900	5,311	-	-	5,311	5,420	5,530	5,640	5,750
Allocations	13,773	13,773	13,943	-	-	13,943	14,381	14,824	15,127	15,435
Other Operating Expenses	17,640	15,760	19,101	-	-	19,101	19,490	19,880	20,280	20,700
TOTAL OPERATING COSTS	72,933	62,593	74,073	-	-	74,073	75,731	77,404	78,957	80,545
*Percentage Increase over prior year						1.6%	2.2%	2.2%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	4,000	14,340	4,000	-	-	4,000	4,000	4,000	4,000	4,000
TOTAL CAPITAL / RESERVE	4,000	14,340	4,000	-	-	4,000	4,000	4,000	4,000	4,000
Building Borrowing Repayment to Facilities Reserve	11,880	11,880	11,880	-	-	11,880	11,880	11,880	11,880	11,880
TOTAL COSTS	88,813	88,813	89,953	-	-	89,953	91,611	93,284	94,837	96,425
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(135)	(135)	(134)	-	-	(134)	(140)	(140)	(140)	(140)
Revenue - Other	(100)	(100)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(235)	(235)	(234)	-	-	(234)	(240)	(240)	(240)	(240)
REQUISITION	(88,578)	(88,578)	(89,719)	-	-	(89,719)	(91,371)	(93,044)	(94,597)	(96,185)
*Percentage increase over prior year Requisition						1.3%	1.8%	1.8%	1.7%	1.7%

Reserve Schedule

Reserve Fund: 1.370 Emergency Program (JDF) - Equipment Replacement Fund

ERF Group: JDFEMERG.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Fund Centre:	101785						
Beginning Balance		98,181	111,133	115,133	119,133	123,133	127,133
Transfer from Ops Budget		14,892	4,000	4,000	4,000	4,000	4,000
Expenditures		(2,759)	-	-	-	-	-
Interest Income		819					
Ending Balance \$		111,133	115,133	119,133	123,133	127,133	131,133

Assumptions/Background:

Reserve for maintenance of equipment inventory

CAPITAL REGIONAL DISTRICT

2023 Budget

Search and Rescue (JDF)

FINAL BUDGET

MARCH 2023

Service: 1.377 JDF Search and Rescue

Committee: Electoral Area

DEFINITION:

To establish the operation of a search and rescue service in the Juan de Fuca Electoral Area.
Establishment Bylaw No. 3101 (October 24, 2003).

SERVICE DESCRIPTION:

Governed by Bylaw #3128, the service provides Search and Rescue (SAR) for the Juan de Fuca (JdF) Electoral Area.

The Planning and Protective Services department has administrative responsibility for the service and the Senior Manager of Protective Services has immediate operational responsibility. The Juan de Fuca Search and Rescue Committee administrates the service.

PARTICIPATION:

The Electoral Area of Juan de Fuca.

MAXIMUM LEVY:

Greater of \$62,000 or \$0.102 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$332,345.

FUNDING:

Requisition

1.377 - Search and Rescue (JDF)	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	2023 ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Contract for Services	8,350	6,313	8,350	-	-	8,350	8,520	8,690	8,860	9,040
Building Rent	23,550	23,090	24,000	-	-	24,000	24,720	25,464	26,232	27,024
Staff Training & Development	16,750	1,298	13,958	-	-	13,958	12,631	11,268	10,358	10,366
Supplies	11,930	15,109	11,930	-	-	11,930	12,160	12,410	12,172	10,979
Allocations	4,244	4,244	4,354	-	-	4,354	4,441	4,530	4,620	4,713
Other Operating Expenses	22,250	26,999	25,466	-	-	25,466	25,990	26,530	27,080	27,640
TOTAL OPERATING COSTS	87,074	77,053	88,058	-	-	88,058	88,462	88,892	89,322	89,762
*Percentage Increase over prior year						1.1%	0.5%	0.5%	0.5%	0.5%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	3,968	59,513	3,000	-	-	3,000	3,000	3,000	3,000	3,000
TOTAL CAPITAL / RESERVE	3,968	59,513	3,000	-	-	3,000	3,000	3,000	3,000	3,000
TOTAL COSTS	91,042	136,566	91,058	-	-	91,058	91,462	91,892	92,322	92,762
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(90)	(107)	(106)	-	-	(106)	(90)	(90)	(90)	(90)
Revenue - Other	(21,000)	(66,507)	(21,000)	-	-	(21,000)	(21,420)	(21,850)	(22,280)	(22,720)
TOTAL REVENUE	(21,090)	(66,614)	(21,106)	-	-	(21,106)	(21,510)	(21,940)	(22,370)	(22,810)
REQUISITION	(69,952)	(69,952)	(69,952)	-	-	(69,952)	(69,952)	(69,952)	(69,952)	(69,952)
*Percentage increase over prior year Requisition						0.0%	0.0%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2023 to 2027

Service No.	1.377	Carry Forward from 2022	2023	2024	2025	2026	2027	TOTAL
	JDF Search and Rescue							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$92,000	\$0	\$0	\$0	\$0	\$92,000
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	\$92,000	\$0	\$0	\$0	\$0	\$92,000
		\$0	\$92,000	\$0	\$0	\$0	\$0	\$92,000

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$92,000	\$0	\$0	\$0	\$0	\$92,000
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	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$92,000	\$0	\$0	\$0	\$0	\$92,000
		\$0	\$92,000	\$0	\$0	\$0	\$0	\$92,000

CAPITAL REGIONAL DISTRICT
 5 YEAR CAPITAL PLAN
 2023 - 2027

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, 23-01 is a project planned to start in 2023. For projects in previous capital plans, use the same project numbers previously assigned.	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>	Carryforward from 2022 Input the carryforward amount from the 2022 capital plan that is remaining to be spent. Forecast this spending in 2023 to 2027.	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.
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	Total Project Budget Provide the total project budget, even if it extends beyond the 5 years of this capital plan.	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.	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.
Capital Project Title Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".	Asset Class L - Land S - Engineering Structure B - Buildings V - Vehicles	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.	

