

CAPITAL REGIONAL DISTRICT BOARD
March 13, 2024
Board Room, 625 Fisgard Street, Victoria

BUDGET REVIEW
Part A

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CAPITAL REGIONAL DISTRICT

2024 BUDGET

EXECUTIVE SERVICES

FINAL BUDGET

MARCH 2024

FINAL BUDGET
March 13, 2024
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CAPITAL REGIONAL DISTRICT

2024 BUDGET

CAO & Executive Services

FINAL BUDGET

MARCH 2024

Service: 1.014 CAO & Executive Services

Committee: Governance Committee & Finance Committee

DEFINITION:

Authorized by Letters Patent to provide for administrative expenditures of the Capital Regional District Board.

PARTICIPATION:

All municipalities and electoral areas and the Songhees and Tsawout Nations.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance Committee and Finance Committee

FUNDING:

Requisition

CAO & Executive Services	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS:</u>										
Salaries and Wages	807,269	791,000	855,770	102,470	-	958,241	1,016,156	1,040,463	1,065,340	1,090,791
Building Occupancy	20,757	20,757	26,714	-	-	26,714	29,221	32,853	35,562	36,987
Intergovernment Allocation	-	-	-	-	-	-	-	-	-	-
Legal Expenses	1,900	1,900	1,970	-	-	1,970	2,010	2,050	2,090	2,130
Software Licenses	5,250	3,000	5,430	1,500	-	6,930	5,490	5,600	5,710	5,820
Other Operating Expenses	92,939	51,179	100,423	8,000	12,500	120,923	110,695	112,998	115,351	117,774
TOTAL OPERATING COSTS	928,115	867,836	990,307	111,970	12,500	1,114,777	1,163,573	1,193,964	1,224,053	1,253,502
*Percentage Increase over prior year						20.1%	4.4%	2.6%	2.5%	2.4%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	1,250	1,250	3,000	-	-	3,000	3,060	3,120	3,180	3,240
TOTAL CAPITAL / RESERVES	1,250	1,250	3,000	-	-	3,000	3,060	3,120	3,180	3,240
TOTAL COSTS	929,365	869,086	993,307	111,970	12,500	1,117,777	1,166,633	1,197,084	1,227,233	1,256,742
Internal Recovery from CAWTP	-	-	-	-	-	-	-	-	-	-
Transfer from Internal Reserve	-	-	-	-	-	-	-	-	-	-
NET COSTS	929,365	869,086	993,307	111,970	12,500	1,117,777	1,166,633	1,197,084	1,227,233	1,256,742
*Percentage increase over prior year Net Costs						6.9%	4.4%	2.6%	2.5%	2.4%
<u>AUTHORIZED POSITIONS:</u>										
Salaried	5.0	5.0	5.0	1.0	-	6.0	6.0	6.0	6.0	6.0

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.014	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
	CAO / Corporate Services							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$14,796	\$3,288	\$20,133	\$20,133	\$20,133	\$14,796	\$73,146
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	\$14,796	\$3,288	\$20,133	\$20,133	\$20,133	\$14,796	\$73,146

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	\$14,796	\$3,288	\$20,133	\$20,133	\$20,133	\$14,796	\$73,146
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	\$14,796	\$3,288	\$20,133	\$20,133	\$20,133	\$14,796	\$73,146

Reserve Schedule

Reserve Fund: 1.014 CAO / Corporate Services

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Reserve Cash Flow

Fund: 1022 Fund Center: 101366
ERF Group: CAO.ERF

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	74,903	34,709	29,913	36,825	27,092	17,569
Actual Purchases	(46,112)	-	-	-	-	-
Planned Purchases (Based on Capital Plan)	-	(14,796)	(3,288)	(20,133)	(20,133)	(14,796)
Transfer from Operating Budget	5,450	10,000	10,200	10,400	10,610	10,820
Interest Income	468	-	-	-	-	-
Ending Balance \$	34,709	29,913	36,825	27,092	17,569	13,593

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Human Resources

FINAL BUDGET

MARCH 2024

Service: 1.016 Human Resources

Committee: Governance Committee & Finance Committee

DEFINITION:

Authorized by Letters Patent to provide Human Resources services to the Board of the Capital Regional District.

PARTICIPATION:

All municipalities and electoral areas and the Songhees and Tsawout Nations.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance Committee and Finance Committee

FUNDING:

Requisition and internal recoveries

1.016 - Human Resources	2023		BUDGET REQUEST				FUTURE PROJECTIONS					
	BOARD BUDGET	ESTIMATED ACTUAL	2024				2025	2026	2027	2028		
			CORE BUDGET	ONGOING	ONE-TIME	TOTAL						
<u>OPERATING COSTS</u>												
Salaries and Wages	2,347,106	2,220,000	2,350,043	410,700	66,700	2,827,443	3,283,593	3,400,309	3,400,205	3,481,361		
Allocations	83,178	83,178	104,168	-	-	104,168	111,991	123,077	131,510	136,237		
Legal Expenses	16,720	10,000	17,310	-	-	17,310	17,660	18,010	18,370	18,740		
GVLRA Membership Dues and Staff Training	158,260	151,000	170,800	10,500	-	181,300	188,430	192,190	196,030	199,950		
Contract for Services	372,055	321,600	326,197	-	65,000	391,197	336,233	336,315	327,527	333,895		
Software Licenses	4,360	10,000	10,000	4,500	-	14,500	16,290	19,620	20,010	20,410		
Other Operating Expenses	186,840	137,680	188,060	13,500	22,500	224,060	208,804	211,960	215,197	219,516		
			-	-	-	-						
TOTAL OPERATING COSTS	3,168,519	2,933,458	3,166,578	439,200	154,200	3,759,978	4,163,001	4,301,481	4,308,849	4,410,109		
*Percentage Increase over prior year						18.7%	10.7%	3.3%	0.2%	2.4%		
<u>CAPITAL / RESERVE</u>												
Equipment Purchases	-	-	-	-	30,000	30,000	20,000	-	-	-		
Transfer to Equipment Replacement Fund	9,000	9,000	9,000	-	-	9,000	9,000	9,000	9,000	9,000		
TOTAL CAPITAL / RESERVE	9,000	9,000	9,000	-	30,000	39,000	29,000	9,000	9,000	9,000		
TOTAL COSTS	3,177,519	2,942,458	3,175,578	439,200	184,200	3,798,978	4,192,001	4,310,481	4,317,849	4,419,109		
						19.6%	10.3%	2.8%	0.2%	2.3%		
<u>INTERNAL RECOVERIES</u>												
Recovery Costs	(20,000)	(20,000)	(20,000)	-	-	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)		
First Aid Recovery	(5,884)	(5,884)	(6,090)	-	-	(6,090)	(6,071)	(6,197)	(6,323)	(6,374)		
Transfer from Internal Reserve	(139,500)	(139,500)	-	-	(110,000)	(110,000)	(2,000)	(1,000)	-	-		
Safety Officer Recovery	-	-	-	-	-	-	-	-	-	-		
Human Resources	(2,325,666)	(2,325,666)	(2,708,622)	(336,694)	(59,200)	(3,104,516)	(3,361,760)	(3,468,857)	(3,472,395)	(3,557,456)		
TOTAL INTERNAL RECOVERIES	(2,491,050)	(2,491,050)	(2,734,712)	(336,694)	(169,200)	(3,240,606)	(3,389,831)	(3,496,054)	(3,498,718)	(3,583,830)		
NET COSTS	686,469	451,408	440,866	102,506	15,000	558,372	802,170	814,427	819,131	835,279		
*Percentage increase over prior year						-18.7%	43.7%	1.5%	0.6%	2.0%		
Net Costs												
AUTHORIZED POSITIONS:												
Salaried	14.0	14.0	14.0	-	3.0	17.0	19.0	19.0	19.0	19.0		

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.016 Human Resources	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$6,576	\$6,765	\$353,288	\$354,932	\$6,576	\$728,137	
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$0	\$6,576	\$6,765	\$353,288	\$354,932	\$6,576	\$728,137	

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$6,576	\$6,765	\$3,288	\$4,932	\$6,576	\$28,137
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$350,000	\$350,000	\$0	\$700,000
	\$0	\$6,576	\$6,765	\$353,288	\$354,932	\$6,576	\$728,137

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 1.016

Service Name: Human Resources

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2023	2024	2025	2026	2027	2028	5 - Year Total
24-01	Replacement	Computer	Computer Replacement	\$ 4,695	E	ERF		\$ 6,576	\$ -	\$ -	\$ -	\$ -	\$ 6,576
25-01	Replacement	Computer	Computer Replacement	\$ 6,260	E	ERF		\$ -	\$ 6,765	\$ -	\$ -	\$ -	\$ 6,765
26-01	Replacement	Computer	Computer Replacement	\$ 1,033	E	ERF		\$ -	\$ -	\$ 3,288	\$ -	\$ -	\$ 3,288
27-01	Replacement	Computer	Computer Replacement	\$ 1,033	E	ERF		\$ -	\$ -	\$ -	\$ 4,932	\$ -	\$ 4,932
28-01	Replacement	Computer	Computer Replacement	\$ 1,033	E	ERF		\$ -	\$ -	\$ -	\$ -	\$ 6,576	\$ 6,576
26-02	New	HRIS - Talent Suite		\$ 700,000	E	Res				\$ 350,000	\$ 350,000		\$ 700,000
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 714,054				\$ 6,576	\$ 6,765	\$ 353,288	\$ 354,932	\$ 6,576	\$ 728,137

Reserve Schedule

Reserve Fund: 1.016 Human Resources

Reserve Cash Flow

Fund: 1022 Fund Center: 101419
ERF Group: HR.ERF

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	23,437	21,470	23,894	26,129	31,841	35,909
Actual Purchases		-	-	-		-
Planned Purchases (Based on Capital Plan)	(11,180)	(6,576)	(6,765)	(3,288)	(4,932)	(6,576)
Transfer from Operating Budget	9,000	9,000	9,000	9,000	9,000	9,000
Interest Income	212	-	-	-	-	-
Ending Balance \$	21,470	23,894	26,129	31,841	35,909	38,333

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Corporate Communications

FINAL BUDGET

MARCH 2024

Service: 1.118 Corporate Communications

Committee: Governance Committee & Finance Committee

DEFINITION:

Authorized by Letters Patent to provide administrative services to the Board of the Capital Regional District.

PARTICIPATION:

All municipalities and electoral areas and the Songhees and Tsawout Nations.

MAXIMUM LEVY:

No limit

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance Committee and Finance Committee

FUNDING:

Requisition and internal recoveries

1.118 - CORPORATE COMMUNICATIONS	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS:</u>										
Salaries and Wages	1,106,716	1,037,326	1,148,637	-	108,000	1,256,637	1,176,164	1,204,330	1,233,149	1,262,635
Allocations	58,363	58,363	79,029	-	-	79,029	86,053	92,866	96,983	100,201
Contract for Services	202,650	152,650	21,370	-	92,000	113,370	21,800	22,240	22,680	23,130
Printing & Copying	7,860	4,060	8,140	-	-	8,140	8,300	8,460	8,630	8,800
Other Operating Expenses	73,100	57,547	68,170	15,000	-	83,170	84,850	85,750	87,470	89,260
TOTAL OPERATING COSTS	1,448,689	1,309,946	1,325,346	15,000	200,000	1,540,346	1,377,167	1,413,646	1,448,912	1,484,026
*Percentage Increase over prior year			-8.5%			6.3%	-10.6%	2.6%	2.5%	2.4%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	5,000	5,000	5,000	-	-	5,000	5,000	5,000	5,000	5,000
TOTAL CAPITAL / RESERVES	5,000	5,000	5,000	-	-	5,000	5,000	5,000	5,000	5,000
TOTAL COSTS	1,453,689	1,314,946	1,330,346	15,000	200,000	1,545,346	1,382,167	1,418,646	1,453,912	1,489,026
*Percentage increase over prior year Total Costs			-8.5%			6.3%	-10.6%	2.6%	2.5%	2.4%
Funding from Internal Reserves	(185,000)	(135,000)	-	-	(125,000)	(125,000)	-	-	-	-
TOTAL COSTS LESS INTERNAL RECOVERIES	1,268,689	1,179,946	1,330,346	15,000	75,000	1,420,346	1,382,167	1,418,646	1,453,912	1,489,026
<u>REVENUE</u>										
Interest Income	(210)	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	(210)	-	-	-	-	-	-	-	-	-
NET COSTS	1,268,479	1,179,946	1,330,346	15,000	75,000	1,420,346	1,382,167	1,418,646	1,453,912	1,489,026
*Percentage increase over prior year Net Costs			4.9%			12.0%	-2.7%	2.6%	2.5%	2.4%
<u>AUTHORIZED POSITIONS:</u>										
Salaried	8.0	8.0	8.0	-	-	8.0	8.0	8.0	8.0	8.0

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.118	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
	Corporate Communications							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$175,000	\$453,288	\$4,932	\$7,464	\$3,288	\$3,288	\$3,288	\$472,260
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
	\$175,000	\$453,288	\$4,932	\$7,464	\$3,288	\$3,288	\$3,288	\$472,260

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	\$3,288	\$4,932	\$7,464	\$3,288	\$3,288	\$3,288	\$22,260
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	\$175,000	\$450,000	\$0	\$0	\$0	\$0	\$0	\$450,000
	\$175,000	\$453,288	\$4,932	\$7,464	\$3,288	\$3,288	\$3,288	\$472,260

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 1.118
 Service Name: Corporate Communications

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2023	2024	2025	2026	2027	2028	5 - Year Total
24-01	Replacement	Computer	Computer Replacement	\$ 3,288	E	ERF	\$ -	\$ 3,288	\$ -	\$ -	\$ -	\$ -	\$ 3,288
25-01	Replacement	Computer	Computer Replacement	\$ 4,932	E	ERF	\$ -	\$ -	\$ 4,932	\$ -	\$ -	\$ -	\$ 4,932
26-01	Replacement	Computer	Computer Replacement	\$ 7,464	E	ERF	\$ -	\$ -	\$ -	\$ 7,464	\$ -	\$ -	\$ 7,464
27-01	Replacement	Computer	Computer Replacement	\$ 3,288	E	ERF	\$ -	\$ -	\$ -	\$ -	\$ 3,288	\$ -	\$ 3,288
28-01	Replacement	Computer	Computer Replacement	\$ 3,288	E	ERF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,288	\$ 3,288
22-01	Replacement	CRD Public Website	CRD Public Website	\$ 450,000	E	Res	\$ 175,000	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 450,000
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
			GRAND TOTAL	\$ 472,260			\$ 175,000	\$ 453,288	\$ 4,932	\$ 7,464	\$ 3,288	\$ 3,288	\$ 472,260

Reserve Schedule

Reserve Fund: 1.118 Corporate Communications

Assets held by Corporate Communications consists of computers and equipment to support service delivery.

Reserve Cash Flow

Fund: 1022 Fund Center: 101518

ERF Group: COMREL.ERF

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	2,154	11,410	13,122	13,190	10,726	12,438
Actual Purchases	-	-	-	-	-	-
Planned Purchases (Based on Capital Plan)	(5,771)	(3,288)	(4,932)	(7,464)	(3,288)	(3,288)
Transfer from Operating Budget	15,000	5,000	5,000	5,000	5,000	5,000
Interest Income	27	-	-	-	-	-
Ending Balance \$	11,410	13,122	13,190	10,726	12,438	14,150

Assumptions/Background:

- 2024 - 2 standard laptops
- 2025 - 3 standard laptops
- 2026 - 6 standard laptops
- 2027 - 2 standard laptops
- 2028 - 2 standard laptops

CAPITAL REGIONAL DISTRICT

2024 BUDGET

CORPORATE SERVICES

FINAL BUDGET

MARCH 2024

FINAL BUDGET
March 13, 2024
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CAPITAL REGIONAL DISTRICT

2024 BUDGET

Corporate Services

FINAL BUDGET

MARCH 2024

Service: 1.014 Corporate Services

Committee: Governance Committee & Finance Committee

DEFINITION:

Authorized by Letters Patent to provide for administrative expenditures of the Capital Regional District Board.

SERVICE DESCRIPTION:

Risk management including insurance claims, loss control and tender call/contract review.
Corporate administrative support including legal services, legislative services, reception, mail, printing and Freedom of Information requests.
Support for electoral area volunteer services and fire departments.

PARTICIPATION:

All municipalities and electoral areas and the Songhees and Tsawout Nations.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance Committee and Finance Committee

FUNDING:

Requisition and internal recoveries

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
CORPORATE SERVICES										
<u>OPERATING COSTS:</u>										
Salaries and Wages	2,320,885	2,015,000	2,364,184	93,165	-	2,457,349	2,547,662	2,608,593	2,670,951	2,734,755
Building Occupancy	112,600	112,600	122,984	-	-	122,984	135,064	152,605	165,661	172,473
Legal Expenses	7,650	-	7,920	-	-	7,920	8,080	8,240	8,400	8,570
Contract for Services	399,000	349,000	-	-	460,000	460,000	-	-	-	-
Software Licenses	13,100	13,100	13,560	1,500	-	15,060	15,360	15,660	15,970	16,290
Other Operating Expenses	83,715	164,865	86,470	8,000	12,500	106,970	98,129	100,088	102,057	104,066
TOTAL OPERATING COSTS	2,936,950	2,654,565	2,595,117	102,665	472,500	3,170,283	2,804,295	2,885,186	2,963,039	3,036,153
*Percentage Increase over prior year						7.9%	-11.5%	2.9%	2.7%	2.5%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	4,200	4,200	7,000	-	-	7,000	7,140	7,280	7,430	7,580
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Climate Action Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	4,200	4,200	7,000	-	-	7,000	7,140	7,280	7,430	7,580
TOTAL COSTS	2,941,150	2,658,765	2,602,117	102,665	472,500	3,177,283	2,811,435	2,892,466	2,970,469	3,043,733
*Percentage increase over prior year						8.0%	-11.5%	2.9%	2.7%	2.5%
REVENUE										
FOI Revenue	-	-	-	-	-	-	-	-	-	-
Climate Action Grant	-	-	-	-	-	-	-	-	-	-
Transfer from Operating Reserve	(399,000)	(249,000)	-	-	(460,000)	(460,000)	-	-	-	-
TOTAL REVENUE	(399,000)	(249,000)	-	-	(460,000)	(460,000)	-	-	-	-
NET COSTS	2,542,150	2,409,765	2,602,117	102,665	12,500	2,717,283	2,811,435	2,892,466	2,970,469	3,043,733
*Percentage increase over prior year Net Costs						6.9%	3.5%	2.9%	2.7%	2.5%
<u>AUTHORIZED POSITIONS:</u>										
Salaries	15.6	15.6	15.6	1.0	-	16.6	16.6	16.6	16.6	16.6

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.014	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
	CAO / Corporate Services							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$14,796	\$3,288	\$20,133	\$20,133	\$14,796	\$73,146	\$73,146
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	\$14,796	\$3,288	\$20,133	\$20,133	\$14,796	\$73,146	\$73,146

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	\$14,796	\$3,288	\$20,133	\$20,133	\$14,796	\$73,146	\$73,146
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	\$14,796	\$3,288	\$20,133	\$20,133	\$14,796	\$73,146	\$73,146

Reserve Schedule

Reserve Fund: 1.014 CAO / Corporate Services

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Reserve Cash Flow

Fund: 1022 Fund Center: 101366
ERF Group: CAO.ERF

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	74,903	34,709	29,913	36,825	27,092	17,569
Actual Purchases	(46,112)	-	-	-	-	-
Planned Purchases (Based on Capital Plan)	-	(14,796)	(3,288)	(20,133)	(20,133)	(14,796)
Transfer from Operating Budget	5,450	10,000	10,200	10,400	10,610	10,820
Interest Income	468	-	-	-	-	-
Ending Balance \$	34,709	29,913	36,825	27,092	17,569	13,593

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Board Expenditures

FINAL BUDGET

MARCH 2024

Service: 1.011 Board Expenditures

Committee: Governance Committee & Finance Committee

DEFINITION:

Authorized by Letters Patent to provide for the remuneration and expenses of the Capital Regional District members of the Board. One-half of the remuneration paid to the electoral area directors is charged to the Electoral Area Administrative Budgets (starting with the year 2003 budget).

PARTICIPATION:

All municipalities and electoral areas and the Songhees and Tsawout Nations.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance Committee and Finance Committee

FUNDING:

Requisition

1.011 - Board Expenditures	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Directors' Remuneration	866,261	850,000	910,194	-	-	910,194	928,400	946,970	965,910	985,230
Standard Overhead Allocation	63,109	63,109	60,175	-	-	60,175	61,379	62,607	63,859	65,136
Building Occupancy	100,229	100,229	111,261	-	-	111,261	122,203	138,103	149,929	156,086
Legal Expenses	15,000	-	15,530	-	-	15,530	15,840	16,160	16,480	16,810
Contract for Services	36,000	26,000	10,000	-	30,000	40,000	10,200	10,400	10,610	10,820
Software Licenses	54,140	52,000	56,030	20,000	80,000	156,030	77,550	79,100	80,680	82,290
Meetings & Printing	14,560	15,500	15,070	-	-	15,070	15,370	15,680	16,000	16,320
Scholarship Programs	18,200	18,200	18,750	-	-	18,750	19,070	19,400	19,730	20,070
Other Operating Expenses	36,010	25,860	36,760	-	-	36,760	37,590	38,440	39,300	40,180
TOTAL OPERATING COSTS	1,203,509	1,150,898	1,233,770	20,000	110,000	1,363,770	1,287,602	1,326,860	1,362,498	1,392,942
*Percentage Increase over prior year						13.3%	-5.6%	3.0%	2.7%	2.2%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	55,000	55,000	56,930	-	-	56,930	78,070	79,630	81,220	82,840
TOTAL CAPITAL / RESERVE	55,000	55,000	56,930	-	-	56,930	78,070	79,630	81,220	82,840
TOTAL COSTS	1,258,509	1,205,898	1,290,700	20,000	110,000	1,420,700	1,365,672	1,406,490	1,443,718	1,475,782
						12.9%	-3.9%	3.0%	2.6%	2.2%
<u>INTERNAL RECOVERIES</u>										
Transfer from Internal Reserve	(26,000)	(26,000)	-	-	(80,000)	(80,000)	-	-	-	-
Other	(2,500)	(2,836)	(2,500)	-	-	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)
NET COSTS	1,230,009	1,177,062	1,288,200	20,000	30,000	1,338,200	1,363,172	1,403,990	1,441,218	1,473,282
*Percentage increase over prior year Total Costs						4.7%	1.9%	3.0%	2.7%	2.2%
<u>AUTHORIZED POSITIONS:</u>										
Salaried	24	24	24			24	24	24	24	24

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.011 Board Expenditures	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$282,500	\$764,500	\$91,500	\$55,000	\$0	\$0	\$0	\$911,000
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
	\$282,500	\$764,500	\$91,500	\$55,000	\$0	\$0	\$0	\$911,000

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	\$282,500	\$764,500	\$91,500	\$55,000	\$0	\$0	\$0	\$911,000
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
	\$282,500	\$764,500	\$91,500	\$55,000	\$0	\$0	\$0	\$911,000

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 1.011
 Service Name: Board Expenditures

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2023	2024	2025	2026	2027	2028	5 - Year Total
19-01	Replacement	Boardroom Video Distribution Equipment	Replacement of all existing video switching equipment	\$ 81,000	E	ERF	\$ 56,000	\$ 81,000					\$ 81,000
19-02	Replacement	Boardroom Projector and Screen Replacement	Replace projector and screen in Main office boardroom	\$ 60,000	E	ERF		\$ -	\$ 60,000				\$ 60,000
19-03	Replacement	Boardroom Chairs	Replace boardroom chairs	\$ 30,000	E	ERF		\$ 30,000	\$ -				\$ 30,000
20-01	Replacement	Boardroom Audio System	Replace boardroom audio system	\$ 21,700	E	ERF		\$ 10,000	\$ 10,000				\$ 20,000
20-02	Replacement	Boardroom Video Storage and Power Equipment	Replace video storage and power equipment	\$ 3,000	E	ERF	\$ 1,500	\$ 1,500	\$ 1,500				\$ 3,000
21-02	Replacement	Boardroom Video Streaming Equipment Replacement	Replace video streaming equipment (Granicus is way more than this...)	\$ 17,500	E	ERF		\$ 12,000	\$ 5,000				\$ 17,000
22-01	Replacement	iPad and Tablet Replacements	Replace director iPads and tablets	\$ 50,000	E	ERF		\$ -	\$ -	\$ 50,000			\$ 50,000
22-02	Replacement	Boardroom Microphone System Replacement	Replace microphone system (this has not been done)	\$ 100,000	E	ERF	\$ 100,000	\$ 100,000	\$ -				\$ 100,000
23-01	Replacement	Replace Video Display and Switching	Replace Video Display and Switching	\$ 30,000	E	ERF	\$ 20,000	\$ 20,000	\$ 10,000				\$ 30,000
23-02	Replacement	Replace/Expand Recording Secretary Table	Replace/Expand Recording Secretary Table	\$ 25,000	E	ERF	\$ 25,000	\$ 25,000					\$ 25,000
23-03	Replacement	Multi-Camera System	Replace existing video camera with a Multi-Camera System	\$ 80,000	E	ERF	\$ 80,000	\$ 80,000					\$ 80,000
24-01	Replacement	AV for Boardroom	AV for Boardroom, as identified in 2024 IBC 12b-4.1: Meeting Management Improvements (not 2024?)	\$ 150,000	E	ERF		\$ 150,000					\$ 150,000
24-02	Replacement	Boardroom Table	Replace Boardroom Table, as identified in 2024 IBC 12b-4.1: Meeting Management Improvements	\$ 200,000	E	ERF		\$ 200,000					\$ 200,000
24-03	Replacement	Wiring	Replace wiring to accommodate new Board table	\$ 15,000	E	ERF		\$ 15,000		\$ -			\$ 15,000
24-04	Replacement	Granicus Encoder Replacement		\$ 30,000	E	ERF		\$ 30,000					\$ 30,000
24-05	New	Granicus Integrated Voting		\$ 20,000	E	ERF		\$ 10,000	\$ 5,000	\$ 5,000			\$ 20,000
													\$ -
													\$ -
	x		GRAND TOTAL	\$ 913,200			\$ 282,500	\$ 764,500	\$ 91,500	\$ 55,000	\$ -	\$ -	\$ 911,000

Reserve Schedule

Reserve Fund: 1.011 Board

Boardroom Technology, Furniture and Equipment - The Board of Director assets include IPADs, computers, equipment and furniture used to support the Board and for activities held in the Boardroom.

Reserve Cash Flow

Fund: 1022 Fund Center: 101413 ERF Group: BOARD.ERF	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	479,077	730,469	22,899	9,469	34,099	115,319
Actual Purchases	(8,193)	-	-	-	-	-
Planned Purchases (Based on Capital Plan)	-	(764,500)	(91,500)	(55,000)	-	-
Transfer from Operating Budget	55,000	56,930	78,070	79,630	81,220	82,840
Transfer from Operating Reserve	200,000	-	-	-	-	-
Interest Income	4,586	-	-	-	-	-
Ending Balance \$	730,469	22,899	9,469	34,099	115,319	198,159

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Real Estate

FINAL BUDGET

MARCH 2024

Service: 1.015 Real Estate

Committee: Governance Committee & Finance Committee

DEFINITION:

Authorized by Letters Patent to provide for administrative expenditures of the Capital Regional District Board.

SERVICE DESCRIPTION:

Acquisition, disposal and management of real estate interests on behalf of CRD departments and commissions/committees.

PARTICIPATION:

All municipalities and electoral areas and the Songhees and Tsawout Nations.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance Committee and Finance Committee

FUNDING:

Internal recoveries and requisition

1.015 - Real Estate Services	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS:</u>										
Salaries and Wages	428,444	420,748	440,064	-	-	440,064	450,579	461,335	472,336	483,599
Allocations	63,357	63,357	69,483	-	-	69,483	73,879	78,714	82,098	84,565
Legal Expenses	1,500	3,798	1,500	-	-	1,500	1,530	1,560	1,590	1,620
Software Licenses	9,620	9,620	9,960	-	-	9,960	10,160	10,360	10,570	10,780
Other Operating Expenses	23,130	23,958	23,800	-	-	23,800	24,270	24,741	25,223	25,725
TOTAL OPERATING COSTS	526,051	521,481	544,807	-	-	544,807	560,418	576,710	591,817	606,289
*Percentage increase/-decrease over prior year						3.6%	2.9%	2.9%	2.6%	2.4%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVE	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	526,051	521,481	544,807	-	-	544,807	560,418	576,710	591,817	606,289
*Percentage increase/-decrease over prior year Total Costs						3.6%	2.9%	2.9%	2.6%	2.4%
Internal Recoveries	(420,680)	(420,680)	(435,846)	-	-	(435,846)	(447,346)	(458,521)	(469,569)	(481,130)
Transfers from operating reserve	-	-	-	-	-	-	-	-	-	-
NET COSTS	105,371	100,801	108,961	-	-	108,961	113,072	118,189	122,248	125,159
*Percentage increase over prior year Net Costs						3.4%	3.8%	4.5%	3.4%	2.4%
AUTHORIZED POSITIONS:										
Salaried	3.0	3.0	3.0	0	0	3.0	3.0	3.0	3.0	3.0

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.015 Real Estate	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$1,500	\$0	\$1,500	\$0	\$0	\$1,500	\$4,500
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	\$1,500	\$0	\$1,500	\$0	\$0	\$1,500	\$4,500

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	\$1,500	\$0	\$1,500	\$0	\$0	\$1,500	\$4,500
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	\$1,500	\$0	\$1,500	\$0	\$0	\$1,500	\$4,500

Reserve Schedule

Reserve Fund: 1.015 Real Estate

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Reserve Cash Flow

Fund: 1022 Fund Center: 101418
ERF Group: PRPSRV.ERF

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	23,922	24,137	22,637	22,637	21,137	21,137
Actual Purchases	-					
Planned Purchases (Based on Capital Plan)	-	(1,500)	-	(1,500)	-	(1,500)
Transfer from Operating Budget	-	-	-	-	-	-
Interest Income	215	-	-	-	-	-
Ending Balance \$	24,137	22,637	22,637	21,137	21,137	19,637

Assumptions/Background:

2024 - 1 standard laptop
2026 - 1 standard laptop
2028 - 1 standard laptop

CAPITAL REGIONAL DISTRICT

2024 BUDGET

First Nations Relations

FINAL BUDGET

MARCH 2024

Service: 1.027 First Nations Relations

Committee: First Nations Relations

DEFINITION:

To provide for the management of intergovernmental relations between the CRD and the First Nations.

SERVICE DESCRIPTION:

This service was created to provide for 1) the management of intergovernmental relations, primarily First Nations, through a process of consultation, and 2) the coordination of various CRD First Nations initiatives to ensure the alignment of interests and to build positive working relationships between the CRD and First Nations communities within the Region.

PARTICIPATION:

All municipalities and electoral areas and the Songhees and Tsawout Nations

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

First Nations Relations

FUNDING:

Requisition

1.027 First Nations Relations	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Salaries and Wages	511,287	503,560	556,029	64,533	-	620,562	792,650	811,623	831,046	850,919
Allocations	62,582	62,582	68,350	-	-	68,350	70,858	72,509	73,573	75,137
Meetings, Programs & Special Events	113,680	84,407	46,210	-	52,000	98,210	47,130	48,080	49,040	50,020
Contract for Services	597,670	554,649	109,190	250,000	267,700	626,890	366,370	373,700	381,170	388,790
Legal Expenses	1,230	-	1,270	-	-	1,270	1,300	1,330	1,360	1,390
Other Operating Expenses	24,550	24,361	28,780	4,200	12,400	45,380	33,690	34,412	35,145	35,890
TOTAL OPERATING COSTS	1,310,999	1,229,559	809,829	318,733	332,100	1,460,662	1,311,998	1,341,654	1,371,334	1,402,146
*Percentage Increase over prior year			-38.2%	24.3%	25.3%	11.4%	-10.2%	2.3%	2.2%	2.2%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Reserve	1,000	1,000	1,040	1,500	-	2,540	2,590	2,640	2,690	2,740
TOTAL COSTS	1,311,999	1,230,559	810,869	320,233	332,100	1,463,202	1,314,588	1,344,294	1,374,024	1,404,886
*Percentage Increase over prior year Total Costs			-38.2%	24.4%	25.3%	11.5%	-10.2%	2.3%	2.2%	2.2%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS LESS INTERNAL RECOVERIES	1,311,999	1,230,559	810,869	320,233	332,100	1,463,202	1,314,588	1,344,294	1,374,024	1,404,886
<u>SOURCES OF FUNDING</u>										
Transfer from Internal Reserve Account	(309,000)	(213,500)	-	-	(319,700)	(319,700)	-	-	-	-
Other Income	-	(60,000)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(309,000)	(273,500)	-	-	(319,700)	(319,700)	-	-	-	-
NET COSTS	1,002,999	957,059	810,869	320,233	12,400	1,143,502	1,314,588	1,344,294	1,374,024	1,404,886
*Percentage Increase over prior year Net Costs			-19.2%	31.9%	1.2%	14.0%	15.0%	2.3%	2.2%	2.2%
<u>AUTHORIZED POSITIONS:</u>										
Salaried	4.0	4.0	4.0	1.0	-	5.0	6.0	6.0	6.0	6.0

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.027 First Nations Relations	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$1,644	\$0	\$3,693	\$4,932	\$1,644	\$11,913	
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$0	\$1,644	\$0	\$3,693	\$4,932	\$1,644	\$11,913	

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Equipment Replacement Fund	\$0	\$1,644	\$0	\$3,693	\$4,932	\$1,644	\$11,913	
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$0	\$1,644	\$0	\$3,693	\$4,932	\$1,644	\$11,913	

Reserve Schedule

Reserve Fund: 1.027 FIRST NATIONS RELATIONS

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Reserve Cash Flow

	Estimated Actual	Budget				
	2023	2024	2025	2026	2027	2028
Fund: 1022 Fund Center: 102157 ERF Group: INTGOV.ERF						
Beginning Balance	4,489	1,698	2,594	5,184	4,131	1,889
Actual Purchases	-	-	-	-	-	-
Planned Purchases (Based on Capital Plan)	(3,791)	(1,644)	-	(3,693)	(4,932)	(1,644)
Transfer from Operating Budget	1,000	2,540	2,590	2,640	2,690	2,740
Interest Income	-	-	-	-	-	-
Ending Balance \$	1,698	2,594	5,184	4,131	1,889	2,985

Assumptions/Background:
 2024 - 1 standard laptop
 2026 - 1 standard laptop & 1 ultra portable laptop

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Victoria Family Court Committee

FINAL BUDGET

MARCH 2024

Service: 1.126 Vic Family Court & Youth Justice Committee

Committee: Planning and Protective Services

DEFINITION:

To operate and fund the operation of the Victoria Family Court Committee, a family court committee under the *Provincial Court Act*; as well as to direct funding to juvenile justice committees appointed by the Board (Bylaw No. 2560, Family Court Committee Extended Service Establishment Bylaw No. 1, 1997).

SERVICE DESCRIPTION:

This service provides funding for the operation and funding of a *Provincial Court Act* family court committee, currently operating as the Victoria Family Court and Youth Justice Committee. Historically, such committees were mandatory. Now, they are optional. The mandate of the committee is:

- To monitor proceedings of the court and address issues pertaining to resources and legislation concerning families and youth;
- To promote and examine extra-legal options in the youth and family systems;
- To liaise with governmental and non-governmental bodies around youth justice;
- To meet at least four times a year and to provide an annual report to CRD, other local governments, and the Attorney General

The Victoria Family Court and Youth Justice committee has been a federal Youth Justice Committee under the *Youth Criminal Justice Act* since the 1980s.

PARTICIPATION:

Participants include all 13 municipalities in the CRD and the Juan de Fuca Electoral Area. The electoral areas of Salt Spring Island and Southern Gulf Islands are not participants in this service.

On the basis of the net taxable value of land and improvements as fixed for taxation in the immediately preceding year for Hospital District purposes as to one half of such cost, and the other one half shall be apportioned on the basis of population based on the last census established by Census Canada prior to year of apportionment.

MAXIMUM LEVY:

\$15,000 (Bylaw No. 3048)

MAXIMUM CAPITAL DEBT:

Nil

METHOD OF AUTHORIZATION:

Bylaw No. 2560, Family Court Committee Extended Service Establishment Bylaw No. 1, 1997
Provincial Court Act
Youth Criminal Justice Act

COMMISSION:

FUNDING:

Member Municipality	ASSESSMENTS		2021 (50%) Census Populations	
	2023 Previous Yr (50%) Converted	Previous Year Actual		
District of Central Saanich	923,380,888	7,856,582,771	17,385	4.54%
City of Colwood	809,693,136	7,435,599,415	18,961	4.45%
Town of Esquimalt	671,867,225	5,983,270,646	17,533	3.92%
District of Highlands	136,960,528	1,268,946,027	2,482	0.66%
District of Langford	2,121,412,137	17,975,599,914	46,584	11.28%
District of Metchosin	226,870,368	2,231,984,619	5,067	1.22%
District of North Saanich	918,708,349	8,476,847,303	12,235	3.88%
District of Oak Bay	1,279,769,880	12,475,365,251	17,990	5.52%
District of Saanich	5,461,179,077	50,001,352,863	117,735	28.76%
Town of Sidney	754,068,357	6,345,843,270	12,318	3.47%
Town of Sooke	593,243,986	5,528,470,878	15,086	3.41%
City of Victoria	4,946,222,123	38,644,774,730	91,867	24.17%
Town of View Royal	498,912,282	4,453,060,160	11,575	2.73%
Subtotal	19,342,288,336	168,677,697,847	386,818	98.02%
Electoral Area				
Juan de Fuca	370,468,362	2,934,005,812	5,531	1.64%
Subtotal	370,468,362	2,934,005,812	5,531	1.64%
First Nations Taxation				
Songhees	43,727,784	388,400,000	1,839	0.34%
Subtotal	43,727,784	388,400,000	1,839	0.34%
TOTAL	19,756,484,482	172,000,103,659	394,188	100.00%

1.126 Vic Family Court & Youth Justice Committee			BUDGET REQUEST				FUTURE PROJECTIONS			
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>OPERATING COSTS:</u>										
Internal Allocation	321	321	316	-	-	316	322	329	335	342
Meeting Costs	5,450	8,000	8,000	-	-	8,000	8,160	8,323	8,489	8,659
Third Party Payments	49,854	9,800	7,508	-	42,773	50,281	7,315	7,145	6,973	6,796
TOTAL OPERATING COSTS	55,625	18,121	15,824	-	42,773	58,597	15,797	15,797	15,797	15,797
*Percentage Increase		-67.4%	-71.55%			5.34%	-73.0%	0.0%	0.0%	0.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated balance C/F from current to Next year	-	38,946	-	-	-	-	-	-	-	-
Balance C/F from Prior to Current year	(39,828)	(39,828)	-	-	(42,773)	(42,773)	-	-	-	-
Interest income	-	(1,442)	-	-	-	-	-	-	-	-
Management Fee Offset	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(797)	(797)	(824)	-	-	(824)	(797)	(797)	(797)	(797)
TOTAL REVENUE	(40,625)	(3,121)	(824)	-	(42,773)	(43,597)	(797)	(797)	(797)	(797)
REQUISITION	(15,000)	(15,000)	(15,000)	-	-	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)
*Percentage Increase		0.0%	0.00%			0.00%	0.0%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Greater Victoria Police Victims Services

FINAL BUDGET

MARCH 2024

Service: 1.128 Greater Victoria Police Victims Services

Committee: Planning and Protective Services

DEFINITION:

To make Grants-In-Aid to the Greater Victoria Police Victims Services on behalf of participating members.
Extended service Bylaw No. 1998 (May 27, 1992).

SERVICE DESCRIPTION:

Greater Victoria Police Victims Services is contracted by the provincial gov't (Solicitor General who provide partial funding) to provide the following services under the Victims of Crime Act to those impacted by crime or trauma : Emotional support/Service referral including at scene triage and referral to Sexual Assault, Spousal Assault, Child Abuse and Men's Trauma centres; Public Education on victim's rights and support services, justice system and court orientation; Court Support for Crown Counsel in Victoria and West Shore including orientation and ongoing support through judicial process for victims, witnesses, friends and family; Safety planning assistance for ongoing safety following criminal victimization; Emotional support for next-of-kin sudden death notification (police accompaniment); Convicted Criminal updates to victims regarding court dates, sentencing, parole hearings and decisions and release dates/ conditions; Victim Impact Statement guidance on content of statement; Victims of Crime Assistance applications for lost income from criminal victimization.

PARTICIPATION:

All municipalities except the District of North Saanich and the District of Sooke and a portion of the electoral Area of Juan de Fuca (former small Langford Electoral Area).

MAXIMUM LEVY:

No limit

MAXIMUM CAPITAL DEBT:

Nil

COMMISSION:

FUNDING:

Service: 1.128 Greater Victoria Police Victims Services

Committee: Planning and Protective Services

Member Municipality	ASSESSMENTS			ASSESSMENTS		
	2023 Converted		2023 Actual	2024 Converted		2024 Actual
District of Central Saanich	923,380,888	5.14%	7,856,582,771	944,195,853	5.20%	7,961,190,013
City of Colwood	809,693,136	4.51%	7,435,599,415	827,251,530	4.56%	7,516,794,415
Town of Esquimalt	671,867,225	3.74%	5,983,270,646	686,865,942	3.78%	6,039,135,206
District of Highlands	136,960,528	0.76%	1,268,946,027	133,874,982	0.74%	1,230,811,550
District of Langford	2,121,412,137	11.81%	17,975,599,914	2,183,537,774	12.03%	18,394,818,195
District of Metchosin	226,870,368	1.26%	2,231,984,619	228,509,897	1.26%	2,245,878,116
District of Oak Bay	1,279,769,880	7.12%	12,475,365,251	1,262,951,498	6.96%	12,310,154,666
District of Saanich	5,461,179,077	30.40%	50,001,352,863	5,441,092,013	29.97%	49,634,580,139
Town of Sidney	754,068,357	4.20%	6,345,843,270	770,646,616	4.24%	6,422,080,729
City of Victoria	4,946,222,123	27.53%	38,644,774,730	5,031,422,064	27.71%	39,219,091,982
Town of View Royal	498,912,282	2.78%	4,453,060,160	507,009,738	2.79%	4,534,340,860
Subtotal	17,830,336,001	99.25%	154,672,379,666	18,017,357,907	99.23%	155,508,875,871
Electoral Area						
JDF - Langford - R(761) ESA # 36	667,597	0.00%	2,414,700	867,285	0.00%	3,729,300
JDF - Langford - R(762) ESA # 36	20,836,259	0.12%	206,360,040	21,699,183	0.12%	210,218,728
JDF - Langford - R(763) ESA # 36	29,558,975	0.16%	294,866,300	29,803,065	0.16%	297,253,200
Subtotal	51,062,831	0.28%	503,641,040	52,369,533	0.29%	511,201,228
<u>First Nations Taxation</u>						
Songhees	43,727,784	0.24%	388,400,000	46,186,546	0.25%	397,230,400
Tsawout	39,567,160	0.22%	367,552,000	41,018,095	0.23%	379,290,000
Subtotal	83,294,944	0.46%	755,952,000	87,204,641	0.48%	776,520,400
TOTAL	17,964,693,776	100.00%	155,931,972,706	18,156,932,081	100.00%	156,796,597,499

1.128 Greater Victoria Police Victims Services			BUDGET REQUEST				FUTURE PROJECTIONS			
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>OPERATING COSTS:</u>										
Internal Allocation	5,999	5,999	6,097	-	-	6,097	6,219	6,343	6,470	6,600
Third Party Payments	298,350	298,350	314,759	-	-	314,759	321,054	327,476	334,025	340,706
Interest Charge	508	1,628	2,359	-	-	2,359	1,836	1,873	1,910	1,948
TOTAL OPERATING COSTS	304,857	305,977	323,215	-	-	323,215	329,109	335,692	342,405	349,254
*Percentage Increase		0.4%	6.02%			6.02%	1.8%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated balance C/F from current to Next year	-	-	-	-	-	-	-	-	-	-
Balance C/F from Prior to Current year	(482)	(482)	(3)	-	-	(3)	-	-	-	-
Grants in Lieu	(14,634)	(14,634)	(15,190)	-	-	(15,190)	(14,634)	(14,634)	(14,634)	(14,634)
Interest Income	-	(1,120)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(15,116)	(16,236)	(15,193)	-	-	(15,193)	(14,634)	(14,634)	(14,634)	(14,634)
REQUISITION	(289,741)	(289,741)	(308,022)	-	-	(308,022)	(314,475)	(321,058)	(327,771)	(334,620)
*Percentage Increase		0.0%	6.31%			6.31%	2.1%	2.1%	2.1%	2.1%

CAPITAL REGIONAL DISTRICT

2024 Budget

Sooke Region Museum

FINAL BUDGET

MARCH 2024

Service: 1.121

Sooke Region Museum

Committee: Electoral Area

DEFINITION:

A specified area established to provide annual financial assistance to the Sooke Region Historical Society for the purpose of operating, maintaining and developing the Sooke Region Museum (Bylaw No. 1189 - November 23, 1983); increased levy amendment Bylaw No. 1538 - June 10, 1987, converted by Bylaw No. 3751 - March 2011, both Sooke Region Museum services (1.120 & 1.121) merged into one by Bylaw No. 3827 - July 2012, increased levy Bylaw No. 3942 - April 16, 2014.

SERVICE DESCRIPTION:

This service provides an annual contribution in support of the Sooke Region Museum operations and historical programs. The service was established in 1983 and is administered by the Sooke Region Historical Society.

PARTICIPATION:

Western portions of the Juan de Fuca Electoral Area and the District of Sooke.

MAXIMUM LEVY:

Greater of \$191,000 or \$0.063 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$514,024.

FUNDING:

Requisition

1.121 - Sooke Region Museum	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Payments to Sooke Regional Museum	218,000	218,000	225,630	-	-	225,630	230,140	234,740	239,430	244,220
Allocations	4,318	4,318	4,447	-	-	4,447	4,536	4,627	4,719	4,814
Other Operating Expenses	30	47	30	-	-	30	30	30	30	30
TOTAL COSTS	222,348	222,365	230,107	-	-	230,107	234,706	239,397	244,179	249,064
*Percentage Increase over prior year			3.5%			3.5%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2023 to 2024	-	1,995	(1,995)	-	-	(1,995)	-	-	-	-
Balance c/fwd from 2022 to 2023	(47)	(47)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(391)	(391)	(643)	-	-	(643)	(390)	(400)	(410)	(420)
Other Revenue	(100)	(2,112)	(10)	-	-	(10)	(10)	(10)	(10)	(10)
TOTAL REVENUE	(538)	(555)	(2,648)	-	-	(2,648)	(400)	(410)	(420)	(430)
REQUISITION	(221,810)	(221,810)	(227,459)	-	-	(227,459)	(234,306)	(238,987)	(243,759)	(248,634)
*Percentage increase over prior year Requisition			2.5%			2.5%	3.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2024 BUDGET

FINANCE & TECHNOLOGY

FINAL BUDGET

MARCH 2024

FINAL BUDGET
March 13, 2024
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CAPITAL REGIONAL DISTRICT

2024 BUDGET

Finance

FINAL BUDGET

MARCH 2024

Service: 1.017 Finance

Committee: Governance Committee & Finance Committee

DEFINITION:

Authorized by Letters Patent to provide financial services to the Board of the Capital Regional District.

SERVICE DESCRIPTION:

Financial services and systems including budget preparation, financial accounting and reporting, financial analysis, accounts payable and payments, revenue billing and collection, payroll, financial systems support, banking, investments, long term debt and bylaw preparation.

PARTICIPATION:

All municipalities and electoral areas and the Songhees and Tsawout Nations

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance Committee and Finance Committee

FUNDING:

Requisition and internal recoveries

1.017 - FINANCE	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2024 ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS:</u>										
Salaries and Wages	6,817,656	6,361,860	6,993,602	212,702	-	7,206,303	7,528,421	7,712,240	7,579,221	7,759,707
Allocations	304,251	304,369	328,522	-	-	328,522	354,311	390,820	418,633	434,293
Auditing Expense	79,000	79,000	83,000	-	-	83,000	86,000	89,000	90,780	92,600
Contract for Services	555,330	403,503	214,220	-	500,000	714,220	250,000	250,000	250,000	250,000
Postage & Freight	246,540	220,238	255,170	-	-	255,170	260,280	265,490	270,800	276,220
Supplies	86,320	76,590	78,890	-	9,000	87,890	80,480	80,310	81,930	83,570
Other Operating Expenses	335,190	314,194	339,620	9,400	28,600	377,620	356,190	442,520	451,524	460,744
TOTAL OPERATING COSTS	8,424,287	7,759,754	8,293,023	222,102	537,600	9,052,725	8,915,682	9,230,380	9,142,887	9,357,133
*Percentage Increase over prior year			-1.6%	2.6%	6.4%	7.5%	-1.5%	3.5%	-0.9%	2.3%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	35,000	50,000	35,000	-	-	35,000	35,000	35,000	35,000	35,000
Transfer to General Capital Fund	-	335,000	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	35,000	385,000	35,000	-	-	35,000	35,000	35,000	35,000	35,000
Debt Expenditures	-	-	-	-	-	-	98,000	203,000	304,332	304,332
TOTAL COSTS	8,459,287	8,144,754	8,328,023	222,102	537,600	9,087,725	9,048,682	9,468,380	9,482,219	9,696,465
*Percentage Increase over prior year			-1.6%	2.6%	6.4%	7.4%	-0.4%	4.6%	0.1%	2.3%
<u>REVENUE</u>										
US Bank Rebate	(59,880)	(50,000)	(61,980)	-	-	(61,980)	(63,220)	(64,480)	(65,770)	(67,090)
Provincial Grants	(60,000)	(65,000)	(60,000)	-	-	(60,000)	(61,200)	(62,420)	(63,670)	(64,940)
Sales of Services	(224,830)	(202,581)	(240,330)	-	-	(240,330)	(245,140)	(250,040)	(255,040)	(260,140)
Other	(86,911)	(86,291)	(90,406)	-	-	(90,406)	(92,721)	(95,083)	(97,504)	(99,973)
Allocation Recoveries	(104,040)	(156,060)	(107,680)	-	-	(107,680)	(207,830)	(394,430)	(499,576)	(503,476)
Transfer from Reserve	(669,224)	(359,044)	(296,833)	-	(500,000)	(796,833)	(293,695)	(309,405)	-	-
TOTAL REVENUES	(1,204,885)	(918,975)	(857,228)	-	(500,000)	(1,357,228)	(963,806)	(1,175,858)	(981,560)	(995,619)
NET COSTS	7,254,402	7,225,779	7,470,795	222,102	37,600	7,730,497	8,084,876	8,292,522	8,500,660	8,700,847
*Percentage increase over prior year Net Costs			3.0%	3.1%	0.5%	6.6%	4.6%	2.6%	2.5%	2.4%
<u>AUTHORIZED POSITIONS:</u>										
Salaried	49.0	49.0	49.0	1.0	-	50.0	51.0	51.5	51.5	51.5
Term	2.5	2.5	2.5	1.0	-	3.5	3.0	2.5	0.5	0.5

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.017	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
	Finance							

EXPENDITURE

Buildings	\$0	\$850,000	\$4,250,000	\$0	\$0	\$0	\$5,100,000
Equipment	\$212,948	\$506,549	\$228,994	\$58,043	\$12,994	\$38,549	\$845,129
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$212,948	\$1,356,549	\$4,478,994	\$58,043	\$12,994	\$38,549	\$5,945,129

SOURCE OF FUNDS

Capital Funds on Hand	\$200,000	\$525,000	\$200,000	\$0	\$0	\$0	\$725,000
Debenture Debt (New Debt Only)	\$0	\$0	\$3,000,000	\$0	\$0	\$0	\$3,000,000
Equipment Replacement Fund	\$12,948	\$81,549	\$28,994	\$58,043	\$12,994	\$38,549	\$220,129
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$750,000	\$1,250,000	\$0	\$0	\$0	\$2,000,000
	\$212,948	\$1,356,549	\$4,478,994	\$58,043	\$12,994	\$38,549	\$5,945,129

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 1.017
 Service Name: Finance

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	PROJECT BUDGET & SCHEDULE										
				Total Project Budget	Asset Class	Funding Source	Carryforward from 2023	2024	2025	2026	2027	2028	5 - Year Total	
23-01	Replacement	Computer	Computer and Office Equipment Replacement	\$ 82,110	E	ERF	\$ 12,948	\$ 12,948	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,948
24-01	Replacement	Computer	Computer and Office Equipment Replacement	\$ 68,601	E	ERF	\$ -	\$ 68,601	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 68,601
25-01	Replacement	Computer	Computer and Office Equipment Replacement	\$ 28,994	E	ERF	\$ -	\$ -	\$ 28,994	\$ -	\$ -	\$ -	\$ -	\$ 28,994
26-01	Replacement	Computer	Computer and Office Equipment Replacement	\$ 58,043	E	ERF	\$ -	\$ -	\$ -	\$ 58,043	\$ -	\$ -	\$ -	\$ 58,043
27-01	Replacement	Computer	Computer and Office Equipment Replacement	\$ 12,994	E	ERF	\$ -	\$ -	\$ -	\$ -	\$ 12,994	\$ -	\$ -	\$ 12,994
28-01	Replacement	Computer	Computer and Office Equipment Replacement	\$ 38,549	E	ERF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38,549	\$ 38,549
21-01	New	Enterprise Asset Management	SAP Software & Hardware costs for IBC 15b-2 "Asset Management and Risk Analysis"	\$ 625,000	E	Cap	\$ 200,000	\$ 425,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 625,000
24-02	New	Office Renovations	Office Renovations	\$ 100,000	B	Cap	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
24-03	New	Additional Office Space at IWS Field Office	First year project costs related to construction of additional office space at the IWS Field Office.	\$ 5,000,000	B	Res	\$ -	\$ 750,000	\$ 1,250,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000
24-03	New	Additional Office Space at IWS Field Office	First year project costs related to construction of additional office space at the IWS Field Office.		B	Debt	\$ -	\$ -	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000
														\$ -
														\$ -
														\$ -
														\$ -
														\$ -
														\$ -
														\$ -
			Grand Total	\$ 6,014,291			\$ 212,948	\$ 1,356,549	\$ 4,478,994	\$ 58,043	\$ 12,994	\$ 38,549	\$ 5,945,129	

Reserve Schedule

Reserve Fund: 1.017 Finance



Reserve Cash Flow

Fund: 1022 Fund Center: 101420
ERF Group: FIN.ERF

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	413,696	398,128	351,579	357,585	334,542	356,548
Actual Purchases	(69,162)					
Planned Purchases (Based on Capital Plan)		(81,549)	(28,994)	(58,043)	(12,994)	(38,549)
Transfer from Operating Budget	50,000	35,000	35,000	35,000	35,000	35,000
Interest Income	3,594	-	-	-	-	-
Ending Balance \$	398,128	351,579	357,585	334,542	356,548	352,999

Assumptions/Background:

- 2024 - Replace 21 standard laptops, and 1 ultra-portable laptop, plus peripherals and workstations
- 2025 - Replace 7 standard laptops, 1 semi-ruggedized laptop, peripherals and binding equipment for print shop
- 2026 - Replace 17 standard laptops, 1 semi-ruggedized laptop, and 1 ultra-portable laptop, peripherals and postage meter for print shop
- 2027 - Replace 3 standard laptops, 1 semi-ruggedized laptop, plus peripherals
- 2028 - Replace 21 standard laptops, and 1 ultra-portable laptop, plus peripherals

CAPITAL REGIONAL DISTRICT

2024 Budget

Regional Grants in Aid

FINAL BUDGET

MARCH 2024

Service: 1.112 Regional Grant in Aid

Committee: Governance Committee & Finance Committee

DEFINITION:

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

SERVICE DESCRIPTION:

Provide Grants to support organizations that are outside the existing services of the Regional District.

PARTICIPATION:

All member municipalities and electoral areas.

MAXIMUM LEVY:

\$0.05 / \$1,000 on converted value of hospital assessed land and improvements.

MAXIMUM CAPITAL DEBT:

Nil

COMMITTEE:

Governance Committee and Finance Committee

FUNDING:

1.112 - Regional Grants in Aid	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Grants in Aid - ICF	1,517,621	-	1,609,336	-	-	1,609,336	-	-	-	-
TOTAL OPERATING COSTS	1,517,621	-	1,609,336	-	-	1,609,336	-	-	-	-
*Percentage Increase over prior year			6.0%			6.0%	0.0%	0.0%	0.0%	0.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2023 to 2024	-	1,569,336	(1,569,336)	-	-	(1,569,336)	-	-	-	-
Balance c/fwd from 2022 to 2023	(1,482,621)	(1,482,621)	-	-	-	-	-	-	-	-
Interest Income	(20,000)	(71,715)	(40,000)	-	-	(40,000)	-	-	-	-
TOTAL REVENUE	(1,502,621)	15,000	(1,609,336)	-	-	(1,609,336)	-	-	-	-
REQUISITION	(15,000)	(15,000)	-	-	-	-	-	-	-	-
*Percentage increase over prior year Requisition						NA	0.0%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Information Technology

FINAL BUDGET

MARCH 2024

Service: 1.022 Information Technology

Committee: Governance Committee & Finance Committee

DEFINITION:

Support services to the departments of the Capital Regional District.

SERVICE DESCRIPTION:

Corporate information system development and support, telecommunications & phone systems, desktop support, networking, 911 systems, data communications, emergency systems, radio systems design & support, corporate web site, social media, application analysis & development, data management, Geographic Information Systems, web mapping, geospatial services, mapping and property information.

PARTICIPATION:

All municipalities and electoral areas and the Songhees and Tsawout Nations

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance Committee and Finance Committee

FUNDING:

Requisition and internal recoveries

1.022 INFORMATION TECHNOLOGY	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS:</u>										
Salaries and Wages	7,455,322	5,932,927	7,448,310	129,065	-	7,577,375	7,757,666	8,444,897	8,172,694	8,367,396
Allocations	398,000	398,000	566,415	-	-	566,415	617,754	669,579	701,655	725,486
Consulting	116,830	83,000	48,470	-	-	48,470	49,440	50,430	51,440	52,470
Contract for Services	874,000	849,029	787,010	-	311,000	1,098,010	802,750	818,800	835,170	851,880
Software Licenses & Computer Mtce	2,311,820	1,967,995	2,363,140	103,000	316,300	2,782,440	2,639,470	2,677,780	2,727,030	2,828,680
Other Operating Expenses	737,780	675,681	529,440	4,700	190,800	724,940	545,160	556,450	567,970	565,340
TOTAL OPERATING COSTS	11,893,752	9,906,633	11,742,785	236,765	818,100	12,797,650	12,412,240	13,217,936	13,055,959	13,391,252
*Percentage Increase over prior year			-1.3%	2.0%	6.9%	7.6%	-3.0%	6.5%	-1.2%	2.6%
<u>CAPITAL / RESERVE</u>										
Transfer to General Capital Fund	452,720	1,452,720	468,570	-	-	468,570	1,227,940	1,187,500	497,250	507,200
Transfer to Equipment Replacement Fund	115,240	115,240	119,270	-	-	119,270	121,660	124,100	126,580	129,110
TOTAL CAPITAL / RESERVES	567,960	1,567,960	587,840	-	-	587,840	1,349,600	1,311,600	623,830	636,310
TOTAL COSTS	12,461,712	11,474,593	12,330,625	236,765	818,100	13,385,490	13,761,840	14,529,536	13,679,789	14,027,562
*Percentage increase over prior year Total Costs			-1.1%	1.9%	6.6%	7.4%	2.8%	5.6%	-5.8%	2.5%
Funding from Capital Fund	(1,300,077)	(1,153,054)	(621,094)	-	(616,000)	(1,237,094)	(631,673)	(642,499)	(180,000)	(180,000)
Funding from Operating Reserve	(463,209)	(431,709)	(120,954)	-	(184,300)	(305,254)	-	-	-	-
TOTAL COSTS LESS INTERNAL RECOVERIES	10,698,426	9,889,830	11,588,576	236,765	17,800	11,843,142	13,130,167	13,887,037	13,499,789	13,847,562
Service Fees	(40,000)	(40,000)	(40,000)	-	-	(40,000)	(40,000)	(40,000)	(40,000)	(40,000)
Other Income	-	(2,500)	-	-	-	-	-	-	-	-
TOTAL REVENUES	(40,000)	(42,500)	(40,000)	-	-	(40,000)	(40,000)	(40,000)	(40,000)	(40,000)
NET COSTS	10,658,426	9,847,330	11,548,576	236,765	17,800	11,803,142	13,090,167	13,847,037	13,459,789	13,807,562
*Percentage increase over prior year Net Costs			8.4%	2.2%	0.2%	10.7%	10.9%	5.8%	-2.8%	2.6%
<u>AUTHORIZED POSITIONS:</u>										
Salaries	48.27	48.27	48.27	1.00	-	49.27	49.27	52.27	52.27	52.27
Term	4.0	4.0	4.0	-	-	4.0	3.0	3.0	-	-

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.022 Information Technology	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$50,000
Equipment	\$359,083	\$5,302,552	\$1,056,551	\$496,650	\$180,000	\$94,000	\$7,129,753
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$100,000	\$170,000	\$100,000	\$0	\$0	\$0	\$270,000
	\$509,083	\$5,522,552	\$1,156,551	\$496,650	\$180,000	\$94,000	\$7,449,753

SOURCE OF FUNDS

Capital Funds on Hand	\$509,083	\$5,475,952	\$1,004,551	\$435,000	\$130,000	\$45,000	\$7,090,503
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$46,600	\$152,000	\$61,650	\$50,000	\$49,000	\$359,250
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$509,083	\$5,522,552	\$1,156,551	\$496,650	\$180,000	\$94,000	\$7,449,753

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 1.022
Service Name: Information Technology

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2023	2024	2025	2026	2027	2028	5 - Year Total
17-01	Replacement	SAP	Business Warehouse	\$ 75,000	E	Cap	\$ 50,000	\$ 50,000	\$ 25,000	\$ -	\$ -	\$ -	\$ 75,000
23-01	Replacement	SAP	SAP Migration from ECC to S4	\$ 5,840,000	E	Cap	\$ -	\$ 3,575,952	\$ 559,551	\$ -	\$ -	\$ -	\$ 4,135,503
18-06	Replacement	Data Centre Replacements	Replace Backup	\$ 350,000	E	Cap	\$ 39,083	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000
20-04	Replacement	Data Centre Replacements	Network Data/Voice Switches (Fisgard)	\$ 310,000	E	Cap	\$ -	\$ 310,000	\$ -	\$ -	\$ -	\$ -	\$ 310,000
21-01	Replacement	Data Centre Replacements	Corporate Firewall	\$ 200,000	E	Cap	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000
24-02	Replacement	Data Centre Replacements	Fibre Channel Fabric Replacement	\$ 225,000	E	Cap	\$ -	\$ 190,000	\$ -	\$ -	\$ -	\$ -	\$ 190,000
24-03	New	Truck	Expand Radio Technology in CRD vehicles to provide reliable and modern communications. We will rely on these trucks for 7 to 10 years	\$ 170,000	V	Cap	\$ 100,000	\$ 170,000	\$ -	\$ -	\$ -	\$ -	\$ 170,000
24-06	Replacement	Brightsign replacements	Replace and upgrade systems to current standards	\$ 10,000	E	Cap	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
24-07	Replacement	Teams Room Upgrades	2 larger rooms and 10 smaller room technology replacement	\$ 60,000	E	Cap	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
24-18	Replacement	VDI system upgrades	Increase capacity to existing VDI infrastructure to improve the VDI environment and prepare for high perf loads	\$ 50,000	E	Cap	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
24-19	New	New Workstations and Office Densification	Allowance to ensure that Technical Services needs are met in new space	\$ 50,000	B	Cap	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
24-05	new	Physical Security	Card access for data facilities	\$ 100,000	E	Cap	\$ -	\$ 80,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 100,000
19-06	Replacement	Data Centre Replacements	Wi-Fi Network System	\$ 170,000	E	Cap	\$ 50,000	\$ 110,000	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ 170,000
20-02	Replacement	Data Centre Replacements	Virtual Server Hosts	\$ 435,000	E	Cap	\$ 190,000	\$ 190,000	\$ -	\$ 245,000	\$ -	\$ -	\$ 435,000
19-05	Replacement	Data Centre Replacements	Router & Switch Network Data Centre	\$ 134,000	E	Cap	\$ -	\$ 20,000	\$ 15,000	\$ 25,000	\$ -	\$ -	\$ 60,000
18-07	Replacement	Data Centre Replacements	Server Replacements	\$ 415,000	E	Cap	\$ -	\$ 100,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 200,000
20-03	Replacement	Data Centre Replacements	Application Load Balancer	\$ 65,000	E	Cap	\$ -	\$ -	\$ -	\$ -	\$ 65,000	\$ -	\$ 65,000
20-05	Replacement	Data Centre Replacements	Uninterruptible Power Supply	\$ 70,000	E	Cap	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 20,000	\$ 60,000
20-06	Replacement	Data Centre Replacements	Fisgard Phone System	\$ 410,000	E	Cap	\$ 30,000	\$ 30,000	\$ 350,000	\$ 30,000	\$ -	\$ -	\$ 410,000
19-04	Replacement	Data Centre Replacements	Additional Storage	\$ 90,000	E	Cap	\$ -	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ 70,000
20-07	Replacement	Meeting Room Equipment Replacement	Replacement of A/V technology components	\$ 116,250	E	ERF	\$ -	\$ 19,600	\$ 25,000	\$ 34,650	\$ 20,000	\$ 25,000	\$ 124,250
24-01	Replacement	Computer Equipment	Staff Computer Equipment Replacements	\$ 52,000	E	ERF	\$ -	\$ 27,000	\$ -	\$ -	\$ -	\$ -	\$ 27,000
25-01	Replacement	Computer Equipment	Staff Computer Equipment Replacements	\$ 27,000	E	ERF	\$ -	\$ -	\$ 27,000	\$ -	\$ -	\$ -	\$ 27,000
25-02	Replacement	Van	Replace IT Van (want this outfitted with proper shelving and bins)	\$ 100,000	V	ERF	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000
26-01	Replacement	Computer Equipment	Staff Computer Equipment Replacements	\$ 27,000	E	ERF	\$ -	\$ -	\$ -	\$ 27,000	\$ -	\$ -	\$ 27,000
27-01	Replacement	Computer Equipment	Staff Computer Equipment Replacements	\$ 30,000	E	ERF	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000
28-01	Replacement	Computer Equipment	Staff Computer Equipment Replacements	\$ 24,000	E	ERF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,000	\$ 24,000
Grand Total				\$ 9,605,250			\$ 509,083	\$ 5,522,552	\$ 1,156,551	\$ 496,650	\$ 180,000	\$ 94,000	\$ 7,449,753

Equipment Reserve Schedule

Equipment Reserve Fund: 1.022 Information Technology

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Equipment Reserve Cash Flow

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Fund: 1022 Fund Center: 101421 ERF Group: INFOTECH.ERF (ITG.ERF)						
Beginning Balance	313,326	363,858	509,028	557,648	709,788	862,508
Actual Purchases	(91,801)					
Planned Purchases (Based on Capital Plan)		(27,000)	(127,000)	(27,000)	(30,000)	(24,000)
Transfer from Operating Budget	138,891	172,170	175,620	179,140	182,720	186,370
Interest Income	3,444	-	-	-	-	-
Ending Balance \$	363,858	509,028	557,648	709,788	862,508	1,024,878

Assumptions/Background:
Planned purchases include computer equipment replacements for staff (2024-2028) and replacement of one vehicle in 2025.

Equipment Reserve Schedule

Reserve Fund: 1.022 Fisgard Meeting Room ERF

Fisgard Meeting Room Technology - Funding for replacement of IT equipment and infrastructure in the various meeting rooms at the 625 Fisgard St location.

Equipment Reserve Cash Flow

Fund: 1022 Fund Center: 102217
ERF Group: ITMTGROOM.ERF (ITG.ERF)

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	80,011	100,844	101,244	96,244	81,594	81,594
Actual Purchases	-	-	-	-	-	-
Planned Purchases (Based on Capital Plan)	-	(19,600)	(25,000)	(34,650)	(20,000)	(25,000)
Transfer from Operating Budget	20,000	20,000	20,000	20,000	20,000	20,000
Interest Income	832	-	-	-	-	-
Ending Balance \$	100,844	101,244	96,244	81,594	81,594	76,594

Assumptions/Background:

Replacement of meeting room audio/video components.

CAPITAL REGIONAL DISTRICT

2024 BUDGET

GIS Information Systems

FINAL BUDGET

MARCH 2024

Service: 1.101 GIS Information Systems

Committee: Governance Committee & Finance Committee

DEFINITION:

Authorized by Letters Patent under the general administrative provisions of the Local Government Act.
Provides GIS Services to CRD departments, municipalities and Electoral Areas.

PARTICIPATION:

All CRD departments, municipalities and Electoral Areas.

MAXIMUM LEVY:

No limit

MAXIMUM CAPITAL DEBT:

Nil

COMMITTEE:

Governance Committee and Finance Committee

FUNDING:

Requisition and internal recoveries.

1.101 GIS INFORMATION SYSTEMS	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS:</u>										
Salaries and Wages	400,313	405,655	406,349	-	-	406,349	416,088	426,053	436,249	446,681
Allocations	11,199	11,199	14,306	-	-	14,306	15,485	15,978	15,996	16,387
Data Processing Services	97,820	99,331	101,240	-	-	101,240	103,260	105,330	107,440	109,590
Supplies	46,240	39,370	47,860	-	-	47,860	48,810	49,790	50,790	51,820
Other Operating Expenses	15,060	11,119	15,600	-	-	15,600	15,920	16,250	16,580	16,910
TOTAL OPERATING COSTS	570,632	566,674	585,355	-	-	585,355	599,563	613,401	627,055	641,388
*Percentage Increase over prior year						2.6%	2.4%	2.3%	2.2%	2.3%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	18,190	22,148	18,260	-	-	18,260	18,630	19,000	19,380	19,770
Transfer to Operating Reserve Fund	50,000	50,000	50,000	-	-	50,000	50,000	50,000	50,000	50,000
TOTAL CAPITAL / RESERVES	68,190	72,148	68,260	-	-	68,260	68,630	69,000	69,380	69,770
TOTAL COSTS	638,822	638,822	653,615	-	-	653,615	668,193	682,401	696,435	711,158
			2.3%			2.3%	2.2%	2.1%	2.1%	2.1%
Internal Recoveries	(504,310)	(504,310)	(514,396)	-	-	(514,396)	(524,684)	(535,178)	(545,882)	(556,800)
TOTAL COSTS LESS INTERNAL RECOVERIES	134,512	134,512	139,219	-	-	139,219	143,509	147,223	150,553	154,358
<u>SOURCES OF FUNDING</u>										
Transfer from Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
PILT Revenue	(5,827)	(5,827)	(5,972)	-	-	(5,972)	(6,150)	(6,270)	(6,390)	(6,510)
TOTAL REVENUE	(5,827)	(5,827)	(5,972)	-	-	(5,972)	(6,150)	(6,270)	(6,390)	(6,510)
REQUISITION	(128,685)	(128,685)	(133,247)	-	-	(133,247)	(137,359)	(140,953)	(144,163)	(147,848)
*Percentage increase over prior year requisition						3.5%	3.1%	2.6%	2.3%	2.6%
<u>AUTHORIZED POSITIONS:</u>										
Salaried	3.0	3.0	3.0	-	-	3.0	3.0	3.0	3.0	3.0

Operating Reserve Schedule

Operating Reserve Fund: 1.101 GIS Information Systems

Established by Bylaw No. 4102 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Cash Flow

Fund: 1500 Fund Center: 105510

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	54,399	42,189	92,189	142,189	192,189	242,189
Actual Purchases	(63,793)	-	-	-	-	-
Planned Purchases	-	-	-	-	-	-
Transfer from Operating Budget	50,000	50,000	50,000	50,000	50,000	50,000
Interest Income	1,582	-	-	-	-	-
Ending Balance \$	42,189	92,189	142,189	192,189	242,189	292,189

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Geo-Spatial Referencing

FINAL BUDGET

MARCH 2024

Service: 1.335 Geo-Spatial Referencing

Committee: Governance Committee & Finance Committee

DEFINITION:

To replace the network of permanent survey control monuments in the Capital Regional District with a reference system based on Differential Global Positioning System (DGPS) technology. The Province will no longer support the current permanent monument system. The CRD will assume responsibility for acquiring and operating the new system on behalf of its member municipalities. This information is required to effectively deal with development infrastructure issues as well as the ongoing infrastructure works.

PARTICIPATION:

All municipalities and electoral areas.

MAXIMUM LEVY:

None stated.

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

Governance Committee and Finance Committee

FUNDING:

Requisition

AUTHORITY:

General Services under the Municipal Act.

1.335 GEOSPATIAL REFERENCING	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS:</u>										
Allocations	22,899	22,899	23,186	-	-	23,186	23,650	24,123	24,605	25,097
Contract for Services	21,920	24,000	22,690	-	-	22,690	23,140	23,600	24,070	24,550
Consulting	14,700	12,000	15,210	-	-	15,210	15,510	15,820	16,140	16,460
Facilities Rental	15,390	8,021	15,930	-	-	15,930	16,250	16,580	16,910	17,250
Software Licenses & Fees	23,080	32,200	23,890	-	-	23,890	24,370	24,860	25,360	25,870
Other Operating Expenses	17,940	6,760	18,490	-	-	18,490	18,880	19,270	19,660	20,060
TOTAL OPERATING COSTS	115,929	105,880	119,396	-	-	119,396	121,800	124,253	126,745	129,287
*Percentage Increase over prior year			3.0%			3.0%	2.0%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	61,850	73,129	64,010	-	-	64,010	65,290	66,600	67,930	69,290
TOTAL CAPITAL / RESERVES	61,850	73,129	64,010	-	-	64,010	65,290	66,600	67,930	69,290
TOTAL COSTS	177,779	179,009	183,406	-	-	183,406	187,090	190,853	194,675	198,577
<u>SOURCES OF FUNDING</u>						3.2%	2.0%	2.0%	2.0%	2.0%
PILT Revenue	(7,679)	(7,679)	(7,870)	-	-	(7,870)	(7,840)	(8,000)	(8,170)	(8,340)
Sale of Services	(8,370)	(9,600)	(8,660)	-	-	(8,660)	(8,830)	(9,010)	(9,190)	(9,370)
Interest Income	(150)	(150)	(160)	-	-	(160)	(160)	(160)	(160)	(160)
TOTAL REVENUE	(16,199)	(17,429)	(16,690)	-	-	(16,690)	(16,830)	(17,170)	(17,520)	(17,870)
REQUISITION	(161,580)	(161,580)	(166,716)	-	-	(166,716)	(170,260)	(173,683)	(177,155)	(180,707)
*Percentage increase over prior year requisition			3.2%			3.2%	2.1%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.335 Geo-Spatial Referencing	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$88,494	\$190,000	\$60,000	\$10,000	\$10,000	\$10,000	\$10,000	\$280,000
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
	\$88,494	\$190,000	\$60,000	\$10,000	\$10,000	\$10,000	\$10,000	\$280,000

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	\$88,494	\$190,000	\$60,000	\$10,000	\$10,000	\$10,000	\$10,000	\$280,000
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
	\$88,494	\$190,000	\$60,000	\$10,000	\$10,000	\$10,000	\$10,000	\$280,000

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 1.335

Service Name: Geo-Spatial Referencing

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total
17-01	Replacement	RTK System Digital Infrastructure	RTK system infrastructure (computers, communications, power)	\$ 60,000	E	ERF	\$ 30,000	\$ 30,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 70,000
24-01	Replacement	RTK Tool System Refresh	RTK Tool System Refresh (replacement of EOL tool systems)	\$ 150,000	E	ERF	\$ 58,494	\$ 160,000	\$ 50,000				\$ 210,000
													\$ -
													\$ -
													\$ -
													\$ -
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													\$ -
													\$ -
													\$ -
GRAND TOTAL				\$ 210,000			\$ 88,494	\$ 190,000	\$ 60,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 280,000

Service:

1.335

Geo-Spatial Referencing

Project Number	17-01	Capital Project Title	RTK System Digital Infrastructure	Capital Project Description	RTK system infrastrucuture (computers, communications, power)
Project Rationale					

Project Number	23-01	Capital Project Title	RTK System Refresh	Capital Project Description	RTK System Refresh from Net R8 and R9 to current Alloy technology
Project Rationale					

Operating Reserve Schedule

Operating Reserve Fund: 1.335 Geo-Spatial Referencing

Established by Bylaw No. 4521, Amendment No. 3 2022 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Cash Flow

Fund: 1500 Fund Center: 105552	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	10,863	11,387	11,387	11,387	11,387	11,387
Actual Purchases	-	-	-	-	-	-
Planned Purchases	-	-	-	-	-	-
Transfer from Operating Budget	-	-	-	-	-	-
Interest Income	524	-	-	-	-	-
Ending Balance \$	11,387	11,387	11,387	11,387	11,387	11,387

Assumptions/Background:

Equipment Reserve Schedule

Reserve Fund: 1.335 Geospatial

Equipment Reserve Cash Flow

Fund: 1022 Fund Center: 101726

ERF Group: GEOSPA.ERF

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	301,423	305,995	180,005	185,295	241,895	299,825
Actual Purchases	(121,506)	-	-	-	-	-
Planned Purchases (Based on Capital Plan)	-	(190,000)	(60,000)	(10,000)	(10,000)	(10,000)
Transfer from Operating Budget	123,540	64,010	65,290	66,600	67,930	69,290
Interest Income	2,538	-	-	-	-	-
Ending Balance \$	305,995	180,005	185,295	241,895	299,825	359,115

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Royal Theatre

FINAL BUDGET

MARCH 2024

DEFINITION:

The function of purchasing, maintaining, equipping, operating and selling the Royal Theatre in Victoria to the Capital Regional District. The function is for the purpose of pleasure, recreation and community use and includes all facilities and concessions associated with the Royal Theatre and a parking lot. Local Services Establishment Bylaw No. 2587, March 25, 1998.

SERVICE DESCRIPTION:

This is a service to provide funding for the support of the Royal Theatre in the City of Victoria as a community centre of art and education. Ownership was transferred to the CRD in 1998. The service operates under an agreement with the Royal and McPherson Theatres Society Board who manage the theatre in return for financial support.

PARTICIPATION:

City of Victoria, District of Saanich, and District of Oak Bay, apportioned 50% on converted value of land and improvements and 50% on the basis of population (see bylaw for details).

MAXIMUM LEVY:

Capital Expenditures	\$480,000
Annual Operating Expenditures	\$100,000

Note: Grants in Lieu of Taxes paid to the Regional District will be held to the credit of the participant.

MAXIMUM CAPITAL DEBT:

NIL

COMMISSION:

Royal and McPherson Theatre Society reporting to a sub-committee of the Finance Committee.

FUNDING:

ROYAL THEATRE			BUDGET REQUEST				FUTURE PROJECTIONS			
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
OPERATING COSTS:										
Third Party Payment	37,653	37,653	47,805	-	-	47,805	45,449	42,981	40,399	37,684
Insurance Costs	44,800	44,800	44,300	-	-	44,300	46,510	48,830	51,260	53,820
Internal Allocation	16,947	16,947	7,295	-	-	7,295	7,441	7,590	7,742	7,896
Operating Cost - Other (Interest)	600	600	600	-	-	600	600	600	600	600
TOTAL OPERATING COSTS	100,000	100,000	100,000	-	-	100,000	100,000	100,000	100,000	100,000
*Percentage Increase		0.00%	0.00%			0.00%	0.00%	0.00%	0.00%	0.00%
CAPITAL / RESERVE										
Capital Equipment Purchase	101,000	101,000	105,000	-	-	105,000	105,000	105,000	109,000	109,000
Transfer to Capital Reserve Fund	379,000	379,000	375,000	-	-	375,000	375,000	375,000	371,000	371,000
TOTAL CAPITAL / RESERVES	480,000	480,000	480,000	-	-	480,000	480,000	480,000	480,000	480,000
Debt Charges	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL COSTS	480,000	480,000	480,000	-	-	480,000	480,000	480,000	480,000	480,000
TOTAL COSTS	580,000	580,000	580,000	-	-	580,000	580,000	580,000	580,000	580,000
FUNDING SOURCES (REVENUE)										
Estimated balance C/F from current to Next year										
Balance C/F from Prior to Current year										
Revenue - Other	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	-	-	-	-	-	-	-	-	-	-
REQUISITION	(580,000)	(580,000)	(580,000)	-	-	(580,000)	(580,000)	(580,000)	(580,000)	(580,000)

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.290 Royal Theatre	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$112,000	\$867,000	\$2,337,000	\$93,000	\$0	\$0	\$3,297,000
Equipment	\$0	\$0	\$462,000	\$44,000	\$0	\$16,500	\$522,500
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$112,000	\$867,000	\$2,799,000	\$137,000	\$0	\$16,500	\$3,819,500

SOURCE OF FUNDS

Capital Funds on Hand	\$112,000	\$0	\$112,000	\$0	\$0	\$0	\$112,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$680,000	\$0	\$0	\$0	\$680,000
Donations / Third Party Funding	\$0	\$350,000	\$1,055,000	\$0	\$0	\$0	\$1,405,000
Reserve Fund	\$0	\$517,000	\$952,000	\$137,000	\$0	\$16,500	\$1,622,500
	\$112,000	\$867,000	\$2,799,000	\$137,000	\$0	\$16,500	\$3,819,500

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 1.290
 Service Name: Royal Theatre

				PROJECT BUDGET & SCHEDULE										
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total	
20-03	New	Add Balcony & Pit Railings	Add railings to ensure patron safety and comfort	\$ 75,000	B	Res			\$ 75,000				\$ 75,000	
21-12	Renewal	Repair Building Envelope	Repairing building envelope of the 1914 structure.	\$ 2,293,000	B	Res		\$ 350,000	\$ 375,000	\$ 93,000			\$ 818,000	
	Renewal	Repair Building Envelope	Repairing building envelope of the 1914 structure.		B	Other		\$ 350,000	\$ 375,000				\$ 725,000	
21-13	Renewal	Plan, Rebuild and Expand Orchestra Pit	Plan, Rebuild and expand orchestra Pit to allow increased physical distancing of musicians and performers	\$ 115,000	B	Cap	\$ 112,000		\$ 112,000				\$ 112,000	
24-01	Replacement	Repour and refinish concrete main floor and replacement of seats and aisle lights	Repour and refinish concrete main floor and replacement of seats and aisle lights	\$ 700,000	B	Other			\$ 280,000				\$ 280,000	
	Replacement	Repour and refinish concrete main floor and replacement of seats and aisle lights	Repour and refinish concrete main floor and replacement of seats and aisle lights.		B	Grant			\$ 280,000				\$ 280,000	
	Replacement	Repour and refinish concrete main floor and replacement of seats and aisle lights	Repour and refinish concrete main floor and replacement of seats and aisle lights.		B	Res			\$ 140,000				\$ 140,000	
24-02	Replacement	Replace Orchestra Shell	Replace 40 year old orchestra shell	\$ 750,000	B	Other			\$ 300,000				\$ 300,000	
	Replacement	Replace Orchestra Shell	Replace 40 year old orchestra shell.		E	Grant			\$ 300,000				\$ 300,000	
	Replacement	Replace Orchestra Shell	Replace 40 year old orchestra shell.		E	Res			\$ 150,000				\$ 150,000	
24-03	Defer	Emergency Repairs	Unforeseen emergency repairs.	\$ 50,000	B	Res		\$ 50,000					\$ 50,000	
24-04	Renewal	Wardrobe Department Upgrade	Upgrade wardrobe department	\$ 83,000	B	Res		\$ 83,000	\$ 100,000				\$ 183,000	
24-05	Renewal	Restore Stage Surface	Deep restoration and refinish of stage surface	\$ 9,000	B	Res		\$ 9,000	\$ 50,000				\$ 59,000	
24-06	New	Install Loading Bay Safety Lighting	Install new loading bay safety lighting	\$ 25,000	B	Res		\$ 25,000					\$ 25,000	
25-01	Replacement	Replace Seats and Aisle Lights in balcony	Replace 20 year old seats in balcony	\$ 250,000	B	Other			\$ 100,000				\$ 100,000	
	Replacement	Replace Seats and Aisle Lights in Balcony	Replace 20 year old seats in balcony.		B	Grant			\$ 100,000				\$ 100,000	
	Replacement	Replace Seats and Aisle Lights in Balcony	Replace 20 year old seats in balcony.		B	Res			\$ 50,000				\$ 50,000	
25-02	Replacement	Replace APs and UPS	Replace wireless access points and back up batteries	\$ 12,000	E	Res			\$ 12,000				\$ 12,000	
26-01	Replacement	Replace Switches	Replace network switches	\$ 44,000	E	Res				\$ 44,000			\$ 44,000	
28-01	Replacement	Replace SRST	Replace Cisco phone communications system	\$ 16,500	E	Res						\$ 16,500	\$ 16,500	
													\$ -	
			GRAND TOTAL	\$ 4,422,500			\$ 112,000	\$ 867,000	\$ 2,799,000	\$ 137,000	\$ -	\$ 16,500	\$ 3,819,500	

Service: 1.290 Royal Theatre

Project Number 20-03 **Capital Project Title** Add Balcony & Pit Railings **Capital Project Description** Add railings to ensure patron safety and comfort

Project Rationale The addition of railings will ensure patron safety and comfort while moving to and from seats in the balcony area of the theatre.

Project Number 21-12 **Capital Project Title** Repair Building Envelope **Capital Project Description** Repairing building envelope of the 1914 structure.

Project Rationale Flagged as immediate priority in Royal Theatre – Building Envelope Assessment Report prepared for the CRD Dec. 8, 2020 by Stantec Architecture Ltd. Repairing building envelope will ensure the 1914 structure will remain stable and will reduce energy consumption

Project Number 21-13 **Capital Project Title** Plan, Rebuild and Expand Orchestra Pit **Capital Project Description** Plan, Rebuild and expand orchestra Pit to allow increased physical distancing of musicians and performers

Project Rationale Plan, rebuild and expand orchestra pit to align with professional standards of performing arts organizations.

Project Number 24-01 **Capital Project Title** Repour and refinish concrete main floor and replacement of seats and aisle lights **Capital Project Description** Repour and refinish concrete main floor and replacement of seats and aisle lights

Project Rationale Repouring and refinishing concrete main floor for improved safety, hygiene and cleaning protocols. Replacing the seats and lights for patrons comfort and safety. New seating will improve cleaning protocols. Current seats reaching end of useful life.

Service: 1.290 Royal Theatre

Project Number 24-02

Capital Project Title Replace Orchestra Shell

Capital Project Description Replace 40 year old orchestra shell

Project Rationale Replace 40 year old inappropriate orchestra shell with custom designed shell for professional symphony orchestra to provide the best quality product for patrons and clients.

Project Number 24-03

Capital Project Title Emergency Repairs

Capital Project Description Unforeseen emergency repairs.

Project Rationale Capital funds to accommodate any emergency repairs to the building.

Project Number 24-04

Capital Project Title Wardrobe Department Upgrade

Capital Project Description Upgrade wardrobe department

Project Rationale Upgrade wardrobe department with electrical upgrade, extensive plumbing upgrades, dropped ceiling and drywall to accommodate two more stacked washers and dryers in order to meet clients' requirements.

Project Number 24-05

Capital Project Title Restore Stage Surface

Capital Project Description Deep restoration and refinish of stage surface

Project Rationale Deep restoration and refinish of stage surface to return to fixed level.

Service: 1.290 Royal Theatre

Project Number 24-06 **Capital Project Title** Install Loading Bay Safety Lighting **Capital Project Description** Install new loading bay safety lighting

Project Rationale Install new safety lighting for the safety and security of employees who are loading out shows in the evening and working on the sidewalk and in the rear parking lot. The current lighting is deficient for the level of safety required.

Project Number 25-01 **Capital Project Title** Replace Seats and Aisle Lights in balcony **Capital Project Description** Replace 20 year old seats in balcony

Project Rationale Replacing the seats and lights for patrons comfort and safety. New seating will improve cleaning protocols. Current seats are reaching end of useful life.

Project Number 25-02 **Capital Project Title** Replace APs and UPS **Capital Project Description** Replace wireless access points and back up batteries

Project Rationale Replace APs and UPS to update the network infrastructure as required by CRD Information Technology replacement plan.

Project Number 26-01 **Capital Project Title** Replace Switches **Capital Project Description** Replace network switches

Project Rationale Replace switches in the network infrastructure as required by CRD Information Technology replacement plan.

Service: 1.290 Royal Theatre

Project Number 28-01

Capital Project Title Replace SRST

Capital Project Description Replace Cisco phone communications system

Project Rationale Replace Cisco phone communications as required by CRD Information Technology replacement plan.

**1.290 Royal Theatre
Asset and Reserve Summary
2024 - 2028 Financial Plan**

Asset Profile

Royal Theatre

Assets held by the Royal Theatre service consist of land, Royal Theatre built in 1913 as well as various equipment. Royal Theatre was renovated in 2003 and 2005.

Capital Reserve Fund Schedule

Reserve Fund: 1.290 Royal Theatre Capital Reserve Fund (Bylaw No. 2855)

Cost Centre: 101607 (PLO)

Capital Reserve Fund

Projected year end balance

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	1,235,072	1,349,247	1,267,247	690,247	924,247	1,295,247
Planned Capital Expenditure (Based on Capital Plan)	(327,992)	(517,000)	(952,000)	(137,000)	-	(16,500)
Transfer from Operating Budget	379,000	375,000	375,000	371,000	371,000	371,000
Interest Income**	63,167	60,000				
Total projected year end balance	1,349,247	1,267,247	690,247	924,247	1,295,247	1,649,747

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

CAPITAL REGIONAL DISTRICT

2024 BUDGET

McPherson Theatre

FINAL BUDGET

MARCH 2024

Service: 1.295 McPherson Theatre

Committee: Finance

DEFINITION:

A local service established for the purpose of purchasing, maintaining, equipping and operating the McPherson Playhouse in Victoria, British Columbia. Local Services Establishment Bylaw No. 2685, March 10, 1999.

SERVICE DESCRIPTION:

This is a service to provide funding for the support of the McPherson Theatre in the City of Victoria. The building is owned by the City of Victoria. The service operates under an agreement with the Royal and McPherson Theatres Society Board who manage the theatre in return for financial support. This building operation was transferred to the CRD for ease of administration with the Royal & McPherson Theatres Society and to recognize the benefits of one organization operating the two theatres (one ticket system, ability to move acts between if financially beneficial, etc.)

PARTICIPATION:

The City of Victoria is the only participant.

MAXIMUM LEVY:

The maximum amount that may be requisitioned under section 816(1) of the Municipal Act (Section 803 of the Local Government Act) for the annual cost of the local service will be:

- (a) for capital expenditures including but not limited to, the renovation, reconstruction or rebuilding of a performing arts theatre, machinery and equipment, reserve fund transfer and annual debt servicing payments. The maximum amount will be \$400,000.
- (b) for annual operating expenditures which may also include expenditures of a nature referred to in (a) above, the maximum amount will be \$350,000.

MAXIMUM CAPITAL DEBT:

None

COMMISSION:

Royal and McPherson Theatre Society reporting to a sub-committee of the Finance Committee.