Service #: 1.377

Service Name: JDF Search and Rescue

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2022	2023	2024	2025	2026	2027	5 - Year Total
23-01	Replacement	vehicle replacement	vehicle replacement	\$92,000	E	ERF	\$0	\$92,000	\$0	\$0	\$0	\$0	\$92,000
GRAND TOTAL				\$92,000			\$0	\$92,000	\$0	\$0	\$0	\$0	\$92,000

Reserve Schedule

Reserve Fund: 1.377 Search and Rescue (JDF) - Equipment Replacement Fund

ERF Group: JDFSAR.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101986	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Beginning Balance		33,702	93,615	4,615	7,615	10,615	13,615
Transfer from Ops Budget		59,513	3,000	3,000	3,000	3,000	3,000
Expenditures		-	(92,000)	-	-	-	-
Interest Income		400					
Ending Balance \$		93,615	4,615	7,615	10,615	13,615	16,615

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2023 Budget

EA - Community Parks (JDF)

FINAL BUDGET

MARCH 2023

Service: 1.405 JDF EA Community Parks & Recreation

Committee: Juan De Fuca Electoral Area Parks & Rec

DEFINITION:

To acquire, develop, operate and maintain community parks in the JDF Electoral Area.
(Letters Patent - August 28, 1975).

SERVICE DESCRIPTION:

This is a service for the provision of community parks for the Juan de Fuca Electoral Area. The services provide for ocean and lake beach/foreshore access, trails, right-of-ways, easements, playgrounds, sports fields, a tennis court and skate park.

PARTICIPATION:

Electoral Area of Juan de Fuca

MAXIMUM LEVY:

Greater of \$227,173 or \$0.15 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$488,742.
(Bylaw 4087, Amend bylaw 245, March, 2016)

COMMISSION:

Continuation Bylaw #3763 (May 2011), an advisory commission for Community Parks and Recreation in the Juan de Fuca Electoral Area.
Original establishment Bylaw for this commission Dec 2004.

AUTHORITY:

Requires written approval of electoral area Director. Participating electoral areas must be designated by bylaw.

FUNDING:

Requisition

1.405 - EA - Community Parks (JDF)	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2023 ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Salaries & Wages	97,316	97,316	104,814	-	-	104,814	107,010	109,246	111,530	113,868
Contract for Services	20,750	20,750	21,370	-	-	21,370	21,800	22,240	22,680	23,130
Vehicles	5,190	5,190	5,350	-	-	5,350	5,460	5,570	5,680	5,790
Supplies	8,300	8,300	8,550	-	-	8,550	8,720	8,890	9,070	9,250
Allocations	31,365	31,365	32,242	-	-	32,242	32,922	33,618	34,293	34,982
Other Operating Expenses	13,625	12,265	11,430	-	-	11,430	11,650	11,870	12,110	12,360
TOTAL OPERATING COSTS	176,546	175,186	183,756	-	-	183,756	187,562	191,434	195,363	199,380
*Percentage Increase over prior year						4.1%	2.1%	2.1%	2.1%	2.1%
<u>CAPITAL / RESERVES</u>										
Transfer to Capital Reserve Fund	12,000	13,360	10,250	-	-	10,250	12,000	12,000	12,000	12,000
Transfer to Equipment Replacement Fund	8,000	8,000	8,000	-	-	8,000	8,000	8,000	8,000	8,000
TOTAL CAPITAL / RESERVES	20,000	21,360	18,250	-	-	18,250	20,000	20,000	20,000	20,000
TOTAL COSTS	196,546	196,546	202,006	-	-	202,006	207,562	211,434	215,363	219,380
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2021 to 2022	(2,455)	(2,455)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(297)	(297)	(293)	-	-	(293)	(280)	(290)	(300)	(310)
Revenue - Other	(520)	(520)	(590)	-	-	(590)	(600)	(610)	(620)	(630)
TOTAL REVENUE	(3,272)	(3,272)	(883)	-	-	(883)	(880)	(900)	(920)	(940)
REQUISITION	(193,274)	(193,274)	(201,123)	-	-	(201,123)	(206,682)	(210,534)	(214,443)	(218,440)
*Percentage increase over prior year Requisition						4.1%	2.8%	1.9%	1.9%	1.9%
<u>AUTHORIZED POSITIONS</u>										
Salaried FTE	0.42	0.42	0.42			0.42	0.42	0.42	0.42	0.42

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2023 to 2027

Service No.	1.405 JDF EA Community Parks & Recre.	Carry Forward from 2022	2023	2024	2025	2026	2027	TOTAL
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EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	L	\$50,000	\$50,000	\$50,000	\$0	\$0	\$0	\$100,000
Engineered Structures	S	\$50,000	\$575,000	\$0	\$0	\$0	\$0	\$575,000
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$100,000	\$625,000	\$50,000	\$0	\$0	\$0	\$675,000

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	\$100,000	\$615,000	\$50,000	\$0	\$0	\$0	\$665,000
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000
		\$100,000	\$625,000	\$50,000	\$0	\$0	\$0	\$675,000

CAPITAL REGIONAL DISTRICT
 5 YEAR CAPITAL PLAN
 2023 - 2027

<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, 23-01 is a project planned to start in 2023.</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 2022 Input the carryforward amount from the 2022 capital plan that is remaining to be spent. Forecast this spending in 2023 to 2027.</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 #: 1.405
Service Name: JDF EA Community Parks & Recreation

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2022	2023	2024	2025	2026	2027	5 - Year Total
21-01	Renewal	Wieland Trail	Develop 1.7km trail from William Simmons Park to Kemp Lake Road as part of an Otter Point alternate transportation route	\$100,000	L	Grant	\$50,000	\$50,000	\$50,000	\$0	\$0	\$0	\$100,000
22-02	Renewal	Chubb Rd - Dock Installation	Install dock system at Chubb Rd on Kemp Lake	\$75,000	S	Grant	\$50,000	\$25,000	\$0	\$0	\$0	\$0	\$25,000
23-01	New	Port Renfrew Playground Equipment	Installation of new playground equipment in Port Renfrew	\$160,000	S	Grant	\$0	\$160,000	\$0	\$0	\$0	\$0	\$160,000
23-02	New	Elrose Park trail construction	Construct a Multi-use trail at Elrose Park	\$45,000	S	Grant	\$0	\$45,000	\$0	\$0	\$0	\$0	\$45,000
23-03	New	Priest Cabin Park Trail Construction	Construct a trail at Priest Cabin connecting to Matterhorn Access Trail	\$50,000	S	Grant	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000
23-05	New	Trail Construction Wigglesworth Lake Park	Trail and other park infrastructure at Wigglesworth Lake Park (to facilitate park transfer to Regional Parks	\$50,000	S	Grant	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000
23-06	New	Trail Construction Admirals Forest Park	Construct/mediate trails at the recently purchased Admirals Forest Property	\$40,000	S	Grant	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000
23-07	New	Playground Improvements Coppermine Park	Replace wooden playground equipment with new equipment Coppermine Park	\$100,000	S	Grant	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
23-08	New	Trail and park remediation Butler Park	Butler Park trail and park remediation	\$45,000	S	Grant	\$0	\$45,000	\$0	\$0	\$0	\$0	\$45,000
23-09	New	Fencing for Storage Compound	Installed fencing/gate to create secure storage compound for Parks equipment and materials	\$10,000	S	Res	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000
23-10	New	Lot 64 Trail Construction	Trail construction linking the tennis court with the Marina trail and improving parking lot	\$50,000	S	Grant	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000
GRAND TOTAL				\$725,000			\$100,000	\$625,000	\$50,000	\$0	\$0	\$0	\$675,000

EA - Community Parks (JDF)
 Reserve Summary Schedule
 2023 - 2027 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2022	2023	2024	2025	2026	2027
Land Reserve Fund	204,085	204,085	204,085	204,085	204,085	204,085
Capital Reserve Fund	-	250	12,250	24,250	36,250	48,250
Equipment Replacement Fund	118,098	126,098	134,098	142,098	150,098	158,098
Total	322,183	330,433	350,433	370,433	390,433	410,433

Reserve Schedule

Reserve Fund: 1.405 Community Parks (JDF) - Land Reserve Fund - Bylaw 1133

Pursuant to Section 686 of the Municipal Act the Regional District may, by by-law approved by the Minister of Municipal Affairs, dispose of any portion of land dedicated to the Public for the purpose of a park by subdivision plan deposited in the Land Titles Office, and provide that the proceeds shall be placed in a reserve fund for the purpose of acquiring other lands suitable for park purposes within the Sooke Electoral Area.

Reserve Cash Flow

Fund: Fund Centre:	1034 101378	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Beginning Balance		597,479	204,085	204,085	204,085	204,085	204,085
Transfer from Ops Budget		17,887	-	-	-	-	-
Sale - Land		173,000					
Land Acquisition-Admiral's Forest		(553,550)	-	-	-	-	-
Transfer to Cap Fund		(60,000)	-	-	-	-	-
Surplus return back from Cap Fund		21,503					
Interest Income		7,767					
Ending Balance \$		204,085	204,085	204,085	204,085	204,085	204,085

Assumptions/Background:

Reserve Schedule

Reserve Fund: 1.405 Community Parks (JDF) - Capital Reserve Fund

TO BE CREATED IN 2023

Reserve Cash Flow

Fund:	TBD	Budget					
		2022	2023	2024	2025	2026	2027
Fund Centre:	TBD						
Beginning Balance		-	-	250	12,250	24,250	36,250
Transfer from Parks Ops Budget		-	10,250	12,000	12,000	12,000	12,000
Expenditures		-	(10,000)	-	-	-	-
Interest Income		-					
Ending Balance \$		-	250	12,250	24,250	36,250	48,250

Assumptions/Background:

Reserve Schedule

Reserve Fund: 1.405 Community Parks (JDF) - Equipment Replacement Fund

ERF Group: JDFEAPRK.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 102158	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Beginning Balance		109,184	118,098	126,098	134,098	142,098	150,098
Transfer from Parks Ops Budget		8,000	8,000	8,000	8,000	8,000	8,000
Expenditures		-	-	-	-	-	-
Interest Income		915					
Ending Balance \$		118,098	126,098	134,098	142,098	150,098	158,098

Assumptions/Background:

Transfers limited by maximum requisition level. Transfer as much as operating budget will allow.

CAPITAL REGIONAL DISTRICT

2023 Budget

EA - Community Recreation (JDF)

FINAL BUDGET

MARCH 2023

Service: 1.408 JDF EA Community Recreation

Committee: Juan De Fuca Electoral Area Parks & Rec

DEFINITION:

Supplementary Letters Patent - October 3, 1975, established to provide recreational programs in the JDF Electoral Area.

SERVICE DESCRIPTION:

This is a service for the provision of community recreation programs for the Juan de Fuca Electoral Area.

PARTICIPATION:

Electoral Area of Juan de Fuca

MAXIMUM LEVY:

\$0.063 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$172,979.

COMMISSION:

Continuation Bylaw #3763 (May 2011), an advisory commission for Community Parks and Recreation in the Juan de Fuca Electoral Area.
Original establishment Bylaw for this commission Dec 2004.

FUNDING:

Requisition

1.408 - EA - Community Recreation (JDF)	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Salaries & Wages	44,214	43,944	52,664	-	-	52,664	53,764	54,885	56,028	57,196
Recreation Programs	14,300	14,300	8,785	-	-	8,785	8,835	8,903	8,970	9,051
Maintenance	4,150	4,150	4,270	-	-	4,270	4,360	4,450	4,540	4,630
Utilities & fuel	6,220	6,220	6,400	-	-	6,400	6,530	6,660	6,790	6,920
Supplies	930	930	950	-	-	950	970	990	1,010	1,030
Allocations	12,584	12,584	12,863	-	-	12,863	13,137	13,411	13,683	13,957
Other Operating Expenses	7,730	7,730	7,930	-	-	7,930	8,140	8,350	8,580	8,810
TOTAL OPERATING COSTS	90,128	89,858	93,862	-	-	93,862	95,736	97,649	99,601	101,594
*Percentage Increase over prior year						4.1%	2.0%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	-	270	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVE	-	270	-	-	-	-	-	-	-	-
TOTAL COSTS	90,128	90,128	93,862	-	-	93,862	95,736	97,649	99,601	101,594
<u>FUNDING SOURCES (REVENUE)</u>										
Rentals	(20,400)	(20,400)	(21,010)	-	-	(21,010)	(21,430)	(21,860)	(22,300)	(22,750)
Revenue - Other	(220)	(220)	(220)	-	-	(220)	(220)	(220)	(220)	(220)
TOTAL REVENUE	(20,620)	(20,620)	(21,230)	-	-	(21,230)	(21,650)	(22,080)	(22,520)	(22,970)
REQUISITION	(69,508)	(69,508)	(72,632)	-	-	(72,632)	(74,086)	(75,569)	(77,081)	(78,624)
*Percentage increase over prior year Requisition						4.5%	2.0%	2.0%	2.0%	2.0%
AUTHORIZED POSITIONS										
Salaried FTE	0.18	0.18	0.18			0.18	0.18	0.18	0.18	0.18

Reserve Schedule

Reserve Fund: 1.408 Community Recreation (JDF) - Equipment Replacement Fund

ERF Group: JDFCOMRES.ERF
 Newly created in 2022

Reserve Cash Flow

Fund:	1022	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Fund Centre:	102262						
Beginning Balance		-	835	835	835	835	835
Transfer from Ops Budget		833	-	-	-	-	-
Planned Expenditures		-	-	-	-	-	-
Interest Income		2					
Ending Balance \$		835	835	835	835	835	835

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2023 Budget

Port Renfrew Refuse Disposal

FINAL BUDGET

MARCH 2023

Service: 1.523 Port Renfrew Refuse Disposal

Committee: Electoral Area

DEFINITION:

To provide, maintain, operate and regulate disposal facilities. Local Service Bylaw No. 1745 (November 8, 1989), latest amendment 3357 (February 19, 2007).