FUNDING:

McPHERSON THEATRE			BUDGET REQUEST				FUTURE PROJECTIONS			
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>OPERATING COSTS:</u>										
Third Party Payments	307,342	307,342	306,282	-	-	306,282	305,886	304,988	304,070	303,133
Internal Allocations	41,947	41,947	42,524	-	-	42,524	43,403	44,301	45,219	46,156
Interest Charge	300	300	300	-	-	300	300	300	300	300
TOTAL OPERATING COSTS	349,589	349,589	349,106	-	-	349,106	349,589	349,589	349,589	349,589
*Percentage Increase	0.00%	0.00%	-0.14%			-0.14%	0.14%	0.00%	0.00%	0.00%
<u>CAPITAL / RESERVE</u>										
Capital Equipment Purchases	88,000	88,000	90,000	-	-	90,000	90,000	90,000	94,000	94,000
Transfer to Reserve Fund	348,233	348,233	346,233	-	-	346,233	346,233	346,233	342,233	342,233
TOTAL CAPITAL / RESERVES	436,233	436,233	436,233	-	-	436,233	436,233	436,233	436,233	436,233
TOTAL COSTS	785,822	785,822	785,339	-	-	785,339	785,822	785,822	785,822	785,822
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated balance C/F from current to Next year	-	-	-	-	-	-	-	-	-	-
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants In Lieu of Taxes	(35,822)	(35,822)	(35,339)	-	-	(35,339)	(35,822)	(35,822)	(35,822)	(35,822)
TOTAL REVENUE	(35,822)	(35,822)	(35,339)	-	-	(35,339)	(35,822)	(35,822)	(35,822)	(35,822)
REQUISITION	(750,000)	(750,000)	(750,000)	-	-	(750,000)	(750,000)	(750,000)	(750,000)	(750,000)
*Percentage increase over prior year requisition		0.0%	0.00%			0.00%	0.00%	0.00%	0.00%	0.00%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.295 McPherson Theatre	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$0	\$275,000	\$300,000	\$238,000	\$190,000	\$0	\$1,003,000
Equipment	\$0	\$57,000	\$15,000	\$55,000	\$0	\$16,500	\$143,500
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$332,000	\$315,000	\$293,000	\$190,000	\$16,500	\$1,146,500

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$332,000	\$315,000	\$293,000	\$190,000	\$16,500	\$1,146,500
	\$0	\$332,000	\$315,000	\$293,000	\$190,000	\$16,500	\$1,146,500

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 1.295

Service Name: McPherson Theatre

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	PROJECT BUDGET & SCHEDULE									
				Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total
21-13	Renewal	Repair Building Envelope and Restore Façade	Repair building envelope and restore façade	\$ 1,163,000	B	Res		\$ 110,000	\$ 300,000	\$ 238,000	\$ 190,000		\$ 838,000
22-06	Renewal	Recoating of Fibreglass Façade	Recoating of fibreglass façade	\$ 26,000	B	Res		\$ 26,000					\$ 26,000
22-07	Renewal	Repair Stand-alone canopies	Repair stand-alone canopies	\$ 5,000	B	Res	→	\$ 5,000					\$ 5,000
24-01	Defer	Emergency Repairs	For Unforeseen Emergency Repairs	\$ 50,000	B	Res		\$ 50,000					\$ 50,000
24-02	Replacement	Replace Architectural Detail Lighting	Replace tungsten and quartz architectural lights with LED technology	\$ 20,000	B	Res		\$ 20,000					\$ 20,000
24-03	New	Install Loading Bay Safety Lighting	Intial new loading bay safety lighting	\$ 24,000	B	Res		\$ 24,000					\$ 24,000
24-04	New	Wireless Microphone Expansion Project	Expand wireless microphone inventory	\$ 57,000	E	Res		\$ 57,000					\$ 57,000
24-05	Replacement	Remove Concrete Canopies	Remove concrete canopies	\$ 40,000	B	Res		\$ 40,000					\$ 40,000
25-01	Replacement	Replace APs and UPS	Replace wireless access points and back up batteries	\$ 15,000	E	Res			\$ 15,000				\$ 15,000
26-01	Replacement	Replace Switches	Replace network switches	\$ 55,000	E	Res			\$ 55,000				\$ 55,000
28-01	Replacement	Replace SRST	Replace Cisco phone communications system	\$ 16,500	E	Res						\$ 16,500	\$ 16,500
			GRAND TOTAL	\$ 1,471,500			\$ -	\$ 332,000	\$ 315,000	\$ 293,000	\$ 190,000	\$ 16,500	\$ 1,146,500

Service: 1.295 McPherson Theatre

Project Number 21-13 **Capital Project Title** Repair Building Envelope and Restore Façade **Capital Project Description** Repair building envelope and restore façade

Project Rationale Flagged as immediate priority in McPherson Playhouse – Building Envelope Assessment Report prepared for the CRD Dec. 8, 2020 by Stantec Architecture Ltd. Repairing building envelope will ensure the 1913 structure will remain stable and will reduce energy consumption. Restoring the 1913 façade will include point work on the bricks, gutter replacement and refinishing the fiberglass stonework around the historic wooden doors.

Project Number 22-06 **Capital Project Title** Recoating of Fibreglass Façade **Capital Project Description** Recoating of fibreglass façade

Project Rationale Flagged as immediate priority in McPherson Playhouse – Building Envelope Assessment Report prepared for the CRD Dec. 8, 2020 by Stantec Architecture Ltd. Recoating the fibreglass façade will reduce shredding and breaking down.

Project Number 22-07 **Capital Project Title** Repair Stand-alone canopies **Capital Project Description** Repair stand-alone canopies

Project Rationale As indicated in the 2022 McPherson Playhouse Detailed Seismic Assessment by Stantec Consulting Ltd., develop plan to remove concrete roof slabs and replace with a lightweight steel structure which will reduce seismic weight of the canopies by 80%.

Project Number 24-01 **Capital Project Title** Emergency Repairs **Capital Project Description** For Unforeseen Emergency Repairs

Project Rationale Capital funds to accommodate any emergency repairs to the building.

Service: 1.295 McPherson Theatre

Project Number 24-02 **Capital Project Title** Replace Architectural Detail Lighting **Capital Project Description** Replace tungsten and quartz architectural lights with LED technology

Project Rationale Replace tungsten and quartz architectural lights with LED fixtures for reduced heat load, reduced electrical consumption and brighter, higher quality of light for patron comfort and safety in the audience chamber

Project Number 24-03 **Capital Project Title** Install Loading Bay Safety Lighting **Capital Project Description** Install new loading bay safety lighting

Project Rationale Install new safety lighting for loading and unloading to the McPherson stage. The City of Victoria bike lane install has altered the location that the majority of the stage crew work when loading trucks and there is no safety lighting in this area.

Project Number 24-04 **Capital Project Title** Wireless Microphone Expansion Project **Capital Project Description** Expand wireless microphone inventory

Project Rationale Expanding the inventory of wireless microphones to meet the service level requirements of clients.

Project Number 24-05 **Capital Project Title** Remove Concrete Canopies **Capital Project Description** Remove concrete canopies

Project Rationale As indicated in the 2022 McPherson Playhouse Detailed Seismic Assessment by Stantec Consulting Ltd., the current concrete canopies are deficient under current seismic loads and will become a safety risk. In preparation of replacing with a lightweight steel structure, the concrete roof slabs must be removed.

Service: 1.295 McPherson Theatre

Project Number 25-01 **Capital Project Title** Replace APs and UPS **Capital Project Description** Replace wireless access points and back up batteries

Project Rationale Replace APs and UPS to update the network infrastructure as required by CRD Information Technology replacement plan.

Project Number 26-01 **Capital Project Title** Replace Switches **Capital Project Description** Replace network switches

Project Rationale Replace switches in the network infrastructure as required by CRD Information Technology replacement plan.

Project Number 28-01 **Capital Project Title** Replace SRST **Capital Project Description** Replace Cisco phone communications system

Project Rationale Replace Cisco phone communications as required by CRD Information Technology replacement plan.

**1.295 McPherson Theatre
Asset and Reserve Summary
2024 - 2028 Financial Plan**

Asset Profile

McPherson Theatre

Assets held by the McPherson Theatre service consist of new upgrades to McPherson Theatre built in 1914 as well as various equipment.

Capital Reserve Fund Schedule

Reserve Fund: 1.295 McPherson Playhouse Capital Reserve Fund (Bylaw No. 3270)

Cost Centre: 101899 (PLO)

Capital Reserve Fund

Projected year end balance

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	2,390,503	2,583,224	2,699,457	2,730,690	2,783,923	2,940,156
Planned Capital Expenditure (Based on Capital Plan)	(274,000)	(332,000)	(315,000)	(293,000)	(190,000)	(16,500)
Transfer from Operating Budget	348,233	348,233	346,233	346,233	346,233	342,233
Interest Income*	118,488	100,000				
Total projected year end balance	2,583,224	2,699,457	2,730,690	2,783,923	2,940,156	3,265,889

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

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Arts Grants and Development

FINAL BUDGET

MARCH 2024

Service: 1.297 Arts Grants and Development

Committee: Finance

DEFINITION:

To establish a service for the provision of assistance in relation to the arts and culture for the purpose of benefiting the community or an aspect of the community. Bylaw No. 2884, July 3, 2001.

SERVICE DESCRIPTION:

CRD municipalities invest in the arts for the economic impact and employment they provide, for their contribution to the quality of life, for the provincial and national visibility arts organizations provide to the region, and for providing a wide range of educational, participatory and audience opportunities for citizens and visitors. This service provides grants for NFP arts sector organizations within the CRD. An arms length committee, the CRD Arts Advisory Council, adjudicates grant applications based on parameters and total budget limits set by the CRD Arts Committee. Operating grants provide annual, ongoing assistance to larger arts organizations that meet established criteria for artistic, organizational and financial accountability. Project grants support three types of smaller organizations: those that work on a Project-to-Project basis, new and emerging arts organizations, those undertaking special, one-time initiatives or development projects. IDEA grants encourage the development of arts programming capacity within non-arts mandated not-for-profit organizations.

PARTICIPATION:

Municipalities of Victoria, Saanich, Oak Bay, Esquimalt, and View Royal (Group 1 participating area) and Highlands, Metchosin, Southern Gulf Islands, and Sooke (Group 2 participating area).

MAXIMUM LEVY:

Greater of \$1,980,000 or \$0.102 / \$1,000 for hospital assessed values of Group 1 participating area.

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

Arts

			BUDGET REQUEST				FUTURE PROJECTIONS			
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
ARTS GRANTS										
<u>ARTS GRANTS:</u>										
Operating Grants	2,349,670	2,306,270	2,360,363	-	-	2,360,363	2,407,570	2,455,721	2,504,835	2,554,932
Project Grants	335,000	390,400	378,000	-	-	378,000	385,560	393,271	401,136	409,159
Total Grants Payment	2,684,670	2,696,670	2,738,363	-	-	2,738,363	2,793,130	2,848,992	2,905,971	2,964,091
		0.45%	2.00%			2.00%	2.00%	2.00%	2.00%	2.00%
<u>ADMINISTRATION COSTS:</u>										
Salaries and Wages	319,108	276,780	341,668	-	-	341,668	349,863	358,249	366,830	375,611
Internal Allocations	79,551	79,551	85,627	-	-	85,627	88,969	92,304	94,864	97,153
Insurance Cost	660	660	770	-	-	770	810	850	890	930
Operating Cost - Other	48,048	46,653	40,849	-	-	40,849	41,666	42,499	43,348	44,214
Total Administration Costs	447,367	403,644	468,914	-	-	468,914	481,308	493,902	505,932	517,908
		-9.77%	4.82%			5%	2.64%	2.62%	2.44%	2.37%
TOTAL OPERATING COSTS	3,132,037	3,100,314	3,207,277	-	-	3,207,277	3,274,438	3,342,894	3,411,903	3,481,999
		-1.0%	2.4%			2.4%	2.09%	2.09%	2.06%	2.05%
<u>CAPITAL / RESERVE TRANSFER</u>										
Transfer to Operating Reserve Fund	-	31,723	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	-	-	1,000	-	-	1,000	1,020	1,040	1,061	1,082
TOTAL CAPITAL / RESERVES TRANSFER	-	31,723	1,000	-	-	1,000	1,020	1,040	1,061	1,082
TOTAL COSTS	3,132,037	3,132,037	3,208,277	-	-	3,208,277	3,275,458	3,343,934	3,412,964	3,483,081
		0.00%	2.43%			2.43%	2.09%	2.09%	2.06%	2.05%
Internal Recoveries	(13,893)	(13,893)	(15,130)	-	-	(15,130)	(15,490)	(15,860)	(16,240)	(16,630)
OPERATING LESS RECOVERIES	3,118,144	3,118,144	3,193,147	-	-	3,193,147	3,259,968	3,328,074	3,396,724	3,466,451
		0.00%	2.41%			2.41%	2.09%	2.09%	2.06%	2.05%
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(74,459)	(74,459)	(49,500)	-	-	(49,500)	(40,552)	(41,589)	(42,168)	(42,178)
Payments In Lieu of Taxes	(178,754)	(178,754)	(186,993)	-	-	(186,993)	(178,754)	(178,754)	(178,754)	(178,754)
TOTAL REVENUE	(253,213)	(253,213)	(236,493)	-	-	(236,493)	(219,306)	(220,343)	(220,922)	(220,932)
		0.00%	-6.60%			-6.60%	-7.27%	0.47%	0.26%	0.00%
REQUISITION	(2,864,931)	(2,864,931)	(2,956,654)	-	-	(2,956,654)	(3,040,662)	(3,107,731)	(3,175,802)	(3,245,519)
			3.20%			3.20%	2.84%	2.21%	2.19%	2.20%
AUTHORIZED POSITIONS:	3.00	3.00	3.00	0.00	0.00	3.00	3.00	3.00	3.00	3.00

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.297	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
	Arts Grants and Development							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$2,100	\$0	\$3,800	\$0	\$0	\$0	\$5,900
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	\$2,100	\$0	\$3,800	\$0	\$0	\$0	\$5,900

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	\$2,100	\$0	\$3,800	\$0	\$0	\$0	\$5,900
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	\$2,100	\$0	\$3,800	\$0	\$0	\$0	\$5,900

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: _____ 1.297 _____

Service Name: _____ Arts Grants and Development _____

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total
24-01	Replacement	Computer and Printer	IT scheduled Routine Replacement	\$ 2,100	E	ERF		\$ 2,100					\$ 2,100
26-01	Replacement	Computer and Printer	IT scheduled Routine Replacement	\$ 3,800	E	ERF				\$ 3,800			\$ 3,800
													\$ -
													\$ -
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													\$ -
GRAND TOTAL				\$ 5,900			\$ -	\$ 2,100	\$ -	\$ 3,800	\$ -	\$ -	\$ 5,900

Service: 1.297 Arts Grants and Development

Project Number 24-01 Capital Project Title Computer and Printer Capital Project Description IT scheduled Routine Replacement
Project Rationale Computers and printers will be replaced based on equipment lifecycle assessment managed by IT department

Project Number 26-01 Capital Project Title Computer and Printer Capital Project Description IT scheduled Routine Replacement
Project Rationale Computers and printers will be replaced based on equipment lifecycle assessment managed by IT department

**1.297 Arts grants and Development
 Asset and Reserve Summary
 2024 - 2028 Financial Plan**

Asset Profile

Arts grants and Development

Assets held by the Arts grants and Development service consist of computers and office equipment.

Equipment Replacement Fund Schedule (ERF)

ERF Fund: 1.297 Arts Grants and Development Equipment Replacement Fund

Equipment Replacement Fund	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	5,857	5,910	4,860	5,860	3,060	4,060
Planned Purchase (Based on Capital Plan)	-	(2,100)	-	(3,800)	-	-
Transfer from Ops Budget	-	1,000	1,000	1,000	1,000	1,000
Interest Income*	53	50	-	-	-	-
Ending Balance \$	5,910	4,860	5,860	3,060	4,060	5,060

* 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.

**1.297 Arts and Cultural Grants
Operating Reserve Summary
2024 - 2028 Financial Plan**

Profile

Arts and Cultural Grants

Established by Bylaw No. 4145 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Schedule - FC 105300

Operating Reserve Schedule Projected year end balance	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	322,108	302,765	265,265	225,265	185,265	145,265
Planned Purchase	(34,870)	(49,500)	(40,000)	(40,000)	(40,000)	(40,000)
Transfer from Ops Budget	-					
Interest Income*	15,527	12,000				
Total projected year end balance	302,765	265,265	225,265	185,265	145,265	105,265

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Feasibility Reserve Fund

FINAL BUDGET

MARCH 2024

Service: 21.1 Feasibility Study Reserve

Committee: Finance

DEFINITION:

Capital Regional District Bylaw No. 79 to establish a Feasibility Study Reserve Fund to be used for the possible adoption of a service.

SERVICE DESCRIPTION:

Funding to be used for conducting research on possible new services.

PARTICIPATION:

All member municipalities on the basis of converted hospital assessments. Pursuant to Section 804 of the Local Government Act in the case of feasibility studies in relation to proposed services, the costs are apportioned among the electoral areas.

MAXIMUM LEVY:

\$0.10/1,000 of actual assessed value of land and improvements.

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

FUNDING:

Member Municipality	ASSESSMENTS			ASSESSMENTS		
	2023 Converted		2023 Actual	2024 Converted		2024 Actual
City of Colwood	676,387,481	3.61%	6,204,372,115	808,669,576	3.85%	7,420,771,515
District of Langford	1,807,943,089	9.65%	15,212,962,883	2,124,392,376	10.10%	17,998,658,843
District of Highland	120,325,439	0.64%	1,108,603,814	137,022,830	0.65%	1,269,569,048
City of Victoria	4,562,581,324	24.34%	35,387,278,281	4,956,430,853	23.57%	38,689,828,292
District of Central Saanich	821,112,902	4.38%	6,951,449,149	927,613,660	4.41%	7,890,127,835
Township of Esquimalt	592,077,215	3.16%	5,261,465,156	676,447,267	3.22%	6,000,713,806
District of Saanich	4,885,131,652	26.07%	44,689,586,842	5,470,524,226	26.01%	50,077,071,214
District of Oak Bay	1,171,428,027	6.25%	11,409,270,209	1,279,986,485	6.09%	12,477,236,951
District of North Saanich	814,676,641	4.35%	7,527,498,712	921,935,242	4.38%	8,502,320,535
District of Metchosin	203,434,625	1.09%	1,999,212,193	227,160,448	1.08%	2,234,885,411
Town of Sidney	656,173,316	3.50%	5,596,917,473	755,376,989	3.59%	6,352,318,170
District of Sooke	517,468,098	2.76%	4,841,520,239	593,953,061	2.82%	5,532,345,536
Town of View Royal	443,000,748	2.36%	3,948,572,659	502,901,667	2.39%	4,476,761,160
Subtotal	17,271,740,557	92.16%	150,138,709,725	19,382,414,680	92.16%	168,922,608,316
Electoral Area						
Juan de Fuca EA	331,978,346	1.77%	2,934,005,812	369,143,239	1.76%	3,258,280,866
Salt Spring Island (F)	647,554,560	3.46%	6,177,850,284	726,724,736	3.46%	6,963,759,364
Southern Gulf Islands	490,465,703	2.62%	4,775,194,578	551,988,342	2.62%	5,377,420,165
Subtotal	1,469,998,609	7.84%	13,887,050,674	1,647,856,317	7.84%	15,599,460,395
TOTAL	18,741,739,166	100.00%	164,025,760,399	21,030,270,997	100.00%	184,522,068,711

FEASIBILITY STUDY	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2024 ONGOING	ONE-TIME	TOTAL	2025 CORE BUDGET	2026 CORE BUDGET	2027 CORE BUDGET	2028 CORE BUDGET
<u>OPERATING COSTS:</u>										
Regional Studies (un-allocated)	22,580	-	-	-	-	-	-	-	-	-
IBC 4a-1.1_TransportationService_2024	-	-	-	-	350,000	350,000	-	-	-	-
Establish Regional Arts Facility Service	114,832	-	-	-	-	-	-	-	-	-
Total Regional	137,412	-	-	-	350,000	350,000	-	-	-	-
Electoral Area										
Southern Gulf Islands	-	-	-	-	-	-	-	-	-	-
Juan de Fuca	-	-	-	-	-	-	-	-	-	-
Salt Spring Island	-	-	-	-	-	-	-	-	-	-
EA Studies (un-allocated)	10,000	-	-	-	-	-	-	-	-	-
Total Electoral Area	10,000	-	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	147,412	-	-	-	350,000	350,000	-	-	-	-
*Percentage Increase over prior year						137.4%				
<u>REVENUES</u>										
Estimated balance c/fwd	-	149,412	-	-	-	-	-	-	-	-
Balance c/fwd from 2023 to 2024	-	-	(150,891)	-	-	(150,891)	-	-	-	-
Balance c/fwd from 2022 to 2023	(147,412)	(147,412)	-	-	-	-	-	-	-	-
Interest Income	-	(2,000)	-	-	-	-	-	-	-	-
Recovery Cost	-	-	-	-	-	-	-	-	-	-
Feasibility Study Funding	-	-	-	-	-	-	-	-	-	-
Grant Provincial	-	-	-	-	-	-	-	-	-	-
Payments - In Lieu of Taxes	-	-	-	-	-	-	-	-	-	-
Transfer from Revenue Fund	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	(147,412)	-	(150,891)	-	-	(150,891)	-	-	-	-
REQUISITION	-	-	150,891	-	(350,000)	(199,109)	-	-	-	-

CAPITAL REGIONAL DISTRICT BOARD
March 13, 2024
Board Room, 625 Fisgard Street, Victoria

BUDGET REVIEW
Part B

4. Parks and Recreation

- 4.1 Regional Parks
- 4.2 Panorama Recreation
- 4.3 SEAPARC - Facilities and Recreation

5. Environmental Services

- 5.1
 - 5.1.1 GM - Parks & Environmental Services
 - 5.1.2 Environmental Administration Services
- 5.2 **Environmental Resource Management**
 - 5.2.1 Environmental Resource Management
- 5.3 **Environmental Protection and Water Quality**
 - 5.3.1 Environmental Protection & Water Quality
 - 5.3.2 Regional Source Control Program
 - 5.3.3 Septage Disposal Agreement
 - 5.3.4 Millstream Site Remediation
 - 5.3.5 L.W.M.P - On Site Systems Management Program
 - 5.3.6 L.W.M.P. Peninsula Programs
 - 5.3.7 L.W.M.P. - Core and West Shore
 - 5.3.8 L.W.M.P. - Harbour Studies
 - 5.3.9 Harbours Environmental
 - 5.3.10 Regional Goose Management
 - 5.3.11 Sooke Stormwater Quality Management
 - 5.3.12 Core and West Shore Stormwater Quality Management
 - 5.3.13 Saanich Peninsula - Stormwater Quality Management
 - 5.3.14 Saanich Peninsula - Source Control Stormwater
- 5.4 **Climate Action**
 - 5.4.1 Climate Action and Adaptation
 - 5.4.2 Other Legislative & General - Climate
- 5.5 **Facilities Management & Engineering**
 - 5.5.1 Environmental Engineering Services
 - 5.5.2 Facility Management
 - 5.5.3 CRD Headquarters Building
 - 5.5.4 Corporate Satellite Facilities
 - 5.5.5 Family Court Building
 - 5.5.6 Health Facilities - VIHA

CAPITAL REGIONAL DISTRICT

2024 BUDGET

PARKS & RECREATION

FINAL BUDGET

MARCH 2024

FINAL BUDGET
March 13, 2024
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Click on the service area name below to access selected budgets

Parks and Recreation

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CAPITAL REGIONAL DISTRICT

2024 BUDGET

Regional Parks

FINAL BUDGET

MARCH 2024

DEFINITION:

To establish an extended service of Regional Parks for all of the Regional District for the purpose of operating Regional Parks. Bylaw No. 1749 (November 1989); Amended Bylaw No. 2419 (October 1996).

Land Acquisition Fund: 2000 to 2009 Requisition increase equates to \$10 per average household each year.
 2010 increased requisition equates to \$12 per average household.
 2011-2014 increased requisition further \$2 per average household in each year.
 2015-2019 requisition equates to \$20 per average household in each year.
 2020 requisition equates to \$20 per average household in each year.
 2021-2025 increased requisition further \$1 per average household in each year

SERVICE DESCRIPTION:

This is a service to administer and coordinate the provision of regional parks and trails systems for residents and visitors to the Capital Region. Services include planning and developing strategies for growth and protection of parks and trails, project management of capital facilities, environmental interpretation, conservation, education, security and parks operations of all regional parks and trails. The land acquisition fund acquires regionally significant natural areas to achieve the vision for future regional parks and trails systems. Land acquisition contributes to environmental, social and economic regional sustainability.

PARTICIPATION:

All member municipalities and electoral areas participate.

MAXIMUM LEVY:

Based on converted hospital assessed values for land and improvements.

CAPITAL BORROWING:

Authorized: Bylaw.4142 - Construction of E&N Trail Phase 3&4	\$ 6,100,000
Borrowed:	\$ (6,100,000)
Remaining	<u>\$ -</u>
Authorized: Bylaw.4506 - Acquiring Land for Regional Parks	\$ 25,000,000
Borrowed:	\$ -
Remaining	<u>\$ 25,000,000</u>

Service: 1.280 Regional Parks

Committee: Regional Parks & Transportation

	BASIS FOR COST APPORTIONMENT			BASIS FOR MAXIMUM LEVY		
	Converted 2023		Converted 2024		Actual 2023	Actual 2024
Member Municipality						
District of Central Saanich	923,380,888	4.38%	944,195,853	4.45%	7,856,582,771	7,961,190,013
City of Colwood	809,693,136	3.84%	827,251,530	3.90%	7,435,599,415	7,516,794,415
Township of Esquimalt	671,867,225	3.19%	686,865,942	3.23%	5,983,270,646	6,039,135,206
District of Highlands	136,960,528	0.65%	133,874,982	0.63%	1,268,946,027	1,230,811,550
District of Langford	2,121,412,137	10.07%	2,183,537,774	10.28%	17,975,599,914	18,394,818,195
District of Metchosin	226,870,368	1.08%	228,509,897	1.08%	2,231,984,619	2,245,878,116
District of North Saanich	918,708,349	4.36%	930,304,603	4.38%	8,476,847,303	8,545,460,485
District of Oak Bay	1,279,769,880	6.07%	1,262,951,498	5.95%	12,475,365,251	12,310,154,666
District of Saanich	5,461,179,077	25.92%	5,441,092,013	25.62%	50,001,352,863	49,634,580,139
Town of Sidney	754,068,357	3.58%	770,646,616	3.63%	6,345,843,270	6,422,080,729
District of Sooke	593,243,986	2.82%	586,278,549	2.76%	5,528,470,878	5,441,240,483
City of Victoria	4,946,222,123	23.48%	5,031,422,064	23.69%	38,644,774,730	39,219,091,982
Town of View Royal	498,912,282	2.37%	507,009,738	2.39%	4,453,060,160	4,534,340,860
Subtotal	19,342,288,336	91.81%	19,533,941,059	91.97%	168,677,697,847	169,495,576,839
Electoral Area						
Juan de Fuca	367,942,462	1.75%	370,468,362	1.74%	3,247,173,550	3,234,740,704
Salt Spring Island	723,420,921	3.43%	697,473,459	3.28%	6,930,721,212	6,659,138,887
Southern Gulf Islands	550,734,297	2.61%	553,319,256	2.61%	5,364,879,712	5,383,694,003
Subtotal	1,642,097,680	7.79%	1,621,261,077	7.63%	15,542,774,474	15,277,573,594
First Nations Taxation						
Songhees	43,727,784	0.21%	43,727,784	0.21%	388,400,000	397,230,400
Tsawout	39,567,160	0.19%	39,567,160	0.19%	367,552,000	379,290,000
Subtotal	83,294,944	0.40%	83,294,944	0.39%	755,952,000	776,520,400
TOTAL	21,067,680,960	100.00%	21,238,497,080	100.00%	184,976,424,321	185,549,670,833

REGIONAL PARKS SUMMARY	BUDGET REQUEST						FUTURE PROJECTIONS			
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
OPERATING COSTS:										
Salaries and Wages	9,542,168	8,934,258	9,550,047	26,000	-	9,576,047	9,791,002	10,016,396	10,243,978	10,489,786
Internal Allocations	1,334,857	1,341,024	1,555,440	43,625	-	1,599,065	1,607,851	1,644,361	1,670,060	1,705,166
Insurance Cost	67,636	67,636	68,810	-	-	68,810	72,250	75,860	79,660	83,650
Consultant and Contract for Services	624,324	950,163	601,578	590,000	95,000	1,286,578	1,372,439	1,408,128	1,393,152	1,430,515
Vehicles and Equipment	413,771	536,071	522,150	35,000	-	557,150	568,293	579,658	591,252	603,076
Parks Maintenance and Repairs	357,871	503,308	471,558	65,000	35,000	571,558	547,289	558,232	569,398	580,785
Utilities & Disposal Costs	203,306	198,939	202,698	-	-	202,698	206,752	210,887	215,104	219,405
Operating Supplies	446,884	525,837	483,749	-	-	483,749	493,426	503,293	513,361	523,629
Legal/Licences/Surveys Cost	37,170	43,150	57,650	-	-	57,650	58,803	59,979	61,178	62,402
Telecommunications&Training	146,242	171,174	173,659	-	-	173,659	177,134	180,672	184,286	187,976
Operating Cost - Other	407,732	357,801	360,514	-	-	360,514	393,122	395,884	403,802	416,877
TOTAL OPERATING COSTS	13,581,961	13,629,361	14,047,853	759,625	130,000	14,937,478	15,288,361	15,633,350	15,925,231	16,303,267
*Percentage increase over prior year		0.3%	3.43%			9.98%	2.35%	2.3%	1.9%	2.4%
CAPITAL / TRANSFER RESERVES										
Transfer to Operating Reserve Fund	2,000	2,000	15,000	-	-	15,000	15,000	15,000	15,000	15,000
Transfer to Capital Fund	153,686	153,686	270,000	-	-	270,000	751,900	280,908	286,526	292,257
Land Acquisition Levy	-	-	-	-	-	-	-	-	-	-
Transfer to ERF Reserve	347,191	347,191	359,343	65,000	-	424,343	432,830	441,486	450,316	459,322
Transfer to Capital Reserve Fund	2,872,912	2,974,264	2,871,888	-	-	2,871,888	2,929,327	2,987,913	3,047,671	3,108,625
TOTAL CAPITAL / RESERVE TRANSFER	3,375,789	3,477,141	3,516,231	65,000	-	3,581,231	4,129,057	3,725,307	3,799,513	3,875,204
*Percentage increase over prior year		3.0%	4.16%			6.09%	15.30%	-9.8%	2.0%	2.0%
*Percentage increase over prior year Ops and Cap			3.58%			9.20%	4.85%	-0.3%	1.9%	2.3%
LAF Debt	-	-	-	540,000	35,000	575,000	600,000	1,170,000	1,745,000	2,330,000
Trail Widening Debt	-	-	-	20,000	-	20,000	300,000	825,000	1,920,000	2,965,000
Infrastructure Debt	570,257	570,257	570,637	-	-	570,637	570,637	570,637	570,637	570,637
Debt Charges	570,257	570,257	570,637	560,000	35,000	1,165,637	1,470,637	2,565,637	4,235,637	5,865,637
TOTAL COSTS	17,528,007	17,676,759	18,134,721	1,384,625	165,000	19,684,346	20,888,055	21,924,294	23,960,381	26,044,108
*Percentage increase over prior year			3.46%			12.30%	6.12%	5.0%	9.3%	8.7%
Internal Recoveries	(78,559)	(75,219)	(76,018)	-	-	(76,018)	(77,539)	(79,089)	(80,671)	(82,284)
OPERATING LESS RECOVERIES	17,449,448	17,601,540	18,058,703	1,384,625	165,000	19,608,328	20,810,516	21,845,205	23,879,710	25,961,824
FUNDING SOURCES (REVENUE)										
			3.49%			12.37%	6.13%	5.0%	9.3%	8.7%
Balance C/F from Prior to Current year	(184,736)	(184,736)	-	-	-	-	-	-	-	-
Fee Income	(502,955)	(657,046)	(694,091)	(50,000)	-	(744,091)	(706,429)	(719,020)	(731,636)	(746,240)
Rental Income	(33,000)	(31,000)	(33,000)	(74,000)	-	(107,000)	(109,140)	(111,323)	(113,549)	(115,821)
Transfer from Operating Reserve Fund	(20,000)	(20,000)	-	-	-	-	-	(20,000)	-	(20,000)
Payments - In Lieu of Taxes	(756,393)	(756,393)	(778,747)	-	-	(778,747)	(756,393)	(756,393)	(756,393)	(756,393)
Grants - Other	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(1,497,084)	(1,649,175)	(1,505,838)	(124,000)	-	(1,629,838)	(1,571,962)	(1,606,736)	(1,601,578)	(1,638,454)
REQUISITION	(15,952,364)	(15,952,365)	(16,552,865)	(1,260,625)	(165,000)	(17,978,490)	(19,238,554)	(20,238,469)	(22,278,132)	(24,323,370)
*Percentage increase over prior year requisition			3.76%			12.70%	7.01%	5.20%	10.08%	9.18%
PARTICIPANTS: Regional.	78.0	78.0	77.0	0.0	0.0	77.0	77.0	77.0	77.0	77.0
AUTHORIZED POSITIONS:										

REGIONAL PARKS - 2024 BUDGET

REGIONAL PARKS SUMMARY

MISSION:

Operate and manage a connected system of regional parks for public enjoyment; Foster stewardship of biodiversity by learning from and working with science and long-term land stewards and by connecting people to nature; Operate and manage a regional trail network for active transportation and recreation; Foster reconciliation by collaborating with First Nations in the operation and management of regional parks and regional trails through the establishment of traditional use agreements; Be fiscally responsible and accountable in decision-making.

FINANCIAL SUMMARY:	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOATL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
Headquarters and Admin Services	1,624,851	1,603,022	1,781,220	43,625	-	1,824,845	1,841,916	1,887,008	1,921,618	1,965,961
Visitor Experience & Stewardship	3,003,836	2,923,829	3,134,155	51,000	40,000	3,225,155	3,264,869	3,357,651	3,401,086	3,503,215
Planning & Facility Development	2,016,741	2,204,717	2,138,519	525,000	55,000	2,718,519	2,718,895	2,763,870	2,814,967	2,867,210
Parks Operations North	1,102,146	1,059,481	1,019,624	65,000	35,000	1,119,624	1,109,455	1,134,847	1,160,810	1,187,357
Parks Operations West	978,202	900,350	977,516	-	-	977,516	997,066	1,017,006	1,037,347	1,071,227
Parks Operations Central	975,685	928,720	988,985	-	-	988,985	1,011,874	1,035,283	1,059,226	1,083,711
Parks Operations South	813,895	855,674	856,392	-	-	856,392	876,316	896,694	914,628	932,920
Parks Operations Administration	1,891,315	1,949,258	1,990,549	40,000	-	2,328,942	2,246,279	2,292,957	2,340,605	2,389,241
HQ Maintenance and Equipment	910,937	1,058,174	1,017,119	35,000	-	1,052,119	1,074,882	1,098,129	1,121,881	1,146,140
Mount McDonald	116,509	113,636	121,274	-	-	121,274	123,699	126,173	128,696	131,272
TOTAL OPERATING COST	13,434,117	13,596,861	14,025,353	759,625	130,000	14,914,978	15,265,251	15,609,618	15,900,864	16,278,254
Percentage change over prior year			4.40%			11.02%	2.35%	2.26%	1.87%	2.37%
Land Acquisition Levy				-	-					
Land Acquisition (planning costs)	147,844	32,500	30,500	-	-	30,500	31,110	31,732	32,367	33,013
Transfer to Operating Reserves Fund	2,000	2,000	7,000	-	-	7,000	7,000	7,000	7,000	7,000
Transfer to ERF and Capital	3,373,789	3,373,789	3,501,231	65,000	-	3,566,231	4,114,057	3,710,307	3,784,513	3,860,204
Debt Servicing Cost LAF				540,000	35,000	575,000	600,000	1,170,000	1,745,000	2,330,000
Debt Servicing Trail Widening				20,000	-	20,000	300,000	825,000	1,920,000	2,965,000
Debt Servicing Infrastructure	570,257	570,257	570,637	-	-	570,637	570,637	570,637	570,637	570,637
TOTAL LAND, RESERVE AND DEBT	4,093,890	3,978,546	4,109,368	625,000	35,000	4,769,368	5,622,804	6,314,676	8,059,517	9,765,854
Percentage change over prior year			0.38%			16.50%	17.89%	12.30%	27.63%	21.17%
Surplus C/F	(184,736)	(184,736)		-	-	(76,018)	(77,539)	(79,089)	(80,671)	(82,284)
Internal Recoveries	(78,559)	(75,219)	(76,018)	-	-	(76,018)	(77,539)	(79,089)	(80,671)	(82,284)
Transfer from Operating Reserve	(20,000)	(20,000)		-	-			(20,000)		(20,000)
Fee Income	(502,954)	(657,046)	(694,091)	(50,000.00)	-	(744,091)	(706,429)	(719,020)	(731,636)	(746,240)
Rental Income	(33,000)	(31,000)	(33,000)	(74,000.00)	-	(107,000)	(109,140)	(111,323)	(113,549)	(115,821)
Payments - In Lieu of Taxes	(756,393)	(756,393)	(778,747)	-	-	(778,747)	(756,393)	(756,393)	(756,393)	(756,393)
TOTAL REVENUE	(1,575,642)	(1,724,394)	(1,581,856)	(124,000)		(1,705,856)	(1,649,501)	(1,685,825)	(1,682,249)	(1,720,738)
TOTAL REQUISITION	(15,952,365)	(15,851,013)	(16,552,865)	(1,260,625)	(165,000)	(17,978,490)	(19,238,554)	(20,238,469)	(22,278,132)	(24,323,370)
Percentage change over prior year requisition			3.76%			12.70%	7.01%	5.20%	10.08%	9.18%
Participants: All municipalities and electoral areas										
AUTHORIZED POSITIONS:										
Salaried	78.00	78.00	77.00	-	-	77.00	77.00	77.00	77.00	77.00

REGIONAL PARKS - 2024 BUDGET

PROGRAM: HEADQUARTERS AND ADMINISTRATIVE SERVICES											
DESCRIPTION: Headquarters and Administrative Services provide management leadership, general division coordination, administrative and financial support services to Regional Parks.											
FINANCIAL SUMMARY:	2023		2024				2025				2028
	Budget	ESTIMATED Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total	
Salaries & Wages	409,488	417,092	428,440	-	-	428,440	438,714	449,227	459,987	470,995	
Other Operating Expenditures	1,215,363	1,185,930	1,352,780	43,625	-	1,396,405	1,403,202	1,437,781	1,461,631	1,494,966	
TOTAL EXPENDITURES	1,624,851	1,603,022	1,781,220	43,625	-	1,824,845	1,841,916	1,887,008	1,921,618	1,965,961	
Internal Recoveries	(26,370)	(23,030)	(23,030)	-	-	(23,030)	(23,491)	(23,960)	(24,440)	(24,928)	
TOTAL REVENUE	(26,370)	(23,030)	(23,030)	-	-	(23,030)	(23,491)	(23,960)	(24,440)	(24,928)	
Requisition	(1,598,481)	(1,579,992)	(1,758,190)	(43,625)	-	(1,801,815)	(1,818,425)	(1,863,048)	(1,897,178)	(1,941,033)	
Percentage Change			9.99%			12.72%	0.92%	2.45%	1.83%	2.31%	

PROGRAM: LAND ACQUISITION											
FINANCIAL SUMMARY:	2023		2024				2025				2028
	Budget	ESTIMATED Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total	
Capital				-	-						
Debt Servicing LAF				540,000	35,000	575,000	600,000	1,170,000	1,745,000	2,330,000	
Salaries & Wages	127,144			-	-						
Other Operating Expenditures	20,700	32,500	30,500	-	-	30,500	31,110	31,732	32,367	33,013	
TOTAL EXPENDITURES	147,844	32,500	30,500	540,000	35,000	605,500	631,110	1,201,732	1,777,367	2,363,013	
Other Revenue											
TOTAL REVENUE	-	-	-	-	-	-	-	-	-	-	
Requisition	(147,844)	(32,500)	(30,500)	(540,000)	(35,000)	(605,500)	(631,110)	(1,201,732)	(1,777,367)	(2,363,013)	
Percentage Change			-79.37%			309.55%	4.23%	90.42%	47.90%	32.95%	

REGIONAL PARKS - 2024 BUDGET

PROGRAM: TRANSFER TO RESERVES AND DEBT SERVICING										
FINANCIAL SUMMARY:	2023	2023	2024	2024	2024	2024	2025	2026	2027	2028
	Budget	ESTIMATED Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Debt Servicing Trail Widening				20,000	-	20,000	300,000	825,000	1,920,000	2,965,000
Debt Servicing Infrastructure	570,257	570,257	570,637	-	-	570,637	570,637	570,637	570,637	570,637
Transfer to Capital Reserve Fund	2,581,439	2,581,439	2,571,789	-	-	2,571,789	2,623,225	2,675,690	2,729,203	2,783,788
Total Expenditures	3,151,696	3,151,696	3,142,426	20,000	-	3,162,426	3,493,862	4,071,327	5,219,840	6,319,425
REVENUE										
Transfer from Operating Reserve				-	-					
MFA Debt Reserve Fund Earning	(1,050)	(1,050)	(1,430)	-	-	(1,430)	(1,430)	(1,430)	(1,430)	(1,430)
Requisition	(3,150,646)	(3,150,646)	(3,140,996)	(20,000)		(3,160,996)	(3,492,432)	(4,069,897)	(5,218,410)	(6,317,995)
Percentage Change			-0.31%			0.33%	10.49%	16.53%	28.22%	21.07%

Participants: All municipalities and electoral areas

REGIONAL PARKS - 2024 BUDGET

PROGRAM:	VISITOR EXPERERIENCE & STEWARDSHIP
DESCRIPTION:	Develops, coordinates and delivers strategic communications to inform, promote and educate visitors about regional parks and trails, and to provide internal communications support to the CRD board, committees and staff. Oversees compliance and enforcement throughout the park system. Provides a variety of educational experiences and opportunities for visitors to learn about regional parks and trails, park values and issues, and conservation.

FINANCIAL SUMMARY:	2023	2023	2024	2024	2024	2024	2025	2026	2027	2028
	Budget	ESTIMATED Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Salaries & Wages	2,597,536	2,430,605	2,570,385	26,000	-	2,596,385	2,651,486	2,713,421	2,776,769	2,841,568
Other Operating Expenditures	406,300	493,224	555,770	25,000.00	40,000.00	620,770	605,383	636,230	616,317	653,647
Trans to Operating Res Fund			8,000	-	-	8,000	8,000	8,000	8,000	8,000
Internal Recoveries				-	-					
TOTAL EXPENDITURES	3,003,836	2,923,829	3,134,155	51,000	40,000.00	3,225,155	3,264,869	3,357,651	3,401,086	3,503,215
Program Fees and Donations				-	-					
Trans from Operating Res Fund				-	-			(20,000)		(20,000)
TOTAL REVENUE				-	-			(20,000)		(20,000)
Requisition	(3,003,836)	(2,923,829)	(3,134,155)	(51,000)	(40,000.00)	(3,225,155)	(3,264,869)	(3,337,651)	(3,401,086)	(3,483,215)
Percentage Change			4.34%			7.37%	1.23%	2.23%	1.90%	2.41%

REGIONAL PARKS - 2024 BUDGET

PROGRAM: PLANNING & FACILITY DEVELOPMENT										
DESCRIPTION:	The goal of planning is to address the protection of a park and trail's natural environment, cultural heritage and to identify appropriate outdoor recreational activities and experiences and the facilities for these services.									
FINANCIAL SUMMARY:	2023	2023	2024	2024	2024	2024	2025	2026	2027	2028
	Budget	ESTIMATED Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Salaries & Wages	1,582,980	1,427,431	1,565,599			1,565,599	1,602,985	1,641,241	1,680,387	1,720,440
Other Operating Expenditures	433,761	777,286	572,920	525,000	55,000	1,152,920	1,115,910	1,122,629	1,134,580	1,146,770
TOTAL OPS EXPENDITURES	2,016,741	2,204,717	2,138,519	525,000	55,000	2,718,519	2,718,895	2,763,870	2,814,967	2,867,210
Transfer to Capital Reserve Fund	219,040	219,040	226,706			226,706	231,241	235,865	240,583	245,394
Transfer to Operating Reserve Fund			5,000			5,000	5,000	5,000	5,000	5,000
TOTAL TRANSFERS	219,040	219,040	231,706			231,706	236,241	240,865	245,583	250,394
Other Revenue	(2,900)									
Transfer from Operating Reserve	(20,000)	(20,000)								
TOTAL REVENUE	(22,900)	(20,000)	-	-	-	-	-	-	-	-
Requisition	(2,212,881)	(2,403,757)	(2,370,225)	(525,000)	(55,000.00)	(2,950,225)	(2,955,136)	(3,004,735)	(3,060,550)	(3,117,604)
Percentage Change			7.11%			33.32%	0.17%	1.68%	1.86%	1.86%

REGIONAL PARKS - 2024 BUDGET

PROGRAM: HEADQUARTERS MAINTENANCE AND EQUIPMENT

DESCRIPTION: This program is made up of three functions: (1) headquarters maintenance, (2) vehicles and equipment (3) equipment maintenance & operations. Headquarters maintenance includes janitorial services and the maintenance of the structural components of the buildings and ancillary equipment. Vehicles and Equipment is the purchase, repair and preventative maintenance of small equipment, fleet vehicles and heavy construction equipment. Equipment maintenance & operations is the day to day project and park maintenance tasks assigned to equipment operators.

FINANCIAL SUMMARY:	2023	2023	2024	2024	2024	2024	2025	2026	2027	2028
	Budget	ESTIMATED Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Salaries & Wages	444,052	440,170	448,937			448,937	459,634	470,578	481,778	493,238
Other Operating Expenditures	466,885	618,004	568,182	35,000		603,182	615,248	627,551	640,103	652,902
TOTAL OPS EXPENDITURES	910,937	1,058,174.00	1,017,119	35,000.00	-	1,052,119	1,074,882	1,098,129	1,121,881	1,146,140
Transfer to Capital and ERF	347,191	347,191	359,343	65,000		424,343	432,830	441,486	450,316	459,322
TOTAL CAP EXPENDITURES	347,191	347,191.00	359,343	65,000.00	-	424,343	432,830	441,486	450,316	459,322
Requisition	(1,258,128)	(1,405,365)	(1,376,462)	(100,000)		(1,476,462)	(1,507,712)	(1,539,615)	(1,572,197)	(1,605,462)
Percentage Change			9.41%			17.35%	2.12%	2.12%	2.12%	2.12%

PROGRAM: MOUNT MCDONALD

DESCRIPTION: In Sooke Hills Wilderness Regional Park Reserve, Regional Parks operates and maintains the Mount McDonald communications tower site which includes the mountain access road leading to the site.

FINANCIAL SUMMARY:	2023	2023	2024	2024	2024	2024	2025	2026	2027	2028
	Budget	ESTIMATED Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Salaries & Wages										
Other Operating Expenditures	116,509	113,636	121,274			121,274	123,699	126,173	128,696	131,272
TOTAL OPS EXPENDITURES	116,509	113,636	121,274			121,274	123,699	126,173	128,696	131,272
Transfer to Operating Reserve	2,000	2,000	2,000			2,000	2,000	2,000	2,000	2,000
Transfer to Capital Reserve	45,000	45,000	45,000			45,000	45,900	46,818	47,754	48,709
TOTAL CAP EXPENDITURES	47,000	47,000	47,000			47,000	47,900	48,818	49,754	50,709
Internal Recoveries	(29,359)	(29,359)	(29,359)			(29,359)	(29,946)	(30,545)	(31,156)	(31,779)
Transfer from Operating Reserve										
TOTAL REVENUE	(29,359)	(29,359)	(29,359)			(29,359)	(29,946)	(30,545)	(31,156)	(31,779)
Requisition	(134,150)	(131,277)	(138,915)			(138,915)	(141,653)	(144,446)	(147,294)	(150,202)
Percentage Change			3.55%			3.55%	1.97%	1.97%	1.97%	1.97%

Participants: All municipalities and electoral areas

REGIONAL PARKS - 2024 BUDGET

PROGRAM:	PARKS OPERATIONS NORTH, WEST, CENTRAL, SOUTH & ADMINISTRATION
DESCRIPTION:	The CRD operates and maintains regional parks utilizing best park management practices with a focus on protecting the natural environment, culture heritage and providing outdoor recreation opportunities. The regional park system is divided into geographic areas in order to efficiently deploy operational resources. The North Service Area manages parks and trails from the souther terminus of the Lockside Regional Trail north, up the Saanich Peninsula and over to the Gulf Islands. The Central Service Area manages parks in the Highlands, the Westshore and Metchosin. The West Service Area manages all parks buffering the Greater Victoria Watershed, and West to Jordan River. South manages from the downtown core to East Sooke, including the E&N and Galoping Goose trails.

PARKS OPERATIONS NORTH

FINANCIAL SUMMARY:	2023	2023	2024	2024	2024	2024	2025	2026	2027	2028
	Budget	ESTIMATED Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Salaries & Wages	789,678	705,420	806,490			806,490	825,758	845,477	865,653	886,297
Other Operating Expenditures	312,468	354,061	213,134	65,000	35,000	313,134	283,697	289,370	295,157	301,060
TOTAL EXPENDITURES	1,102,146	1,059,481	1,019,624	65,000	35,000.00	1,119,624	1,109,455	1,134,847	1,160,810	1,187,357
Requisition	(1,102,146)	(1,059,481)	(1,019,624)	(65,000)	(35,000)	(1,119,624)	(1,109,455)	(1,134,847)	(1,160,810)	(1,187,357)
Percentage Change			-7.49%			1.59%	-0.91%	2.29%	2.29%	2.29%

PARKS OPERATIONS WEST

FINANCIAL SUMMARY:	2023	2023	2024	2024	2024	2024	2025	2026	2027	2028
	Budget	ESTIMATED Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Salaries & Wages	790,505	719,032	795,343			795,343	811,250	827,475	844,024	874,038
Other Operating Expenditures	187,697	181,318	182,173			182,173	185,816	189,531	193,323	197,189
TOTAL EXPENDITURES	978,202	900,350	977,516			977,516	997,066	1,017,006	1,037,347	1,071,227
Internal Recoveries	(22,830)	(22,830)	(23,629)			(23,629)	(24,102)	(24,584)	(25,075)	(25,577)
Requisition	(955,372)	(877,520)	(953,887)			(953,887)	(972,964)	(992,422)	(1,012,272)	(1,045,650)
Percentage Change			-0.16%			-0.16%	2.00%	2.00%	2.00%	3.30%

Participants: All municipalities and electoral areas

PARKS OPERATIONS CENTRAL

FINANCIAL SUMMARY:	2023	2023	2024	2024	2024	2024	2025	2026	2027	2028
	Budget	ESTIMATED Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Salaries & Wages	791,156	733,595	799,401			799,401	818,499	838,042	858,038	878,499
Other Operating Expenditures	184,529	195,125	189,584			189,584	193,375	197,241	201,188	205,212
TOTAL EXPENDITURES	975,685	928,720	988,985			988,985	1,011,874	1,035,283	1,059,226	1,083,711
Internal Recoveries										
Requisition	(975,685)	(928,720)	(988,985)			(988,985)	(1,011,874)	(1,035,283)	(1,059,226)	(1,083,711)
Percentage Change			1.36%			1.36%	2.31%	2.31%	2.31%	2.31%

Participants: All municipalities and electoral areas

PARKS OPERATIONS SOUTH

FINANCIAL SUMMARY:	2023	2023	2024	2024	2024	2024	2025	2026	2027	2028
	Budget	ESTIMATED Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Salaries & Wages	680,896	707,778	717,748			717,748	734,899	752,449	767,498	782,847
Other Operating Expenditures	132,999	147,896	138,644			138,644	141,417	144,245	147,130	150,073
TOTAL EXPENDITURES	813,895	855,674	856,392			856,392	876,316	896,694	914,628	932,920
Internal Recoveries										
Requisition	(813,895)	(855,674)	(856,392)			(856,392)	(876,316)	(896,694)	(914,628)	(932,920)
Percentage Change			5.22%			5.22%	2.33%	2.33%	2.00%	2.00%

Participants: All municipalities and electoral areas

PARKS OPERATIONS ADMINISTRATION

FINANCIAL SUMMARY:	2023	2023	2024	2024	2024	2024	2025	2026	2027	2028
	Budget	ESTIMATED Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Salaries & Wages	1,328,733	1,353,135	1,417,704			1,417,704	1,447,777	1,478,486	1,509,844	1,541,864
Other Operating Expenditures	562,582	596,123	572,845	40,000		612,845	798,502	814,471	830,761	847,377
Transfer to Reserves & Capital	181,119	181,119	298,393			298,393	780,861	310,448	316,657	322,991
TOTAL EXPENDITURES	2,072,434	2,130,377	2,288,942	40,000		2,328,942	3,027,140	2,603,405	2,657,262	2,712,232
Internal Recoveries										
Requisition	(2,072,434)	(2,130,377)	(2,288,942)	(40,000)		(2,328,942)	(3,027,140)	(2,603,405)	(2,657,262)	(2,712,232)
Percentage Change			10.45%			12.38%	29.98%	-14.00%	2.07%	2.07%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.280 Regional Parks	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$0	\$145,000	\$585,000	\$0	\$545,000	\$750,000	\$2,025,000
Equipment	\$177,000	\$445,200	\$68,400	\$107,700	\$62,800	\$74,400	\$758,500
Land	\$0	\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000	\$25,000,000
Engineered Structures	\$200,172	\$4,797,657	\$10,720,015	\$13,420,000	\$14,385,000	\$14,185,000	\$57,507,672
Vehicles	\$641,000	\$1,772,000	\$350,000	\$325,000	\$485,000	\$938,000	\$3,870,000
	\$1,018,172	\$12,159,857	\$16,723,415	\$18,852,700	\$20,477,800	\$20,947,400	\$89,161,172

SOURCE OF FUNDS

Capital Funds on Hand	\$743,172	\$743,172	\$0	\$0	\$0	\$0	\$743,172
Debenture Debt (New Debt Only)	\$0	\$5,000,000	\$13,067,515	\$15,000,000	\$15,000,000	\$15,000,000	\$63,067,515
Equipment Replacement Fund	\$275,000	\$1,516,200	\$418,400	\$432,700	\$547,800	\$787,400	\$3,702,500
Grants (Federal, Provincial)	\$0	\$1,954,485	\$270,000	\$0	\$0	\$2,000,000	\$4,224,485
Donations / Third Party Funding	\$0	\$76,000	\$0	\$0	\$0	\$0	\$76,000
Reserve Fund	\$0	\$2,870,000	\$2,967,500	\$3,420,000	\$4,930,000	\$3,160,000	\$17,347,500
	\$1,018,172	\$12,159,857	\$16,723,415	\$18,852,700	\$20,477,800	\$20,947,400	\$89,161,172

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #:

1.280

Regional Name:

Regional Parks

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	PROJECT BUDGET & SCHEDULE					5 - Year Total auto-populates	
								2024	2025	2026	2027	2028		
15-02	New	Mayne Island Regional Trail	Construct 2.3 km of multi-use trail from ferry to Miner's Bay	\$ 4,860,000	S	Cap	\$ 100,000	\$ 100,000						\$ 100,000
15-02	New	Mayne Island Regional Trail	Construct 2.3 km of multi-use trail from ferry to Miner's Bay		S	Debt		\$ 1,300,000						\$ 1,300,000
18-02	Replacement	Implement Kiosk Strategy	Implement kiosk strategy for the purpose of replacing ageing information kiosks.	\$ 175,000	S	Cap	\$ 55,172	\$ 55,172	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55,172
18-02	Replacement	Implement Kiosk Strategy	Implement kiosk strategy for the purpose of replacing ageing information kiosks.		S	Res		\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000
19-05	Renewal	Repair GGRT Bridges (5)	Repairs/replacement Veitch Creek, Bliston (2), Charters and Interurban.	\$ 2,424,000	S	Cap	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
19-05	Renewal	Repair GGRT Bridges (5)	Repairs/replacement Veitch Creek, Bliston (2), Charters and Interurban.		S	Res	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000
20-09	Renewal	Design & Expand East Sooke Aylard Farm Parking	Develop & construct an engineered long term expansion solution to meet on-going parking demands.	\$ 1,120,000	S	Cap	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-09	Renewal	Design & Expand East Sooke Aylard Farm Parking	Develop & construct an engineered long term expansion solution to meet on-going parking demands.		S	Res	\$ -	\$ 1,120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,120,000
22-02	Renewal	Design & Construct Elk/Beaver Lake Dam Upgrades (Dams 1, 2 & 3)	Conduct geotechnical & hydrochemical safety assessment for Elk/Beaver Lake dams and design & implement improvements at south dam on Beaver Lake	\$ 1,575,000	S	Res	\$ -	\$ 125,000	\$ 200,000	\$ -	\$ 1,250,000	\$ -	\$ -	\$ 1,575,000
22-04	Decommission	Sooke Potholes Lodge Site Demolition	Remove and rehabilitate the Sooke Potholes old lodge site.	\$ 385,000	B	Res	\$ -	\$ 385,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 385,000
22-07	Replacement	Replace pit toilets at Coles Bay	Replace and standardize Coles Bay toilet building that has exceeded its serviceable life span.	\$ 95,000	B	Res	\$ -	\$ 95,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95,000
22-10	Replacement	Matheson Creek Bridge	Replace Matheson Creek Trail footbridge	\$ 275,000	S	Cap	\$ 66,000	\$ 66,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 66,000
22-10	Replacement	Matheson Creek Bridge	Replace Matheson Creek Trail footbridge		S	Res	\$ -	\$ 205,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 205,000
22-17	New	Portal Signs	Replace portal signs or install new portal signs at main regional park and trail access points to align with Corporate Sign Strategy.		S	Cap	\$ 79,000	\$ 79,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 79,000
23-01	New	Purchase of New Genset for Mt. McDonald	New backup power supply required for emergency communication equipment on Mt. McDonald.	\$ 60,000	E	Res	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000
23-05	New	Design & Construct Salt Spring Island Regional Trail	Feasibility study, design and construct 5km of regional trail on Salt Spring Island.	\$ 3,960,000	S	Res	\$ -	\$ 60,000	\$ 630,000	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,690,000
23-05	New	Design & Construct Salt Spring Island Regional Trail	Feasibility study, design and construct 5km of regional trail on Salt Spring Island.		S	Grant	\$ -	\$ 270,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	\$ 2,270,000
23-08	New	Design & Construct Eagle Beach Retaining Wall	Design and construct improvements to retaining wall at Eagle Beach on Elk Lake to mitigate erosion.	\$ 57,500	S	Res	\$ -	\$ -	\$ 7,500	\$ 50,000	\$ -	\$ -	\$ -	\$ 57,500
23-11	Renewal	Repair Witty's Lagoon Bridge	Replace Witty's Lagoon footbridge over Sitting Lady Falls.	\$ 435,000	S	Res	\$ -	\$ 60,000	\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ 435,000
23-13	Replacement	Vehicle Replacement	Vehicle replacement - 2023 carryforward 2010 Case Backhoe		NA	V	ERF	\$ 275,000	\$ 275,000	\$ -	\$ -	\$ -	\$ -	\$ 275,000
23-14	Replacement	Equipment Replacement	Equipment replacement of outdoor and indoor equipment and furniture.		NA	E	ERF	\$ 110,200	\$ 68,400	\$ 107,700	\$ 62,800	\$ 74,400	\$ 423,500	\$ 423,500
23-15	New	Potential Land Acquisition Transactions	Potential land acquisition transactions.		NA	L	Debt	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 25,000,000	\$ 25,000,000
23-16	New	Purchase new vehicles	New vehicle for increased FTE's	\$ 340,000	V	Cap	\$ 366,000	\$ 366,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 366,000
23-19	New	EV Charge Stations	EV Charging Stations	\$ 410,000	E	Cap	\$ 177,000	\$ 177,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 177,000
23-19	New	EV Charge Stations	EV Charging Stations		E	Other	\$ -	\$ 76,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 76,000
23-19	New	EV Charge Stations	EV Charging Stations		E	Grant	\$ 22,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,000
24-01	Renewal	Upgrade Humpback Dam Spalling	Upgrade Humpback Dam spalling with repairs to the dam concrete face to arrest deterioration.	\$ 100,000	S	Res	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
24-03	Renewal	Upgrade Sooke Potholes Campground Road	Improvements to road between parking lot #3 and Spring Salmon Place Campground.	\$ 75,000	S	Res	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
24-04	Renewal	Design & Construct Brookleigh Boat Launch	Improvements to the boat launch and dock at Brookleigh Beach on Elk Lake.	\$ 350,000	S	Res	\$ -	\$ 50,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000
24-05	New	Regional Trestle Renewal, Trails Widening and Lighting Project	Design and construct renewal of 3 regional trail trestles and 6 km of trail widening and lighting.	\$ 50,000,000	S	Debt	\$ -	\$ 8,067,515	\$ 10,000,000	\$ 10,000,000	\$ 10,000,000	\$ 10,000,000	\$ 38,067,515	
24-05	New	Regional Trestle Renewal, Trails Widening and Lighting Project	Design and construct renewal of 3 regional trail trestles and 6 km of trail widening and lighting.		S	Grant	\$ 1,932,485	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,932,485
24-06	Renewal	Renewal of Regional Trail surfacing	Full depth renewal and paving of Lochside Regional Trail section - North Weiler	\$ 500,000	S	Res	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000
24-07	Renewal	Site Planning and Improvements at 728 Work Site	Site plan, design and construct building and site improvements at 728 work site.	\$ 1,500,000	B	Res	\$ -	\$ 50,000	\$ 200,000	\$ -	\$ 500,000	\$ 750,000	\$ 1,500,000	
24-08	Renewal	Sooke Hills Wilderness Trail Repair	Temporary repairs to Sooke Hills Wilderness Trail - Waugh Creek	\$ 150,000	S	Res	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
24-09	Renewal	Construct Ayum Creek Bridge Repair	Construct repairs to Ayum Creek Bridge	\$ 75,000	S	Res	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000
24-10	New	Design & Construct Weed Harvester Dry-Dock	Design and construct weed harvester dry-dock at Elk-Beaver Lake North Beach		S	Res	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24-11	New	Portal Signs	Replace portal signs or install new portal signs at main regional park and trail access points to align with Corporate Sign Strategy.	\$ 985,000	S	Res	\$ -	\$ 175,000	\$ 275,000	\$ 285,000	\$ 250,000	\$ -	\$ -	\$ 985,000
24-12	Replacement	Weed Harvester	Replace 2006 aquatic weed harvester		NA	V	ERF	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000
24-13	Renewal	Design Durance Lake Dam Alteration Plan	Design Durance Lake Dam alteration plan based on public engagement process outcomes.	\$ 300,000	S	Res	\$ -	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
24-14	Replacement	Vehicle Replacement	Vehicle replacement based on a schedule for fleet vehicles was 23-13 in preliminary budget		NA	V	ERF	\$ 551,000	\$ 350,000	\$ 325,000	\$ 485,000	\$ 713,000	\$ 2,424,000	\$ 2,424,000
24-15	Replacement	Dump Truck Replacement	Replace 2007 Sterling 5 Ton Dump Truck was part of 23-13 in preliminary budget	\$ 230,000	V	ERF	\$ -	\$ 230,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 230,000
25-02	Study	Options Analysis of Shoreline Stabilization at Jordan River Regional Park	Options analysis for shoreline stabilization at Jordan River Regional Park.	\$ 75,000	S	Res	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
25-03	Renewal	Renewal of Regional Trail surfacing	Full depth renewal and paving of Galloping Goose Regional Trail section - 6 Mile Road to Wale Road	\$ 100,000	S	Res	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
25-04	Renewal	Design - Regional Trail Bridge Renewals (4)	Design Regional Trail bridge renewals for Bliston #3, Firehall, Millstream and Wilkinson bridges based on 20-year renewal plan.	\$ 325,000	S	Res	\$ -	\$ -	\$ 325,000	\$ -	\$ -	\$ -	\$ -	\$ 325,000
25-05	Replacement	Implement Kiosk Strategy	Implement kiosk strategy for the purpose of replacing ageing information kiosks.	\$ 80,000	S	Res	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 80,000
26-01	Renewal	Improve boat launch at Thetis Lake	Improvements to boat launch at Thetis Lake main beach.	\$ 30,000	S	Res	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
26-03	Renewal	Repair Eagle Beach Picnic Shelter	Design and construct improvements to Eagle Beach picnic shelter to extend service life.	\$ 80,000	S	Res	\$ -	\$ -	\$ 15,000	\$ 65,000	\$ -	\$ -	\$ -	\$ 80,000
26-04	Renewal	Construct - Regional Trail Bridge Renewals (4)	Construct Regional Trail bridge renewals for Bliston #3, Firehall, Millstream and Wilkinson bridges based on 20-year renewal plan.	\$ 1,850,000	S	Res	\$ -	\$ -	\$ 950,000	\$ 900,000	\$ -	\$ -	\$ -	\$ 1,850,000
26-05	Renewal	Site Planning and Improvements at Mill Hill Work Site	Site plan, design and construct building and site improvements at Mill Hill work site.	\$ 325,000	S	Res	\$ -	\$ -	\$ 75,000	\$ 250,000	\$ -	\$ -	\$ -	\$ 325,000
26-06	Renewal	Renewal of Elk Beaver Lake Regional Park road	Full depth renewal and paving of Elk Beaver Lake Regional Park road.	\$ 300,000	S	Res	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 300,000
26-07	Renewal	Repair - Jordan River Regional Park Boardwalk	Repair boardwalk at Jordan River Regional Park.	\$ 45,000	S	Res	\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
27-01	Renewal	Implement Durance Dam alteration plan	Durance Lake Dam alteration plan and design based on public engagement process outcomes.	\$ 3,000,000	S	Res	\$ -	\$ -	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 3,000,000
27-02	Replacement	Replace pit toilet at Lone Tree Hill	Replace and standardize Lone Tree Hill toilet building that has exceeded its serviceable life span.	\$ 45,000	B	Res	\$ -	\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ 45,000
28-01	New	Design Thetis Lake Dam Upgrades	Design and construct upgrades to Thetis Lake Dams.	\$ 150,000	S	Res	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ 150,000
28-02	Replacement	Replace pit toilet at Island View Beach	Replace Island View Beach pit toilets that are approaching end of life.	\$ 190,000	S	Res	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 190,000	\$ -	\$ 190,000
28-03	New	Assess and Repair Regional Trail Land Protection	Conduct culvert assessment and repairs.	\$ 250,000	S	Res	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000
28-04	New	Upgrade Regional Trail surfacing	Upgrade Regional Trail surfacing to paved for Wale Road to Aldene	\$ 250,000	S	Res	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ 250,000
28-05	Renewal	Design - Regional Trail Bridge Renewals (4)	Design Regional Trail bridge renewals for Wildwood/Matheson, Hereward, Island Highway and Helmeken bridges based on 20-year renewal plan.	\$ 325,000	S	Res	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 325,000	\$ -	\$ 325,000
28-06	Replacement	Tandem Dump Truck	Replace 2003 Western Star tandem dump truck		NA	V	Res	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 225,000
			GRAND TOTAL	\$ 72,621,500			\$ 1,118,172	\$ 13,559,857	\$ 16,723,415	\$ 18,852,700	\$ 20,477,800	\$ 20,947,400	\$ 90,561,172	

Service: 1.280 Regional Parks

Project Number 18-02 **Capital Project Title** Implement Kiosk Strategy **Capital Project Description** Implement kiosk strategy for the purpose of replacing ageing information kiosks.

Project Rationale This is a continuing project to replace ageing information kiosk structures in Regional Parks, project is anticipated to continue through to 2024.

Project Number 19-05 **Capital Project Title** Repair GGRT Bridges (5) **Capital Project Description** Repairs/replacement Veitch Creek, Bilsten (2), Charters and Interurban.

Project Rationale Repairs/replacement Veitch Creek, Bilsten (2), Charters and Interurban bridges on the Galloping Goose Trail.

Project Number 20-09 **Capital Project Title** Design & Expand East Sooke Aylard Farm Parking **Capital Project Description** Develop & construct an engineered long term expansion solution to meet on-going parking demands.

Project Rationale Develop and construct an engineered long term solution to meet on-going parking demands in busy park, in place of in-the-field temporary dirt lot parking location.

Project Number 22-02 **Capital Project Title** Design & Construct Elk/Beaver Lake Dam Upgrades (Dams 1, 2 & 3) **Capital Project Description** Conduct geotechnical & hydrotechnical safety assessment for Elk/Beaver Lake dams and design & implement improvements at south dam on Beaver Lake.

Project Rationale Improvements included re-enforcement of the downstream face, tie-in to the existing spillway control and vegitaion management are required for the main dam at the southern outlet of Beaver Lake. Design in 2024/2025 and construction in 2027.

Service: 1.280 Regional Parks

Project Number 22-04 **Capital Project Title** Sooke Potholes Lodge Site Demolition **Capital Project Description** Remove and rehabilitate the Sooke Potholes old lodge site.

Project Rationale This project will focus on the removal and rehabilitation of the old lodgesite that was abandoned in the 1980's.

Project Number 22-07 **Capital Project Title** Replace pit toilets at Coles Bay **Capital Project Description** Replace and standardize Coles Bay toilet building that has exceeded its serviceable life span.

Project Rationale Replace and standardize pit toilets at Coles Bay which have exceeded the serviceable life span.

Project Number 23-01 **Capital Project Title** Purchase of New Genset for Mt. McDonald **Capital Project Description** New backup power supply required for emergency communication equipment on Mt. McDonald.

Project Rationale A new backup power supply is required for the emergency communication equipment located on Mount McDonald.

Project Number 23-05 **Capital Project Title** Design & Construct Salt Spring Island Regional Trail **Capital Project Description** Feasibility study, design and construct 5km of regional trail on Salt Spring Island.

Project Rationale This project continues implementation of the Gulf Islands Regional Trail Plan to construct regional trails on each of the Gulf Islands. Grant dependent.

Service: 1.280 Regional Parks

Project Number	23-08	Capital Project Title	Design & Construct Eagle Beach Retaining Wall	Capital Project Description	Design and construct improvements to retaining wall at Eagle Beach on Elk Lake to mitigate erosion.
Project Rationale	Project to mitigate erosion on Eagle Beach at Elk Lake. roject to mitigate erosion on Eagle Beach at Elk Lake.				

Project Number	23-11	Capital Project Title	Repair Witty's Lagoon Bridge	Capital Project Description	Replace Witty's Lagoon footbridge over Sitting Lady Falls.
Project Rationale	Replace Witty's Lagoon Footbridge over Sitting Lady Falls.				

Project Number	23-13	Capital Project Title	Vehicle Replacement	Capital Project Description	Vehicle replacement - 2023 carryforward 2010 Case Backhoe
Project Rationale	Regional Parks maintains a vehicle replacement fund to replace vehicles as they reach the end of their serviceable life.				

Project Number	23-14	Capital Project Title	Equipment Replacement	Capital Project Description	Equipment replacement of outdoor and indoor equipment and furniture.
Project Rationale	Regional Parks maintains an equipment replacement fund in order to replace equipment that is not captured within the vehicle replacement program. This includes office equipment and operational field equipment.				

Service: 1.280 Regional Parks

Project Number: 23-15
Capital Project Title: Potential Land Acquisition Transactions
Capital Project Description: Potential land acquisition transactions.
Project Rationale: Potential land acquisition transactions estimated at \$5 million per year.

Project Number: 23-19
Capital Project Title: EV Charge Stations
Capital Project Description: EV Charging Stations
Project Rationale: Purchase, address electrical capacity, and install EV charge stations at 728 work site, Mill Hill work site, and priority public regional park parking lots.

Project Number: 24-01
Capital Project Title: Upgrade Humpback Dam Spalling
Capital Project Description: Upgrade Humpback Dam spalling with repairs to the dam concrete face to arrest deterioration.
Project Rationale: The concrete on the face of Humpback Reservoir dam is spalling (pitting). Repairs are required to arrest this process and remediate the dam. This is required regardless of the outcome of the Dam Safety Review underway in 2023.

Project Number: 24-03
Capital Project Title: Upgrade Sooke Potholes Campground Road
Capital Project Description: Improvements to road between parking lot #3 and Spring Salmon Place Campground.
Project Rationale: Improve visitor experience and enhance safe access through improvements to road between parking lot #3 and Spring Salmon Place Campground.

Service: 1.280 Regional Parks

Project Number 24-04 **Capital Project Title** Design & Construct Brookleigh Boat Launch **Capital Project Description** Improvements to the boat launch and dock at Brookleigh Beach on Elk Lake.

Project Rationale Improve visitor experience and enhance safe access through improving the boat launch at Brookleigh Beach on Elk Lake so it more easily accommodates the type of boats that frequent the facility.

Project Number 24-05 **Capital Project Title** Regional Trestle Renewal, Trails Widening and Lighting Project **Capital Project Description** Design and construct renewal of 3 regional trail trestles and 6 km of trail widening and lighting.

Project Rationale Design and construct the renewal and enhancement of the Swan, Brett, and Selkirk Trestle, and widen and light 6 km of Regional Trail along priority sections of the Lochside and Galloping Goose Regional Trail. Funding model based on staff report presented to the Transportation Committee July 19, requires CRD Board approval August 8, 2023.

Project Number 24-06 **Capital Project Title** Renewal of Regional Trail surfacing **Capital Project Description** Full depth renewal and paving of Lochside Regional Trail section - North Weiler

Project Rationale Full depth renewal and paving of the North Weiler section of the Lochside Regional Trail, identified as a priority in the 20-year renewal plan.

Project Number 24-07 **Capital Project Title** Site Planning and Improvements at 728 Work Site **Capital Project Description** Site plan, design and construct building and site improvements at 728 work site.

Project Rationale Long-term site planning, design and construction of building and improvements at the 728 work site, including office space capacity, electric service capacity to service EV fleet, Hvac system and equipment storage.

Service: 1.280 Regional Parks

Project Number 24-08

Capital Project Title Sooke Hills Wilderness Trail Repair

Capital Project Description Temporary repairs to Sooke Hills Wilderness Trail - Waugh Creek

Project Rationale Short term options to repair and open the Sooke Hills Wilderness Trail on a temporary basis; longer term solution is required once provincial and regional discussions with First Nations regarding the E&N Rail Corridor are complete.

Project Number 24-09

Capital Project Title Construct Ayum Creek Bridge Repair

Capital Project Description Construct repairs to Ayum Creek Bridge

Project Rationale Construct repairs to Ayum Creek Bridge along the Galloping Goose Regional Trail, based on 2023 condition assessment.

Project Number 24-10

Capital Project Title Design & Construct Weed Harvester Dry-Dock

Capital Project Description Design and construct weed harvester dry dock at Elk Beaver Lake North Beach

Project Rationale Design and develop dry-dock at North Beach, to permanently store the weed harvester. Aim is to reduce resources needed to move the equipment to the 728 work site.

Project Number 24-11

Capital Project Title Portal Signs

Capital Project Description Replace portal signs or install new portal signs at main regional park and trail access points to align with Corporate Sign Strategy.

Project Rationale Install new portal signs at regional park access points to align with Corporate Sign Strategy.

Service: 1.280 Regional Parks

Project Number	24-12	Capital Project Title	Weed Harvester	Capital Project Description	Replace 2006 aquatic weed harvester
Project Rationale	Replace 2006 weed harvester through the vehicle replacement fund as the equipment reaches end of serviceable life.				

Project Number	24-13	Capital Project Title	Design Durrance Lake Dam Alteration Plan	Capital Project Description	Design Durrance Lake Dam alteration plan based on public engagement process outcomes.
Project Rationale	Design and develop a dam alteration plan for the Duurance Lake Dam, including submission of dam alteration plan to the Provincial Dam Safety Office.				

Project Number	25-02	Capital Project Title	Options Analysis of Shoreline Stabilization at Jordan River Regional Park	Capital Project Description	Options analysis for shoreline stabilization at Jordan River Regional Park.
Project Rationale	Options analysis for shoreline stabilization at Jordan River Regional Park, including an environmental study of the proposed options.				

Project Number	25-03	Capital Project Title	Renewal of Regional Trail surfacing	Capital Project Description	Full depth renewal and paving of Galloping Goose Regional Trail section - 6 Mile Road to Wale Road
Project Rationale	Full depth renewal and paving for the 6-Mile Road to Wale Road section of the Galloping Goose Regional Tral, identified as a priority in the 20-year renewal plan.				

Service: 1.280 Regional Parks

Project Number	25-04	Capital Project Title	Design - Regional Trail Bridge Renewals (4)	Capital Project Description	Design Regional Trail bridge renewals for Bilston #3, Firehall, Millstream and Wilkinson bridges based on 20-year renewal plan.
Project Rationale	Design Regional Trail bridge renewals, identified as a priority in the 20-year renewal plan. Bridges include the Bilston Creek Bridge #3, Firehall Creek Bridge, Millstream Creek Bridge, and Wilkinson Bridge.				

Project Number	25-05	Capital Project Title	Implement Kiosk Strategy	Capital Project Description	Implement kiosk strategy for the purpose of replacing ageing information kiosks.
Project Rationale	This is a continuing project to replace ageing information kiosk structures in Regional Parks, project is anticipated to continue through to 2028.				

Project Number	26-01	Capital Project Title	Improve boat launch at Thetis Lake	Capital Project Description	Improvements to boat launch at Thetis Lake main beach.
Project Rationale	Improvements to boat launch at Thetis Lake main beach.				

Project Number	26-03	Capital Project Title	Repair Eagle Beach Picnic Shelter	Capital Project Description	Design and construct improvements to Eagle Beach picnic shelter to extend service life.
Project Rationale	Design and construct improvements to the Eagle Beach picnic shelter, which experiences a high level of use and is nearing end of life.				

Service: 1.280 Regional Parks

Project Number 26-04
Capital Project Title Construct - Regional Trail Bridge Renewals (4)
Capital Project Description Construct Regional Trail bridge renewals for Bilston #3, Firehall, Millstream and Wilkinson bridges based on 20-year renewal plan.
Project Rationale Construct Regional Trail bridge renewals, identified as a priority in the 20-year renewal plan. Bridges include the Bilston Creek Bridge #3, Firehall Creek Bridge, Millstream Creek Bridge, and Wilkinson Bridge.

Project Number 26-05
Capital Project Title Site Planning and Improvements at Mill Hill Work Site
Capital Project Description Site plan, design and construct building and site improvements at Mill Hill work site.
Project Rationale Long-term site planning, design and construction of building and improvements at the Mill Hill work site, including office space capacity, electric service capacity to service EV fleet, Hvac system and equipment storage.

Project Number 26-06
Capital Project Title Renewal of Elk Beaver Lake Regional Park road surfacing
Capital Project Description Full depth renewal and paving of Elk Beaver Lake Regional Park road.
Project Rationale Full depth renewal and paving of the Elk Beaver Lake Regional Park road.

Project Number 26-07
Capital Project Title Repair - Jordan River Regional Park Boardwalk
Capital Project Description Repair boardwalk at Jordan River Regional Park.
Project Rationale Repair boardwalk that is approaching end of life at Jordan River Regional Park.

Service: 1.280 Regional Parks

Project Number 27-01
Capital Project Title Implement Durrance Dam alteration plan
Capital Project Description Durrance Lake Dam alteration plan and design based on public engagement process outcomes.
Project Rationale Implement Durrance Lake Dam alteration plan and design based on public engagement process outcomes.

Project Number 27-02
Capital Project Title Replace pit toilet at Lone Tree Hill
Capital Project Description Replace and standardize Lone Tree Hill toilet building that has exceeded its serviceable life span.
Project Rationale Replace and standardize Lone Tree Hill toilet building that has exceeded its serviceable life span.

Project Number 28-01
Capital Project Title Design Thetis Lake Dam Upgrades
Capital Project Description Design and construct upgrades to Thetis Lake Dams.
Project Rationale Design and construct upgrades to the Thetis Lake Dams, in line with Provincial dam safety regulatory program..

Project Number 28-02
Capital Project Title Replace pit toilet at Island View Beach
Capital Project Description Replace Island View Beach pit toilets that are approaching end of life.
Project Rationale Replace and standardize pit toilets that are approaching end of life at Island View Beach.

Service: 1.280 Regional Parks

Project Number 28-03

Capital Project Title Assess and Repair Regional Trail Land Protection

Capital Project Description Conduct culvert assessment and repairs.

Project Rationale Assess and repair Regional Trails culvert infrastructure.

Project Number 28-04

Capital Project Title Upgrade Regional Trail surfacing

Capital Project Description Upgrade Regional Trail surfacing to paved for Wale Road to Aldene.

Project Rationale Upgrade the section of Galloping Goose Regional Trail, from Wale Road to Aldene Road, from gravel surface to paved surface, a priority section identified in the Regional Trails Management Plan.

Project Number 28-05

Capital Project Title Design - Regional Trail Bridge Renewals (4)

Capital Project Description Design Regional Trail bridge renewals for Wildwood/Matheson, Hereward, Island Highway and Helmeken bridges based on 20-year renewal plan.

Project Rationale Design Regional Trail bridge renewals, identified as a priority in the 20-year renewal plan. Bridges include the the Wildwood/Matheson Creek Bridge, Hereward Bridge, Island Highway Bridge and Helmeken Bridge.

Project Number 28-06

Capital Project Title Tandem Dump Truck

Capital Project Description Replace 2003 Western Star tandem dump truck

Project Rationale Replace 2003 tandem dump truck through vehicle replacement fund as it approaches end of serviceable life.

1.280 Regional Parks
Asset and Reserve Summary Schedule
2024 - 2028 Financial Plan

Asset Profile

Regional Parks

Regional Parks and Trails consists of 31 parks and reserves with 400 km of hiking trails and 3 regional trails (100 km). Assets held by the Regional park service consist of lands, buildings, public washrooms as well as various park equipment and vehicles.

Summary

Regional Parks Reserve/Fund Summary	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Projected year end balance						
- Land Acquisition Levy	5,806,772	6,206,772	6,206,772	6,206,772	6,206,772	6,206,772
- Infrastructure/SSI&SGI Trail/Dams	7,262,122	7,513,911	7,475,738	7,043,651	5,161,322	5,109,947
Total Capital Reserve Fund	13,068,894	13,720,683	13,682,510	13,250,423	11,368,094	11,316,719
Parks Statutory Land Acquisition Reserve	1,193,930	1,283,930	1,283,930	1,283,930	1,283,930	1,283,930
Equipment Replacement Fund	1,589,912	523,055	537,485	546,271	448,787	120,709
Total projected year end balance	15,852,736	15,527,668	15,503,925	15,080,624	13,100,811	12,721,358

See attached reserve schedules for projected annual cash flows.

1.280 Regional Parks
 Capital Reserve Fund Schedule
 2024 - 2028 Financial Plan

Capital Reserve Fund Schedule

Reserve Fund: 1.280 Regional Parks Capital Reserve Fund (Bylaw No. 2313)

- Capital Reserve Fund for Regional Parks Service was established in 1995 under Bylaw No. 2313.
- These reserves can only be used to fund capital expenditure.
- Funding for this reserve may be paid from "the current revenue or, as available, from general revenue surplus, or as otherwise provided in the Municipal Act".

Cost Centre: 101469 (PLO)

Land Acquisition Levy Portion

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	6,602,492	5,806,772	6,206,772	6,206,772	6,206,772	6,206,772
Land Acquisition Expenditure	(1,160,000)	-	-	-	-	-
LAF Levy Net Contribution	-	-	-	-	-	-
Other proceeds						
Interest Income*	364,280	400,000				
Ending Balance \$ - Land Acquisition Levy Portion	5,806,772	6,206,772	6,206,772	6,206,772	6,206,772	6,206,772
Restricted	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Unrestricted Balance	4,306,772	4,706,772	4,706,772	4,706,772	4,706,772	4,706,772

Assumptions/Background:

- A Regional Park Land Acquisition Requisition was established in 2000 for a ten year period (2000-2009) at a rate of \$10 per average residential household assessment. In 2010, the requisition was extended for another ten years(2010-2019) at a rate of \$12 per average residential household assessment starting in 2010 and increasing by \$2 per year to a maximum of \$20 in 2015 and then remaining at this rate until 2019. Program renewed for an additional 10 year 2020-2029 at \$20 per average residential household assessment. Beginning in 2021 the rate is to increase by \$1 per year until 2025.

1.280 Regional Parks
 Capital Reserve Fund Schedule
 2024 - 2028 Financial Plan

Capital Reserve Fund Schedule

Infrastructure Portion	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	6,007,952	7,262,122	7,513,911	7,475,738	7,043,651	5,161,322
Planned Capital Expenditure (Based on Capital Plan)	(4,172,184)	(2,870,000)	(2,967,500)	(3,420,000)	(4,930,000)	(3,160,000)
Transfer from Operating Budget						
--Other Infrastructure	3,804,102	1,523,368	1,576,438	1,630,466	1,685,575	1,738,231
--SSI/SGL Trails	219,040	223,421	227,889	232,447	237,096	245,394
--Dam/Bridge/Trestle	200,000	200,000	200,000	200,000	200,000	200,000
--Infrastructure Renewal Special	925,000	925,000	925,000	925,000	925,000	925,000
Interest Income*	278,212	250,000	-	-	-	-
Ending Balance \$ - Infrastructure Portion	7,262,122	7,513,911	7,475,738	7,043,651	5,161,322	5,109,947

* 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.

1.280 Regional Parks
 Capital Reserve Fund Schedule
 2024 - 2028 Financial Plan

Capital Reserve Fund Schedule

Reserve Fund: 1.280 Regional Parks Land Acquisition Reserve Fund (Bylaw No. 1831)

Cost Centre: 101375 (PLO)

Parks Statutory Land Acquisition Reserve

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	1,125,646	1,193,930	1,283,930	1,283,930	1,283,930	1,283,930
Park Land Acquisition	-	-	-	-	-	-
Proceeds from Sale of Surplus Park Land						
Interest Income	68,284	90,000				
Ending Balance \$ - Parks Statutory Land Acquisition Reserve	1,193,930	1,283,930	1,283,930	1,283,930	1,283,930	1,283,930

1.280 Regional Parks
 Equipment Replacement Fund Schedule (ERF)
 2024 - 2028 Financial Plan

Equipment Replacement Fund Schedule (ERF)

ERF Fund: 1.280 Regional Parks ERF (Bylaw No. 945)

Cost Centre: 101423 (PLO)
 Equipment Replacement Fund

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	1,567,186	1,589,912	523,055	537,485	546,271	448,787
Planned Purchase (Based on Capital Plan)	(595,240)	(1,516,200)	(418,400)	(432,700)	(547,800)	(787,400)
Transfer from Operating Budget	597,191	424,343	432,830	441,486	450,316	459,322
Disposal Proceeds	7,957	-	-	-	-	-
Interest Income*	12,818	25,000				
Ending Balance \$	1,589,912	523,055	537,485	546,271	448,787	120,709

* 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.

**1.280 Regional Parks
Operating Reserve Summary
2024 - 2028 Financial Plan**

Profile

Regional Parks

Established by Bylaw No. 4145 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Summary

Reserve/Fund Summary	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Projected year end balance						
Operating Reserve	104,037	124,037	139,037	134,037	149,037	164,037
Operating Reserve - Legacy Fund	18,185	19,085	19,085	19,085	19,085	19,085
Total projected year end balance	122,221	143,121	158,121	153,121	168,121	183,121

See attached reserve schedules for projected annual cash flows.

**1.280 Regional Parks
Operating Reserve Summary
2024 - 2028 Financial Plan**

Profile

Regional Parks

Established by Bylaw No. 4145 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Schedule - FC 105500

Operating Reserve Schedule Projected year end balance	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	97,345	104,037	124,037	139,037	134,037	149,037
Planned Purchase	-	-	-	(20,000)	-	-
Transfer from Ops Budget	2,000	15,000	15,000	15,000	15,000	15,000
Interest Income*	4,692	5,000				
Total projected year end balance	104,037	124,037	139,037	134,037	149,037	164,037

Assumptions/Background:

2023: \$20,000 to fund Visitor Survey

* 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.

**1.280 Regional Parks Legacy Fund
Operating Reserve Summary
2024 - 2028 Financial Plan**

Profile

Regional Parks Legacy Fund

Established by Bylaw No. 4103. Money received for specific purposes through bequests, charitable donations, or otherwise given will paid into this specified Legacy reserve fund.

Operating Reserve Schedule - FC 105102

Operating Reserve Schedule Projected year end balance	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	17,349	18,185	19,085	19,085	19,085	19,085
Planned Purchase						
Donation Received	-					
Interest Income*	836	900				
Total projected year end balance	18,185	19,085	19,085	19,085	19,085	19,085

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Panorama Recreation

FINAL BUDGET

MARCH 2024

Service: 1.44X Panorama Recreation

Commission: Peninsula Recreation

DEFINITION:

To operate an ice arena, swimming pool and recreation and community use service for the Municipalities of Sidney, North Saanich and Central Saanich combined as Saanich Peninsula Recreation Service (Bylaw No. 3008 - October 9, 2002).

SERVICE DESCRIPTION:

This is a service for the provision of community recreation opportunities for Central Saanich, North Saanich, and Sidney through the operation, maintenance, and programming of: Panorama Recreation Centre (2 hockey arenas, 2 pools, 6 tennis courts, 2 squash courts, fitness rooms, weight room, multi-purpose rooms), Greenglade Community Centre in Sidney, Central Saanich Community and Cultural Centre and North Saanich Middle School.

PARTICIPATION:

50% by population and 50% on hospital assessments. North Saanich and Sidney.
Central Saanich added as a participant in 1996, Bylaw No. 2363.

MAXIMUM LEVY:

The greater of \$11,220,000 or \$1.134 / \$1,000 on net taxable value of land and improvements.

CAPITAL DEBT:

Authorized: Bylaw No. 3388 - Construction of Second Pool	\$	8,998,000
Borrowed:	\$	8,998,000
Remaining:		<u>-</u>
Authorized: Bylaw No. 4116 - Replacement of Arena Floor	\$	1,080,000
Borrowed:	\$	1,080,000
Remaining:	\$	<u>-</u>
Authorized: Bylaw No. 4546 - Centennial Park Multi-Sport Box	\$	2,900,000
Borrowed:	\$	-
Remaining:	\$	<u>2,900,000</u>
Authorized: Bylaw No. 4547 - Panorama Heat Recovery System	\$	2,453,000
Borrowed:	\$	-
Remaining:	\$	<u>2,453,000</u>

COMMISSION:

Peninsula Recreation Commission
Established by Bylaw # 2397 (May 1996), amended by Bylaw # 2480 (1997), Bylaw # 2759 (2000) and Bylaw # 3142 (2004).
Originally established in 1976 (Bylaw # 314).