SERVICE DESCRIPTION:

Provision of recycling and solid waste transfer station operations in Port Renfrew.

PARTICIPATION:

Local Service Area #3 of the Electoral Area of Sooke B(762)

MAXIMUM LEVY:

\$15.18 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$2,586,734.

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

Bylaw No. 3280, continues Port Renfrew Local Services Committee (September 14, 2005).
Bylaw No. 3707, discontinues Local Services Committee (June 9, 2010).
Bylaw No. 3745, continues under Port Renfrew Utility Committee (December 8, 2010).

RESERVE FUND:

Bylaw No. 2665 - Port Renfrew Solid Waste Removal and Disposal Capital Reserve Fund.

1.523 - Port Renfrew Refuse Disposal	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	2023			2024	2025	2026	2027	
			CORE BUDGET	ONGOING	ONE-TIME	TOTAL				
<u>OPERATING COSTS</u>										
Contract for Services	26,000	26,000	26,950	-	-	26,950	27,490	28,040	28,600	29,170
Contracts	49,220	49,220	54,005	-	-	54,005	55,090	56,200	57,320	58,470
Allocations	4,037	4,037	4,175	-	-	4,175	4,258	4,344	4,430	4,519
Electricity	1,170	1,170	1,170	-	-	1,170	1,190	1,210	1,230	1,250
Other Operating Expenses	3,070	3,070	3,120	-	-	3,120	3,170	3,220	3,270	3,330
TOTAL OPERATING COSTS	83,497	83,497	89,420	-	-	89,420	91,198	93,014	94,850	96,739
*Percentage Increase over prior year						7.1%	2.0%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVES</u>										
Transfer to Equipment Replacement Fund	2,000	3,000	2,000	-	-	2,000	2,000	2,000	2,000	2,000
Transfer to Capital Reserve Fund	4,000	4,000	2,000	-	-	2,000	2,000	2,000	2,000	2,000
TOTAL CAPITAL / RESERVES	6,000	7,000	4,000	-	-	4,000	4,000	4,000	4,000	4,000
TOTAL COSTS	89,497	90,497	93,420	-	-	93,420	95,198	97,014	98,850	100,739
Internal Recovery	(17,000)	(17,000)	(17,860)	-	-	(17,860)	(18,220)	(18,580)	(18,950)	(19,330)
NET COSTS	72,497	73,497	75,560	-	-	75,560	76,978	78,434	79,900	81,409
<u>FUNDING SOURCES (REVENUE)</u>										
Sale - Recyclables	(4,000)	(5,000)	(5,000)	-	-	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Recovery Cost	(34,248)	(34,248)	(35,280)	-	-	(35,280)	(35,990)	(36,710)	(37,440)	(38,190)
Grants in Lieu of Taxes	(347)	(347)	(374)	-	-	(374)	(370)	(380)	(390)	(400)
Other Revenue	(50)	(50)	(50)	-	-	(50)	(50)	(50)	(50)	(50)
TOTAL REVENUE	(38,645)	(39,645)	(40,704)	-	-	(40,704)	(41,410)	(42,140)	(42,880)	(43,640)
REQUISITION	(33,852)	(33,852)	(34,856)	-	-	(34,856)	(35,568)	(36,294)	(37,020)	(37,769)
*Percentage increase over prior year Requisition						3.0%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2023 to 2027

Service No.	1.523	Carry Forward from 2022	2023	2024	2025	2026	2027	TOTAL
	Port Renfrew Refuse Disposal							

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	\$12,000	\$0	\$0	\$0	\$0	\$12,000
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$12,000	\$0	\$0	\$0	\$0	\$12,000
		\$0	\$12,000	\$0	\$0	\$0	\$0	\$12,000

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	\$0	\$12,000	\$0	\$0	\$0	\$0	\$12,000
		\$0	\$12,000	\$0	\$0	\$0	\$0	\$12,000
		\$0	\$12,000	\$0	\$0	\$0	\$0	\$12,000

Port Renfrew Refuse Disposal
 Reserve Summary Schedule
 2023 - 2027 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2022	2023	2024	2025	2026	2027
Capital Reserve Fund	36,050	26,050	28,050	30,050	32,050	34,050
Equipment Replacement Fund	39,253	41,253	43,253	45,253	47,253	49,253
Total	75,303	67,303	71,303	75,303	79,303	83,303

Reserve Schedule

Reserve Fund: 1.523 Port Renfrew Refuse Disposal - Capital Reserve Fund - Bylaw 2665

The capital Reserve Fund 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.

Surplus monies from the operation of the solid waste removal and disposal service may be paid from time to time into this reserve fund.

Reserve Cash Flow

Fund:	1021	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Fund Centre:	101365						
Beginning Balance		55,260	36,050	26,050	28,050	30,050	32,050
Transfer from Ops Budget		4,000	2,000	2,000	2,000	2,000	2,000
Transfer from Cap Fund		463	-	-	-	-	-
Transfer to Cap Fund		(25,000)	(12,000)	-	-	-	-
Interest Income*		1,326					
Ending Balance \$		36,050	26,050	28,050	30,050	32,050	34,050

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: 1.523 Port Renfrew Refuse Disposal - Equipment Replacement Fund

The Equipment Replacement Fund established for the purpose of vehicle and equipment replacement. Surplus monies from the operation of the solid waste removal and disposal service may be paid from time to time into this reserve fund.
ERF Group: PTRENREF.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Fund Centre:	101448						
Beginning Balance		37,871	39,253	41,253	43,253	45,253	47,253
Transfer from Ops Budget		1,070	2,000	2,000	2,000	2,000	2,000
Transfer from Cap Fund		-	-	-	-	-	-
Interest Income		311					
Ending Balance \$		39,253	41,253	43,253	45,253	47,253	49,253

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CAPITAL REGIONAL DISTRICT

2023 Budget

Emergency Comm - CREST (JDF)

FINAL BUDGET

MARCH 2023

Service: 1.924 JDF Emergency Comm. - CREST

Committee: Planning and Protective Services

DEFINITION:

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 Juan de Fuca.

MAXIMUM LEVY:

None stated.

FUNDING:

Requisition

1.924 - Emergency Comm - CREST (JDF)	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	2023 ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Payments to CREST	113,461	113,461	114,531	17,526	-	132,057	134,700	137,390	140,140	142,940
Allocations	2,387	2,387	2,471	-	-	2,471	2,520	2,571	2,622	2,675
Other Operating Expenses	7,700	8,575	9,200	-	-	9,200	9,370	9,540	9,720	9,900
TOTAL OPERATING COSTS	123,548	124,423	126,202	17,526	-	143,728	146,590	149,501	152,482	155,515
*Percentage Increase over prior year			2.1%	14.2%		16.3%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance C/fwd from 2022 to 2023	-	(483)	483	-	-	483	-	-	-	-
Balance C/fwd from 2021 to 2022	1,854	1,854	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(189)	(189)	(190)	-	-	(190)	(190)	(190)	(190)	(190)
Revenue-Other	(70)	(462)	(50)	-	-	(50)	(50)	(50)	(50)	(50)
TOTAL REVENUE	1,595	720	243	-	-	243	(240)	(240)	(240)	(240)
REQUISITION	(125,143)	(125,143)	(126,445)	(17,526)	-	(143,971)	(146,350)	(149,261)	(152,242)	(155,275)
*Percentage increase over prior year Requisition			1.0%	14.0%		15.0%	1.7%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2023 Budget

Port Renfrew Water

FINAL BUDGET

MARCH 2023

Service: 2.650 Port Renfrew Water

Committee: Electoral Area

DEFINITION:

To establish, acquire, operate and maintain a water supply system for the Port Renfrew Water Area. The service is to supply, treat, convey, store and distribute water. Local Service Area Bylaw No.1747 (Nov 8, 1989). Amended Bylaw No. 1960 (Jan. 29, 1992).

PARTICIPATION:

Local Service Area #5, E(762)

MAXIMUM LEVY:

Greater of \$40,000 or \$18.28 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$2,705,464.

COMMISSION:

Port Renfrew Local Service Committee established by Bylaw No. 1770 (November 22, 1989).
Port Renfrew Utility Services Committee (Juan de Fuca EA) established by Bylaw No. 3281 (September 14, 2005).

FUNDING:

User Charge:

50% of operating cost to be collected by an annual user fee to be charged per single family equivalency actually connected to the system.

Parcel Tax:

50% of operating costs are collected as a parcel tax to be charged to every parcel within the local service area.

Connection Charges:

At cost - Bylaw No. 1803 (amended Bylaw 3892).

RESERVE FUND:

Approved by Bylaw No. 2138 (June 23, 1993); amended to sewer and water reserve fund by Bylaw No. 2577 (December 1997).

2.650 - Port Renfrew Water	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Repairs & Maintenance	8,730	8,670	8,980	-	-	8,980	9,160	9,340	9,520	9,700
Allocations - Operations	79,280	79,280	80,530	-	-	80,530	82,140	83,780	85,460	87,170
Allocations - Other	8,932	8,932	9,831	-	-	9,831	10,029	10,230	10,435	10,644
Electricity	4,770	5,300	5,300	-	-	5,300	5,410	5,520	5,630	5,740
Supplies	3,310	3,900	3,410	-	-	3,410	3,470	3,530	3,600	3,670
Water Testing	2,244	2,244	2,289	-	-	2,289	2,334	2,381	2,429	2,477
Other Operating Expenses	15,840	16,040	3,269	-	-	3,269	3,340	3,430	3,520	16,610
TOTAL OPERATING COSTS	123,106	124,366	113,609	-	-	113,609	115,883	118,211	120,594	136,011
*Percentage Increase over prior year			-7.7%			-7.7%	2.0%	2.0%	2.0%	12.8%
<u>DEBT / RESERVES</u>										
Transfer to Operating Reserve Fund	10,000	10,000	5,000	-	-	5,000	5,000	5,000	5,000	15,000
Transfer to Capital Reserve Fund	10,000	8,740	15,000	-	-	15,000	20,000	3,000	7,000	30,000
MFA Debt Reserve Fund	-	-	-	-	-	-	-	9,913	-	2,000
Interest Payments	-	-	-	-	-	-	-	12,143	48,574	51,024
Principal Payments	-	-	-	-	-	-	-	-	29,021	29,021
TOTAL DEBT / RESERVES	20,000	18,740	20,000	-	-	20,000	25,000	30,056	89,595	127,045
TOTAL COSTS	143,106	143,106	133,609	-	-	133,609	140,883	148,267	210,189	263,056
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(13,000)	(13,000)	-	-	-	-	-	-	-	(13,000)
User Charges	(64,508)	(64,508)	(66,247)	-	-	(66,247)	(69,882)	(73,569)	(104,525)	(124,453)
Other Revenue	(1,090)	(1,090)	(1,119)	-	-	(1,119)	(1,120)	(1,130)	(1,140)	(1,150)
TOTAL REVENUE	(78,598)	(78,598)	(67,366)	-	-	(67,366)	(71,002)	(74,699)	(105,665)	(138,603)
REQUISITION - PARCEL TAX	(64,508)	(64,508)	(66,243)	-	-	(66,243)	(69,881)	(73,568)	(104,524)	(124,453)
*Percentage increase over prior year										
User Fees			2.7%			2.7%	5.5%	5.3%	42.1%	19.1%
Requisition			2.7%			2.7%	5.5%	5.3%	42.1%	19.1%
Combined			2.7%			2.7%	5.5%	5.3%	42.1%	19.1%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2023 to 2027

Service No. 2.650	Port Renfrew Water	Carry Forward from 2022	2023	2024	2025	2026	2027	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$10,000	\$10,000	\$260,000	\$10,000	\$10,000	\$10,000	\$300,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$30,000	\$100,000	\$1,838,918	\$0	\$200,000	\$200,000	\$2,168,918
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$40,000	\$110,000	\$2,098,918	\$10,000	\$210,000	\$210,000	\$2,468,918

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$991,306	\$0	\$200,000	\$200,000	\$1,191,306
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$100,000	\$1,082,612	\$0	\$0	\$0	\$1,182,612
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$40,000	\$10,000	\$25,000	\$10,000	\$10,000	\$10,000	\$95,000
	\$0	\$40,000	\$110,000	\$2,098,918	\$10,000	\$210,000	\$210,000	\$2,468,918

Service: 2.650 Port Renfrew Water

Project Number 20-01 **Capital Project Title** Hydrant Replacement Program **Capital Project Description** Hydrants are reaching their end of life and require replacement.
Project Rationale The hydrants in the water system are nearing their end of life. To maintain fire protection planned hydrant replacement is required.

Project Number 22-01 **Capital Project Title** Alternative Approval Process **Capital Project Description** An alternative approval process to fund Supply System Replacement and AC Pipe Replacement Program
Project Rationale A referendum is required to seek elector consent to borrow to fund the supply system replacement, AC pipe replacement, and SCADA replacements.