Service: 1.44X Panorama Recreation

Commission: Peninsula Recreation

<u>Participants</u>	<u>Converted Assessment</u>	<u>Census Population</u>	<u>%</u>	<u>Actual Assessment</u>
<u>2020</u>		2016 Census		
Central Saanich	657,985,149	16,814	39.26%	5,446,784,895
North Saanich	615,251,368	11,249	31.08%	5,493,557,267
Sidney	543,992,242	11,672	29.65%	4,544,259,546
TOTAL 2020	1,817,228,759	39,735	100.00%	15,484,601,708
<u>2021</u>		2016 Census		
Central Saanich	682,091,870	16,814	39.42%	5,678,630,043
North Saanich	633,855,362	11,249	31.13%	5,760,450,825
Sidney	551,412,679	11,672	29.45%	4,630,400,405
TOTAL 2021	1,867,359,911	39,735	100.00%	16,069,481,273
<u>2022</u>		2021 Census		
Central Saanich	821,112,902	17,385	38.64%	6,951,449,149
North Saanich	814,676,641	12,235	32.36%	7,527,498,712
Sidney	656,173,316	12,318	29.00%	5,596,917,473
TOTAL 2022	2,291,962,859	41,938	100.00%	20,075,865,334
<u>2023</u>		2021 Census		
Central Saanich	927,613,660	17,385	38.53%	7,890,127,835
North Saanich	921,935,242	12,235	32.28%	8,502,320,535
Sidney	755,376,989	12,318	29.18%	6,352,318,170
TOTAL 2023	2,604,925,891	41,938	100.00%	22,744,766,540
<u>2024</u>		2021 Census		
Central Saanich	944,195,853	17,385	38.57%	7,961,190,013
North Saanich	930,304,603	12,235	32.17%	8,545,460,485
Sidney	770,646,616	12,318	29.25%	6,422,080,729
TOTAL 2024	2,645,147,072	41,938	100.00%	22,928,731,227

PANORAMA RECREATION	BUDGET REQUEST						FUTURE PROJECTIONS			
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>OPERATING COSTS:</u>										
Salaries and Wages	5,893,852	5,797,813	6,089,899	20,403	-	6,110,302	6,381,166	6,538,481	6,699,747	6,865,053
Utilities	606,000	606,000	636,923	-	-	636,923	649,666	662,661	675,915	689,430
Recreation Programs and Special Events	389,179	414,883	478,940	-	100,000	578,940	490,546	502,442	514,639	527,147
Operating Supplies	336,925	345,834	381,045	860	2,835	384,740	385,519	400,060	402,311	417,480
Maintenance and Repairs	406,785	406,785	481,772	-	-	481,772	490,712	499,834	509,141	518,638
Internal Allocations	596,045	596,045	656,945	-	-	656,945	683,286	699,679	709,280	724,568
Licences/Surveys/Legal/Meeting	193,363	193,533	222,442	520	-	222,962	227,216	231,146	235,371	239,868
Advertising/Printing/Brouchures/Signs	39,839	39,839	42,038	-	-	42,038	42,879	43,737	44,610	45,503
Telephone/IT & Network Systems	59,957	59,956	62,534	480	-	63,014	63,943	66,278	66,655	68,060
Vehicles, Travel and Training	62,310	62,310	70,925	-	-	70,925	72,462	74,035	75,642	77,287
Insurance	67,160	67,160	68,400	-	-	68,400	71,830	75,430	79,210	83,170
Contingency	50,000	50,000	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	8,701,415	8,640,158	9,191,863	22,263	102,835	9,316,961	9,559,225	9,793,783	10,012,521	10,256,204
*Percentage increase over prior year			6.39%			7.83%	2.60%	2.5%	2.2%	2.4%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	(95,418)	8,120	8,404	-	-	8,404	8,572	8,744	8,919	9,097
Transfer to Capital Reserve Fund	411,204	534,177	740,566	-	-	740,566	843,640	937,834	956,591	975,723
Transfer to Equipment Replacement Fund	396,000	396,000	403,920	-	-	403,920	411,999	420,237	428,643	437,217
TOTAL CAPITAL / RESERVES	711,786	938,297	1,152,890	-	-	1,152,890	1,264,211	1,366,815	1,394,153	1,422,037
*Percentage increase over prior year			22.87%			22.87%	9.66%	8.12%	2.00%	2.00%
DEBT CHARGES	723,764	723,764	225,987	114,900	-	340,887	369,548	593,788	593,788	593,788
TOTAL COSTS	10,136,965	10,302,219	10,570,740	137,163	102,835	10,810,738	11,192,984	11,754,386	12,000,462	12,272,029
*Percentage increase over prior year		1.63%	2.61%			4.94%	3.54%	5.02%	2.09%	2.26%
<u>FUNDING SOURCES (REVENUE)</u>										
Fee Income	(3,443,884)	(3,408,552)	(3,594,315)	-	-	(3,594,315)	(3,694,112)	(3,778,674)	(3,865,286)	(3,953,994)
MFA Income/Refund	(3,099)	(3,099)	(3,180)	-	(32,123)	(35,303)	(3,180)	(3,180)	(3,180)	(3,180)
Rental Income	(997,439)	(1,060,548)	(1,075,968)	-	-	(1,075,968)	(1,092,082)	(1,113,621)	(1,135,588)	(1,157,994)
Sponsorships	(17,653)	(23,748)	(24,718)	-	-	(24,718)	(24,772)	(24,827)	(24,881)	(24,938)
Transfer from Operating Reserve Fund	-	(103,538)	-	-	-	-	-	(52,785)	-	-
Payments - In Lieu of Taxes	(186,936)	(186,936)	(176,054)	-	-	(176,054)	(190,229)	(190,229)	(190,229)	(190,229)
Grants - Other	(227,556)	(255,400)	(405,207)	-	-	(405,207)	(479,014)	(489,348)	(499,912)	(510,710)
TOTAL REVENUE	(4,876,567)	(5,041,821)	(5,279,442)	-	(32,123)	(5,311,565)	(5,483,389)	(5,652,664)	(5,719,076)	(5,841,045)
*Percentage increase over prior year		3.39%	4.71%			5.35%	3.23%	3.09%	1.17%	2.13%
REQUISITION	(5,260,398)	(5,260,398)	(5,291,298)	(137,163)	(70,712)	(5,499,173)	(5,709,595)	(6,101,722)	(6,281,386)	(6,430,984)
*Percentage increase over prior year			0.59%			4.54%	3.83%	6.87%	2.94%	2.38%
PARTICIPANTS: North Saanich, Sidney, Central Saanich										
AUTHORIZED POSITIONS:										
Salaried	36.85	36.85	36.85	0.90	0.00	37.75	37.75	37.75	37.75	37.75
Converted Auxillaries	0.50	0.50	0.50	0.00	0.00	0.50	0.50	0.50	0.50	0.50

PANORAMA RECREATION	BUDGET REQUEST						FUTURE PROJECTIONS			
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
OPERATING COSTS										
Arena	359,717	359,717	414,112	-	-	414,112	423,131	432,343	441,757	451,374
Pool	1,078,371	1,053,975	1,085,264	-	-	1,085,264	1,101,607	1,130,656	1,147,695	1,177,941
Recreation - Community Recreation	2,302,124	2,268,881	2,504,260	-	-	2,504,260	2,628,928	2,698,862	2,768,938	2,842,168
Administration	4,919,322	4,915,705	5,196,631	22,263	102,835	5,321,729	5,414,131	5,540,666	5,663,050	5,793,818
Contingency	50,000	50,000	-	-	-	-	-	-	-	-
	8,709,534	8,648,278	9,200,267	22,263	102,835	9,325,365	9,567,797	9,802,527	10,021,440	10,265,301
*Percentage increase over prior year			5.63%			7.07%				
CAPITAL / RESERVE										
Arena	337,602	337,602	340,242	-	-	340,242	347,047	353,987	361,067	368,289
Pool	337,602	460,575	669,604	-	-	669,604	771,259	864,005	881,286	898,912
Community Recreation	132,000	132,000	134,640	-	-	134,640	137,333	140,079	142,881	145,739
	807,204	930,177	1,144,486	-	-	1,144,486	1,255,639	1,358,071	1,385,234	1,412,940
DEBT CHARGES										
Arena	107,458	107,458	88,578	114,900	-	203,478	366,638	590,878	590,878	590,878
Pool	616,306	616,306	137,409	-	-	137,409	2,910	2,910	2,910	2,910
	723,764	723,764	225,987	114,900		340,887	369,548	593,788	593,788	593,788
TOTAL OPERATING, CAPITAL AND DEBT COSTS	10,240,502	10,302,219	10,570,740	137,163	102,835	10,810,738	11,192,984	11,754,386	12,000,462	12,272,029
FUNDING SOURCES (REVENUE)						5.57%				
Arena	(922,513)	(938,433)	(981,539)	-	-	(981,539)	(1,001,164)	(1,021,181)	(1,041,600)	(1,062,426)
Pool	(1,188,255)	(1,180,741)	(1,183,766)	-	(32,123)	(1,215,889)	(1,201,833)	(1,225,813)	(1,250,269)	(1,275,217)
Community Recreation	(2,230,210)	(2,253,122)	(2,419,934)	-	-	(2,419,934)	(2,496,390)	(2,556,694)	(2,618,562)	(2,682,032)
Administration	(121,097)	(123,651)	(112,942)	-	-	(112,942)	(114,759)	(169,399)	(118,504)	(120,431)
TOTAL REVENUE	(4,462,075)	(4,495,947)	(4,698,181)	-		(4,730,304)	(4,814,146)	(4,973,087)	(5,028,935)	(5,140,106)
Trans from Operating Reserve	-	(103,538)	-	-	-	-	-	(52,785)	-	-
Grants in lieu of Taxes	(186,936)	(186,936)	(176,054)	-	-	(176,054)	(190,229)	(190,229)	(190,229)	(190,229)
Grants - Other	(227,556)	(255,400)	(405,207)	-	-	(405,207)	(479,014)	(489,348)	(499,912)	(510,710)
REQUISITION	(5,363,935)	(5,260,398)	(5,291,298)	(137,163)	(102,835)	(5,499,173)	(5,709,595)	(6,101,722)	(6,281,386)	(6,430,984)
*Percentage increase			-1.35%			2.52%	3.83%	6.87%	2.94%	2.38%
AUTHORIZED POSITIONS: Salaried	36.85	36.85	36.85	0.90	0.00	37.75	37.75	37.75	37.75	37.75
Converted Auxiliaries	0.50	0.50	0.50	0.00	0.00	0.50	0.50	0.50	0.50	0.50
User Funding %	43.57%		44.45%			43.76%	43.01%	42.31%	41.91%	41.88%
User Funding excluding debt%	46.89%		45.42%	40		45.18%	44.48%	44.56%	44.09%	44.01%

PANORAMA RECREATION - ADMINISTRATION	BUDGET REQUEST						FUTURE PROJECTIONS			
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>ADMINISTRATION COSTS</u>										
Salaries and Wages	506,929	468,000	555,221	-	-	555,221	568,703	582,505	596,636	611,103
Other Internal Allocations	594,342	594,342	655,182	-	-	655,182	681,488	697,845	707,409	722,660
Operating - Other	150,906	155,759	190,889	-	-	190,889	194,288	197,752	201,288	204,893
Telephone Rent & Installation	39,355	39,355	40,735	-	-	40,735	41,550	42,381	43,228	44,093
Operating - Supplies	37,428	37,428	24,553	860	2,835	28,248	25,905	26,406	26,916	27,437
Contract for Services & fees for service	96,780	96,780	99,760	520	100,000	200,280	102,277	104,311	106,386	108,505
Insurance	67,160	67,160	68,400	-	-	68,400	71,830	75,430	79,210	83,170
Allocation - System Services	1,703	1,703	1,763	-	-	1,763	1,798	1,834	1,871	1,908
Transfer to Operating Reserve Fund	8,120	8,120	8,404	-	-	8,404	8,572	8,744	8,919	9,097
TOTAL ADMINISTRATION COSTS	1,502,723	1,468,647	1,644,907	1,380	102,835	1,749,122	1,696,411	1,737,208	1,771,863	1,812,866
<u>MAINTENANCE COSTS</u>										
Salaries and Wages	1,715,129	1,715,129	1,715,980	20,403	-	1,736,383	1,839,139	1,881,517	1,924,854	1,969,172
Maintenance	100,980	100,980	147,999	-	-	147,999	150,960	153,978	157,057	160,199
Operating - Other	64,777	64,777	82,722	480	-	83,202	84,847	86,524	88,235	89,979
Utility	540,200	540,200	569,340	-	-	569,340	580,731	592,348	604,195	616,276
Operating - Supplies	94,589	104,070	106,151	-	-	106,151	108,274	110,440	112,648	114,902
Travel and Vehicles	23,176	23,176	23,639	-	-	23,639	24,112	24,595	25,087	25,587
TOTAL MAINTENANCE COSTS	2,538,851	2,548,332	2,645,831	20,883	-	2,666,714	2,788,063	2,849,402	2,912,076	2,976,115
<u>PROGRAM ADMINISTRATION COSTS</u>										
Salaries and Wages	817,097	843,427	844,849	-	-	844,849	867,255	890,266	913,899	938,170
Operating - Other	50,802	50,802	46,936	-	-	46,936	47,875	48,832	49,808	50,804
Operating - Supplies	7,352	2,000	11,108	-	-	11,108	11,467	11,837	12,220	12,616
Staff Training	2,497	2,497	3,000	-	-	3,000	3,060	3,121	3,184	3,247
TOTAL PROGRAM COSTS	877,748	898,726	905,893	-	-	905,893	929,657	954,056	979,111	1,004,837
TOTAL COSTS	4,919,322	4,915,705	5,196,631	22,263	102,835	5,321,729	5,414,131	5,540,666	5,663,050	5,793,818
Transfers to Capital						-				
TOTAL COSTS	4,919,322	4,915,705	5,196,631	22,263	102,835	5,321,729	5,414,131	5,540,666	5,663,050	5,793,818
<u>FUNDING SOURCES (REVENUE)</u>										
Other Income	(121,097)	(123,651)	(112,942)	-	-	(112,942)	(114,759)	(169,399)	(118,504)	(120,431)
TOTAL REVENUE	(121,097)	(123,651)	(112,942)	-	-	(112,942)	(114,759)	(169,399)	(118,504)	(120,431)
REQUISITION	(4,798,225)	(4,792,054)	(5,083,689)	(22,263)	(102,835)	(5,208,787)	(5,299,372)	(5,371,267)	(5,544,546)	(5,673,387)
*Percentage Increase										
PARTICIPANTS: Municipalities of North Saanich, Central Saanich and Sidney										
AUTHORIZED POSITIONS: Salaried	24.85	24.85	24.85	0.90	0.00	25.75	25.75	25.75	25.75	25.75
Converted	0.50	0.50	0.50	0.00	0.00	0.50	0.50	0.50	0.50	0.50

PANORAMA RECREATION - ICE ARENA	BUDGET REQUEST						FUTURE PROJECTIONS			
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
OPERATING COSTS										
Salaries and Wages	230,439	230,439	271,311	-	-	271,311	277,474	283,774	290,216	296,802
Operating - Supplies	38,225	38,225	39,563	-	-	39,563	40,354	41,161	41,985	42,824
Maintenance	55,808	55,808	66,536	-	-	66,536	67,867	69,224	70,608	72,020
Instructional Services and Travel	35,245	35,245	36,702	-	-	36,702	37,436	38,184	38,948	39,728
Contingency						-				
TOTAL OPERATING COSTS	359,717	359,717	414,112	-	-	414,112	423,131	432,343	441,757	451,374
*Percentage Increase		0.0%	15.12%			15.12%	2.2%	2.2%	2.2%	2.2%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	132,000	132,000	134,640	-	-	134,640	137,333	140,079	142,881	145,739
Transfer to Reserve Fund	205,602	205,602	205,602	-	-	205,602	209,714	213,908	218,186	222,550
TOTAL CAPITAL / RESERVES	337,602	337,602	340,242	-	-	340,242	347,047	353,987	361,067	368,289
DEBT CHARGES	107,458	107,458	88,578	114,900	-	203,478	366,638	590,878	590,878	590,878
TOTAL COSTS	804,777	804,777	842,932	114,900	-	957,832	1,136,816	1,377,208	1,393,702	1,410,541
FUNDING SOURCES (REVENUE)										
Revenue - Fees	(922,513)	(938,433)	(981,539)	-	-	(981,539)	(1,001,164)	(1,021,181)	(1,041,600)	(1,062,426)
TOTAL REVENUE	(922,513)	(938,433)	(981,539)	-	-	(981,539)	(1,001,164)	(1,021,181)	(1,041,600)	(1,062,426)
REQUISITION	117,736	133,656	138,607	(114,900)	-	23,707	(135,652)	(356,027)	(352,102)	(348,115)
*Percentage Increase		13.5%	17.73%			-79.86%	-672.2%	162.5%	-1.1%	-1.1%
PARTICIPANTS: Municipalities of North Saanich, Central Saanich and Sidney										
AUTHORIZED POSITIONS: Salaried	1.00	1.00	1.00	0.00	0.00	1.00	1.00	1.00	1.00	1.00
User Funding %	114.63%		116.44%			102.48%	88.07%	74.15%	74.74%	75.32%
User Funding excluding debt%	132.29%		130.12%			130.12%	129.99%	129.87%	129.74%	129.62%

PANORAMA RECREATION - SWIMMING POOL	BUDGET REQUEST						FUTURE PROJECTIONS			
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
OPERATING COSTS										
Salaries and Wages	903,907	879,511	899,649	-	-	899,649	918,401	937,543	957,085	977,031
Maintenance	67,310	67,310	69,666	-	-	69,666	71,059	72,481	73,930	75,408
Operating - Supplies	81,892	81,892	90,295	-	-	90,295	85,981	93,941	89,455	97,733
Instructional Services	25,262	25,262	25,654	-	-	25,654	26,166	26,691	27,225	27,769
Contingency						-				
TOTAL OPERATING COSTS	1,078,371	1,053,975	1,085,264	-	-	1,085,264	1,101,607	1,130,656	1,147,695	1,177,941
*Percentage Increase		-2.3%	0.64%			0.64%	1.5%	2.6%	1.5%	2.6%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	132,000	132,000	134,640	-	-	134,640	137,333	140,079	142,881	145,739
Transfer to Reserve Fund	205,602	205,602	534,964	-	-	534,964	633,926	723,926	738,405	753,173
TOTAL CAPITAL / RESERVES	337,602	337,602	669,604	-	-	669,604	771,259	864,005	881,286	898,912
DEBT CHARGES	616,306	616,306	137,409	-	-	137,409	2,910	2,910	2,910	2,910
TOTAL COSTS	2,032,279	2,007,883	1,892,277	-	-	1,892,277	1,875,776	1,997,571	2,031,891	2,079,763
FUNDING SOURCES (REVENUE)										
Revenue - Fees	(1,188,255)	(1,180,741)	(1,183,766)	-	(32,123)	(1,215,889)	(1,201,833)	(1,225,813)	(1,250,269)	(1,275,217)
TOTAL REVENUE	(1,188,255)	(1,180,741)	(1,183,766)	-	(32,123)	(1,215,889)	(1,201,833)	(1,225,813)	(1,250,269)	(1,275,217)
REQUISITION	(844,024)	(827,142)	(708,511)	-	32,123	(676,388)	(673,943)	(771,758)	(781,622)	(804,546)
*Percentage Increase		-2.0%	-16.06%			-19.86%	-0.4%	14.5%	1.3%	2.9%
PARTICIPANTS: Municipalities of North Saanich, Central Saanich and Sidney										
AUTHORIZED POSITIONS: Salaried	2.00	2.00	2.00	0.00	0.00	2.00	2.00	2.00	2.00	2.00
User Funding %	58.47%		62.56%			64.26%	64.07%	61.37%	61.53%	61.32%
User Funding excluding debt%	83.92%		67.46%			69.29%	64.17%	61.45%	61.62%	61.40%

PANORAMA RECREATION - COMMUNITY COMMUNITY RECREATION	BUDGET REQUEST						FUTURE PROJECTIONS			
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>COMMUNITY RECREATION COSTS</u>										
Salaries and Wages	1,720,351	1,661,307	1,802,889	-	-	1,802,889	1,910,194	1,962,876	2,017,057	2,072,775
Instructional Service	375,908	401,782	468,227	-	-	468,227	479,751	492,557	503,897	516,750
Operating - Supplies	118,739	118,666	144,369	-	-	144,369	149,232	152,683	156,223	159,847
Leasehold Improvements	87,126	87,126	88,775	-	-	88,775	89,751	90,746	91,761	92,796
TOTAL COMMUNITY RECREATION COSTS	2,302,124	2,268,881	2,504,260	-	-	2,504,260	2,628,928	2,698,862	2,768,938	2,842,168
*Percentage Increase		-1.4%	8.78%			8.78%	5.0%	2.7%	2.6%	2.6%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	132,000	132,000	134,640	-	-	134,640	137,333	140,079	142,881	145,739
TOTAL CAPITAL / RESERVES	132,000	132,000	134,640	-	-	134,640	137,333	140,079	142,881	145,739
TOTAL COSTS	2,434,124	2,400,881	2,638,900	-	-	2,638,900	2,766,261	2,838,941	2,911,819	2,987,907
<u>FUNDING SOURCES (REVENUE)</u>										
Revenue - Community Recreation	(2,230,210)	(2,253,122)	(2,419,934)	-	-	(2,419,934)	(2,496,390)	(2,556,694)	(2,618,562)	(2,682,032)
Grants - Other	(227,556)	(255,400)	(405,207)	-	-	(405,207)	(479,014)	(489,348)	(499,912)	(510,710)
TOTAL REVENUE	(2,457,766)	(2,508,522)	(2,825,141)	-	-	(2,825,141)	(2,975,404)	(3,046,042)	(3,118,474)	(3,192,742)
REQUISITION	23,642	107,641	186,241	-	-	186,241	209,143	207,101	206,655	204,835
*Percentage Increase		355.3%	687.75%			687.75%	12.3%	-1.0%	-0.2%	-0.9%
PARTICIPANTS: Municipalities of North Saanich, Central Saanich and Sidney										
AUTHORIZED POSITIONS: Salaried	9.00	9.00	9.00	0.00	0.00	9.00	9.00	9.00	9.00	9.00
User Funding %	91.62%		91.70%			91.70%	90.24%	90.06%	89.93%	89.76%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.44x Panorama Recreation	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$776,000	\$3,809,500	\$400,000	\$310,000	\$0	\$3,560,000	\$8,079,500
Equipment	\$0	\$869,072	\$486,612	\$383,380	\$304,000	\$520,239	\$2,563,303
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$415,500	\$4,828,408	\$70,000	\$0	\$385,000	\$0	\$5,283,408
Vehicles	\$0	\$57,000	\$0	\$15,000	\$0	\$0	\$72,000
	\$1,191,500	\$9,563,980	\$956,612	\$708,380	\$689,000	\$4,080,239	\$15,998,211

SOURCE OF FUNDS

Capital Funds on Hand	\$390,000	\$390,000	\$0	\$0	\$0	\$0	\$390,000
Debtenture Debt (New Debt Only)	\$801,500	\$5,201,500	\$0	\$0	\$0	\$0	\$5,201,500
Equipment Replacement Fund	\$0	\$776,072	\$411,612	\$398,380	\$304,000	\$520,239	\$2,410,303
Grants (Federal, Provincial)	\$0	\$2,104,408	\$0	\$0	\$0	\$0	\$2,104,408
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$1,092,000	\$545,000	\$310,000	\$385,000	\$3,560,000	\$5,892,000
	\$1,191,500	\$9,563,980	\$956,612	\$708,380	\$689,000	\$4,080,239	\$15,998,211

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #:

1.44x

Service Name:

Panorama Recreation

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total
17-04	Renewal	Dessicant dehumidifier for Ice Plant	Replace Dessicant dehumidifier/socks for Ice Plant due to aging	\$ 350,000	B	Cap	\$ 310,000	\$ 310,000					\$ 310,000
17-08	Renewal	Arena concourse (lobby) roof	renew arena concourse (lobby) roof due to leakage	\$ 85,000	B	Cap	\$ 80,000	\$ 80,000					\$ 80,000
18-02	New	Install Plant Maintenance SAP Program	Plant Maintenance SAP Program for PRC maintenance projects	\$ 150,000	E	Res		\$ 150,000					\$ 150,000
18-03	Replacement	DDC Replacement (direct digital controls)	Installation of new software controls, additional wiring and upgrading of present DDC controllers and hardware.	\$ 112,000	B	Res		\$ 112,000					\$ 112,000
18-09	Replacement	Replace Pool change room HVAC Air handling Unit	Replace Pool room HVAC Air handling Unit due to end of life	\$ 50,000	B	Res		\$ 50,000					\$ 50,000
19-15	New	Heat Recovery Plant	Construct heat recovery plant	\$ 2,453,000	B	Debt	\$ 386,000	\$ 2,386,000					\$ 2,386,000
22-02	Replacement	Replace Daktronic/Electronic Road Sign	Replace Daktronic/Electronic Road Sign due to end of life	\$ 70,000	S	Res			\$ 70,000				\$ 70,000
23-01	Renewal	LED Lighting - Arenas, Pool, GG, Parking lot & general facility	Change lighting in all areas to LED (other than Tennis bldg)	\$ 325,000	B	Res		\$ 310,000					\$ 310,000
23-01	Renewal	LED Lighting - Arenas, Pool, GG, Parking lot & general facility	Change lighting in all areas to LED (other than Tennis bldg)		B	Grant		\$ 15,000					\$ 15,000
23-04	Replacement	Replace Fitness Studio HVAC	Replace Fitness Studio HVAC due to end of life	\$ 50,000	B	Res		\$ 50,000					\$ 50,000
23-07	Replacement	Replace Chevrolet Passenger car	Replace Chevrolet Passenger car due to end of life	\$ 46,000	V	ERF		\$ 46,000					\$ 46,000
23-08	Replacement	Replace Utility trailer	Replace Utility trailer due to end of life	\$ 15,000	V	ERF				\$ 15,000			\$ 15,000
23-09	Replacement	Replace Play in the Park Trailer	Replace Play in the Park Trailer due to end of life	\$ 11,000	V	ERF		\$ 11,000					\$ 11,000
23-13	Replacement	Overhead Doors Olympia bay - auto	replacement of automatic overhead doors to ice resurfacer bay #2	\$ 20,000	B	Res		\$ 20,000					\$ 20,000
23-14	Renewal	Arena changerooms & support spaces enhancements	design and consultant for arena changerooms and support spaces enhancements	\$ 20,000	B	Res		\$ 20,000					\$ 20,000
23-15	Renewal	Greenglade parking lot	replace greenglade parking lot due to end of life	\$ 115,000	B	Res		\$ 115,000					\$ 115,000
23-16	Replacement	Video Surveillance system	replace video Surveillance system at Panorama and Greenglade due to end of life	\$ 160,000	E	ERF		\$ 160,000					\$ 160,000
23-17	New	Centennial Park Multi-Sport Box	Covered sport box in Centennial Park, Central Saanich	\$ 4,912,908	S	Debt	\$ 415,500	\$ 2,815,500					\$ 2,815,500
23-17	New	Centennial Park Multi-Sport Box	Covered sport box in Centennial Park, Central Saanich		S	Grant		\$ 2,012,908					\$ 2,012,908
24-01	Replacement	Arena A&B insulation	Replace and install insulation Arena A&B ceiling and walls due to end of life	\$ 110,000	B	Res		\$ 110,000					\$ 110,000
24-02	Replacement	Arena Lobby HVAC	Replace Arena Lobby HVAC due to end of life	\$ 30,000	E	ERF		\$ 30,000					\$ 30,000
24-04	Replacement	Refinish indoor tennis surface	Refinish indoor tennis surface due to end of life	\$ 75,000	B	Res		\$ 75,000					\$ 75,000
24-06	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	\$ 347,072	E	ERF		\$ 347,072					\$ 347,072
24-08	Renewal	Water supply system upgrade	upgrade water supply system	\$ 22,000	E	ERF		\$ 22,000					\$ 22,000
24-09	Renewal	Preschool space enhancements	Preschool space enhancements	\$ 76,500	B	Grant		\$ 76,500					\$ 76,500
24-10	Renewal	replace concrete pads	replace concrete pads in arena ice resurfacer bays	\$ 80,000	B	Res		\$ 80,000					\$ 80,000
24-11	New	Truck (gas) (IBC)	truck for notice in motion new service area	\$ 65,000	E	ERF		\$ 65,000					\$ 65,000
25-01	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	\$ 411,612	E	ERF			\$ 411,612				\$ 411,612
25-03	Renewal	Rebuild ice plant compressor	rebuild ice plant compressors #1 & #2	\$ 250,000	E	Res		\$ 25,000					\$ 25,000
25-04	Replacement	Replace lap pool heater	replacement of lap pool heater	\$ 50,000	E	Res		\$ 50,000					\$ 50,000
25-05	Replacement	Replacement of underwater lighting	Replacement of underwater lighting in pool	\$ 100,000	B	Res		\$ 100,000					\$ 100,000
25-06	Renewal	Re-tile pool	Re-tile pool	\$ 300,000	B	Res		\$ 300,000					\$ 300,000
26-01	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	\$ 383,380	E	ERF			\$ 383,380				\$ 383,380
26-02	Replacement	Replace Ford F250 4x4	Replace Ford F250 4x4 due to end of life	\$ 95,000	E	ERF		\$ 95,000					\$ 95,000
26-03	Replacement	Replace sound system in Arena A&B	Replace sound system in Arena A&B	\$ 32,000	E	ERF						\$ 32,000	\$ 32,000
26-04	Renewal	Building improvements	improvements to Arena A & B and pool areas	\$ 147,000	B	Res			\$ 147,000				\$ 147,000
26-05	Replacement	HVAC equipment replacement	HVAC equipment replacement link building, weight room, and courts	\$ 123,000	B	Res		\$ 123,000					\$ 123,000
26-06	Replacement	Replace diving board stands	Replace diving board stand due to end of life	\$ 20,000	B	Res		\$ 20,000					\$ 20,000
26-07	Replacement	Replace squash court floors	Replace squash court floors	\$ 20,000	B	Res		\$ 20,000					\$ 20,000
27-01	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	\$ 304,000	E	ERF				\$ 304,000			\$ 304,000
27-02	Renewal	Panorama exterior painting	Panorama exterior painting	\$ 150,000	S	Res					\$ 150,000		\$ 150,000
27-03	Renewal	Panorama lower parking lot renewal	Panorama lower parking lot renewal	\$ 200,000	S	Res					\$ 200,000		\$ 200,000
27-04	Replacement	Resurface/line painting (outdoor) Tennis courts	Resurface/line painting (outdoor) Tennis courts due to end of life	\$ 35,000	S	Res					\$ 35,000		\$ 35,000
28-01	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	\$ 388,239	E	ERF						\$ 388,239	\$ 388,239
28-02	Renewal	Arena renovation	arena changerooms and support spaces enhancement revovation	\$ 3,000,000	B	Res						\$ 3,000,000	\$ 3,000,000
28-03	Renewal	Arena B rubber floor replacement	Arena B rubber floor replacement	\$ 110,000	B	Res						\$ 110,000	\$ 110,000
28-04	Replacement	Pool air handling unit	replace pool air handling unit due to end of life	\$ 250,000	B	Res						\$ 250,000	\$ 250,000
28-05	Replacement	Link building roof replacement	replace link building roof due to end of life	\$ 200,000	B	Res						\$ 200,000	\$ 200,000
28-06	Replacement	LCD Arena B screen (Hockeyville)	replace LCD screen in arena B (Hockeyville)	\$ 100,000	E	ERF						\$ 100,000	\$ 100,000
GRAND TOTAL				\$ 16,419,711			\$ 1,191,500	\$ 9,563,980	\$ 956,612	\$ 708,380	\$ 689,000	\$ 4,080,239	\$ 15,998,211

Service: 1.44x Panorama Recreation

Project Number 17-04

Capital Project Title Dessicant dehumidifier for Ice Plant

Capital Project Description Replace Dessicant dehumidifier/socks for Ice Plant due to aging

Project Rationale Unit presently serves two arenas for dehumidification. New system to be designed for independent operations and control, allowing for adjustment of each arena. JS Refrigeration has submitted their report and estimated costs with the recommendation that we proceed with the purchase of two A20 Munters unit. Units comes from the US, so currency exchange has been considered in the budget. Budget includes contingency, hazmat, placement of units at ground level and engineering support. ***2018 Update*** Project to be tied to energy recovery project to utilize rejected heat from refrigeration plant instead of Natural Gas *** 2019 Update*** awaiting energy recovery project approval. Current unit condition does not pose a high potential of failure in the 2019-2020 ice season ***2020 Update*** heat recovery project approved combining funding for this project. Approval contingent on securing a minimum of \$700k in grant funding ***2021 Update*** waiting on decision on ICIP grant ***2022 Update*** ICIP grant unsuccessful currently exploring electric dehumidification options ****2024 update***** project design has began in 2023. Completion expected in 2024

Project Number 17-08

Capital Project Title Arena concourse (lobby) roof

Capital Project Description renew arena concourse (lobby) roof due to leakage

Project Rationale ***2020 Update*** Roof is at end of life. Project on hold due until energy recovery project is complete as dehumification equipment will be relocated from this roof. ***2021 Update*** waiting on heat recovery project. ***2022 Update*** roof will be replaced once dehumidifier replacement is complete

Project Number 18-02

Capital Project Title Install Plant Maintenance SAP Program

Capital Project Description Plant Maintenance SAP Program for PRC maintenance projects

Project Rationale SAP Plant Maintenance (PM) project focused on maintaining the already purchased, built and/or installed assets. Support departments' enhanced asset management activities to manage lifecycles and to plan and schedule maintenance activities as well as monitor job costs.***2018 Update*** update through David Hennigan. I.T. does not have the resources to initiate this project at this time. Will readdress as staffing availability and I.T. priorities change *** 2019 Update*** No change ***2020 Update*** No change ***2021 Update*** no change ***2024 Update*** preliminary project work began in 2023. expected to come online in 2024

Service: 1.44x Panorama Recreation

Project Number 18-03 **Capital Project Title** DDC Replacement (direct digital controls) **Capital Project Description** Installation of new software controls, additional wiring and upgrading of present DDC controllers and hardware.

Project Rationale Installation of new software controls, additional wiring and upgrading of present DDC controllers and hardware. The present DDC system were installed in 1977. The software and hardware is nearing the end of its life cycle and requires upgrades to the software and controllers in order to fully automate the facilities. Integration will tie into the new Perfect Mind software which will ensure the two systems communicate, offering seamless bookings, control the HVAC, lighting and automated building controls. Houle Electric has provided a quote for this work. This will extend the automation controls for an additional 15 years. Budget includes contingency, hazmat, other unknown costs. ***2018 update*** project to initiate after energy recovery study and/or project construction. There are likely recommendations from the study to help guide the needs of the DDC system upgrade ***2019 Update*** waiting energy recover project approval. This project should directly follow energy recovery in 2021, If energy recovery project does not move forward project should happen in 2020 ***2020 Update*** heat recovery project approved combining funding for this project. Approval contingent on securing a minimum of \$700k in grant funding ***2021 Update*** waiting on decision on ICIP grant ***2024 Update*** to begin after energy recovery

Project Number 18-09 **Capital Project Title** Replace Pool change room HVAC Air handling Unit **Capital Project Description** Replace Pool room HVAC Air handling Unit due to end of life

Project Rationale Installation of new software controls, additional wiring and upgrading of present DDC controllers and hardware. The present DDC system were installed in 1977. The software and hardware is nearing the end of its life cycle and requires upgrades to the software and controllers in order to fully automate the facilities. Integration will tie into the new Perfect Mind software which will ensure the two systems communicate, offering seamless bookings, control the HVAC, lighting and automated building controls. Houle Electric has provided a quote for this work. This will extend the automation controls for an additional 15 years. Budget includes contingency, hazmat, other unknown costs. ***2018 update*** project to initiate after energy recovery study and/or project construction. There are likely recommendations from the study to help guide the needs of the DDC system upgrade ***2019 Update*** waiting energy recover project approval. This project should directly follow energy recovery in 2021, If energy recovery project does not move forward project should happen in 2020 ***2020 Update*** heat recovery project approved combining funding for this project. Approval contingent on securing a minimum of \$700k in grant funding ***2021 Update*** waiting on decision on ICIP grant ***2022 Update*** ICIP Unsuccessful, new energy recovery design without dehumidification will follow and likely address this replacement. ***2024 Update*** replacement expected to tie in with energy recovery

Project Number 18-14 **Capital Project Title** Install roof safety guide wires - arenas, tennis buildings **Capital Project Description** Install roof safety guide wires - arenas, tennis buildings

Project Rationale Install roof safety guide wires, arenas, tennis buildings for safety of workers ***2021 Update*** Aral construction has not billed for the work they have done and have yet to complete all of the deliverables. Completion expected in late 2021/early 2022 ***2022 Update**** completion expected late 2022. Completed

Service: 1.44x Panorama Recreation

Project Number 19-15 **Capital Project Title** Heat Recovery Plant **Capital Project Description** Construct heat recovery plant

Project Rationale Total Project Budget 2.8M. assumed 700k grant funded, dehumidifier replacement project (320k) and weight room HVAC (50k) all part of 2.453M. ***2020 Update*** project approved for \$2.4M contingent on \$700k grant funding. Also to utilize remaining funding from projects 17-04 and 18-09 ***2021 Update*** waiting on decision on ICIP grant ***2022 Update*** ICIP Unsuccessful, new energy recovery design without dehumidification will follow . ****2024 update***** project design has began in 2023. Completion expected in 2024/25

Project Number 22-02 **Capital Project Title** Replace Daktronic/Electronic Road Sign **Capital Project Description** Replace Daktronic/Electronic Road Sign due to end of life

Project Rationale Replacement of existing Electric Road Signage due to end of life ***2024 Update*** Defer to 2025

Project Number 23-01 **Capital Project Title** LED Lighting - Arenas, Pool, GG, Parking lot & general facility **Capital Project Description** Change lighting in all areas to LED (other than Tennis bldg)

Project Rationale ***2020 Update*** Pooled LED conversion projects from multiple years ***2021 Update*** project likely to start in 2022. ***2023 Update*** project in process 2022. *** 2024 Update*** project stalled due to staff capacity. Expected to start in 2024 with new Hydro account manager and incentives.

Project Number 23-04 **Capital Project Title** Replace Fitness Studio HVAC **Capital Project Description** Replace Fitness Studio HVAC due to end of life

Project Rationale End of Life

Service: 1.44x Panorama Recreation

Project Number 23-07 **Capital Project Title** Replace Chevrolet Passenger car **Capital Project Description** Replace Chevrolet Passenger car due to end of life

Project Rationale end of lifecycle ***2019 update*** project moved to 2021, for electification ***2021 Update*** waiting on decision on level 2 charger grant ***2024 Update*** vehicle request form submitted in 2023

Project Number 23-08 **Capital Project Title** Replace Utility trailer **Capital Project Description** Replace Utility trailer due to end of life

Project Rationale end of lifecycle, lowered ramp access trailer required. ***2024 Update*** Deferred to 2026

Project Number 23-09 **Capital Project Title** Replace Play in the Park Trailer **Capital Project Description** Replace Play in the Park Trailer due to end of life

Project Rationale end of lifecycle replacement. Consider larger trailer for equipment used ***2020 Update*** condition assesment shows life still remains. Usage has reduced due to COVID19 ***2024 Update*** vehicle request form submitted in 2023

Project Number 23-13 **Capital Project Title** Overhead Doors Olympia bay - auto **Capital Project Description** replacement of automatic overhead doors to ice resurfacer bay #2

Project Rationale Replace due to end of life cycle

Service: 1.44x Panorama Recreation

Project Number 23-14 **Capital Project Title** Arena changerooms & support spaces enhancements **Capital Project Description** design and consultant for arena changerooms and support spaces enhancements

Project Rationale design and consultant for arena changeroom accessibility upgrade ***2024 UPDATE** aligning project name to strat plan: design & consultant for arena changerooms and support spaces enhance

Project Number 23-15 **Capital Project Title** Greenglade parking lot **Capital Project Description** replace greenglade parking lot due to end of life

Project Rationale End of Life

Project Number 23-16 **Capital Project Title** Video Surveillance system **Capital Project Description** replace video Surveillance system at Panorama and Greenglade due to end of life

Project Rationale replace due to end of life cycle, upgrade of outdated technology

Project Number 23-17 **Capital Project Title** Centennial Park Multi-Sport Box **Capital Project Description** Covered sport box in Centennial Park, Central Saanich

Project Rationale Covered sport box in Centennial Park, Central Saanich

Service: 1.44x Panorama Recreation

Project Number 24-01 **Capital Project Title** Arena A&B insulation **Capital Project Description** Replace and install insulation Arena A&B ceiling and walls due to end of life

Project Rationale end of lifecycle and Increase building efficiency

Project Number 24-02 **Capital Project Title** Arena Lobby HVAC **Capital Project Description** Replace Arena Lobby HVAC due to end of life

Project Rationale replace arena lobby HVAC replacement due to end of life

Project Number 24-04 **Capital Project Title** Refinish indoor tennis surface **Capital Project Description** Refinish indoor tennis surface due to end of life

Project Rationale Refinish indoor tennis surface due to end of life ***2024 UPDATE*** increase project cost

Project Number 24-05 **Capital Project Title** Greenglade Playground **Capital Project Description** Replace Greenglade playground due to end of life

Project Rationale Replace Greenglade Playground due to end of life and introduction of Licensed childcare. Expected Competition 2023

Service: 1.44x Panorama Recreation

Project Number 24-06 **Capital Project Title** Equipment Replacement (pooled) **Capital Project Description** Annual replacement of equipment in pooled account
Project Rationale Annual replacement of equipment in pooled account due to end of life cycle

Project Number 24-08 **Capital Project Title** Water supply system upgrade **Capital Project Description** upgrade water supply system
Project Rationale upgrade to water supply system

Project Number 24-09 **Capital Project Title** Preschool space enhancements **Capital Project Description** Preschool space enhancements
Project Rationale purchase new vechile for new service area

Project Number 24-10 **Capital Project Title** replace concrete pads **Capital Project Description** replace concrete pads in arena ice resurfacer bays
Project Rationale replace concrete pad in Arena A & B resurfacer bays

Service: 1.44x Panorama Recreation

Project Number 24-11 **Capital Project Title** Truck (gas) (IBC) **Capital Project Description** truck for notice in motion new service area
Project Rationale Vehicle transportation required to support expended community service

Project Number 25-01 **Capital Project Title** Equipment Replacement (pooled) **Capital Project Description** Annual replacement of equipment in pooled account
Project Rationale Annual replacement of equipment in pooled account due to end of life cycle

Project Number 25-03 **Capital Project Title** Rebuild ice plant compressor **Capital Project Description** rebuild ice plant compressors #1 & #2
Project Rationale 2 screw compressor rebuilds

Project Number 25-04 **Capital Project Title** Replace lap pool heater **Capital Project Description** replacement of lap pool heater
Project Rationale replace boilers for back up pool heat due to end of life cycle

Service: 1.44x Panorama Recreation

Project Number 25-05

Capital Project Title Replacement of underwater lighting

Capital Project Description Replacement of undrewater lighting in pool

Project Rationale replace due to end of life cycle

Project Number 25-06

Capital Project Title Re-tile pool

Capital Project Description Re-tile pool

Project Rationale replace pool tile liner due to end of life

Project Number 26-01

Capital Project Title Equipment Replacement (pooled)

Capital Project Description Annual replacement of equipment in pooled account

Project Rationale Annual replacement of equipment in pooled account due to end of life cycle

Project Number 26-02

Capital Project Title Replace Ford F250 4x4

Capital Project Description Replace Ford F250 4x4 due to end of life

Project Rationale replace due to end of life cycle, holding pattern for electric options

Service: 1.44x Panorama Recreation

Project Number 26-03 **Capital Project Title** Replace sound system in Areana A&B **Capital Project Description** Replace sound system in Areana A&B
Project Rationale replace due to end of life cycle

Project Number 26-04 **Capital Project Title** Building improvements **Capital Project Description** improvements to Arena A & B and pool areas
Project Rationale increase accessibility access to Arena A, replacement of gas fired tub heats in Arena B (to be cancelled if heat recovery project moves forward due to redundancy), replace water heater Arena B due to end of life cycle, roof replacement and electrical upgrades to double car gargae, replace pool exterior doors due to ent of life cycle

Project Number 26-05 **Capital Project Title** HVAC equipment replacement **Capital Project Description** HVAC equipment replacement link building, weight room, and courts
Project Rationale replacement due to end of life cycle

Project Number 26-06 **Capital Project Title** Replace diving board stands **Capital Project Description** Replace diving board stand due to end of life
Project Rationale replacement due to end of life cycle

Service: 1.44x Panorama Recreation

Project Number 26-07 Capital Project Title Replace squash court floors Capital Project Description Replace squash court floors
Project Rationale refinish squash court floor due to end of life

Project Number 27-01 Capital Project Title Equipment Replacement (pooled) Capital Project Description Annual replacement of equipment in pooled account
Project Rationale Annual replacement of equipment in pooled account due to end of life cycle

Project Number 27-02 Capital Project Title Panorama exterior painting Capital Project Description Panorama exterior painting
Project Rationale renew exterior painting at Panorama due to end of lifecycle

Project Number 27-03 Capital Project Title Panorama lower parking lot renewal Capital Project Description Panorama lower parking lot renewal
Project Rationale refinish lower parking lot due to end of lifecycle

Service: 1.44x Panorama Recreation

Project Number 27-04 **Capital Project Title** Resurface/line painting (outdoor) Tennis courts **Capital Project Description** Resurface/line painting (outdoor) Tennis courts due to end of life

Project Rationale refinish and resurface outdoor tennis court surface and lines due to end of lifecycle

Project Number 28-01 **Capital Project Title** Equipment Replacement (pooled) **Capital Project Description** Annual replacement of equipment in pooled account

Project Rationale Annual replacement of equipment in pooled account due to end of life cycle

Project Number 28-02 **Capital Project Title** Arena renovation **Capital Project Description** arena changerooms and support spaces enhancement revovation

Project Rationale place holder for Arena changeroom and support spaces enhancements, design work to be completed in 2024/2025 23-14

Project Number 28-03 **Capital Project Title** Arena B rubber floor replacement **Capital Project Description** Arena B rubber floor replacement

Project Rationale to be completed with Arena changeroom and support spaces enhancements

Service: 1.44x Panorama Recreation

Project Number 28-04 **Capital Project Title** Pool air handing unit **Capital Project Description** replace pool air handling unit due to end of life
Project Rationale replace pool air handling unit due to end of life

Project Number 28-05 **Capital Project Title** Link building roof replacement **Capital Project Description** replace link building roof due to end of life
Project Rationale replace link building roof due to end of life

Project Number 28-06 **Capital Project Title** LCD Arena B screen (Hockeyville) **Capital Project Description** replace LCD screen in areana B (Hockeyville)
Project Rationale IT recommended end of life

**1.44X Panaroama Recreation
 Asset and Reserve Summary Schedule
 2024 - 2028 Financial Plan**

Asset Profile

Saanich Peninsula Recreation

Assets held by the Panaroama Recreation service consist of pools, arenas, administration building, courts (request, squash and tennis) and various vehicles and equipment to support service delivery.

Summary

Reserve/Fund Summary Projected year end balance	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Capital Reserve	4,495,163	4,343,729	4,642,369	5,270,203	5,841,794	3,257,517
Equipment Replacement Fund	1,151,387	789,235	789,622	811,479	936,122	853,100
Total projected year end balance	5,646,550	5,132,964	5,431,991	6,081,682	6,777,916	4,110,617

1.44X Panorama Recreation
 Capital Reserve Fund Schedule
 2024 - 2028 Financial Plan

Capital Reserve Fund Schedule

Reserve Fund: 1.44X Saanich Peninsula Recreation Service Capital Reserve Fund (Bylaw No. 3038)

1.44X Saanich Peninsula Recreation Service Capital Reserve Fund CASH FLOW

Capital Reserve Fund	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	3,917,937	4,495,163	4,343,729	4,642,369	5,270,203	5,841,794
Planned Capital Expenditure (Based on Capital Plan)	(74,921)	(1,092,000)	(545,000)	(310,000)	(385,000)	(3,560,000)
Transfer from Operating Budget*	451,204	740,566	843,640	937,834	956,591	975,723
Donations \$ other Sponsorships						
Interest Income**	200,943	200,000	-	-	-	-
Ending Balance \$	4,495,163	4,343,729	4,642,369	5,270,203	5,841,794	3,257,517

** 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.

1.44X Panaroama Recreation
 Equipment Replacement Fund Schedule (ERF)
 2024 - 2028 Financial Plan

Equipment Replacement Fund Schedule (ERF)

ERF Fund: 1.44X Saanich Peninsula Recreation Service Equipment Replacement Fund

Equipment Replacement Fund	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	927,963	1,151,387	789,235	789,622	811,479	936,122
Planned Purchase (Based on Capital Plan) Transfer to Capital Fund	(296,424)	(776,072)	(411,612)	(398,380)	(304,000)	(520,239)
Transfer from Operating Budget Equipment and Vehicle Disposal Proceeds Interest Income*	491,051 19,056 9,741	403,920 10,000	411,999	420,237	428,643	437,217
Ending Balance \$	1,151,387	789,235	789,622	811,479	936,122	853,100

* 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.

**1.44X Panorama Recreation
Operating Reserve Summary
2024 - 2028 Financial Plan**

Profile

Panorama Recreation

Established by Bylaw No. 4145 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue. Legacy Fund established by Bylaw 4103 for donations received.

Summary

Reserve/Fund Summary	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Projected year end balance						
Operating Reserve	428,520	440,524	449,096	405,055	413,974	423,071
Operating Reserve - Legacy Fund	-	-	-	-	-	-
Total projected year end balance	428,520	440,524	449,096	405,055	413,974	423,071

See attached reserve schedules for projected annual cash flows.