Project Number 23-01 **Capital Project Title** Supply System Replacement **Capital Project Description** Replacement of the remainder of the asbestos cement supply system is required to maintain level of service.
Project Rationale The 2017 project to replace a section of the aging asbestos supply pipe from the water treatment plant to the distribution system was complete. Funds are required to replace the remaining approximately 1.4 km of pipe so that service is maintained.

Project Number 23-02 **Capital Project Title** AC Pipe Replacement Program **Capital Project Description** Frequent asbestos cement distribution pipe failures necessitate their replacement to maintain the level of service.
Project Rationale There have been frequent pipe breaks with the existing asbestos cement pipe, replacement is required to maintain the level of service. Funds are required to design and develop a replacement program and replace priority pipe, starting with pipe in the Beach Camp area and Queesto Drv and Tsonoqua Drv, approximately 1 km of pipe.

Project Number 23-03 **Capital Project Title** Miscellaneous Repairs & Replacements **Capital Project Description** Replacement of SCADA equipment before equipment failure, and replacement of the water treatment roof
Project Rationale The SCADA equipment is nearing its end of life and requires replacement before the equipment fails. The water treatment roof has had some minor repairs to address leaks, but requires replacement.

Project Number 23-04 **Capital Project Title** Supply System Replacement Design **Capital Project Description** Design for replacement of the remainder of the asbestos cement supply system.
Project Rationale Design for replacement of the remainder of the asbestos cement supply system.

Project Number 23-05 **Capital Project Title** Replace Watermain on Wickannish Road **Capital Project Description** Required replacement for watermain determined to be in deteriorated condition.
Project Rationale Operations staff noted the poor pipe condition in 2022 after a call out to site. It was determined that this project had to be prioritized and moved forward.

**Port Renfrew Water
Reserve Summary Schedule
2023 - 2027 Financial Plan**

Reserve/Fund Summary

	Actual	Budget				
	2022	2023	2024	2025	2026	2027
Operating Reserve Fund	1,171	6,171	11,171	16,171	21,171	23,171
Capital Reserve Fund	58,573	33,573	43,573	21,573	18,573	38,573
Total	59,743	39,743	54,743	37,743	39,743	61,743

Reserve Schedule

Reserve Fund: 2.650 Port Renfrew Water - Operating Reserve Fund - Bylaw 4242

The Operating Reserve Fund is used to undertake maintenance activities that typically do not occur on an annual basis.

Reserve Cash Flow

Fund: Fund Centre:	1500 105536	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Beginning Balance		4,071	1,171	6,171	11,171	16,171	21,171
Transfer from Ops Budget		10,000	5,000	5,000	5,000	5,000	15,000
Expenditures		(13,000)	-	-	-	-	(13,000)
Planned Maintenance Activity		Tree clearing for high voltage hydro lines					Tree clearing for high voltage hydro lines
Interest Income*		100					
Ending Balance \$		1,171	6,171	11,171	16,171	21,171	23,171

Assumptions/Background:

* Interest is 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: 2.650 Port Renfrew Water - Capital Reserve Fund - Bylaw 2577

The Capital Reserve Fund established for general capital services and facilities in the Port Renfrew Water Supply to be used for capital expenditures for the utilities, and redemption of debentures issued for the utilities.

Reserve Cash Flow

Fund: Fund Centre:	1026 101370	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Beginning Balance		52,500	58,573	33,573	43,573	21,573	18,573
Transfer from Ops Budget		4,562	15,000	20,000	3,000	7,000	30,000
Transfer from Cap Fund		-					
Transfer to Cap Fund		-	(40,000)	(10,000)	(25,000)	(10,000)	(10,000)
Interest Income*		1,511					
Ending Balance \$		58,573	33,573	43,573	21,573	18,573	38,573

Assumptions/Background:

-Transfer as much as operating budget will allow.

* Interest is 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

2023 Budget

Wilderness Mountain Water

FINAL BUDGET

MARCH 2023

Service: 2.691 Wilderness Mountain Water Service

Committee: Electoral Area

DEFINITION:

To finance, operate and maintain the supply, conveyance, treatment, storage and distribution of water to the Wilderness Mountain Local Service area that is within the JDF Electoral Area. The service was established by Bylaw No. 3503, adopted on May 14, 2008.

PARTICIPATION:

Wilderness Mountain Local Service Area

MAXIMUM LEVY:

Greater of \$130,000 or \$3.27/ \$1,000 of actual assessed value of land and improvements. To a maximum of \$329,424.

MAXIMUM CAPITAL DEBT:

Maximum Authorized:	\$281,000 (MFA Bylaw No.3504, Wilderness Mountain Water Service adopted on May 14, 2008)
Borrowed:	\$281,000 (MFA Bylaw No.3504, Wilderness Mountain Water Service)

COMMISSION:

Wilderness Mountain Water Service Commission established by Bylaw No. 3511 (July 9, 2008).

FUNDING:

Consumption Charge:

Water Consumption charge will be collected from each Single Family Equivalent connected to the water system

User Charge:

Collected as a fixed user fee charged quarterly to each Single Family Equivalent connected to the system

Parcel Tax:

Charged to each taxable parcel in the service area whether connected or not.

RESERVE FUND # 1075:

Approved by Bylaw No. 3535 adopted on November 12, 2008.