**1.44X Panorama Recreation
Operating Reserve Summary
2024 - 2028 Financial Plan**

Profile

Panorama Recreation

Established by Bylaw No. 4145 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Schedule - FC 105302

Operating Reserve Schedule Projected year end balance	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	401,087	428,520	440,524	449,096	405,055	413,974
Planned Purchase	-	-	-	(52,785)		-
Transfer from Ops Budget	8,120	8,404	8,572	8,744	8,919	9,097
Interest Income*	19,313	3,600				
Total projected year end balance	428,520	440,524	449,096	405,055	413,974	423,071

Assumptions/Background:

2026: 53K for 2026-2031 Panorama Recreation Strategic Planning Cost

* 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.

**1.44X Panorama Recreation Legacy Fund
 Operating Reserve Summary
 2024 - 2028 Financial Plan**

Profile

Panorama Recreation Legacy Fund

Established by Bylaw No. 4103. Money received for specific purposes through bequests, charitable donations, or otherwise given will paid into this specified Legacy reserve fund.

Operating Reserve Schedule - FC 105100

Operating Reserve Schedule	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Projected year end balance						
Beginning Balance	-	-	-	-	-	-
Planned Purchase						
Transfer from Ops Budget						
Interest Income*						
Total projected year end balance	-	-	-	-	-	-

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2024 BUDGET

SEAPARC

FINAL BUDGET

MARCH 2024

Service: 1.40X SEAPARC - Arena and Pool Facilities and Recreation

Commission: Sooke Electoral Area Parks & Rec

DEFINITION:

The service provides recreation programs and facilities under the authority of Bylaw No. 4029. This Bylaw No. 4029 was established in order to combine two Sooke and Electoral Area recreation services formerly operating under Bylaw No.152 and No.2598 respectively. Bylaw No.4029 merges the maximum requisitions from the former bylaw No.152 and No.2598 into one.

Bylaw history for reference purposes:

Bylaw No. 4029 (July 13, 2016; replaces Bylaw No. 152 and Bylaw No. 2598) Amended by Bylaw No. 4362 (2020)

Bylaw No. 152 (November 28, 1973); Amended Bylaw No. 195 (1975), Bylaw No. 338 (1977), Bylaw No. 412 (1977), Bylaw No. 1073 (1982), Bylaw No. 1558 (1987) and Bylaw No. 3344 (2006).

Bylaw No. 2598 (June, 1998); Amended by Bylaw No. 3345 (2006).

SERVICE DESCRIPTION:

A service established to provide recreational community programs, to construct, equip, operate and maintain recreation facilities including but not necessarily limited to the ice arena, the swimming pool, the golf course and multi-purpose/community use rooms, and to authorize acquisition of recreation-related real property.

PARTICIPATION:

The District of Sooke and the Electoral Area of Juan de Fuca (portions) are the participating area for this service. Cost apportionment is 100% by population.

MAXIMUM LEVY:

The greater of \$5,158,000 or \$1.60/\$1000 on the net taxable value of land and improvements.

COMMISSION:

Sooke and Electoral Area Parks and Recreation Commission
Established by bylaw to oversee this function. (Bylaw No. 2788 - April 2000, Amended by Bylaw No. 3242 - 2004, Bylaw No. 3416 - 2007 & Bylaw 4049 - 2015).

CAPITAL DEBT:

Bylaw No. 4052 - \$750,000 (for DeMamiel Golf Course Acquisition, \$660,000 issued).

Service: 1.40X SEAPARC - Arena and Pool Facilities and Recreation

Commission: Sooke Electoral Area Parks & Rec

LEVY STATISTICS

Area	Year	Folios	Converted Assessment	Actual Assessment	Max. Levy	Actual Levy	Residential Tax Rate /1000
District of Sooke	2020	6,234	353,006,866	3,230,727,435		2,159,679	
JDF-Sooke Rec - Y(762) SRVA # 52	2020	3,245	209,766,738	1,733,273,570		700,197	
Summary	2020	9,479	562,773,604	4,964,001,005	7,942,402	2,859,876	
District of Sooke	2021	6,387	382,206,437	3,524,216,633		2,229,834	
JDF-Sooke Rec - M(762) LSA # 33	2021	2,837	208,459,967	1,730,905,327		687,297	
Summary	2021	9,224	590,666,404	5,255,121,960	8,408,195	2,917,131	
District of Sooke	2022	6,531	517,468,098	4,841,520,239		2,374,201	
JDF-Sooke Rec - M(762) LSA # 33	2022	2,856	267,904,191	2,323,515,972		751,115	
Summary	2022	9,387	785,372,289	7,165,036,211	11,464,058	3,125,316	
District of Sooke	2023	6,673	593,953,061	5,532,345,536		2,440,575	
JDF-Sooke Rec - M(762) LSA # 33	2023	2,881	298,355,031	2,582,513,326		772,113	
Summary	2023	9,554	892,308,092	8,114,858,862	12,983,774	3,212,688	
District of Sooke	2024	6,731	586,278,549	5,441,240,483		2,547,690	
JDF-Sooke Rec - M(762) LSA # 33	2024	2,905	297,594,618	2,544,988,026		750,192	
Summary	2024	9,636	883,873,167	7,986,228,509	12,777,966	3,297,882	

SEAPARC - ALL SERVICE AREAS	BUDGET REQUEST						FUTURE PROJECTIONS			
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
OPERATING COSTS:										
Salaries and Wages	2,830,225	2,820,863	2,898,197	438,534	-	3,336,731	3,454,772	3,532,592	3,612,128	3,695,078
Electricity & Utilities	244,175	281,574	267,523	-	-	267,523	268,540	273,920	279,400	289,600
Operating Supplies & Promotion	281,706	352,360	368,899	-	-	368,899	372,070	378,870	385,830	396,760
Maintenance and Repairs	186,362	200,250	199,863	-	-	199,863	199,780	203,770	207,840	216,320
Internal Allocations	270,583	270,583	303,078	-	-	303,078	315,455	323,055	327,386	334,438
Contract for Services	52,436	42,445	46,350	-	-	46,350	45,200	46,100	46,970	47,930
Vehicles and Travel	25,228	27,009	25,300	-	-	25,300	25,810	26,330	26,850	27,380
Operating - Other	73,355	62,190	89,326	-	-	89,326	90,080	91,870	93,700	96,640
Insurance Cost	32,370	32,370	32,570	-	-	32,570	34,190	35,900	37,690	39,570
Contingency	20,604	-	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	4,017,044	4,089,644	4,231,106	438,534	-	4,669,640	4,805,897	4,912,407	5,017,794	5,143,716
Percentage increase over prior year		1.8%	5.33%			16.25%	2.92%	2.2%	2.1%	2.5%
CAPITAL / TRANSFER RESERVES										
Transfer to Operating Reserve Fund	-	50,000	-	-	-	-	-	-	-	-
Transfer to Capital Reserve Fund	340,000	476,276	355,000	-	-	355,000	362,100	369,340	376,730	384,260
Transfer to Equipment Replacement Fund	110,000	310,000	115,000	-	-	115,000	167,300	170,650	174,060	177,540
Capital Equipment Purchases	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	450,000	836,276	470,000	-	-	470,000	529,400	539,990	550,790	561,800
		85.8%	4.44%			4.44%	12.64%	2.0%	2.0%	2.0%
DEBT CHARGES	104,086	104,086	104,126	-	-	104,126	54,126	54,126	54,126	54,126
TOTAL COSTS	4,571,130	5,030,006	4,805,232	438,534	-	5,243,766	5,389,423	5,506,523	5,622,710	5,759,642
		10.04%	5.12%			14.71%	2.78%	2.17%	2.11%	2.44%
FUNDING SOURCES (REVENUE)										
Balance C/F from Current to Next year						-	-	-	-	-
Balance C/F from Prior to Current year	(54,750)	(54,750)	-	-	-	-	-	-	-	-
Fee Income	(977,085)	(1,396,940)	(1,144,142)	(405,780)	-	(1,549,922)	(1,581,606)	(1,613,250)	(1,645,484)	(1,677,660)
Rental Income	(320,850)	(359,871)	(350,942)	(34,920)	-	(385,862)	(394,600)	(402,500)	(410,560)	(418,770)
Transfer from Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
Payments - In Lieu of Taxes	(5,757)	(5,757)	(10,100)	-	-	(10,100)	(5,757)	(5,757)	(5,757)	(5,757)
TOTAL REVENUE	(1,358,442)	(1,817,318)	(1,505,184)	(440,700)	-	(1,945,884)	(1,981,963)	(2,021,507)	(2,061,801)	(2,102,187)
			10.80%			43.24%	1.85%	2.0%	2.0%	2.0%
REQUISITION	(3,212,688)	(3,212,688)	(3,300,048)	2,166	-	(3,297,882)	(3,407,460)	(3,485,016)	(3,560,909)	(3,657,455)
Percentage increase over prior year requisition			2.72%			2.65%	3.32%	2.28%	2.18%	2.71%
PARTICIPANTS: Sooke and JDF AUTHORIZED POSITIONS:										
Salaried	19.10	19.10	19.10	1.00	-	20.10	20.60	20.60	20.60	20.60

SEAPARC - ALL SERVICE AREAS	BUDGET REQUEST						FUTURE PROJECTIONS			
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
OPERATING COSTS										
Arena	508,712	533,073	451,442	-	-	451,442	466,625	478,305	487,620	499,216
Golf Course	168,936	211,455	188,056	40,000	-	228,056	218,265	222,860	227,545	247,772
Community Recreation	408,794	361,130	378,965	-	-	378,965	387,235	395,671	404,297	413,115
Fitness Gym	127,676	125,125	151,479	-	-	151,479	154,699	157,982	161,334	164,765
Outdoor Facilities	26,975	15,600	24,001	-	-	24,001	22,400	22,840	23,240	23,730
Multi-Purpose Rooms	3,849	5,200	5,650	-	-	5,650	5,760	5,880	6,000	6,120
Concession	42,315	66,145	80,280	-	-	80,280	81,890	83,530	85,190	86,900
Pool	952,070	1,011,496	936,792	126,553	-	1,063,345	1,131,662	1,155,922	1,179,951	1,205,076
General ops	977,848	973,920	1,168,701	47,300	-	1,216,001	1,242,485	1,269,525	1,297,136	1,325,357
Maintenance	799,869	761,500	815,740	224,681	-	1,040,421	1,064,876	1,089,892	1,115,481	1,141,665
TOTAL OPERATION AND OVERHEAD COSTS	4,017,044	4,064,644	4,201,106	438,534	-	4,639,640	4,775,897	4,882,407	4,987,794	5,113,716
*Percentage increase over prior year		1.2%	4.58%			15.50%	2.94%	2.2%	2.2%	2.5%
CAPITAL / RESERVE										
Transfer to Capital Reserve Fund	340,000	476,276	355,000	-	-	355,000	362,100	369,340	376,730	384,260
Transfer to Equipment Replacement Fund	110,000	310,000	115,000	-	-	115,000	167,300	170,650	174,060	177,540
Transfer to Operating Reserve Fund	-	50,000	-	-	-	-	-	-	-	-
TOTAL CAPITAL/RESERVES	450,000	836,276	470,000	-	-	470,000	529,400	539,990	550,790	561,800
DEBT CHARGES										
Internal Interest	-	25,000	30,000	-	-	30,000	30,000	30,000	30,000	30,000
Fitness Gym	50,000	50,000	50,000	-	-	50,000	-	-	-	-
Golf Course	54,086	54,086	54,126	-	-	54,126	54,126	54,126	54,126	54,126
TOTAL OPERATING, CAPITAL AND DEBT COSTS	4,571,130	5,030,006	4,805,232	438,534	-	5,243,766	5,389,423	5,506,523	5,622,710	5,759,642
FUNDING SOURCES (REVENUE)										
Arena	(317,778)	(356,699)	(327,160)	(59,800)	-	(386,960)	(395,730)	(403,640)	(411,700)	(419,920)
Golf Course	(165,019)	(248,940)	(183,412)	(80,200)	-	(263,612)	(268,880)	(274,250)	(279,740)	(285,330)
Community Recreation	(262,749)	(238,222)	(266,912)	(3,870)	-	(270,782)	(276,876)	(282,420)	(288,064)	(293,100)
Outdoor Facilities	(1,000)	(2,250)	(3,250)	-	-	(3,250)	(3,320)	(3,390)	(3,460)	(3,530)
Fitness Gym	(152,500)	(304,000)	(164,400)	(170,600)	-	(335,000)	(341,700)	(348,540)	(355,510)	(362,630)
Multi-Purpose Rooms	(8,550)	(18,000)	(21,000)	-	-	(21,000)	(21,420)	(21,850)	(22,290)	(22,740)
Concession	(47,340)	(66,100)	(91,680)	-	-	(91,680)	(93,510)	(95,380)	(97,280)	(99,220)
Pool	(343,000)	(522,600)	(437,270)	(126,230)	-	(563,500)	(574,770)	(586,280)	(598,000)	(609,960)
TOTAL REVENUE	(1,297,936)	(1,756,811)	(1,495,084)	(440,700)	-	(1,935,784)	(1,976,206)	(2,015,750)	(2,056,044)	(2,096,430)
Balance C/F from Prior to Current year	(54,750)	(54,750)	-	-	-	-	-	-	-	-
Grants in lieu of Taxes	(5,757)	(5,757)	(10,100)	-	-	(10,100)	(5,757)	(5,757)	(5,757)	(5,757)
REQUISITION	(3,212,688)	(3,212,688)	(3,300,048)	2,166	-	(3,297,882)	(3,407,460)	(3,485,016)	(3,560,909)	(3,657,455)
*Percentage increase over prior year requisition		0.0%	2.72%			2.65%	3.32%	2.28%	2.18%	2.71%
PARTICIPANTS: District of Sooke, Sooke Recreation SA #6										
AUTHORIZED POSITIONS:										
Salaried	19.10	19.10	19.10	1.00	-	20.10	20.60	20.60	20.60	20.60

			BUDGET REQUEST				FUTURE PROJECTIONS			
	2023 BOARD BUDGET*	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
SEAPARC - ARENA, GOLF COURSE & RECREATION SERVICES										
<u>OPERATING COSTS - ARENA</u>										
Salaries and Wages	100,303	109,743	115,879	-	-	115,879	118,499	121,182	123,918	126,718
Utility	119,500	142,000	146,000	-	-	146,000	148,920	151,900	154,940	158,040
Other Internal Allocations & Insurance	189,358	189,358	110,176	-	-	110,176	118,226	122,613	124,492	128,498
Maintenance & Operating Supplies	89,147	91,972	79,387	-	-	79,387	80,980	82,610	84,270	85,960
Contingency	10,404	-	-	-	-	-	-	-	-	-
	508,712	533,073	451,442	-	-	451,442	466,625	478,305	487,620	499,216
<u>OPERATING COSTS - GOLF COURSE</u>										
Salaries and Wages	120,849	150,300	130,470	40,000	-	170,470	172,565	176,240	179,985	185,432
Utility	1,700	5,700	6,035	-	-	6,035	1,820	1,860	1,900	6,550
Maintenance & Supplies & Operating Cost	46,387	55,455	51,551	-	-	51,551	43,880	44,760	45,660	55,790
	168,936	211,455	188,056	40,000	-	228,056	218,265	222,860	227,545	247,772
<u>OPERATING COSTS - RECREATION PROGRAMS</u>										
Salaries and Wages	341,332	307,500	317,365	-	-	317,365	324,405	331,591	338,947	346,465
Operating Other	67,462	53,630	61,600	-	-	61,600	62,830	64,080	65,350	66,650
	408,794	361,130	378,965	-	-	378,965	387,235	395,671	404,297	413,115
<u>OPERATING COSTS - FITNESS GYM</u>										
Salaries and Wages	112,676	109,500	130,244	-	-	130,244	133,049	135,912	138,834	141,825
Operating Other	9,500	7,625	11,235	-	-	11,235	11,450	11,670	11,890	12,120
Instructional Services	5,500	8,000	10,000	-	-	10,000	10,200	10,400	10,610	10,820
	127,676	125,125	151,479	-	-	151,479	154,699	157,982	161,334	164,765

			BUDGET REQUEST				FUTURE PROJECTIONS			
	2023 BOARD BUDGET*	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
SEAPARC - ARENA, GOLF COURSE & RECREATION SERVICES										
<u>OUTDOOR FACILITIES</u>	26,975	15,600	24,001	-	-	24,001	22,400	22,840	23,240	23,730
<u>MULTI-PURPOSE ROOMS</u>	3,849	5,200	5,650	-	-	5,650	5,760	5,880	6,000	6,120
<u>CONCESSION</u>	42,315	66,145	80,280	-	-	80,280	81,890	83,530	85,190	86,900
TOTAL OPERATING COSTS	1,287,257	1,317,728	1,279,873	40,000	-	1,319,873	1,336,874	1,367,068	1,395,226	1,441,618
Percentage Increase		2.4%		-0.57%		2.53%	1.3%	2.3%	2.1%	3.3%
<u>CAPITAL / RESERVE</u>										
Transfer to Capital Reserve fund	340,000	340,000	355,000	-	-	355,000	362,100	369,340	376,730	384,260
Transfer to Equipment Replacement Fund	110,000	110,000	115,000	-	-	115,000	167,300	170,650	174,060	177,540
TOTAL CAPITAL / RESERVES	450,000	450,000	470,000	-	-	470,000	529,400	539,990	550,790	561,800
Golf Debt	54,086	54,086	54,126	-	-	54,126	54,126	54,126	54,126	54,126
Fitness Gym Debt	50,000	50,000	50,000	-	-	50,000	-	-	-	-
DEBT CHARGES	104,086	104,086	104,126	-	-	104,126	54,126	54,126	54,126	54,126
TOTAL COSTS RECREATION SERVICES	1,841,343	1,871,814	1,853,999	40,000	-	1,893,999	1,920,400	1,961,184	2,000,142	2,057,544
<u>OPERATION AND OVERHEAD COSTS</u>										
Salaries and Wages	695,944	665,500	706,863	47,300	-	754,163	771,406	789,032	807,057	825,488
Internal Allocations	63,123	63,123	202,616	-	-	202,616	206,669	210,803	215,019	219,319
Internet Services & Telephone	35,700	39,000	42,000	-	-	42,000	42,840	43,700	44,570	45,460
Advertising	17,891	19,450	20,500	-	-	20,500	20,910	21,330	21,750	22,190
Travel, Training & Consultants	30,062	17,400	22,200	-	-	22,200	22,640	23,090	23,550	24,010
Operating - Other	135,128	169,447	174,522	-	-	174,522	178,020	181,570	185,190	188,890
TOTAL OPERATION AND OVERHEAD COSTS	977,848	973,920	1,168,701	47,300	-	1,216,001	1,242,485	1,269,525	1,297,136	1,325,357
<u>MAINTENANCE COSTS - SALARIES</u>	799,869	761,500	815,740	224,681	-	1,040,421	1,064,876	1,089,892	1,115,481	1,141,665
TOTAL OVERHEAD & MAINTENANCE COSTS	1,777,717	1,735,420	1,984,441	271,981	-	2,256,422	2,307,361	2,359,417	2,412,617	2,467,022
OPERATING COSTS LESS INTERNAL RECOVERIES	3,619,060	3,607,234	3,838,440	311,981	-	4,150,421	4,227,761	4,320,601	4,412,759	4,524,566

SEAPARC - ARENA, GOLF COURSE & RECREATION SERVICES	BUDGET REQUEST						FUTURE PROJECTIONS			
	2023 BOARD BUDGET*	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
FUNDING SOURCES (REVENUE)										
Arena - Fee Charges	(49,977)	(67,818)	(53,080)	(24,880)	-	(77,960)	(79,530)	(81,120)	(82,730)	(84,380)
Arena - Rental Income	(267,801)	(288,881)	(274,080)	(34,920)	-	(309,000)	(316,200)	(322,520)	(328,970)	(335,540)
Golf Course - Fee Charges	(137,000)	(213,200)	(145,800)	(80,200)	-	(226,000)	(230,520)	(235,120)	(239,820)	(244,610)
Golf Course - Rental and Sales Income	(28,019)	(35,740)	(37,612)	-	-	(37,612)	(38,360)	(39,130)	(39,920)	(40,720)
Recreation - Fee Charges	(257,225)	(224,212)	(250,230)	(3,870)	-	(254,100)	(259,856)	(265,060)	(270,354)	(275,040)
Recreation - Other Misc Income	(5,524)	(14,010)	(16,682)	-	-	(16,682)	(17,020)	(17,360)	(17,710)	(18,060)
Fitness Gym - Fee Charges	(152,500)	(304,000)	(164,400)	(170,600)	-	(335,000)	(341,700)	(348,540)	(355,510)	(362,630)
Multi-Purpose Room - Rental Income	(8,550)	(18,000)	(21,000)	-	-	(21,000)	(21,420)	(21,850)	(22,290)	(22,740)
Concession - Sales and Commissions	(47,340)	(66,100)	(91,680)	-	-	(91,680)	(93,510)	(95,380)	(97,280)	(99,220)
Sport Box - Rental	(1,000)	(2,250)	(3,250)	-	-	(3,250)	(3,320)	(3,390)	(3,460)	(3,530)
TOTAL REVENUE	(954,936)	(1,234,211)	(1,057,814)	(314,470)	-	(1,372,284)	(1,401,436)	(1,429,470)	(1,458,044)	(1,486,470)
REQUISITION, PILT & PRIOR YEAR SURPLUS	(2,664,124)	(2,373,023)	(2,780,626)	2,489	-	(2,778,137)	(2,826,325)	(2,891,131)	(2,954,715)	(3,038,096)
Percentage Increase		-10.9%	4.37%			4.28%	1.7%	2.3%	2.2%	2.8%
PARTICIPANTS: District of Sooke, Portion of JDF										
AUTHORIZED POSITIONS:										
AUTHORIZED POSITIONS: Salaried	15.45	15.45	15.45	1.00	0.00	16.45	16.95	16.95	16.95	16.95

SEAPARC - SWIMMING POOL	BUDGET REQUEST						FUTURE PROJECTIONS			
	2023 BOARD BUDGET*	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>OPERATION COSTS</u>										
Salaries and Wages	643,683	696,000	661,036	126,553	-	787,589	848,962	867,303	886,036	905,175
Utility	122,000	133,274	114,500	-	-	114,500	116,790	119,130	121,510	123,940
Operating - Supplies	65,715	71,750	76,400	-	-	76,400	77,920	79,450	81,050	82,660
Other Internal Allocations & Insurance	50,472	50,472	22,856	-	-	22,856	24,750	25,539	25,565	26,191
Maintenance	60,000	60,000	62,000	-	-	62,000	63,240	64,500	65,790	67,110
Contingency	10,200	-	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	952,070	1,011,496	936,792	126,553	-	1,063,345	1,131,662	1,155,922	1,179,951	1,205,076
*Percentage Increase		6.2%	-1.60%			11.69%				
TOTAL COSTS	952,070	1,011,496	936,792	126,553	-	1,063,345	1,131,662	1,155,922	1,179,951	1,205,076
<u>FUNDING SOURCES (REVENUE)</u>										
Revenue - Fees	(317,000)	(486,000)	(398,770)	(126,230)	-	(525,000)	(535,500)	(546,220)	(557,140)	(568,280)
Other Income	(9,500)	(15,600)	(16,500)	-	-	(16,500)	(16,830)	(17,170)	(17,510)	(17,860)
Rental Income	(16,500)	(21,000)	(22,000)	-	-	(22,000)	(22,440)	(22,890)	(23,350)	(23,820)
TOTAL REVENUE	(343,000)	(522,600)	(437,270)	(126,230)	-	(563,500)	(574,770)	(586,280)	(598,000)	(609,960)
REQUISITION, PILT & PRIOR YEAR SURPLUS	(609,070)	(488,896)	(499,522)	(323)	-	(499,845)	(556,892)	(569,642)	(581,951)	(595,116)
Percentage Increase		-19.7%	-17.99%			-17.93%	11.4%	2.3%	2.2%	2.3%
PARTICIPANTS: District of Sooke, Portion of JDF AUTHORIZED POSITIONS: AUTHORIZED POSITIONS: Salaried	3.65	3.65	3.65	0.00	0.00	3.65	3.65	3.65	3.65	3.65

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.40X SEAPARC	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$0	\$225,500	\$710,500	\$2,223,000	\$232,000	\$189,500	\$3,580,500
Equipment	\$22,300	\$429,000	\$417,150	\$1,671,500	\$139,850	\$176,300	\$2,833,800
Land	\$0	\$0	\$500,000	\$0	\$0	\$0	\$500,000
Engineered Structures	\$47,000	\$1,122,000	\$0	\$0	\$27,000	\$0	\$1,149,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$69,300	\$1,776,500	\$1,627,650	\$3,894,500	\$398,850	\$365,800	\$8,063,300

SOURCE OF FUNDS

Capital Funds on Hand	\$69,300	\$69,300	\$0	\$0	\$0	\$0	\$69,300
Debt (New Debt Only)	\$0	\$0	\$700,000	\$1,850,000	\$0	\$0	\$2,550,000
Equipment Replacement Fund	\$0	\$234,700	\$171,650	\$166,500	\$118,850	\$109,800	\$801,500
Grants (Federal, Provincial)	\$0	\$778,000	\$0	\$1,400,000	\$0	\$0	\$2,178,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$694,500	\$756,000	\$478,000	\$280,000	\$256,000	\$2,464,500
	\$69,300	\$1,776,500	\$1,627,650	\$3,894,500	\$398,850	\$365,800	\$8,063,300

Service: 1.40X SEAPARC

Project Number 20-09 **Capital Project Title** Domestic Hot Water Replacement **Capital Project Description** Replacement of hot water storage tanks and update system

Project Rationale Service life is ended for DHW storage tanks for the arena as well as for the pool/gym. This project will replace the tanks and centralize the hot water boilers/storage in the upper mechanical room and include heat recovery.

Project Number 22-02 **Capital Project Title** Pool Roof Replacement **Capital Project Description** Pool Roof Replacement

Project Rationale Building envelope evaluation was conducted and replacement of various sections of roofing was identified to be replaced on a multi year plan based on condition and estimated remaining life. Continuing project to ensure integrity of building envelope. Replacement of areas 4 & 4A in 2023, along with creation of 5 year workplan for pool and lobby roof.

Project Number 22-04 **Capital Project Title** Pool Lectronator System **Capital Project Description** Replacement of lectronator cells

Project Rationale Annual replacement of lectronator cells.

Project Number 22-07 **Capital Project Title** Golf Course Irrigation Upgrade **Capital Project Description** Renewal irrigation renewal

Project Rationale Ongoing repairs and upgrades to golf course irrigation system ensure continuity of service.

Service: 1.40X SEAPARC

Project Number 23-03 **Capital Project Title** Skate Park Renewal **Capital Project Description** Replacement skate park renewal

Project Rationale Identified during asset management review and user feedback as in need of renewal and upgrades. Concrete surface is exhibiting areas of wear due to age. Numerous cracks throughout the slab and eroded curbs/park features need remediation/replacement to ensure continued usage.

Project Number 23-04 **Capital Project Title** Building Assessment and Renewal **Capital Project Description** Building assessment and repairs

Project Rationale Aging facilities. Arena built in 1975, Pool in 2000. Increasing issues with building envelope and finishings.

Project Number 23-06 **Capital Project Title** Grounds Equipment - SEAPARC **Capital Project Description** Mower/Tractor Replacement

Project Rationale Mower/Tractor Replacement at end of useful life

Project Number 23-07 **Capital Project Title** Parking Lot Remediation **Capital Project Description** Renewal parking lot remediation

Project Rationale Sections of the parking lot are starting to show signs of deterioration and require remediation.

Service: 1.40X SEAPARC

Project Number 23-08

Capital Project Title Reception area redesign

Capital Project Description Redesign and renewal of reception/client facing

Project Rationale Improve security, customer experience and efficient use of space.

Project Number 23-13

Capital Project Title Arena Dehumidifier Wheel Replacement

Capital Project Description Arena Dehumidifier Wheel Replacement

Project Rationale End of life replacement

Project Number 24-01

Capital Project Title Land Acquisition

Capital Project Description New land acquisition

Project Rationale Identified in strategic plan as ongoing priority to address continued growth in the service area and demand for recreational opportunities.

Project Number 24-02

Capital Project Title Security System Replacement

Capital Project Description Security System Replacement

Project Rationale End of life

Service: 1.40X SEAPARC

Project Number 24-03 **Capital Project Title** Grounds Equipment - golf course **Capital Project Description** Mower/Tractor Replacement

Project Rationale Mower/Tractor replacement, end of life.

Project Number 24-04 **Capital Project Title** Roof Repairs **Capital Project Description** General Roof Repairs

Project Rationale Condition assessment indicates areas of roof at or nearing end of life

Project Number 24-05 **Capital Project Title** Recoat Pool Metal Roof **Capital Project Description** Recoat Pool Metal Roof - Area 6

Project Rationale Condition assessment indicates areas of roof at or nearing end of life. This project will recoat the pool metal roof to extend the lifespan of the roof.

Project Number 24-06 **Capital Project Title** Replace Ventilation Fans **Capital Project Description** Replace Ventilation Fans

Project Rationale At or nearing end of life

Service: 1.40X SEAPARC

Project Number 24-07 **Capital Project Title** Equipment Replacement (pooled) **Capital Project Description** Equipment Replacement

Project Rationale Annual small equipment replacement schedule

Project Number 24-08 **Capital Project Title** Upgrade BAS Software/Network **Capital Project Description** Upgrade BAS Software/Network

Project Rationale End of life. Renewal expected to improve energy efficiency.

Project Number 24-09 **Capital Project Title** EV Charger Replacement **Capital Project Description** EV Charger Replacement

Project Rationale Approaching end of life. Replacement of 2 existing charger timed to align with 4 new chargers received through grant funding.

Project Number 24-10 **Capital Project Title** Road Sign Replacement **Capital Project Description** Replacement of digital advertising road sign

Project Rationale End of life. One screen is no longer operational.

Service: 1.40X SEAPARC

Project Number 24-11

Capital Project Title Pool Valve Replacement

Capital Project Description Replacement of valves for pool circulation system

Project Rationale End of life.

Project Number 24-12

Capital Project Title Accessibility Lift System

Capital Project Description Replacement of accessibility lift track

Project Rationale End of life. Replacement of portions of the track, track bracing and additional lift to ensure adequate service levels.

Project Number 24-13

Capital Project Title Arena Compressor Overhaul

Capital Project Description Refrigeration plant compressor overhaul

Project Rationale Overhaul of arena compressor #2 to ensure continuity of service. Recommended by CIMCO.

Project Number 24-14

Capital Project Title Heating System Replacement-Through Rd. House

Capital Project Description Replace heating system at Throug Rd house

Project Rationale Oil storage tank for furnace is at end of life. Installation of heat pump to improve energy efficiency.

Service: 1.40X SEAPARC

Project Number 24-15 **Capital Project Title** IT Equipment Replacement **Capital Project Description** Replacement of IT equipment and computers

Project Rationale CRD IT's infrastructure renewal plan

Project Number 25-01 **Capital Project Title** Implement Heat Recovery System Phase 1 **Capital Project Description** Implementation of phase 1 of heat recovery system

Project Rationale A number of pool mechanical systems approaching end of life. Heat recovery system would address replacement of these systems and benefit with reduced GHG emissions to meet climate targets.

Project Number 25-02 **Capital Project Title** Ice resurfacers **Capital Project Description** Replacement of ice resurfacers

Project Rationale End of life.

Project Number 25-03 **Capital Project Title** Recoat Arena Purlins & Frames **Capital Project Description** Recoat Arena Purlins & Frames

Project Rationale To prolong service life of roof supporting steel components in the arena.

Service: 1.40X SEAPARC

Project Number 25-04

Capital Project Title Exterior Wall Evaluation

Capital Project Description Exterior Wall Evaluation

Project Rationale Study detailed condition assessment for exterior walls.

Project Number 25-05

Capital Project Title Replace Sewage & Storm Pump System

Capital Project Description Replace Sewage & Storm Pump System

Project Rationale Condition assessment indicates areas at or nearing end of life

Project Number 25-06

Capital Project Title Replace Backflow Preventer on Fire Line

Capital Project Description Replace Backflow Preventer on Fire Line

Project Rationale Condition assessment indicates areas at or nearing end of life

Project Number 25-07

Capital Project Title Thermal Evaluation of Electrical System

Capital Project Description Thermal Evaluation of Electrical System

Project Rationale Code requirement

Service: 1.40X SEAPARC

Project Number 25-09 **Capital Project Title** Outdoor Activity Space Development **Capital Project Description** New outdoor activity space development
Project Rationale Service enhancement

Project Number 25-10 **Capital Project Title** Equipment Replacement (pooled) **Capital Project Description** Equipment Replacement
Project Rationale Annual small equipment replacement schedule

Project Number 25-11 **Capital Project Title** Repaint Arena & Pool Exterior **Capital Project Description** Repaint Arena Metal Cladding & Pool Exterior Walls
Project Rationale Repaint arena metal cladding & pool exterior walls and replacement of seals around doors. Align colour scheme with new fitness facility exterior. Extend service life.

Project Number 26-04 **Capital Project Title** Overhaul Cooling Tower - Arena **Capital Project Description** Overhaul Cooling Tower - Arena
Project Rationale To maintain reliability and extend service life through 2038.

Service: 1.40X SEAPARC

Project Number 26-06

Capital Project Title Equipment Replacement (pooled)

Capital Project Description Equipment Replacement

Project Rationale Annual small equipment replacement schedule

Project Number 26-07

Capital Project Title Entrance sign replacement

Capital Project Description Replace exterior entrance sign

Project Rationale Replace sign at parking lot entrance due to end of life.

Project Number 26-08

Capital Project Title Duct cleaning

Capital Project Description Duct cleaning

Project Rationale Regular service project to maintain life and operational integrity of HVAC system.

Project Number 26-09

Capital Project Title Pool Lectronator System

Capital Project Description Replacement of lectronator cells

Project Rationale Annual replacement of lectronator cells.

Service: 1.40X SEAPARC

Project Number 27-01 **Capital Project Title** Replace Pool Circulation Pumps **Capital Project Description** Replace Pool Circulation Pumps

Project Rationale End of life.

Project Number 27-03 **Capital Project Title** Replace Arena Rubber Mat Flooring **Capital Project Description** Replace Arena Rubber Mat Flooring

Project Rationale Flooring at end of life.

Project Number 27-04 **Capital Project Title** Equipment Replacement (pooled) **Capital Project Description** Equipment Replacement

Project Rationale Annual small equipment replacement schedule

Project Number 28-01 **Capital Project Title** Recoat Arena Change Room & Pool Interior Roof **Capital Project Description** Locally recoat arena interior change room roof steel deck & pool interior roof deck, purlins and beams

Project Rationale Recoating of swimming pool interior roof deck, purlins, beams as well as arena interior change room roof steel deck. Project to prolong service life of roof supporting structures.

Service: 1.40X SEAPARC

Project Number 28-02 **Capital Project Title** Repaint Pool Fitness Facility Exterior **Capital Project Description** Repaint Pool & Fitness Facility Exterior

Project Rationale Maintain aesthetics and extend service life.

Project Number 28-03 **Capital Project Title** Recoat Arena Metal Roof **Capital Project Description** Recoat Arena Metal Roof

Project Rationale Extend roof service life.

Project Number 28-04 **Capital Project Title** Pool Change Room Renovation **Capital Project Description** Pool Change Room Renovation

Project Rationale

Project Number 28-05 **Capital Project Title** Pool Secondary Boiler Replacement **Capital Project Description** Design for replacement of secondary pool boilers (oil to electric)

Project Rationale Oil tank for the secondary boiler is past end of life. Oil tank to be decommissioned and oil boiler replaced with electric boiler. Electrical upgrades required as part of this project.

Service: 1.40X SEAPARC

Project Number	28-06	Capital Project Title	Equipment Replacement (pooled)	Capital Project Description	Equipment Replacement
Project Rationale	Annual small equipment replacement.				

**1.40X SEAPARC Recreation Combined
 Asset and Reserve Summary Schedule
 2024 - 2028 Financial Plan**

Asset Profile

SEAPARC Recreation (1.401 & 1.403 Combined)

Assets held by the Sooke Parks and Recreation service consist of a pool, an arena, ball field, skate park and various vehicles and equipment to support service delivery.

Summary

Reserve/Fund Summary Projected year end balance	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Capital Reserve	1,008,222	718,722	324,822	216,162	312,892	441,152
Equipment Replacement Fund	270,908	153,208	148,858	153,008	208,218	275,958
Total projected year end balance	1,279,130	871,930	473,680	369,170	521,110	717,110

**1.40X SEAPARC Recreation Combined
Capital Reserve Fund Schedule
2024 - 2028 Financial Plan**

Capital Reserve Fund Schedule

Reserve Fund: 1.40X SEAPARC Recreation and Pool Combined Capital Reserve Fund

Capital Reserve Fund	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	1,137,932	1,008,222	718,722	324,822	216,162	312,892
Planned Capital Expenditure (Based on Capital Plan)	(616,677)	(694,500)	(756,000)	(478,000)	(280,000)	(256,000)
Transfer from Operating Budget	435,938	355,000	362,100	369,340	376,730	384,260
Interest Income*	51,029	50,000				
Ending Balance \$	1,008,222	718,722	324,822	216,162	312,892	441,152

* 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.

**1.40X SEAPARC Recreation Combined
Equipment Replacement Fund Schedule (ERF)
2024 - 2028 Financial Plan**

Equipment Replacement Fund Schedule (ERF)

ERF Fund: 1.40X Combined SEAPARC Recreation and Pool ERF

Equipment Replacement Fund	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	153,134	270,908	153,208	148,858	153,008	208,218
Planned Purchase (Based on Capital Plan)	(108,074)	(234,700)	(171,650)	(166,500)	(118,850)	(109,800)
Transfer from Operating Budget	205,938	115,000	167,300	170,650	174,060	177,540
Equipment Disposal	18,164					
Interest Income*	1,746	2,000				
Ending Balance \$	270,908	153,208	148,858	153,008	208,218	275,958

* 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.

1.40X SEAPARC
Operating Reserve Summary
2024 - 2028 Financial Plan

Profile

SEAPARC

Established by Bylaw No. 4145 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue. Legacy Fund established by Bylaw 4103 for donations received.

Summary

Reserve/Fund Summary	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Projected year end balance						
Operating Reserve	34,223	36,223	36,223	36,223	36,223	36,223
Operating Reserve - Legacy Fund	2,112	2,212	2,212	2,212	2,212	2,212
Total projected year end balance	36,335	38,435	38,435	38,435	38,435	38,435

See attached reserve schedules for projected annual cash flows.

1.40X Sooke and Electoral Area Recreation and Facilities (SEAPARC)
Operating Reserve Summary
2024 - 2028 Financial Plan

Profile

Sooke and Electoral Area Recreation and Facilities (SEAPARC)

Established by Bylaw No. 4145 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Schedule - FC 105301

Operating Reserve Schedule Projected year end balance	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	32,649	34,223	36,223	36,223	36,223	36,223
Planned Purchase	-	-	-	-	-	-
Transfer from Ops Budget	-	-	-	-	-	-
Interest Income*	1,574	2,000				
Total projected year end balance	34,223	36,223	36,223	36,223	36,223	36,223

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.

**1.40X SEAPARC Legacy Fund
Operating Reserve Summary
2024 - 2028 Financial Plan**

Profile

SEAPARC Legacy Fund

Established by Bylaw No. 4103. Money received for specific purposes through bequests, charitable donations, or otherwise given will paid into this specified Legacy reserve fund.

Operating Reserve Schedule - FC 105101

Operating Reserve Schedule Projected year end balance	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	2,015	2,112	2,212	2,212	2,212	2,212
Planned Purchase						
Transfer from Ops Budget	-					
Interest Income*	97	100				
Total projected year end balance	2,112	2,212	2,212	2,212	2,212	2,212

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2024 BUDGET

ENVIRONMENTAL SERVICES

FINAL BUDGET

MARCH 2024

FINAL BUDGET

March 13, 2024

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CAPITAL REGIONAL DISTRICT

2024 BUDGET

GM - Parks & Environmental Services

FINAL BUDGET

MARCH 2024

Service: 1.028 GM - Environmental Services and Regional Parks

Committee: Environmental Services

DEFINITION:

The oversight of Environmental Services and Regional Parks for the Capital Regional District Board

SERVICE DESCRIPTION:

The General Manager provides overall direction and supporting administrative oversight for all Environmental Services as well as Regional Parks and 2 recreation centres. The department and its divisions report to the Board, Hospital District Board, the Environmental Services Committee and the Regional Parks Committee.

PARTICIPATION:

All municipalities and electoral areas and the Songhees and Tsawout Nations.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

FUNDING:

Requisition

1.028 - GM - Environmental Services & Regional Parks	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2024 ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Salaries and Wages	418,658	410,000	425,233	-	-	425,233	435,410	445,825	456,482	467,387
Contract for Services	3,152	3,152	3,215	-	-	3,215	3,279	3,345	3,412	3,480
Allocation - Standard Overhead	46,568	46,568	50,058	-	-	50,058	52,114	55,119	57,268	58,347
Allocation - Human Resources	11,367	11,367	14,866	-	-	14,866	16,098	16,611	16,628	17,035
Allocation - Building Occupancy	20,009	20,009	21,861	-	-	21,861	22,988	24,176	25,426	26,632
Insurance	830	830	870	-	-	870	910	950	1,000	1,050
TOTAL OPERATING COSTS	500,584	491,926	516,103	-	-	516,103	530,800	546,026	560,215	573,930
*Percentage Increase over prior year		-1.7%	3.1%	0.0%	0.0%	3.1%	2.8%	2.9%	2.6%	2.4%
Recovery for First Aid Officer	(97)	(97)	(99)	-	-	(99)	(102)	(104)	(106)	(107)
NET COSTS	500,487	491,829	516,004	-	-	516,004	530,698	545,922	560,109	573,823
*Percentage increase over prior year Net Costs		-1.7%	3.1%	0.0%	0.0%	3.1%	2.8%	2.9%	2.6%	2.4%
AUTHORIZED POSITIONS: Salaried	2.0	2.0	2.0	-	-	2.0	2.0	2.0	2.0	2.0

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Environmental Administration Services

FINAL BUDGET

MARCH 2024

Service: 1.575 Environmental Administration Services

Committee: Environmental Services

DEFINITION:

To provide administrative and clerical support services to the Engineering Services, Protective Programs and Environment Resource Management Divisions.

PARTICIPATION:

All Functions administered by Environmental Sustainability.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

N/A

COST RECOVERY:

Allocations and time charges to Engineering Services, Protective Programs and Environment Resource Management Divisions.

OTHER:

The Legislative and General Government requisition covers costs associated with the General Manager's services to the Board.

1.575 - Env Services - Administration			BUDGET REQUEST							
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>OPERATING COSTS:</u>										
Salaries and Wages	89,344	92,838	90,919	-	-	90,919	93,081	95,294	97,559	99,875
Allocations	59,578	59,578	63,856	-	-	63,856	67,745	72,864	76,762	79,187
Operating - Other Costs - Summary	52,746	47,534	51,333	-	-	51,333	51,216	51,073	50,869	50,704
TOTAL OPERATING COSTS	201,668	199,950	206,107	-	-	206,107	212,042	219,231	225,190	229,766
*Percentage Increase over prior year		-0.9%	2.2%	0.0%	0.0%	2.2%	2.9%	3.4%	2.7%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	-	-	840	-	-	840	504	281	161	-
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	840	-	-	840	504	281	161	-
TOTAL COSTS	201,668	199,950	206,947	-	-	206,947	212,546	219,512	225,351	229,766
*Percentage Increase over prior year		-0.9%	2.6%	0.0%	0.0%	2.6%	2.7%	3.3%	2.7%	2.0%
Internal Recoveries	(199,950)	(199,950)	(206,947)	-	-	(206,947)	(211,087)	(215,309)	(219,616)	(224,007)
OPERATING COSTS LESS INTERNAL RECOVERIES	-	-	-	-	-	-	-	-	-	-
<u>FUNDING SOURCES (REVENUE)</u>										
Surplus / (Deficit)										
Balance C/F from current to Next year	-	-	-	-	-	-	-	-	-	-
Transfer from Ops Reserve Fund	(1,720)	-	-	-	-	-	(1,459)	(4,203)	(5,735)	(5,759)
TOTAL REVENUE	(1,720)	-	-	-	-	-	(1,459)	(4,203)	(5,735)	(5,759)
REQUISITION	-	-	-	-	-	-	-	-	-	-
*Percentage Increase over prior year										
PARTICIPANTS: Costs recovered internally										
AUTHORIZED POSITIONS:										
Salaried	1.00	1.00	1.00	0.00	0.00	1.00	1.00	1.00	1.00	1.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.575	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$6,000	\$6,000	\$6,000	\$9,000	\$6,000	\$6,000	\$33,000
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	\$6,000	\$6,000	\$6,000	\$9,000	\$6,000	\$6,000	\$33,000

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	\$6,000	\$6,000	\$6,000	\$9,000	\$6,000	\$6,000	\$33,000
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	\$6,000	\$6,000	\$6,000	\$9,000	\$6,000	\$6,000	\$33,000

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 1.575

Service Name: Environmental Administration Services

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total
20-01	Replacement	Office Furniture	ERF replacement of desks, chairs, shelves	\$ 19,000	E	ERF		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 15,000.00
20-02	Replacement	Office Equipment	ERF replacement of computers, printers	\$ 25,090	E	ERF		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 6,000.00	\$ 3,000.00	\$ 18,000.00
													\$ -
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													\$ -
													\$ -
GRAND TOTAL				\$ 44,090			\$ -	\$ 6,000	\$ 6,000	\$ 6,000	\$ 9,000	\$ 6,000	\$ 33,000.00

Service: 1.575 Environmental Administration Services

Project Number	20-01	Capital Project Title	Office Furniture	Capital Project Description	ERF replacement of desks, chairs, shelves
Project Rationale	2024-2028 - miscellaneous furniture required by ES-HQ, as needed (shelving, chairs, tables, desks).				