2.691 - Wilderness Mountain Water

	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2023 ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
OPERATING COSTS										
Contract for Services	900	1,023	930	-	5,000	5,930	950	970	990	1,010
Allocations	9,700	9,558	10,434	-	-	10,434	10,642	10,855	11,072	11,294
Electricity	6,700	6,039	6,900	-	-	6,900	7,040	7,180	7,320	7,470
Supplies	23,860	22,360	25,050	-	-	25,050	25,550	26,070	26,600	27,130
Labour Charges	80,000	80,000	72,150	-	-	72,150	77,590	85,070	80,570	88,100
Insurance	1,460	1,460	1,440	-	-	1,440	1,510	1,580	1,650	1,730
Water Testing	9,000	9,000	9,180	-	-	9,180	9,364	9,551	9,742	9,937
Other Operating Expenses	1,970	4,510	2,030	-	-	2,030	2,060	2,100	2,140	2,180
TOTAL OPERATING COSTS	133,590	133,950	128,114	-	5,000	133,114	134,706	143,376	140,084	148,851
*Percentage Increase over prior year			-4.10%		3.7%	-0.4%	1.2%	6.4%	-2.3%	6.3%
DEBT / RESERVES										
Transfer to Capital Reserve Fund	-	-	-	-	-	-	1,530	3,055	3,790	9,295
Transfer to Operating Reserve Fund	6,000	5,890	-	-	-	-	6,000	10,000	10,000	10,000
MFA Debt Reserve Fund	70	70	60	-	-	60	60	60	60	60
MFA Debt Principal	14,033	14,033	16,138	-	-	16,138	16,138	16,138	16,138	16,138
MFA Debt Interest	9,554	9,554	9,526	-	-	9,526	9,526	9,526	9,526	4,763
TOTAL DEBT / RESERVES	29,657	29,547	25,724	-	-	25,724	33,254	38,779	39,514	40,256
TOTAL COSTS	163,247	163,497	153,838	-	5,000	158,838	167,960	182,155	179,598	189,107
FUNDING SOURCES (REVENUE)										
Transfer from Operating Reserve Fund	(10,000)	(10,000)	(600)	-	(5,000)	(5,600)	(4,000)	(10,000)	(4,000)	(10,000)
User Charges	(73,467)	(73,467)	(73,467)	-	-	(73,467)	(78,612)	(82,545)	(84,198)	(85,882)
Sale - Water	(17,760)	(17,760)	(17,760)	-	-	(17,760)	(19,003)	(19,953)	(20,352)	(20,759)
Other Revenue	(120)	(370)	(111)	-	-	(111)	(112)	(112)	(112)	(111)
TOTAL REVENUE	(101,347)	(101,597)	(91,938)	-	(5,000)	(96,938)	(101,727)	(112,610)	(108,662)	(116,752)
REQUISITION - PARCEL TAX	(61,900)	(61,900)	(61,900)	-	-	(61,900)	(66,233)	(69,545)	(70,936)	(72,355)
*Percentage increase over prior year										
User Charge			0.0%			0.0%	7.0%	5.0%	2.0%	2.0%
Water Sale			0.0%			0.0%	7.0%	5.0%	2.0%	2.0%
Requisition			0.0%			0.0%	7.0%	5.0%	2.0%	2.0%
Combined			0.0%			0.0%	7.0%	5.0%	2.0%	2.0%

**Wilderness Mountain Reserves
 Summary Schedule
 2023 - 2027 Financial Plan**

Reserve/Fund Summary

	Actual	Budget				
	2022	2023	2024	2025	2026	2027
Operating Reserve Fund	6,277	677	2,677	2,677	8,677	8,677
Capital Reserve Fund	43,553	43,553	45,083	48,138	51,928	61,223
Total	49,830	44,230	47,760	50,815	60,605	69,900

Reserve Schedule

Reserve Fund: 2.691 Wilderness Mountain - Operating Reserve Fund - Bylaw 4242

The Operating Reserve Fund is used to undertake maintenance activities that typically do not occur on an annual basis.

Reserve Cash Flow

Fund:	1500	Actual	Budget				
Fund Centre:	105540	2022	2023	2024	2025	2026	2027
Beginning Balance		11,613	6,277	677	2,677	2,677	8,677
Transfer from Ops Budget		4,395	-	6,000	10,000	10,000	10,000
Transfer to Ops for Core Budget			(600)				
Transfer to Ops Budget		(10,000)	(5,000)	(4,000)	(10,000)	(4,000)	(10,000)
Planned Maintenance Activity		Reservoir Cleaning and Inspection	PRV Maintenance And pump station walk way repair	Distribution System Flushing, Valve Exercising	Reservoir Cleaning and Inspection	Distribution System Flushing, Valve Exercising	Reservoir Cleaning and Inspection
Interest Income*		269					
Ending Balance \$		6,277	677	2,677	2,677	8,677	8,677

Assumptions/Background:

* Interest is 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: 2.691 Wilderness Mountain Water - Capital Reserve Fund - Bylaw 3535

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

Surplus monies from the operation of the Wilderness Mountain Water Service may be paid from time to time into the Reserve Fund.

Reserve Cash Flow

Fund:	1075	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Fund Centre:	101994						
Beginning Balance		47,351	43,553	43,553	45,083	48,138	51,928
Transfer from Ops Budget		-	-	1,530	3,055	3,790	9,295
Transfer from Cap Fund		-					
Transfer to Cap Fund		(5,000)	-	-	-	-	-
Interest Income*		1,201					
Ending Balance \$		43,553	43,553	45,083	48,138	51,928	61,223

Assumptions/Background:

* Interest is 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

2023 Budget

Port Renfrew Sewer

FINAL BUDGET

MARCH 2023

Service: 3.850 Port Renfrew Sewer

Committee: Electoral Area

DEFINITION:

To provide, operate and maintain sewage collection and disposal facilities for the Port Renfrew Sewerage System Specified Area - Bylaw No.1744, November 8, 1989. Amended Bylaw No. 1961, January 29, 1992.

PARTICIPATION:

Local Service Area C(762) LSA#2.

MAXIMUM LEVY:

Greater of \$40,000 or \$18.28 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$884,597.

MAXIMUM CAPITAL DEBT:

Nil

COMMISSION:

Port Renfrew Local Services Committee established by Bylaw No. 1770, November 22, 1989.
Port Renfrew Utility Services Committee (Juan de Fuca EA) established by Bylaw No. 3281 (September 14, 2005)

FUNDING:

User Charge: 50% of operating cost to be imposed as an annual user fee to each connected property.

Parcel Tax: 50% of operating costs are collected as a parcel tax to be charged to every parcel within the local service area.

Connection Charge: Based on actual cost.

RESERVE FUND:

Port Renfrew Sewer System Capital Reserve Fund, Bylaw No. 2139 (June 23, 1993).

3.850 - Port Renfrew Sewer

	2022		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2023 ONGOING	ONE-TIME	TOTAL	2024	2025	2026	2027
<u>OPERATING COSTS</u>										
Grit Disposal	9,441	13,000	12,000	-	-	12,000	12,240	12,480	12,730	12,980
Electricity	6,900	6,200	7,110	-	-	7,110	7,250	7,400	7,550	7,700
Supplies	2,580	1,710	2,660	-	-	2,660	2,710	2,760	2,810	2,870
Allocations - Operations	57,925	57,925	59,198	-	-	59,198	60,384	61,590	62,826	64,083
Allocations - Other	17,224	17,224	17,446	-	-	17,446	17,797	18,154	18,515	18,883
Other Operating Expenses	10,290	10,190	10,607	-	-	10,607	10,800	11,030	11,260	11,490
TOTAL OPERATING COSTS	104,360	106,249	109,021	-	-	109,021	111,181	113,414	115,691	118,006
*Percentage Increase over prior year			4.5%			4.5%	2.0%	2.0%	2.0%	2.0%
<u>DEBT / RESERVES</u>										
Transfer to Capital Reserve	18,000	17,006	18,000	-	-	18,000	20,000	19,000	2,000	2,000
Transfer to Operating Reserve	4,000	4,000	4,000	-	-	4,000	4,000	4,000	4,000	4,000
MFA Debt Reserve Fund	-	-	-	-	-	-	-	1,500	13,500	4,000
MFA Debt Principal	-	-	-	-	-	-	-	-	4,390	43,910
MFA Debt Interest	-	-	-	-	-	-	-	1,838	23,888	78,400
TOTAL DEBT / RESERVES	22,000	21,006	22,000	-	-	22,000	24,000	26,338	47,778	132,310
TOTAL COSTS	126,360	127,255	131,021	-	-	131,021	135,181	139,752	163,469	250,316
<u>FUNDING SOURCES (REVENUE)</u>										
User Charges	(62,595)	(62,595)	(64,734)	-	-	(64,734)	(66,820)	(69,091)	(80,934)	(124,343)
Grants in Lieu of Taxes	(1,371)	(1,371)	(1,437)	-	-	(1,437)	(1,440)	(1,470)	(1,500)	(1,530)
Other Revenue	(100)	(995)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(64,066)	(64,961)	(66,271)	-	-	(66,271)	(68,360)	(70,661)	(82,534)	(125,973)
REQUISITION - PARCEL TAX	(62,294)	(62,294)	(64,750)	-	-	(64,750)	(66,821)	(69,091)	(80,935)	(124,343)
*Percentage increase over prior year										
User Fees						3.4%	3.2%	3.4%	17.1%	53.6%
Requisition						3.9%	3.2%	3.4%	17.1%	53.6%
Combined						3.7%	3.2%	3.4%	17.1%	53.6%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2023 to 2027

Service No.	3.850	Carry Forward from 2022	2023	2024	2025	2026	2027	TOTAL
	Port Renfrew Sewer							

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	\$75,000	\$100,000	\$15,000	\$150,000	\$1,350,000	\$400,000	\$2,015,000
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$75,000	\$100,000	\$15,000	\$150,000	\$1,350,000	\$400,000	\$2,015,000
		\$75,000	\$100,000	\$15,000	\$150,000	\$1,350,000	\$400,000	\$2,015,000

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$150,000	\$1,350,000	\$400,000	\$1,900,000
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	Grant	\$60,000	\$90,000	\$0	\$0	\$0	\$0	\$90,000
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$15,000	\$10,000	\$15,000	\$0	\$0	\$0	\$25,000
		\$75,000	\$100,000	\$15,000	\$150,000	\$1,350,000	\$400,000	\$2,015,000
		\$75,000	\$100,000	\$15,000	\$150,000	\$1,350,000	\$400,000	\$2,015,000

Service: 3.850 Port Renfrew Sewer

Project Number 22-01

Capital Project Title Genset Upgrade

Capital Project Description A new genset is required to provide standby power for the whole WWTP.

Project Rationale The existing genset only provides standby power for the influent pumps. During a power outage the blowers do not operate and this is out of compliance with the regulations. A new genset is required to provide standby power for the whole WWTP.

Project Number 22-02

Capital Project Title Alternative Approval Process

Capital Project Description Based on information in the Options Study (21-02), carry out an alternative approval process in order to borrow funds for required system renewal (one or multiple phases).

Project Rationale Based on information in the Options Study (21-02), carry out an alternative approval process in order to borrow funds for required system renewal (one or multiple phases).

Project Number 23-01

Capital Project Title Phase 1 - System Renewal - Outfall and Sewer Replacement

Capital Project Description Design and install new, deeper, longer outfall into the ocean away from the mouth of the San Juan River. In addition, acquire/rezone land for new WWTP location and replace leaky/failed sewers to lower inflow and infiltration.

Project Rationale Install new, deeper, longer outfall into the ocean away from the mouth of the San Juan River. In addition, acquire/rezone land for new WWTP location and replace leaky/failed sewers to lower inflow and infiltration. Design the outfall/sewer upgrades and obtain regulatory and First Nation approvals in 2024, and install the outfall/sewers in 2025.

Project Number 25-01

Capital Project Title Phase 2 - System Renewal - New WWTP and Pump Station

Capital Project Description Design a new packaged WWTP out of the Tsunami Zone to meet regulatory requirements and upgrade the Beach Camp Pump Station to pump to the new WWTP (design anticipated to commence 2027, construction following completion of design process).

Project Rationale Install a new packaged WWTP out of the Tsunami Zone to meet regulatory requirements and upgrade the Beach Camp Pump Station to pump to the new WWTP. The plant is to be designed so that additional modules can be added for increased capacity as the septic systems are converted into the sewer service and the community grows. Commence with design in 2025 and construction in 2027 or when grants and funds from developers are received.

Port Renfrew Sewer
Reserve Summary Schedule
2023 - 2027 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2022	2023	2024	2025	2026	2027
Operating Reserve Fund	4,377	8,377	12,377	16,377	20,377	24,377
Capital Reserve Fund	24,997	32,997	37,997	56,997	58,997	60,997
Total	29,374	41,374	50,374	73,374	79,374	85,374

Reserve Schedule

Reserve Fund: 3.850 Port Renfrew Sewer - Operating Reserve Fund - Bylaw 4242

The Operating Reserve Fund is used to undertake maintenance activities that typically do not occur on an annual basis.

Reserve Cash Flow

Fund: Fund Centre:	1500 105537	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Beginning Balance		349	4,377	8,377	12,377	16,377	20,377
Transfer from Ops Budget		4,000	4,000	4,000	4,000	4,000	4,000
Transfer to Ops Budget		-	-	-	-	-	-
Interest Income*		28					
Ending Balance \$		4,377	8,377	12,377	16,377	20,377	24,377

Assumptions/Background:

* Interest is 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: 3.850 Port Renfrew Sewer - Capital Reserve Fund - Bylaw 2139

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

Reserve Cash Flow

Fund: Fund Centre:	1044 101388	Actual	Budget				
		2022	2023	2024	2025	2026	2027
Beginning Balance		7,612	24,997	32,997	37,997	56,997	58,997
Transfer from Ops Budget		16,402	18,000	20,000	19,000	2,000	2,000
Transfer to Cap Fund		-	(10,000)	(15,000)	-	-	-
Transfer from Cap Fund		687					
Interest Income*		296					
Ending Balance \$		24,997	32,997	37,997	56,997	58,997	60,997

Assumptions/Background:

Transfer as much as operating budget will allow.

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