Project Number	20-02	Capital Project Title	Office Equipment	Capital Project Description	ERF replacement of computers, printers
Project Rationale	Computers/Equipment - 2024 - Presentation Laptop (\$1,644); 2025 - none; 2026 - none; 2027: \$4,972 total: Larisa Hutcheson - new laptop (\$1,644), Cathy Leahy - new laptop (\$1,644), Wanda Gustafson - new laptop (\$1,644); 2028 - Presentation laptop (\$1,644)				

**1.575 ES HQ Administration
ERF Reserve Summary
2024 - 2028 Financial Plan**

ERF Reserve Cash Flow (Equipment Portion)

ERF: Environmental HQ/Administration support Senior Budget - ERF for Equipment

Equipment Replacement Fund Fund: 1022 Fund Center: 101449	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	147,691	149,359	144,199	138,703	132,984	124,145
Planned Purchase (Based on Capital Plan)	(5,651)	(6,000)	(6,000)	(6,000)	(9,000)	(6,000)
Transfer from Operating Budget	6,000	840	504	281	161	-
Interest Income*	1,320	-	-	-	-	-
Total projected year end balance	149,359	144,199	138,703	132,984	124,145	118,145

* 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.

Assumptions/Background:

**1.575 ES HQ Administration
 Operating Reserve Summary
 2024 - 2028 Financial Plan**

Profile

Established by Bylaw No. 4147 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105523	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	60,989	69,806	69,806	68,347	64,144	58,409
Planned Purchase	-	-	(1,459)	(4,203)	(5,735)	(5,759)
Transfer from Ops Budget	5,878	-	-	-	-	-
Interest Income*	2,939	-	-	-	-	-
Total projected year end balance	69,806	69,806	68,347	64,144	58,409	52,650

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

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Environmental Resource Management

FINAL BUDGET

MARCH 2024

PARTICIPATION:

All costs recovered through tipping fees & Sale of Goods and Services.

MAXIMUM LEVY:

No requisition

MAXIMUM CAPITAL DEBT:

Authorized:	LA Bylaw 3518	12,270,000
Borrowed:	SI Bylaw 3547	(2,000,000)
	SI Bylaw 3677	(2,500,000)
	SI Bylaw 3769	(2,200,000)
Remaining:	Expired May 14, 2013	<u><u>\$5,570,000</u></u>

Total debt outstanding (LA3518) at [Dec 31, 2023](#) **\$546,598**
 Final debt payments (LA3518) in [2026](#).

Authorized:	LA Bylaw 4515	36,000,000
Borrowed:	SI Bylaw 4562	(7,450,000)
	SI Bylaw 4597	(4,300,000)
Remaining:		<u><u>\$24,250,000</u></u>

Total debt outstanding (LA4515) at [Dec 31, 2023](#) **\$7,450,000**
 Final debt payments (LA4515) in [2038](#).

COMMISSION:

OPERATING COSTS - REFUSE DISPOSAL:

To be recovered through user fees & sale of goods and services

RESERVE FUND:

Solid Waste Refuse Disposal Reserve Fund, Bylaw No. 2164 (Sept. 8, 1993).
 Waste Reduction Sustainability Operating Reserve Fund Bylaw No. 3867 (Nov 14, 2012).

1.521 & 1.525 - ERM	BUDGET REQUEST									
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
GENERAL PROGRAM EXPENDITURES:										
Diversion Services	16,136,927	15,989,188	16,965,035	5,753,753	-	22,718,788	23,781,688	25,031,822	25,146,697	25,462,798
Landfilling Services	10,716,470	10,515,234	11,645,185	500,000	200,000	12,345,185	12,567,992	13,551,631	13,014,025	13,312,826
Energy Recovery Services	2,277,455	2,167,231	1,568,723	-	-	1,568,723	1,580,867	1,622,310	1,610,806	1,640,338
TOTAL OPERATING COSTS	29,130,852	28,671,652	30,178,943	6,253,753	200,000	36,632,696	37,930,547	40,205,763	39,771,528	40,415,962
*Percentage Increase over prior year		-1.6%	3.6%	21.5%	0.7%	25.8%	3.5%	6.0%	-1.1%	1.6%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	30,176	30,176	200,000	-	-	200,000	204,000	204,000	204,000	204,000
Transfer to Operating Reserve Fund	15,372	2,415,621	356,635	-	-	356,635	3,162,797	-	-	-
Transfer to General Capital Reserve Fund	4,000	2,404,249	1,100,370	-	-	1,100,370	1,100,370	4,000	4,000	4,000
Transfer to Landfill Closure Capital Reserve Fund	455,120	455,120	455,120	-	-	455,120	455,120	455,120	455,120	455,120
Transfer to Millstream Remediation Debt	55,467	55,467	6,262	-	-	6,262	3,717	-	-	-
TOTAL CAPITAL / RESERVES	560,135	5,360,633	2,118,387	-	-	2,118,387	4,926,004	663,120	663,120	663,120
Debt Expenditures	314,054	290,127	1,229,666	-	-	1,229,666	2,137,816	2,726,996	2,765,453	2,791,453
TOTAL COSTS	30,005,041	34,322,412	33,526,996	6,253,753	200,000	39,980,749	44,994,367	43,595,879	43,200,101	43,870,535
*Percentage Increase over prior year		14.4%	11.7%	20.8%	0.7%	33.2%	12.5%	-3.1%	-0.9%	1.6%
Allocation Recovery										
OPERATING COSTS LESS INTERNAL RECOVERIES	30,005,041	34,322,412	33,526,996	6,253,753	200,000	39,980,749	44,994,367	43,595,879	43,200,101	43,870,535
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	(495,000)	-	-	(495,000)	(6,395,537)	(6,335,817)	(6,285,331)	(6,244,071)
Sale of Renewable Natural Gas (net revenue)	(8,307,913)	(9,177,490)	(8,258,750)	(1,996,000)	-	(10,254,750)	(12,854,750)	(12,854,750)	(12,854,100)	(12,854,100)
Revenue - Other	(1,000,000)			(2,540,000)	(200,000)	(2,740,000)	(3,080)	(314,312)	(119,671)	(1,031,363)
Transfer from Operating Reserve										
TOTAL REVENUE	(9,307,913)	(9,177,490)	(8,753,750)	(4,536,000)	(200,000)	(13,489,750)	(19,253,367)	(19,504,879)	(19,259,102)	(20,129,534)
TIPPING FEE (based on inflation)	(20,697,128)	(25,144,922)	(24,773,247)	(1,717,753)	-	(26,491,000)	(25,741,001)	(24,091,000)	(23,940,999)	(23,741,000)
PROJECTED TONNAGE (General Refuse)	165,000	186,747	160,000			160,000	150,000	135,000	130,000	125,000
*Percentage Increase over prior year		21.5%	19.7%	8.3%	0.0%	28.0%	-2.8%	-6.4%	-0.6%	-0.8%
AUTHORIZED POSITIONS:										
On-going	25.70	25.70	25.70	3.00		28.70	28.70	28.70	28.70	28.70
Term	2.00	2.00	1.00			1.00	1.00			

Service:

1.521

Environmental Resource Management

Committee: Environmental Services

General Refuse Disposal - Per Capita Disposal Rate for Capital Region

Year	Population	General Refuse Rate*	Hartland Landfill General Refuse				Disposal Rate kg/person	Recycling (Diversion Revenue)		
			Budget Volume (Tonne)	Actual Volume (Tonne)	Beneficial Use	Landfilled		Recycling Rate*	Budget Volume (Tonne)	Actual Volume (Tonne)
2018	413,406	\$110	135,000	148,551 ¹	-2,120	146,431	380			
2019	418,511	\$110	140,000	146,544 ¹	-1,142	145,402	382			
2020	425,503	\$110	135,000	155,041 ¹	-5,476	149,565	395			
2021	432,062	\$110	135,000	167,169 ¹	-1,013	166,156	400			
2022	440,456	\$110	145,000	185,111 ¹	-5,107	180,004	409			
2023	447,726	\$110	165,000	¹		184,566	406			
2024 Budget		\$150	160,000					\$80-\$110	20,300	
2025 Budget		\$155	150,000					\$80-\$110	20,300	
2026 Budget		\$160	135,000					\$80-\$110	20,300	
2027 Budget		\$165	130,000					\$80-\$110	20,300	
2028 Budget		\$170	125,000					\$80-\$110	20,300	

* Tipping fee: rate in \$/tonne

¹ Actual Tonnage Volume

² Estimated Tonnage Volume

**CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028**

Service No.	1.521 Environmental Resource Management	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$0	\$350,000	\$0	\$0	\$0	\$0	\$350,000
Equipment	\$0	\$603,000	\$355,000	\$385,000	\$385,000	\$385,000	\$2,113,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$20,475,000	\$52,356,000	\$14,975,000	\$9,600,000	\$1,600,000	\$1,250,000	\$79,781,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$20,475,000	\$53,309,000	\$15,330,000	\$9,985,000	\$1,985,000	\$1,635,000	\$82,244,000

SOURCE OF FUNDS

Capital Funds on Hand	\$14,600,000	\$15,450,000	\$225,000	\$200,000	\$0	\$0	\$15,875,000
Debenture Debt (New Debt Only)	\$2,000,000	\$14,213,000	\$7,650,000	\$2,000,000	\$350,000	\$0	\$24,213,000
Equipment Replacement Fund	\$0	\$1,103,000	\$355,000	\$385,000	\$385,000	\$385,000	\$2,613,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$3,875,000	\$22,543,000	\$7,100,000	\$7,400,000	\$1,250,000	\$1,250,000	\$39,543,000
	\$20,475,000	\$53,309,000	\$15,330,000	\$9,985,000	\$1,985,000	\$1,635,000	\$82,244,000

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #:

1.521

Service Name:

Environmental Resource Management

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	PROJECT BUDGET & SCHEDULE									
				Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total
16-06	Renewal	Replacing of Small Equipments	Replacing of Small Equipments	\$ 1,430,000	E	ERF		\$ 240,000	\$ 240,000	\$ 270,000	\$ 270,000	\$ 270,000	\$ 1,290,000
17-01	Renewal	Gas & Leachate Collection Pipe Extension	Gas & Leachate Collection Pipe Extension	\$ 2,550,000	S	Res		\$ 500,000	\$ 500,000	\$ 500,000	\$ 550,000	\$ 550,000	\$ 2,600,000
17-02	Renewal	Aggregate Production for Internal Use	Aggregate Production for Internal Use	\$ 13,135,000	S	Res		\$ 750,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,750,000
17-02	Renewal	Aggregate Production for Internal Use	Aggregate Production for Internal Use	\$ -	S	Cap	\$ 500,000	\$ 500,000					\$ 500,000
17-04	Renewal	Progressive Closure of External Faces	Progressive Closure of External Faces	\$ 10,000,000	S	Res		\$ -	\$ 4,000,000	\$ 6,000,000			\$ 10,000,000
17-07	Renewal	Computer Equipment	Computer Equipment	\$ 71,000	E	ERF		\$ 13,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 73,000
17-09	Renewal	Vehicle Replacements	Vehicle Replacements	\$ 500,000	E	ERF		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000
17-11	Renewal	Food Waste Transfer Station Relocation Planning & Construction	Food Waste Transfer Station Relocation Planning	\$ 700,000	S	ERF		\$ 250,000	\$ -	\$ -	\$ -		\$ 250,000
17-12	Renewal	Hartland Environmental Performance Model	Hartland Environmental Performance Model	\$ 225,000	S	Cap		\$ -	\$ 225,000	\$ -	\$ -		\$ 225,000
17-14	New	Landfill Gas Utilization	Landfill Gas Utilization	\$ 7,213,000	S	Debt		\$ 7,213,000					\$ 7,213,000
17-14	New	Landfill Gas Utilization	Landfill Gas Utilization	\$ -	S	Cap	\$ 5,600,000	\$ 5,600,000					\$ 5,600,000
17-14	New	Landfill Gas Utilization	Landfill Gas Utilization	\$ 23,718,000	S	Res		\$ 9,468,000	\$ -				\$ 9,468,000
18-01	New	Interim Covers	Interim Covers - West and North Slopes	\$ 1,350,000	S	Res		\$ 550,000	\$ 400,000	\$ 200,000	\$ 200,000		\$ 1,350,000
18-02	Renewal	Paving of Service Roads	Paving of Service Roads	\$ 550,000	S	Cap		\$ 350,000	\$ -	\$ 200,000	\$ -		\$ 550,000
18-03	Renewal	Cell 3 Bottom Lift Gas Wells / Leachate Drain	Cell 3 Bottom Lift Gas Wells / Leachate Drain	\$ 250,000	S	Cap		\$ 250,000	\$ -	\$ -	\$ -		\$ 250,000
18-05	Renewal	Controlled Waste & Asbestos Area Development	Controlled Waste & Asbestos Area Development	\$ 100,000	S	Res	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -		\$ 100,000
22-01	Renewal	Sedimentation Pond Relining	NW Sedimentation Pond Relining & Expansion	\$ 1,000,000	S	Res	\$ 1,000,000	\$ 1,000,000					\$ 1,000,000
22-02	New	Cell 4 Liner Installation	Cell 4 Liner Installation	\$ 7,200,000	S	Debt	\$ 500,000	\$ 500,000					\$ 500,000
22-02	New	Cell 4 Liner Installation	Cell 4 Liner Installation	\$ -	S	Cap	\$ 6,200,000	\$ 6,200,000					\$ 6,200,000
22-03	Decommission	Leachate Line Decommissioning	Leachate Line Decommissioning	\$ 100,000	S	Cap	\$ 100,000	\$ 100,000					\$ 100,000
22-06	Renewal	Hartland FIRE Safety Improvements	Installation of new Fire Line	\$ 200,000	S	Res	\$ 200,000	\$ 200,000					\$ 200,000
22-07	Study	Recycling Area Upgrades	Recycling Area Upgrades	\$ 225,000	S	Res	\$ 25,000	\$ 225,000					\$ 225,000
22-10	New	Storm Water Sedimentation pond Emergency Repairs	Storm Water Sedimentation pond Emergency Repairs	\$ 250,000	E	Res		\$ 250,000					\$ 250,000
23-01	Replacement	Gas Flare, Candlestick & LFG Blowers	Gas Flare, Candlestick & LFG Blowers	\$2,610,000	S	Cap	\$ 1,700,000	\$ 1,700,000					\$ 1,700,000
23-02	New	Contractor Workshop Relocation	Contractor Workshop Relocation	\$ 1,250,000	S	Res	\$ 650,000	\$ 650,000					\$ 650,000
23-02	New	Contractor Workshop Relocation	Contractor Workshop Relocation	\$ -	S	Cap	\$ 500,000	\$ 500,000					\$ 500,000
23-03	New	Cell 4, 5 & 6 gas well layout Plan	Cell 4, 5 & 6 gas well Plan	\$ 150,000	S	Res	\$ 150,000	\$ 150,000					\$ 150,000
23-04	New	North End Commercial Access Improvements	North End Commercial Access Improvements	\$ 700,000	S	Res		\$ 250,000					\$ 250,000
23-05	New	Existing Manual and Commercial Scale Upgrades	Existing Manual and Commercial Scale Upgrades	\$ 250,000	S	ERF		\$ 250,000					\$ 250,000
24-01	New	Cell 5&6 GRW	Cell 5&6 Gravity Retaining Wall Construction	\$ 2,000,000	S	Debt	\$ 750,000	\$ 750,000	\$ 1,250,000				\$ 2,000,000
24-02	Study	Hartland North Master Plan	Hartland North Master Plan	\$ 150,000	S	Res			\$ 150,000				\$ 150,000
24-03	New	Hartland Amenity Project	Intersection Upgrade	\$ 4,000,000	S	Res	\$ 1,800,000	\$ 3,800,000					\$ 3,800,000
24-04	New	Biosolids Beneficial Reuse /RDF Building	Biosolids Beneficial Reuse /RDF Building	\$ 350,000	B	Res		\$ 350,000					\$ 350,000
24-05	New	Cell 5 Liner Construction	Cell 5 Liner Construction	\$ 7,900,000	S	Debt	\$ 3,000,000	\$ 2,900,000	\$ 2,000,000				\$ 7,900,000
24-06	New	Cell 1, 2 & 3 Transition Liner	Cell 1, 2 & 3 Transition Liner	\$ 4,000,000	S	Debt	\$ 2,000,000	\$ 2,000,000					\$ 4,000,000
24-07	New	Relocation of N. Toe Road Sedimentation Pond	Relocation of N. Toe Road Sedimentation Pond	\$ 500,000	S	Debt		\$ 500,000					\$ 500,000
24-08	New	North End Fence Replacement	North & East Fence Replacement	\$ 250,000	S	ERF		\$ 250,000					\$ 250,000
24-09	New	Diversion Transfer Station	Diversion Transfer Station	\$ 5,000,000	S	Res		\$ 5,000,000					\$ 5,000,000
24-10	New	RNG Spare Parts Inventory	RNG Spare Parts Inventory	\$ 700,000	S	Res		\$ 700,000					\$ 700,000
24-11	New	Traffic Pattern Changes - Site Signage	Traffic Pattern Changes - Site Signage	\$ 250,000	S	Cap		\$ 250,000					\$ 250,000
25-01	New	NE & NW Aggregate Stockpile cover	NE & NW Aggregate Stockpile cover	\$ 1,400,000	S	Debt	\$ 750,000	\$ 750,000	\$ 650,000				\$ 1,400,000
25-02	Renewal	North End Wheel Wash	North End Wheel Wash	\$ 400,000	S	Res		\$ 200,000					\$ 200,000
25-03	New	Landfill Gas capture to meet New Federal Regs	Landfill Gas capture to meet New Federal Regs	\$ 250,000	S	Res		\$ 250,000					\$ 250,000
25-04	New	Hartland Operating Certificate Renewal	Hartland Operating Certificate Renewal	\$ 100,000	S	Res		\$ 100,000					\$ 100,000
26-01	New	Cell 4& 5 Bottom Lift Gas Wells / Leachate Drain	Cell 4 Bottom Lift Gas Wells / Leachate Drain	\$ 700,000	S	Debt		\$ 350,000		\$ 350,000			\$ 700,000
		Sustaining capital											\$ -
		Progressive Closure of Landfill											\$ -
		Cell 4, 5 & 6 Preparation and North End Relocation											\$ -
		RNG											\$ -
		SWMP Targets - Diversion / Beneficial Use	GRAND TOTAL	\$ 103,677,000			\$ 20,475,000	\$ 63,309,000	\$ 15,330,000	\$ 9,985,000	\$ 1,985,000	\$ 1,635,000	\$ 82,244,000
		Previous Budget					2023	2024	2025	2026	2027		\$ -
							\$ 32,834,000	\$ 34,534,000	\$ 5,830,000	\$ 2,335,000	\$ 1,985,000		\$ 44,584,000

Service: 1.521 Environmental Resource Management

Project Number 16-06 **Capital Project Title** Replacing of Small Equipments **Capital Project Description** Replacing of Small Equipments

Project Rationale Replacement of small equipments that have reached their end of life

Project Number 17-01 **Capital Project Title** Gas & Leachate Collection Pipe Extension **Capital Project Description** Gas & Leachate Collection Pipe Extension

Project Rationale To meet BC Ministry of Environment regulations, gas wells and leachate collectors are installed in each lift of refuse and have to be connected to the existing header system to collect methane gas. Well heads, valves, condensation traps, monitoring points, and piping has to be installed to each gas well and leachate collector. The gas is then conveyed to the gas plant, and the leachate is conveyed to the lined storage lagoons and then discharged into the municipal sewer. Cost estimate is derived from historical construction information and includes consulting costs to layout pipe design/headers.

Project Number 17-02 **Capital Project Title** Aggregate Production for Internal Use **Capital Project Description** Aggregate Production for Internal Use

Project Rationale Producing aggregate annually from in-situ rock provides the CRD with a number of benefits including: prolonging the landfill life (creating landfilling airspace), providing aggregate for on-site needs, effective interception of shallow groundwater inflows, cost and space savings by not having to import aggregate, and reduced social and environmental impacts by not having to truck in aggregate. Cost estimate is derived from historical tender data.

Project Number 17-04 **Capital Project Title** Progressive Closure of External Faces **Capital Project Description** Progressive Closure of External Faces

Project Rationale As specified under the BC Ministry of Environments Landfill Criteria for Municipal Solid Waste, completed landfill areas and slopes must be closed with a progressive closure system on an annual basis. The closure system consists of a clay or synthetic cover placed over a gravel drainage layer This progressive closure system stays in place until economies of scale makes it cost effective to proceed with installation of a final closure system.

Service: 1.521 Environmental Resource Management

Project Number 17-07 **Capital Project Title** Computer Equipment **Capital Project Description** Computer Equipment

Project Rationale Replacement of computer equipment due to end of life cycle

Project Number 17-09 **Capital Project Title** Vehicle Replacements **Capital Project Description** Vehicle Replacements

Project Rationale Replacement of vehicle due to end of life cycle

Project Number 17-11 **Capital Project Title** Food Waste Transfer Station Relocation Planning & Construction **Capital Project Description** Food Waste Transfer Station Relocation Planning

Project Rationale The CRD has made a commitment to Hartland Residents to move the Kitchen Scraps transfer station away from the South End of the Landfill Property to alleviate resident's nuisance concerns (noise, vector, odour etc). The Kitchen Scrap transfer station will need to move to the North End of the property when commercial traffic moves to Willis Point in 2024. This project meets an immediate and future need to relocate the Kitchen Scrap transfer station. Phase 1 of the project will be complete in 2023 (moving the new food transfer facility). Phase 2 includes all improvements related to leachate, power, storm water, lighting, access stairs, vector control, fall protection enhancements etc. needed to support operation of the facility over the next 30+ years. This project covers the planning and construction costs related to relocating the kitchen scrap transfer station.

Project Number 17-12 **Capital Project Title** Hartland Environmental Performance Model **Capital Project Description** Hartland Environmental Performance Model

Project Rationale The CRD is interested in developing a site-specific computer model that integrates engineering design with environmental performance for the Hartland Landfill. In 2016 the BC MOE made revisions to the BC Landfill Criteria. Many of Hartland's design and operations are already compliant, however a preliminary review identified additional conformance requirements for Hartland under the status quo. The model will enable the CRD to better demonstrate technical justification and environmental conformance over the lifespan of the landfill.

Service: 1.521 Environmental Resource Management

Project Number	17-14	Capital Project Title	Landfill Gas Utilization	Capital Project Description	Landfill Gas Utilization
Project Rationale	The landfill gas is currently utilized as fuel to power a generator system to generate electricity and sold to BC Hydro. The excess landfill gas which is approximately 50% currently generated from the landfill is destructured by burning. ERM and EE have initiated a project to process the landfill gas to a higher quality could be utilized as natural gas. Fortis BC is interested to purchase the processed landfill gas from the CRD. The projected gas revenues from Fortis is significantly higher than the current arrangement with BC Hydro. This project is to carry out the feasibility study, preliminary engineering, and conduct business case and triple-bottom-line analysis, if the project proved to be feasible the detailed design and implementation will be followed.				

Project Number	18-01	Capital Project Title	Interim Covers	Capital Project Description	Interim Covers - West and North Slopes
Project Rationale	Following Golder's Leachate Management Plan, once an active landfilling cell is completed, but hasn't reached future filling contours, tarping is required to shed rainwater and divert to the freshwater collection system to prevent it from entering the leachate collection system and overwhelming the leachate storage ponds. Cost estimate is derived from historical in-house cost data.				

Project Number	18-02	Capital Project Title	Paving of Service Roads	Capital Project Description	Paving of Service Roads
Project Rationale	To ensure compliance with BC Ministry of Environment Operating Certificate for the Hartland Landfill, continuous improvement is made to ensure nuisance dust generated at the site is minimized from operations. Repairs and new pavements are added in high traffic areas to minimize dust generation and reduce dependance on costly short term dust mitigation measures (ie. water trucks, application of lignosulfonate etc) and to improve road conditions throughout the lanfill property. Estimate is derived from historical costs.				

Service: 1.521 Environmental Resource Management

Project Number	18-03	Capital Project Title	Cell 3 Bottom Lift Gas Wells / Leachate Drain	Capital Project Description	Cell 3 Bottom Lift Gas Wells / Leachate Drain
Project Rationale	To meet BC Ministry of Environment regulations, gas wells and leachate collectors are installed in each lift of refuse and have to be connected to the existing collection systems to collect methane gas. Well heads, valves, condensation traps, monitoring points, and piping has to be installed to each gas well and leachate collector. The gas is then conveyed to the gas plant, and the leachate is conveyed to the lined storage lagoons and then discharged into the municipal sewer. Estimate is derived from historical costs.				

Project Number	18-05	Capital Project Title	Controlled Waste & Asbestos Area Development	Capital Project Description	Controlled Waste & Asbestos Area Development
Project Rationale	Controlled waste and asbestos areas within the landfill footprint are required to be developed in conjunction with active cells. BC Ministry of Environment regulatory requirements must be met on a continual basis. Asbestos is a high risk material that requires proper planning and special burrial to ensure safe disposal.				

Project Number	22-01	Capital Project Title	Sedimentation Pond Relining	Capital Project Description	NW Sedimentation Pond Relining & Expansion
Project Rationale	To prevent leakage and fines from migrating off site into the north freshwater drainage area, the sedimentation pond must be relined. In addition the sedimentation pond must be enlarged to meet MOE requirements for retaining 24 hrs of precipitation from a 100 year storm event. Finally, the sedimentation pond requires inlet valving and piping to permit flows to be diverted to the upper lagoon in the event there is an onsite spill that must be contained and diverted from fresh water courses.				

Project Number	22-02	Capital Project Title	Cell 4 Liner Installation	Capital Project Description	Cell 4 Liner Installation
Project Rationale	A new drainage and liner system will ensure effective removal of leachate from within the new Cell 4 area and prevent any off site migration. The liner will also include an underdrain which will relieve pore pressure and ensure fresh ground water does not contribute to ongoing leachate collection and processing.				

Service: 1.521 Environmental Resource Management

Project Number 22-03 **Capital Project Title** Leachate Line Decommissioning **Capital Project Description** Leachate Line Decommissioning

Project Rationale The new Centrate Return Line built as part of the CORE Area Wastewater project carries all of the leachate from Hartland along with the planned and phased centrate from the Residuals Treatment Facility. This project has been set up to facilitate a planned and phased decommissioning of the old leachate line now that it is no longer required.

Project Number 22-06 **Capital Project Title** Hartland FIRE Safety Improvements **Capital Project Description** Installation of new Fire Line

Project Rationale Hartland has purchased a new fire pump and related components in order to mitigate risk from a major fire at the landfill. As part of the system a new fire line is required to be installed starting from near the lower lagoon and run all the way to the crest of the landfill. Phase 2 (2023) includes a means to roll/unroll 6" layflat hose, 2" firefighting hose and acts as an anchor point for the main fire line. The system will allow operations to setup the hose system near the working face to allow the fire department the best access to leachate resources to fight fires. Includes design, procurement and installation of the system.

Project Number 22-07 **Capital Project Title** Recycling Area Upgrades **Capital Project Description** Recycling Area Upgrades

Project Rationale The project has been set up to conduct a design review of the existing recycling area at Hartland and investigate changes relating to efficient accessibility due to growing public interest in the depot and to include safety considerations such as protection from the sun during hot weather.

Project Number 22-10 **Capital Project Title** Storm Water Sedimentation pond Emergency Repairs **Capital Project Description** Storm Water Sedimentation pond Emergency Repairs

Project Rationale Leachate has been detected getting into the fresh water sedimentation pond. This project has been set up to explore sources of contamination and make remedial works to the pond, incoming pipes and outgoing infrastructure as necessary to ensure containment of any contaminants. This project also includes the installation of any new monitoring wells, including consulting fees to locate, prove/commission and report findings/recommendations.

Project Number 23-02 **Capital Project Title** Contractor Workshop Relocation **Capital Project Description** Contractor Workshop Relocation

Project Rationale The current contractors workshop is located in the future Cell 5 of the landfill and must be relocated so critical landfill infrastructure can be completed for Cell 4, 5 and 6. This project includes removal of the existing structure and reuse (if economical) in a new location adjacent to future cells so the operations contractor can conduct repairs on large landfill operations equipment (Packer, Bull-Dozer, excavators etc).

Service: 1.521 Environmental Resource Management

Project Number 23-03 **Capital Project Title** Cell 4, 5 & 6 gas well layout Plan **Capital Project Description** Cell 4, 5 & 6 gas well Plan
Project Rationale This project allows for design services to provide a conceptual layout of new gas wells in Cells 4, 5 & 6 and the tie-in to gas wells on the North Slope from Cells 2 and 3 as garbage is landfilled against the North Slope.

Project Number 23-04 **Capital Project Title** North End Commercial Access Improvements **Capital Project Description** North End Commercial Access Improvements
Project Rationale This project includes necessary improvements to ensure the North Entrance and Scales are equipped for fully automated commercial access off Willis Point Road when Cell 4 is ready for filling. Improvements include landscaping, scale house improvements, automated gates, staging lanes, card readers/scanners, RFID systems, scale safety rails, bollards, radio intercoms, sidewalks, signage, etc.

Project Number 23-05 **Capital Project Title** Existing Manual and Commercial Scale Upgrades **Capital Project Description** Existing Manual and Commercial Scale Upgrades
Project Rationale The South Entrance Commercial scale approach/exit ramps are in poor condition. This project includes sawcutting and removal of old scale ramps and pouring new concrete with Rebar to eliminate further safety hazards to trucks and employees. The South Entrance Manual Scale deck is in poor condition. It requires replacement and/or major repair. This project accounts for all work that needs to be done after detailed assessment to ensure life of the existing manual and commercial scales can continue reliably for the next 20 years

Project Number 24-01 **Capital Project Title** Cell 5&6 GRW **Capital Project Description** Cell 5&6 Gravity Retaining Wall Construction
Project Rationale This project will allow for the construction of a new mounded structural earth berm north of cell 1&2 at 5 corners intersection to serve as the new toe of cells 5 & 6. As part of this berm, the project includes installation of a critical sub-grade landfill leachate containment system (grout wall/curtain) and raising the clay containment berm from 130mAsl to 135mASL to ensure leachate capture from future landfill cells 4, 5 & 6. The project also includes relocation of any existing infrastructure (LFG, Leachate, Water, electrical etc) that currently resides in the future footprint of the MSE berm.

Project Number 24-02 **Capital Project Title** Hartland North Master Plan **Capital Project Description** Hartland North Master Plan
Project Rationale With the recent completion of the new Residuals Treatment Facility and associated access and new scales at Hartland North, this design project will ensure that there is adequate future planning and integration with the existing landfill site

Project Number 24-03 **Capital Project Title** Hartland Amenity Project **Capital Project Description** Intersection Upgrade
Project Rationale This project considers all road and intersection improvements necessary to move commercial access from Hartland Avenue to Willis Point Rd.

Service: 1.521 Environmental Resource Management

Project Number 24-04 **Capital Project Title** Biosolids Beneficial Reuse /RDF Building **Capital Project Description** Biosolids Beneficial Reuse /RDF Building
Project Rationale This project will allow for the replacement of the old biosolids storage barn with a new Sprung Structure for mixing and repurposing of dried biosolids and other refuse derived fuel generated at the Hartland site.

Project Number 24-05 **Capital Project Title** Cell 5 Liner Construction **Capital Project Description** Cell 5 Liner Construction
Project Rationale A new drainage and liner system will ensure effective removal of leachate from within the new Cell 5 area and prevent any off site migration. The liner will also include an underdrain which will relieve pore pressure and ensure fresh ground water does not contribute to ongoing leachate collection and processing.

Project Number 24-06 **Capital Project Title** Cell 1, 2 & 3 Transition Liner **Capital Project Description** Cell 1, 2 & 3 Transition Liner
Project Rationale A new drainage and liner system will ensure effective removal of leachate above Cells 1 & 2 from garbage placed ontop of it from cells 4, 5 and 6. This liner provides continuity, separation and acts as a transition between old cells of the landfill and cells 4-6. The liner will also include an underdrain which will relieve pore pressure and ensure leachate from Cell 1, 2 & 3 can properly drain to heal basin or the upper lagoon.

Project Number 24-07 **Capital Project Title** Relocation of N. Toe Road Sedimentation Pond **Capital Project Description** Relocation of N. Toe Road Sedimentation Pond
Project Rationale The North Toe Road fresh water sedimentation collection pond sits ontop of Cell 1 garbage. The future Gravity Retaining Wall will be constructed ontop of the pond so it must be relocated.

Project Number 24-08 **Capital Project Title** North End Fence Replacement **Capital Project Description** North & East Fence Replacement
Project Rationale The fence line from the Upper lagoon to the new RTF driveway entrance is madeup of various fencing materials. This project provides proper fencing to ensure a continuous perimeter around Hartland property.

Project Number 24-09 **Capital Project Title** Diversion Transfer Station **Capital Project Description** Diversion Transfer Station
Project Rationale Starting Jan 1, 2024 the landfill will ban carpet, wood and asphalt shingles. These will be mandatory recycleable materials. A new transfer depot to receive, process and ship these diverted streams to end markets is required. This project covers all equipment and capital improvements required to facilitate this service.

Project Number 24-10 **Capital Project Title** RNG Spare Parts Inventory **Capital Project Description** RNG Spare Parts Inventory
Project Rationale Upon Startup of the new LFG RNG facility, a spare parts inventory is required. Parts will be selected by HRRG and paid for by CRD for the 25 year operating agreement. This project covers the initial capital outlay for spare parts.

Service:	1.521	Environmental Resource Management	
Project Number	24-11	Capital Project Title	Traffic Pattern Changes - Site Signage
Capital Project Description	Traffic Pattern Changes - Site Signage		
Project Rationale	Sitewide signage, delineators, signals, digital entrance signs and barriers required to facilitate new traffic patterns associated with relocation of Commercial traffic from Hartland Ave to Willis Point Rd, opening cell 4, relocation of the kitchen scrap transfer station and a new diversion transfer station.		
Project Number	25-01	Capital Project Title	NE & NW Aggregate Stockpile cover
Capital Project Description	NE & NW Aggregate Stockpile cover		
Project Rationale	This project allows for the installation of a temporary impermeable membranes to be placed ovetop the NE and NW shot-rock storage stock piles to protect the environment from minerals may runoff with precipitation.		
Project Number	25-02	Capital Project Title	North End Wheel Wash
Capital Project Description	North End Wheel Wash		
Project Rationale	This project accounts for a new commercial truck wheel wash system to be installed on the North End to ensure trucks don't track mud onto Willis Point Road.		
Project Number	25-03	Capital Project Title	Landfill Gas capture to meet New Federal
Capital Project Description	Landfill Gas capture to meet New Federal		
Project Rationale	Environment & Climate Change Canada has released a proposed Landfill Methane Regulation that is expected to come into force in Q1/Q2 of 2024, with the intent of reducing fugitive landfill emissions across the country. The regulation sets thresholds for surface emissions at landfills emitting more than 10,000 tonnes of CO2e per year (Hartland exceeds this). Based on required monitoring events, any surface methane concentrations that exceed proposed levels require a corrective action plan and mitigation within a specified timeframe. Based on current surface emissions data, it is expected that Hartland will need to implement additional controls, improve gas collection, or repair infrastructure to reduce surface methane concentrations to achieve compliance with these proposed limits.		
Project Number	25-04	Capital Project Title	Hartland Operating Certificate Renewal
Capital Project Description	Hartland Operating Certificate Renewal		
Project Rationale	Hartland's Operating Certificate (OC) has not been modified since January 27, 2010. CRD has committed to updating its OC in light of recent MOE discussion and approval of ERM's SWMP. This project covers staff time and consultant/legal fees to assist the CRD in updating the OC with the MOE.		
Project Number	26-01	Capital Project Title	Cell 4& 5 Bottom Lift Gas Wells / Leachate Drain
Capital Project Description	Cell 4 Bottom Lift Gas Wells / Leachate Drain		
Project Rationale	To meet BC Ministry of Environment regulations, gas wells and leachate collectors are installed in each lift of refuse and have to be connected to the existing collection systems to collect methane gas. Well heads, valves, condensation traps, monitoring points, and piping has to be installed to each combination gas well and leachate collector. The leachate is then conveyed to the lined storage lagoons and then discharged into the municipal sewer. Estimate is derived from historical costs.		

1.521 Environmental Resource Management
 Capital Reserve Fund Schedule - ERM
 2024 - 2028 Financial Plan

Capital Reserve Fund Schedule - ERM

Capital Reserve Fund ERM - Landfill Closure Portion, Capital Reserve Portion, and Recycling Depots Portion

Capital Reserve Fund Schedule

Bylaw 2164 established a Solid Waste Refuse Disposal Reserve Fund for the ERM Service (was called Solid Waste Service). There are three portions in the Reserve Fund: Landfill Closure, restricted funds to cover the liability of closing Phase 2 - 3 and post-closure maintenance. Capital Reserve is working capital and not restricted.

Landfill Closure Portion Fund: 1020 Fund Centre: 101363	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	12,695,022	13,670,125	14,125,245	10,580,364	5,035,484	5,490,604
Planned Capital Expenditure (Based on Capital Plan)	-	-	(4,000,000)	(6,000,000)	-	-
Transfer to/from Ops Budget	455,120	455,120	455,120	455,120	455,120	455,120
Interest Income*	519,983	-	-	-	-	-
Ending Balance \$	13,670,125	14,125,245	10,580,364	5,035,484	5,490,604	5,945,724

Assumptions/Background:

Liability reserve to fund closure of Phase 2-3 and post closure maintenance.

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

Capital Reserve Fund Schedule

Capital Reserve Portion Fund: 1020 Fund Centre: 101364	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	10,658,469	12,211,415	6,132,785	4,479,155	3,779,155	2,529,155
Planned Capital Expenditure (Based on Capital Plan)	(2,350,000)	(7,175,000)	(2,750,000)	(700,000)	(1,250,000)	(625,000)
Transfer from Air Space Reserve Funds	1,102,000					
Transfer to/from Ops Budget	2,407,941	1,096,370	1,096,370	-	-	-
Interest Income*	393,004	-	-	-	-	-
Ending Balance \$	12,211,415	6,132,785	4,479,155	3,779,155	2,529,155	1,904,155

Assumptions/Background:

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

Capital Reserve Fund Schedule

Recycling Depots/Compost Center Reserve Portion Fund: 1020 Fund Centre: 102102	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	16,920	15,919	19,919	23,919	27,919	31,919
Planned Capital Expenditure	(5,001)	-	-	-	-	-
Transfer to/from Ops Budget	4,000	4,000	4,000	4,000	4,000	4,000
Ending Balance \$	15,919	19,919	23,919	27,919	31,919	35,919

Assumptions/Background:

Reimburse operating budget for capital expenditures spent by Compost Center.

**1.521 Environmental Resource Management
 Operating Reserve Summary
 2024 - 2028 Financial Plan**

Profile

Environmental Resource Management

Bylaw 3867 - established Operating Reserve for the ERM Service to be used by the service for: mitigating fluctuations in tipping fee revenue and for covering operational expenditures as required, including debt servicing.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center 105509	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	26,910,018	22,707,937	4,956,572	7,766,289	6,751,977	6,632,306
Planned Purchase - RNG project	(2,000,000)	(9,468,000)		-	-	-
Planned Capital Expenditure (Based on Capital Plan)	(5,413,149)	(5,900,000)	(350,000)	(700,000)		(625,000)
Transfer to/from Ops Budget	2,127,453	(2,383,365)	3,159,717	(314,312)	(119,671)	(1,031,363)
Interest Income*	1,083,615			-	-	-
Total projected year end balance	22,707,937	4,956,572	7,766,289	6,751,977	6,632,306	4,975,943

Assumptions/Background:

Reserve for rate stabilization

* 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.

**1.521 Environmental Resource Management
ERF Reserve Fund Schedule
2024 - 2028 Financial Plan**

ERF Reserve Fund Schedule

ERF: ERM ERF or PERS Fund for Equipment
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Equipment Replacement Fund Fund: 1022 Fund Centre: 101447	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	2,594,261	2,285,782	1,382,782	1,231,782	1,050,782	869,782
Planned Purchase (Based on Capital Plan)	(439,499)	(1,103,000)	(355,000)	(385,000)	(385,000)	(385,000)
Transfer to/from Ops Budget	110,176	200,000	204,000	204,000	204,000	204,000
Disposal of equipment	-	-	-	-	-	-
Interest Income*	20,844	-	-	-	-	-
Ending Balance \$	2,285,782	1,382,782	1,231,782	1,050,782	869,782	688,782

Assumptions/Background: ERF Reserve to fund replacement of computer equipment and for PERS (Priority Equipment Replacement) type equipment that lasts less than 15 years
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* Interest should be included in determining the estimated ending balance for the current year. Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Environmental Protection and Water Quality

FINAL BUDGET

MARCH 2024

Service: 1.578 Environmental Protection

Committee: Environmental Services

DEFINITION:

To provide Protective Programs (Environmental Assessment and Regulatory Programs) relative to various Operating, Environmental and Capital programs. The cost of this function is allocated to other operating budgets and capital projects using these Services.

SERVICE DESCRIPTION:

The division provides scientific, technical and regulatory support to CRD services to ensure protection of human health and the environment.

PARTICIPATION:

Method of cost allocation is:

* Allocation on an hourly basis for services rendered to Third Party Projects, Capital & Operating functions

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

N/A

COST RECOVERY:

A mixture of allocations and time charges to Protective Programs, Partnership, Environment Resource Management, and Environmental Operations.

ENVIRONMENTAL PROTECTION	BUDGET REQUEST				2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL		
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING					2024 ONE-TIME	2024 TOTAL
<u>OPERATING COSTS:</u>										
Salaries and Wages	6,911,576	6,473,474	6,506,660	301,464	121,831	6,929,955	6,970,630	7,128,873	6,922,248	7,087,073
Allocations	1,470,425	1,470,425	1,496,281	-	-	1,496,281	1,527,233	1,597,115	1,648,841	1,691,825
Operating Costs - Other - Summary	675,723	685,542	628,241	-	-	628,241	599,991	611,990	624,250	637,640
TOTAL OPERATING COSTS	9,057,725	8,629,441	8,631,182	301,464	121,831	9,054,477	9,097,853	9,337,978	9,195,339	9,416,539
*Percentage Increase over prior year		-4.7%	-4.7%	3.3%	1.3%	0.0%	0.5%	2.6%	-1.5%	2.4%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	80,799	367,134	272,384	-	-	272,384	256,782	242,640	226,660	261,918
Transfer to Operating Reserve Fund	39,244	39,244	11,034	-	-	11,034	108	-	93,495	87,887
TOTAL CAPITAL / RESERVES	120,043	406,378	283,418	-	-	283,418	256,890	242,640	320,155	349,804
TOTAL COSTS	9,177,768	9,035,819	8,914,600	301,464	121,831	9,337,895	9,354,743	9,580,618	9,515,494	9,766,343
*Percentage Increase over prior year		-1.5%	-2.9%	3.3%	1.3%	1.7%	0.2%	2.4%	-0.7%	2.6%
Allocation Recovery - Environmental Services	(9,044,393)	(9,035,819)	(8,914,600)	(301,464)	-	(9,216,064)	(9,340,654)	(9,540,017)	(9,460,100)	(9,710,717)
OPERATING COSTS LESS INTERNAL RECOVERIES	133,375	-	0	-	121,831	121,831	14,089	40,600	55,394	55,627
FUNDING SOURCES (REVENUE)										
(Surplus) / Deficit										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Transfer From Operating Reserve	(133,374)	-	-	-	(121,831)	(121,831)	(14,089)	(40,601)	(55,394)	(55,627)
TOTAL REVENUE	(133,374)	-	-	-	(121,831)	(121,831)	(14,089)	(40,601)	(55,394)	(55,627)
REQUISITION	0	-	-	-	-	-	(0)	(0)	(0)	(0)
*Percentage Increase over prior year		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
PARTICIPANTS: Costs recovered internally										
AUTHORIZED POSITIONS:										
Ongoing	56.30	56.30	54.30			54.30	54.30	54.30	54.30	54.30
Term	4.00	4.00	3.50			3.50	3.50	3.50	0.00	0.00

ENVIRONMENTAL PROTECTION	BUDGET REQUEST						2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL				
<u>OPERATING COSTS:</u>										
1.578 Environmental Protection Expenditures	6,730,561	6,439,377	6,275,901	200,976	121,831	6,598,708	6,581,825	6,771,512	6,671,041	6,834,279
1.579 Environmental Water Quality Expenditures	2,327,163	2,190,064	2,355,281	100,488	-	2,455,769	2,516,028	2,566,465	2,524,298	2,582,260
TOTAL OPERATING COSTS	9,057,724	8,629,441	8,631,182	301,464	121,831	9,054,477	9,097,853	9,337,978	9,195,339	9,416,539
*Percentage Increase over prior year		-4.7%	-4.7%	3.3%	1.3%	0.0%	0.5%	2.6%	-1.5%	2.4%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	80,799	367,134	272,384	-	-	272,384	256,782	242,640	226,660	261,918
Transfer to Operating Reserve Fund	39,244	39,244	11,034	-	-	11,034	108	-	93,495	87,887
TOTAL CAPITAL / RESERVES	120,044	406,378	283,418	-	-	283,418	256,890	242,640	320,155	349,804
TOTAL COSTS	9,177,768	9,035,819	8,914,600	301,464	121,831	9,337,895	9,354,743	9,580,618	9,515,494	9,766,343
*Percentage Increase over prior year		-1.5%	-2.9%	3.3%	1.3%	1.7%	0.2%	2.4%	-0.7%	2.6%
Allocation Recovery - 1.578 Environmental Protection	(6,712,511)	(6,806,511)	(6,548,285)	(200,976)	-	(6,749,261)	(6,824,518)	(6,973,552)	(6,842,307)	(7,040,570)
Allocation Recovery - 1.579 Env Water Quality	(2,331,882)	(2,229,308)	(2,366,315)	(100,488)	-	(2,466,803)	(2,516,136)	(2,566,465)	(2,617,793)	(2,670,146)
OPERATING COSTS LESS INTERNAL RECOVERIES	133,373	-	0	-	121,831	121,831	14,089	40,600	55,394	55,627
FUNDING SOURCES (REVENUE)										
(Surplus) / Deficit	-	-	-	-	-	-	-	-	-	-
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Transfer From Operating Reserve - Env. Protection	(98,849)	-	-	-	(121,831)	(121,831)	(14,089)	(40,601)	(55,394)	(55,627)
Transfer From Operating Reserve - Water Quality	(34,525)	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(133,373)	-	-	-	(121,831)	(121,831)	(14,089)	(40,601)	(55,394)	(55,627)
REQUISITION	0	-	-	-	-	-	(0)	(0)	0	0
*Percentage Increase over prior year	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
PARTICIPANTS: Costs recovered internally										
AUTHORIZED POSITIONS:										
Ongoing	56.30	56.30	54.30			54.30	54.30	54.30	54.30	54.30
Term	4.00	4.00	3.50			3.50	3.50	3.50	0.00	0.00

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.578	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
	Environmental Protection							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$479,000	\$514,600	\$145,600	\$122,000	\$97,000	\$111,100	\$990,300	
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Vehicles	\$120,000	\$220,000	\$180,000	\$50,000	\$0	\$0	\$450,000	
	\$599,000	\$734,600	\$325,600	\$172,000	\$97,000	\$111,100	\$1,440,300	

SOURCE OF FUNDS

Capital Funds on Hand	\$370,000	\$380,000	\$0	\$0	\$0	\$0	\$380,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$229,000	\$354,600	\$325,600	\$172,000	\$97,000	\$111,100	\$1,060,300
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$599,000	\$734,600	\$325,600	\$172,000	\$97,000	\$111,100	\$1,440,300

Service: 1.578 Environmental Protection

Project Number	18-01	Capital Project Title	Annual Scientific/Field/Outreach/Printers/Copiers equipment replacement	Capital Project Description	ERF replacement of Scientific/Field/Outreach/Printers/Copiers equipment
Project Rationale	Replacement of routine sampling/outreach/printers/copiers equipment				

Project Number	18-02	Capital Project Title	Annual Computer equipment replacement	Capital Project Description	ERF replacement of computer equipment
Project Rationale	Routine replacement of various computer equipment due to end of calculated lifecycle (4yrs). Note: expense is calculated on 2023 values + 2%. Each year includes a number of standard desktop/laptop replacements scheduled by IT.				

Project Number	18-03	Capital Project Title	Annual vehicle replacement	Capital Project Description	ERF replacement of vehicles
Project Rationale	2024-Replace FQ6007(Kia Soul-CCC) & Replace F12004 (Smart Car). 2025-Replace F18018(Nissan NV200-EMP) & F18019(Nissan NV200-EMP). 2026-Replace F18029(Kia Soul).				

Project Number	18-04	Capital Project Title	Furniture replacement	Capital Project Description	ERF replacement of furniture
Project Rationale	Replacement of desks, cubicle walls, etc... as per the densification project.				

Service: 1.578 Environmental Protection

Project Number 19-01

Capital Project Title IT Database Programs

Capital Project Description Address based database & EQIS

Project Rationale Database development and maintenance - Address based database & EQIS

Project Number 20-01

Capital Project Title Furniture

Capital Project Description New Furniture

Project Rationale Office chairs, desks, cubicle walls, bookshelves and monitor arms.

Project Number 23-01

Capital Project Title Hydration Truck Replacement

Capital Project Description Hydration truck

Project Rationale Hydration truck is replacing the water cart & trailer.

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.579	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
	Environmental Water Quality							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
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	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
	\$0	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 1.579

Service Name: Environmental Water Quality

PROJECT DESCRIPTION			PROJECT BUDGET & SCHEDULE										
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2023	2024	2025	2026	2027	2028	5 - Year Total
20-31	Renewal	Lab Information Management System	Information management system expansion for CRD lab services	\$ 30,000	E	Res	\$ -	\$30,000					\$30,000
			Grand Total	\$ 30,000			\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000

Service: 1.579 Environmental Water Quality

Project Number	20-31	Capital Project Title	Laboratory Information Management System	Capital Project Description	information management software for laboratory data
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Project Rationale To manage the volume of data generated by the water quality laboratories and ensure data provided to CRD is accurate and timely the lab requires implementation of an information management system. These funds are for expansion of an existing project to encompass laboratory operations.

**1.578 Environmental Protection
Operating Reserve Summary
2024 - 2028 Financial Plan**

Profile

Environmental Protection

Established by Bylaw No. 4147 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105525 (105522)	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	807,250	1,034,306	1,034,306	1,020,217	979,616	924,222
Planned Purchase		-	(14,089)	(40,601)	(55,394)	(55,627)
Transfer from Ops Budget	188,592	-	-	-	-	-
Interest Income*	38,464	-	-	-	-	-
Total projected year end balance	1,034,306	1,034,306	1,020,217	979,616	924,222	868,595

* 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.

Assumptions/Background:

Reserve balance retained for charge-out rate stabilization

**1.578 Environmental Protection
Equipment Reserve Summary
2024 - 2028 Financial Plan**

ERF Reserve Cash Flow

Environmental Protection is responsible for providing scientific and technical expertise in order to protect the region's environmental resources and functions. Key areas of focus are the Climate Action Program, Integrated Watershed Management, Wastewater and Marine Environment Program.

Equipment Replacement Fund Fund: 1022 Fund Center: 101492	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	1,238,334	1,128,582	1,036,366	967,548	1,038,188	1,167,848
Planned Purchase (Based on Capital Plan)	(537,175)	(364,600)	(325,600)	(172,000)	(97,000)	(111,100)
Transfer from Operating Budget	367,134	272,384	256,782	242,640	226,660	261,918
Interest Income*	60,289	-	-	-	-	-
Total projected year end balance	1,128,582	1,036,366	967,548	1,038,188	1,167,848	1,318,666

* 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.

Assumptions/Background:

**1.579 Environmental Sustainability HQ Water Quality
 Operating Reserve Summary
 2024 - 2028 Financial Plan**

Profile

Environmental Sustainability HQ Water Quality

Established by Bylaw No. 4147 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105517	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	528,412	605,857	586,891	586,999	586,999	680,494
Planned Purchase	-	(30,000)	-	-	-	-
Transfer from Ops Budget	52,343	11,034	108	-	93,495	87,887
Interest Income*	25,102	-	-	-	-	-
Total projected year end balance	605,857	586,891	586,999	586,999	680,494	768,380

* 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.

**1.579 Environmental Sustainability HQ Water Quality
Equipment Reserve Summary
2024 - 2028 Financial Plan**

ERF Reserve Cash Flow

Water Quality Senior Budget - Equipment Replacement for Equipment

Equipment Replacement Fund Fund: 1022 Fund Center: 102075	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	21,666	21,861	21,861	21,861	21,861	21,861
Planned Purchase (Based on Capital Plan)		-	-	-	-	-
Transfer from Operating Budget		-	-	-	-	-
Interest Income*	195	-	-	-	-	-
Total projected year end balance	21,861	21,861	21,861	21,861	21,861	21,861

* 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.

Assumptions/Background:

ERF Reserve to fund replacement of equipment used by the staff of the Environmental Water Quality Division.

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Regional Source Control

FINAL BUDGET

MARCH 2024

DEFINITION:

Provides for the control of the direct or indirect discharge of contaminants into or through facilities connected to sewage facilities under the regulatory authority of the Capital Regional District. Est. Bylaw No. 2402, 1996, amended Bylaw No. 3351, December 2006.

SERVICE DESCRIPTION:

Source control is a waste management strategy aimed at reducing contaminants that industries, businesses, institutions and households discharge to sanitary sewers. Source control focuses on point-of-discharge reductions in contaminants in order to protect: sewage collection and treatment systems, the quality of treatment plant sewage sludge and biosolids, the marine receiving environment and public and worker health and safety.

PARTICIPATION:

All municipalities, electoral areas and first nations taxation areas of the Capital Regional District

MAXIMUM LEVY:

Greater of \$1,100,000 or \$0.037 / \$1,000 of actual assessments

COMMITTEE:

Environmental Services

FUNDING:

Requisition, permit fees and other fees

COST APPORTIONMENT:

- (1) Fees.
- (2) Based on annual flow of sewage among each municipal and electoral participation area into sewage facilities owned or operated by the CRD.
- (3) Remaining balance apportioned to all participating members on the basis of converted net taxable value of land and improvements.

RESERVE FUND:

Bylaw No. 4144 Operating Reserve Fund

	<u>Estimated Yearly Flow</u>	<u>% of Total Flows</u>	
Central Saanich	1,334,016	26.73%	
Colwood	1,124,967	7.98%	
Esquimalt	1,913,792	34.69%	
Langford	3,501,060	6.40%	
North Saanich	568,579	2.13%	
Oak Bay	2,499,492	3.05%	
Saanich	8,617,797	8.69%	89.68%
Sidney	1,260,382	3.50%	
Victoria	11,290,931	3.78%	
View Royal	785,662	1.38%	
Esquimalt Nation	27,738	0.07%	
Pauquachin First Nation	14,980	0.04%	
Songhees Nation	29,661	0.08%	
Tseycum First Nation	243,322	0.64%	
D.N.D.	0	0.00%	
Institute of Ocean Sciences (I.O.S.)	3,889	0.01%	
Ganges Sewer	167,123	0.44%	
Maliview Sewer	19,815	0.05%	
Magic Lake Estates Sewer	109,685	0.29%	
Port Renfrew Sewer	19,997	0.05%	10.32%
TOTAL	33,532,888	100.00%	100.00%

3.755 - REGIONAL SOURCE CONTROL PROGRAM			BUDGET REQUEST							
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>OPERATING COSTS:</u>										
Allocations - EPro Labour	1,334,193	1,334,193	1,386,465	-	-	1,386,465	1,414,194	1,442,478	1,471,328	1,500,754
Operation - Other Costs	168,845	127,345	141,875	-	-	141,875	150,414	154,447	156,529	159,722
Contract For Services	98,000	98,000	98,760	-	-	98,760	99,540	100,330	101,140	101,960
Consultant Expenses	40,000	40,000	47,448	-	-	47,448	-	41,200	-	-
TOTAL OPERATING COSTS	1,641,038	1,599,538	1,674,548	-	-	1,674,548	1,664,148	1,738,455	1,728,997	1,762,436
*Percentage Increase over prior year		-2.5%	2.0%	0.0%	0.0%	2.0%	-0.6%	4.5%	-0.5%	1.9%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	-	170	-	-	170	173	177	180	184
TOTAL CAPITAL / RESERVES	-	-	170	-	-	170	173	177	180	184
TOTAL COSTS	1,641,038	1,599,538	1,674,718	-	-	1,674,718	1,664,321	1,738,632	1,729,177	1,762,620
*Percentage Increase over prior year		-2.5%	2.1%	0.0%	0.0%	2.1%	-0.6%	4.5%	-0.5%	1.9%
Internal Recoveries	(55,000)	(55,000)	(55,000)	-	-	(55,000)	(55,000)	(55,000)	(55,000)	(55,000)
OPERATING COSTS LESS INTERNAL RECOVERIES	1,586,038	1,544,538	1,619,718	-	-	1,619,718	1,609,321	1,683,632	1,674,177	1,707,620
*Percentage Increase over prior year		-2.6%	2.1%	0.0%	0.0%	2.1%	-0.6%	4.6%	-0.6%	2.0%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Fees Charged	(60,000)	(60,000)	(61,200)	-	-	(61,200)	(62,424)	(63,672)	(64,946)	(66,245)
Revenue - Other	(500)	(500)	(1,000)	-	-	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)
Grants in Lieu of Taxes	(92,303)	(92,303)	(95,970)	-	-	(95,970)	(92,303)	(92,303)	(92,303)	(92,303)
Transfer From Operating Reserve	(43,249)	(1,749)	(43,762)	-	-	(43,762)	(7,453)	(51,593)	(11,362)	(13,415)
TOTAL REVENUE	(196,052)	(154,552)	(201,932)	-	-	(201,932)	(163,180)	(208,568)	(169,611)	(172,963)
REQUISITION	(1,389,986)	(1,389,986)	(1,417,786)	-	-	(1,417,786)	(1,446,141)	(1,475,064)	(1,504,566)	(1,534,657)
*Percentage Increase over prior year		0.0%	2.0%	0.0%	0.0%	2.0%	2.0%	2.0%	2.0%	2.0%
PARTICIPANTS: Colwood, Victoria, Esquimalt, Oak Bay, C. Saanich, N. Saanich, Langford; Sewered Local Areas of Ganges, Maliview, Magic Lakes, Pt. Renfrew, DND, Songhees and Esquimalt Bands										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**3.755 Regional Source Control Program
 Operating Reserve Summary
 2024 - 2028 Financial Plan**

Profile

Regional Source Control Program

Established by Bylaw No. 4144 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105504	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	498,070	482,196	438,434	431,154	379,738	368,376
Planned Purchase		-	-	-	-	-
Transfer to/from Ops Budget	(39,881)	(43,762)	(7,280)	(51,416)	(11,362)	(13,415)
Interest Income*	24,008	-	-	-	-	-
Total projected year end balance	482,196	438,434	431,154	379,738	368,376	354,961

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Septage Disposal Agreement

FINAL BUDGET

MARCH 2024

Service: 3.700 Septage Disposal Program

Committee: Core Area Liquid Waste Management

DEFINITION:

Provision of septage disposal facilities for all areas of the Regional District and to compel persons within all or designated portions of the region to make use of any system established for the disposal of septage and to prescribe the terms and conditions from which persons make use of such system and to impose fines and penalties in respect thereof (Letters Patent - June 1, 1978).

SERVICE DESCRIPTION:

The service provides oversight for the contract between the CRD and SPL Wastewater Recovery Ltd.

PARTICIPATION:

All member municipalities except Saltspring Island and Outer Gulf Islands. Operating and debt costs not met by user charges to be recovered by requisition to all participating members based on member percentage of participant septage input. Properties located in municipalities and capable of being drained into a municipal sanitary sewer are exempt from any levy. Properties connected to a sewage collection system within an electoral area may be exempted by by-law. Annual net cost not to exceed \$0.63/1000 on taxable school assessment (excluding property that is taxable for school purposes only Special Act.)

NON-PARTICIPANT, in relation to septage, means septage originating from a municipality or electoral area which does not participate in the septage disposal function under Division XXI of the Supplementary Letters Patent of the Regional District, and as such were charged a higher tipping fee before September 1, 1996. The same tipping fee to be charged to participants and non-participants after September 1, 1996.

COST APPORTIONMENT:

- (1) Fees:
User charges permitted by Septage Processing Ltd. to its customers.
Mandatory Waste Tipping Fee:

\$0.320	per Imperial Gallon	2021
\$0.325	per Imperial Gallon	2022
\$0.330	per Imperial Gallon	2023
\$0.340	per Imperial Gallon	2024
\$0.345	per Imperial Gallon	2025

Septage Processing Ltd. will submit to the CRD an administration fee of \$0.015 per Imperial Gallon.
Other wastes have different user charges.

- (2) Remaining balance apportioned to all participating members on the basis of percentage of Septage/Sewage delivered to the Septage Facility (No requisition - 2024)

MAXIMUM LEVY:

\$0.63 / \$1,000 on taxable school assessments (excluding property that is taxable for school purposes only).

SPL Liquid Waste Volumes - 2024

	Septage Vol1	FOG Vol2	Other Vol3	TOTAL	Total %	Septage %1	FOG %2	Other %3
Central Saanich	200,791	16,115	48,534	265,440	302.01%	75.6	6.1	18.3
Colwood	571,761	3,712	69,326	644,799	733.63%	88.7	0.6	10.8
Esquimalt	3,285	15,500	317,408	336,193	382.51%	1.0	4.6	94.4
Highlands	103,797	0	752,492	856,289	974.26%	12.1	0.0	87.9
Langford	357,080	55,763	386,074	798,917	908.99%	44.7	7.0	48.3
Metchosin	267,524	3,990	39,236	310,750	353.56%	86.1	1.3	12.6
North Saanich	434,468	19,110	143,079	596,657	678.86%	72.8	3.2	24.0
Saanich	596,920	34,646	317,228	948,794	1079.51%	62.9	3.7	33.4
Sidney	11,954	2,603	240,535	255,092	290.24%	4.7	1.0	94.3
Sooke	605,432	4,737	142,655	752,824	856.54%	80.4	0.6	18.9
Victoria	37,542	964,917	1,893,959	2,896,418	3295.46%	1.3	33.3	65.4
View Royal	10,907	0	3,992	14,899	16.95%	73.2	0.0	26.8
Port Renfrew	50,783	1,194	53,460	105,437	119.96%	48.2	1.1	50.7
Juan de Fuca	0	0	0	0	0.00%	0.0	0.0	0.0
	315,515	0	241,705	557,220	6.340	56.623	0.000	4337.7%
TOTAL	3,252,840	1,122,287	4,413,980	8,789,107	10000%			

Notes:

1. Septage = Institutional, Commercial, and Residential

2. FOG = Fats, Oils and Greases

3. Other = Portable Toilets, San. Sew. Ships, San. Sew. Docks, PIT toilet, Car Wash, Catch Basin, Sew. Sludge, Other (whey, dairy, brewery), and Lift Station

3.700 - SEPTAGE DISPOSAL AGREEMENT

			BUDGET REQUEST							
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
OPERATING COSTS:										
Operating Expenditures	29,179	30,320	32,460	-	-	32,460	34,099	35,832	37,709	39,515
Allocations - Epro	66,848	60,675	55,702	-	-	55,702	56,816	57,952	59,001	60,181
Allocations - Others	61,883	61,871	72,920	-	-	72,920	73,277	73,643	74,017	74,396
TOTAL OPERATING COSTS	157,910	152,866	161,082	-	-	161,082	164,192	167,428	170,727	174,093
*Percentage Increase over prior year		-3.2%	2.0%	0.0%	0.0%	2.0%	1.9%	2.0%	2.0%	2.0%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Sewer Capital Fund	-	3,014	-	-	-	-	-	-	-	-
	-									
TOTAL CAPITAL / RESERVES	-	3,014	-	-	-	-	-	-	-	-
	-									
TOTAL COSTS	157,910	155,880	161,082	-	-	161,082	164,192	167,428	170,727	174,093
*Percentage Increase over prior year		-1.3%	2.0%	0.0%	0.0%	2.0%	1.9%	2.0%	2.0%	2.0%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(2,210)	(2,210)	(2,272)	-	-	(2,272)	(2,210)	(2,210)	(2,210)	(2,210)
Fees Charged	-	(2,880)	-	-	-	-	-	-	-	-
Sale of Goods and Services	(155,000)	(150,000)	(158,100)	-	-	(158,100)	(161,262)	(164,487)	(167,777)	(171,133)
Revenue - Other	(700)	(790)	(710)	-	-	(710)	(720)	(730)	(740)	(750)
TOTAL REVENUE	(157,910)	(155,880)	(161,082)	-	-	(161,082)	(164,192)	(167,427)	(170,727)	(174,093)
REQUISITION	-	(0)	-	-	-	-	-	-	-	-
*Percentage Increase over prior year										
PARTICIPANTS: All Municipalities										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Millstream Site Remediation

FINAL BUDGET

MARCH 2024

DEFINITION:

Establishment Bylaw No. 3519, as amended, establishes a service for the purpose of the remediation of lands legally described as Lot A, Section 5, Range 3 West, Highland District, Plan 40349 operated as the Millstream Meadows Sewage Septage Facility (the **'Millstream Site'**) and any other lands that may, now or in future, be affected by the operation of the Millstream Site as a sewage septage disposal facility.

SERVICE DESCRIPTION:

The service oversees the investigation and remediation of the former septage disposal site located at Millstream Meadows.

PARTICIPATION:

<u>Municipality</u>	<u>Percentage</u>
City of Colwood	15.67%
City of Victoria	13.21%
District of Central Saanich	4.89%
Township of Esquimalt	2.65%
City of Langford	14.43%
District of Saanich	22.19%
District of Oak Bay	2.42%
District of North Saanich	4.87%
District of Metchosin	3.16%
Town of Sidney	1.64%
Town of View Royal	2.92%
District of Highland	0.96%
District of Sooke	6.93%
Juan de Fuca	4.08%
	100.00%

MAXIMUM LEVY:

Greater of \$1,400,000 or the amount equal to the amount that could be raised by a property value tax rate of **\$0.021** per \$1,000 which when applied to the net taxable value of the land and improvements within the Service Area.

MAXIMUM CAPITAL DEBT:

Authorized:	LA Bylaw No. 3513 (May 14, 2008)	Amended 3662 (Mar 2010)	\$7,550,000
Borrowed:	SI Bylaw No. 3547 (July 9, 2008)	5 yr term	(\$3,850,000)
	SI Bylaw No. 3725	15 yr term	(\$288,234)
	SI Bylaw No. 3817 (May 2012)	15 yr term	(\$200,000)
	SI Bylaw No. 3882 (May 2013)	15 yr term	(\$600,000)
	SI Bylaw No. 3910 (July 2013)	15 yr term	(\$611,766)
Remaining:	Expired		\$2,000,000

COMMITTEE:

Environmental Services

FUNDING:

Capital Project cost shared:

- Agreement with provincial Ministry of Agriculture and Lands (MAL) – 39% of eligible capital costs
- CRD Share is 61% of eligible costs and 100% of ineligible costs
 - Funds on Hand \$1,643,000
 - Debt Servicing – up to \$5,550,000 funded from property tax from the above participating areas
 - Effective 2010, 50% of the net annual costs of site remediation of the Millstream Meadows Sewage Septage Facility is funded from the annual Solid Waste Disposal Budget

3.701 - MILLSTREAM SITE REMEDIATION			BUDGET REQUEST							
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>OPERATING COSTS:</u>										
Allocations	170	170	106	-	-	106	108	-	-	-
TOTAL OPERATING COSTS	170	170	106	-	-	106	108	-	-	-
*Percentage Increase over prior year		0.0%	-37.6%	0.0%	0.0%	-37.6%	1.9%			
<u>CAPITAL / RESERVE</u>										
Transfer to Sewer Capital Fund (Millstream)	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
Debt Expenditures	537,358	537,358	19,162	-	-	19,162	19,162	-	-	-
TOTAL COSTS	537,528	537,528	19,268	-	-	19,268	19,270	-	-	-
*Percentage Increase over prior year		0.0%	-96.4%	0.0%	0.0%	-96.4%	0.0%			
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(6,144)	(6,144)	(6,248)	-	-	(6,248)	(11,237)	-	-	-
Transfer From Own Funds	(475,786)	(478,867)	(6,262)	-	-	(6,262)	(3,717)	-	-	-
Revenue - Other	(130)	2,951	(496)	-	-	(496)	(600)	-	-	-
TOTAL REVENUE	(482,060)	(482,060)	(13,006)	-	-	(13,006)	(15,554)	-	-	-
REQUISITION	(55,468)	(55,468)	(6,262)	-	-	(6,262)	(3,716)	-	-	-
*Percentage Increase over prior year		0.0%	-88.7%	0.0%	0.0%	-88.7%	-40.7%			
PARTICIPANTS: All Municipalities and JDF Electoral Area										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00			

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	3.701	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
	Millstream Site Remediation							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$417,000	\$417,000	\$0	\$0	\$0	\$0	\$0	\$417,000
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$417,000	\$417,000	\$0	\$0	\$0	\$0	\$0	\$417,000

SOURCE OF FUNDS

Capital Funds on Hand	\$300,000	\$300,000	\$0	\$0	\$0	\$0	\$0	\$300,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$117,000	\$117,000	\$0	\$0	\$0	\$0	\$0	\$117,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$417,000	\$417,000	\$0	\$0	\$0	\$0	\$0	\$417,000

Service:

3.701

Millstream Site Remediation

Project Number	Capital Project Title	Capital Project Description
17-01	Millstream Meadows Remediation	CRD contaminated site remediation
Project Rationale Millstream Site Remediation: Make application for Provincial certification, 2023/2024 Project Completion and site divestment		

CAPITAL REGIONAL DISTRICT

2024 BUDGET

L.W.M.P On-Site Systems Management Program

FINAL BUDGET

MARCH 2024

DEFINITION:

CRD Bylaw No. 3478 (adopted March 19, 2008) establishing a service for the purpose of developing and implementing a management program for the onsite sewage systems in the service area.
 Regulation Bylaw No. 3479 approved April 9, 2008.

SERVICE DESCRIPTION:

To reduce the impacts of failing septic (onsite) systems on human health and the environment through education and regulatory requirements. The Onsite Sewage Management Program (OMP) includes regulatory Bylaw No. 3479, outlining pump-out and maintenance requirements for owners of onsite systems. The program monitors residential compliance with the Bylaw and focuses on education to promote awareness and understanding of onsite system maintenance and care.

PARTICIPATION:

The participating areas are:

	2024 Budget Onsite Systems	%
Colwood	3,088	43.55%
Langford	1,678	23.66%
Saanich	2,266	31.96%
View Royal	59	0.83%
	7,091	100.00%

Note 1: Cost apportionment based on the number of parcels having onsite disposal systems within a participating area as a percentage of the total number of parcels having onsite sewage disposal systems within the service area.

MAXIMUM LEVY:

Greater of \$211,070 or the amount that could be raised by a property value tax rate of \$0.008 / \$1,000 when applied to the net taxable value of land and improvements within the service area.

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Environmental Services

FUNDING:

Parcel tax area created by each jurisdiction apportioned among all properties other than those parcels that are not connected to an onsite sewage disposal system.

3.707 - LWMP - ON SITE SYSTEM MANAGEMENT PROGRAM

			BUDGET REQUEST							
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
OPERATING COSTS:										
Operating Expenditures	147,649	128,061	153,866	-	-	153,866	156,334	158,752	161,558	165,014
Contract For Services	30,000	30,000	30,000	-	-	30,000	20,000	20,000	20,000	20,000
TOTAL OPERATING COSTS	177,649	158,061	183,866	-	-	183,866	176,334	178,752	181,558	185,014
*Percentage Increase over prior year		-11.0%	3.5%	0.0%	0.0%	3.5%	-4.1%	1.4%	1.6%	1.9%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	177,649	158,061	183,866	-	-	183,866	176,334	178,752	181,558	185,014
*Percentage Increase over prior year		-11.0%	3.5%	0.0%	0.0%	3.5%	-4.1%	1.4%	1.6%	1.9%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)		-								
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(7,485)	(7,485)	(6,900)	-	-	(6,900)	(7,485)	(7,485)	(7,485)	(7,485)
Transfer from Operating Reserve Fund	(40,014)	(20,426)	(42,260)	-	-	(42,260)	-	-	-	-
TOTAL REVENUE	(47,499)	(27,911)	(49,160)	-	-	(49,160)	(7,485)	(7,485)	(7,485)	(7,485)
REQUISITION	(130,150)	(130,150)	(134,706)	-	-	(134,706)	(168,849)	(171,268)	(174,072)	(177,529)
*Percentage Increase over prior year		0.0%	3.5%	0.0%	0.0%	3.5%	25.3%	1.4%	1.6%	2.0%
PARTICIPANTS: Colwood, Langford, Saanich, View Royal										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

3.707 L.W.M.P. On Site Systems Management Program
Operating Reserve Summary
2024 - 2028 Financial Plan

Profile

L.W.M.P. On Site Systems Management Program

Established by Bylaw No. 4144 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105526	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	384,233	412,769	370,509	370,509	370,509	370,509
Planned Purchase	-	(42,260)	-	-	-	-
Transfer from Ops Budget	10,015	-	-	-	-	-
Interest Income*	18,521	-	-	-	-	-
Total projected year end balance	412,769	370,509	370,509	370,509	370,509	370,509

* 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.

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2024 BUDGET

L.W.M.P. (Peninsula)

FINAL BUDGET

MARCH 2024

DEFINITION:

Implementation of the Liquid Waste Management Plan for the Saanich Peninsula. Bylaw No. 2388 (1996), amended by Bylaw No. 2439 (1996) and Bylaw No. 3073 (2003)

SERVICE DESCRIPTION:

To manage the Saanich Peninsula Liquid Waste Management Plan (SPLWMP) and implement the commitments approved under the plan as required:

- planning, reporting, amendment preparation, implementation of commitments, biosolids management program, resource recovery development and inflow/infiltration enhancement program

MAXIMUM LEVY:

Greater of \$5,663,000 or \$1.56 / \$1,000 of actual assessments

MAXIMUM CAPITAL DEBT:

Nil

COMMITTEE:

Saanich Peninsula Wastewater Commission

FUNDING:

Requisition

RESERVE FUND:

Bylaw No. 4144 Operating Reserve Fund

	<u>Operating</u>
Central Saanich	42.90%
North Saanich (*see note below)	16.57%
Sidney	40.53%
Total	<u>100.00%</u>

Note:

* North Saanich taxes all of North Saanich, including the Airport, as LWMP benefits all of North Saanich, and not just the sewer area. (March 18, 2002)

3.720 - LWMP (PENINSULA)	BUDGET REQUEST									
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>OPERATING COSTS:</u>										
Operating Expenditures	36,262	36,262	34,200	-	-	34,200	34,881	35,574	36,281	37,013
TOTAL OPERATING COSTS	36,262	36,262	34,200	-	-	34,200	34,881	35,574	36,281	37,013
*Percentage Increase over prior year		0.0%	-5.7%	0.0%	0.0%	-5.7%	2.0%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	19,985	19,985	23,222	-	-	23,222	23,801	24,277	24,763	25,247
TOTAL CAPITAL / RESERVES	19,985	19,985	23,222	-	-	23,222	23,801	24,277	24,763	25,247
TOTAL COSTS	56,247	56,247	57,422	-	-	57,422	58,681	59,851	61,044	62,260
*Percentage Increase over prior year		0.0%	2.1%	0.0%	0.0%	2.1%	2.2%	2.0%	2.0%	2.0%
OPERATING COSTS LESS INTERNAL RECOVERIES	56,247	56,247	57,422	-	-	57,422	58,681	59,851	61,044	62,260
*Percentage Increase over prior year		0.0%	2.1%	0.0%	0.0%	2.1%	2.2%	2.0%	2.0%	2.0%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(2,320)	(2,320)	(2,208)	-	-	(2,208)	(2,320)	(2,320)	(2,320)	(2,320)
TOTAL REVENUE	(2,320)	(2,320)	(2,208)	-	-	(2,208)	(2,320)	(2,320)	(2,320)	(2,320)
REQUISITION	(53,927)	(53,927)	(55,214)	-	-	(55,214)	(56,361)	(57,531)	(58,724)	(59,940)
*Percentage Increase over prior year		0.0%	2.4%	0.0%	0.0%	2.4%	2.1%	2.1%	2.1%	2.1%
PARTICIPANTS: Central Saanich, North Saanich, Sidney										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**3.720 L.W.M.P. Peninsula
Operating Reserve Summary
2024 - 2028 Financial Plan**

Profile

L.W.M.P. Peninsula

Established by Bylaw No. 4144 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105527	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	135,311	193,985	217,207	241,007	265,284	290,047
Planned Purchase		-	-	-	-	-
Transfer from Ops Budget	52,152	23,222	23,801	24,277	24,763	25,247
Interest Income*	6,522	-	-	-	-	-
Total projected year end balance	193,985	217,207	241,007	265,284	290,047	315,294

Assumptions/Background:

Retain reserve balance for future LWMP planning projects.

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

CAPITAL REGIONAL DISTRICT

2024 BUDGET

L.W.M.P. - Core and West Shore

FINAL BUDGET

MARCH 2024

DEFINITION:

To provide under authority of Trunk Sewers and Sewer Disposal Letters of Patent for the study, design, monitoring, materials acquisition, construction, equipment acquisition and all works necessary for the preparation of a Liquid Waste Management Plan and any related works within the Capital Regional District. Establishment Bylaw No. 2312 (1995), amended by Bylaw No. 3028 (2002), 3319 (2006), and 4304 (2020).

SERVICE DESCRIPTION:

To manage the Core Area and West Shore Liquid Waste Management Plan (CALWMP) and implement the commitments approved under the plan

- planning, siting, reporting, amendment preparation, implementation of commitments, public communications, liquid and solid resource recovery development

PARTICIPATION:

	<u>Flow Amounts*</u>	<u>Allocation for 2024</u>
Colwood	1,124,967	3.74%
Esquimalt	2,040,215	6.78%
Langford	3,501,060	11.63%
Oak Bay	2,499,492	8.30%
Saanich	8,617,797	28.62%
Victoria	11,290,931	37.50%
View Royal	785,662	2.61%
Esquimalt Nation	25,307	0.08%
Songhees Nation	221,365	0.74%
TOTAL	30,106,796	100.000%

* = Average Annual Flow

FUNDING:

Requisition

RESERVE FUND:

Bylaw No. 4144 Operating Reserve Fund

3.750 - LWMP - CORE AND WEST SHORE			BUDGET REQUEST							
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>OPERATING COSTS:</u>										
Operating Expenditures	180,552	180,552	183,089	-	-	183,089	186,760	190,513	194,342	198,247
Consultant Expenses	105,060	232,000	107,161	-	-	107,161	109,304	111,490	113,720	115,995
Contract For Services	37,401	37,401	38,149	-	-	38,149	38,912	39,690	40,484	41,294
TOTAL OPERATING COSTS	323,013	449,953	328,399	-	-	328,399	334,976	341,693	348,546	355,536
*Percentage Increase over prior year		39.3%	1.7%	0.0%	0.0%	1.7%	2.0%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	49,309	58,369	255,673	-	-	255,673	255,213	259,916	264,712	269,601
TOTAL CAPITAL / RESERVES	49,309	58,369	255,673	-	-	255,673	255,213	259,916	264,712	269,601
Debt Expenditures	-	-	-	-	-	-	166,875	835,426	835,426	835,426
TOTAL COSTS	372,322	508,322	584,072	-	-	584,072	757,064	1,437,035	1,448,684	1,460,563
*Percentage Increase over prior year		36.5%	56.9%	0.0%	0.0%	56.9%	29.6%	89.8%	0.8%	0.8%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(19,194)	(19,194)	(20,351)	-	-	(20,351)	(19,194)	(19,194)	(19,194)	(19,194)
Transfer From Operating Reserve	-	-	-	-	-	-	-	-	-	-
Revenue - Other	-	(136,000)	(200,000)	-	-	(200,000)	(200,000)	(204,000)	(208,080)	(212,240)
TOTAL REVENUE	(19,194)	(155,194)	(220,351)	-	-	(220,351)	(219,194)	(223,194)	(227,274)	(231,434)
REQUISITION	(353,128)	(353,128)	(363,721)	-	-	(363,721)	(537,870)	(1,213,841)	(1,221,410)	(1,229,129)
*Percentage Increase over prior year		0.0%	3.0%	0.0%	0.0%	3.0%	47.9%	125.7%	0.6%	0.6%
PARTICIPANTS: Colwood, Victoria, Esquimalt, Langford, Saanich, Oak Bay, View Royal, and Songhees and Esquimalt Bands										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	3.750 L.W.M.P. - Core and West Shore	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$1,000,000	\$9,000,000	\$0	\$0	\$0	\$0	\$10,000,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$1,000,000	\$9,000,000	\$0	\$0	\$0	\$0	\$10,000,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$9,000,000	\$0	\$0	\$0	\$0	\$9,000,000
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$1,000,000
	\$0	\$1,000,000	\$9,000,000	\$0	\$0	\$0	\$0	\$10,000,000

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 3.750

Service Name: L.W.M.P. - Core and West Shore

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2023	2024	2025	2026	2027	2028	5 - Year Total
24-01	New	Biosolids Advanced Thermal Pilot Demonstration Plant	Biosolids Advanced Thermal Pilot Demonstration Plant	\$ 10,000,000	S	Res		\$ 1,000,000					\$ 1,000,000.00
24-01	New	Biosolids Advanced Thermal Pilot Demonstration Plant	Biosolids Advanced Thermal Pilot Demonstration Plant		S	Debt			\$ 9,000,000				\$ 9,000,000.00
													\$ -
													\$ -
													\$ -
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													\$ -
													\$ -
Grand Total				\$ 10,000,000				\$ 1,000,000	\$ 9,000,000	\$ -	\$ -	\$ -	\$ 10,000,000

Service:

3.750

L.W.M.P. - Core and West Shore

Project Number

24-01

Capital Project Title

Biosolids Advanced Thermal Pilot Demonstration Plant

Capital Project Description

Biosolids Advanced Thermal Pilot Demonstration Plant

Project Rationale Under direction from the board, the CRD is pursuing a thermal pilot demonstration plant to beneficially utilize biosolids generated from the Residual Treatment Facility (RTF). Early phases of the project include staff time and consultants required to conduct preliminary design, permitting and detail design to create a tender package. Subsequent phase will involve construction of a thermal pilot demonstration plant.

**3.750 L.W.M.P. Core and West Shore
Operating Reserve Summary
2024 - 2028 Financial Plan**

Profile

L.W.M.P. Core and West Shore

Established by Bylaw No. 4144 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105528	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	726,636	925,121	180,794	436,007	695,923	960,635
Planned Purchase	-	(1,000,000)		-	-	-
Transfer from Ops Budget	163,460	255,673	255,213	259,916	264,712	269,601
Interest Income*	35,025	-	-	-	-	-
Total projected year end balance	925,121	180,794	436,007	695,923	960,635	1,230,236

Assumptions/Background:

Retain reserve balance for future LWMP planning projects

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

CAPITAL REGIONAL DISTRICT

2024 BUDGET

L.W.M.P. - Harbour Studies

FINAL BUDGET

MARCH 2024

DEFINITION:

Core Area Liquid Waste Management Plan program - provides for the CRD to work in partnership with other agencies to protect and improve the environmental quality of Victoria and Esquimalt harbours. Establishment Bylaw No. 3743, February 16, 2011, as amended by Bylaw No. 3837 (2012).

SERVICE DESCRIPTION:

The service coordinates harbour environmental protection and improvement efforts among community, local governments and senior governments under the Core Area LWMP.

PARTICIPATION:

	<u>2024 Allocation</u>
City of Colwood	6.48%
City of Victoria	29.58%
Township of Esquimalt	5.85%
City of Langford	15.69%
District of Saanich	38.47%
Town of View Royal	3.92%
TOTAL	<u>100.00%</u>

MAXIMUM LEVY:

Greater of \$350,000 or \$0.0064 per \$1,000 of actual assessments

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

Core Area Liquid Waste Management Committee

FUNDING:

Requisition

RESERVE FUND:

Bylaw No. 4144 Operating Reserve Fund

3.752 - LWMP - HARBOURS STUDIES	BUDGET REQUEST									
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>OPERATING COSTS:</u>										
Allocations - EPro Labour	304,741	304,741	316,882	-	-	316,882	323,219	329,684	336,277	343,003
Consultant Expenses	26,090	25,000	32,200	-	-	32,200	32,840	33,500	34,170	34,850
Contract for Services	12,360	12,000	2,610	-	-	2,610	2,660	2,710	2,760	2,820
Operating - Other Costs	11,047	12,497	10,482	-	-	10,482	9,921	10,178	10,432	10,206
TOTAL OPERATING COSTS	354,238	354,238	362,174	-	-	362,174	368,640	376,071	383,639	390,879
*Percentage Increase over prior year		0.0%	2.2%	0.0%	0.0%	2.2%	1.8%	2.0%	2.0%	1.9%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	354,238	354,238	362,174	-	-	362,174	368,640	376,071	383,639	390,879
*Percentage Increase over prior year		0.0%	2.2%	0.0%	0.0%	2.2%	1.8%	2.0%	2.0%	1.9%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year										
Grants in Lieu of Taxes	(21,658)	(21,658)	(22,459)	-	-	(22,459)	(21,658)	(21,658)	(21,658)	(21,658)
Revenue - Other	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(21,658)	(21,658)	(22,459)	-	-	(22,459)	(21,658)	(21,658)	(21,658)	(21,658)
REQUISITION	(332,580)	(332,580)	(339,715)	-	-	(339,715)	(346,982)	(354,413)	(361,981)	(369,221)
*Percentage Increase over prior year		0.0%	2.1%	0.0%	0.0%	2.1%	2.1%	2.1%	2.1%	2.0%
PARTICIPANTS: Colwood, Victoria, Esquimalt, Langford, Saanich, View Royal, Songhees and Esquimalt Bands										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hourly	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Harbours Environmental Actions Service - Peninsula

FINAL BUDGET

MARCH 2024

Service: 3.756 Harbours Environmental Actions Service - Peninsula

Committee: Saanich Peninsula Wastewater Commission

DEFINITION:

Harbours Environmental Action Service for Saanich Peninsula support environmental stewardship on the Peninsula in response to increasing stressors on the marine environment. Establishment Bylaw No. 4391, March 10th, 2021

SERVICE DESCRIPTION:

The service coordinates and implement harbours, waterbodies, and watercourses environmental protection and improvement initiatives on and surrounding the Saanich Peninsula, namely Sidney, North Saanich, and Central Saanich

PARTICIPATION:

	<u>2024</u>
Sidney	28.48%
District of North Saanich	29.02%
District of Central Saanich	42.50%
TOTAL	<u>100.00%</u>

MAXIMUM LEVY:

Greater of \$75,000 or \$0.0049 per \$1,000 of actual assessments

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

Saanich Peninsula Wastewater Commission

FUNDING:

Requisition

RESERVE FUND:

N/A

3.756 - HABOUR ENVIRONMENTAL ACTION PENINSULA			BUDGET REQUEST							
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>OPERATING COSTS:</u>										
Allocations	47,834	47,834	-	-	-	-	-	-	-	-
Consultant Expenses	13,850	13,850	-	-	-	-	-	-	-	-
Contract For Services	4,429	4,429	-	-	-	-	-	-	-	-
Operating - other costs	4,639	4,639	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	70,752	70,752	-	-	-	-	-	-	-	-
*Percentage Increase over prior year		0.0%	-100.0%	0.0%	0.0%	-100.0%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
<u>CAPITAL / RESERVE</u>										
Transfer to Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	70,752	70,752	-	-	-	-	-	-	-	-
*Percentage Increase over prior year		0.0%	-100.0%	0.0%	0.0%	-100.0%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants In Lieu of Taxes	(2,165)	(2,165)	(2,031)	-	-	(2,031)	-	-	-	-
TOTAL REVENUE	(2,165)	(2,165)	(2,031)	-	-	(2,031)	-	-	-	-
REQUISITION	(68,587)	(68,587)	2,031	-	-	2,031	-	-	-	-
*Percentage Increase over prior year		0.0%	-103.0%	0.0%	0.0%	-103.0%	-100.0%	#DIV/0!	#DIV/0!	#DIV/0!
PARTICIPANTS: Sidney, District of North Saanich, District of Central Saanich										
AUTHORIZED POSITIONS:										
Salaried	-	-	-	-	-	-	-	-	-	-
Hourly	-	-	-	-	-	-	-	-	-	-

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Regional Goose Management Service

FINAL BUDGET

MARCH 2024

DEFINITION:

Regional coordination of Canada Goose population
 Establishment Bylaw No. 4522, March 2023

SERVICE DESCRIPTION:

To provide a Canada goose service to address increasing regional population and inter-regional impacts of non-migratory, resident geese (economic, environmental and social impacts on multiple stakeholders that requires coordination across multiple levels of governments and with private and non-profit organizations governments and with private and non-profit organizations

PARTICIPATION:

All municipalities and electoral areas and the Songhees and Tsawout Nations.

	Basis of Apportionment		Percent of Total
	50% Converted Assessments	50% Regional Planning Population - 2022	
Municipalities			
District of Central Saanich	944,195,853	19,215	4.3%
City of Colwood	827,251,530	21,759	4.4%
Township of Esquimalt	686,865,942	19,639	3.8%
District of Highlands	133,874,982	2,690	0.6%
City of Langford	2,183,537,774	52,661	11.0%
District of Metchosin	228,509,897	5,242	1.1%
District of North Saanich	930,304,603	13,118	3.6%
District of Oak Bay	1,262,951,498	19,602	5.1%
District of Saanich	5,441,092,013	129,098	27.1%
Town of Sidney	770,646,616	12,878	3.2%
District of Sooke	586,278,549	16,776	3.2%
City of Victoria	5,031,422,064	99,276	22.8%
Town of View Royal	507,009,738	13,147	2.6%
	19,533,941,059	425,101	92.9%
Electoral Areas			
Juan de Fuca	370,468,362	5,784	1.5%
Saltspring Island	697,473,459	12,075	3.0%
Southern Gulf Islands	553,319,256	5,598	1.9%
	1,621,261,077	23,457	6.4%
First Nations			
Tsawout	41,018,095	1,909	0.3%
Songhees	46,186,546	2,079	0.3%
	84,358,079	3,629	0.6%
	21,242,406,777	452,546	100.0%

MAXIMUM LEVY:

The greater of \$251,900 or \$0.0016 / \$1,000 of taxable value of land and improvements.

MAXIMUM CAPITAL DEBT:

N/A

FUNDING:

Requisition

RESERVE FUND:

N/A

1.312 - Regional Goose Management			BUDGET REQUEST							
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>OPERATING COSTS:</u>										
Allocations	87,172	45,913	100,180	-	-	100,180	102,179	104,219	-	-
Contract For Services	130,000	130,000	132,600	-	-	132,600	135,250	137,960	-	-
Operating - other costs	20,350	61,609	10,706	-	-	10,706	10,940	11,180	-	-
TOTAL OPERATING COSTS	237,522	237,522	243,486	-	-	243,486	248,369	253,359	-	-
*Percentage Increase over prior year		0.0%	2.5%	0.0%	0.0%	2.5%	2.0%	2.0%		
<u>CAPITAL / RESERVE</u>										
Transfer to Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	237,522	237,522	243,486	-	-	243,486	248,369	253,359	-	-
*Percentage Increase over prior year		0.0%	2.5%	0.0%	0.0%	2.5%	2.0%	2.0%		
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)		-								
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants In Lieu of Taxes	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	-	-	-	-	-	-	-	-	-	-
REQUISITION	(237,522)	(237,522)	(243,486)	-	-	(243,486)	(248,369)	(253,359)	-	-
*Percentage Increase over prior year		0.0%	2.5%	0.0%	0.0%	2.5%	2.0%	2.0%		
PARTICIPANTS: All Municipalities and Electoral Areas										
AUTHORIZED POSITIONS:										
Salaried	-	-	-	-	-	-	-	-	-	-
Hourly	-	-	-	-	-	-	-	-	-	-

**1.312 - Regional Goose Management
Operating Reserve Summary
2024 - 2028 Financial Plan**

Profile

- Regional Goose Management

Established by Bylaw No. 4102 and amendend by Bylaw No.4585 to enable CRD Regional Services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105553	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Projected year end balance						
Beginning Balance		114,487	114,487	114,487	114,487	114,487
Planned Purchase	-	-	-	-	-	-
Transfer from/to Ops Budget	114,487	-	-	-	-	-
Interest Income*		-	-	-	-	-
Total projected year end balance	114,487	114,487	114,487	114,487	114,487	114,487

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

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Sooke Stormwater Quality Management

FINAL BUDGET

MARCH 2024

Service: 1.531 Sooke Stormwater Quality Management

Committee: Environmental Services

DEFINITION:

To provide for the control of pollution in stormwater runoff from land. "Stormwater runoff" includes seepage, overland flow and stormwater runoff within ditches, streams, rivers, ponds, lakes and other watercourses. Work is conducted for the District of Sooke by annual letter of agreement.

SERVICE DESCRIPTION:

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

PARTICIPATION:

The District of Sooke.

MAXIMUM LEVY:

None stated

MAXIMUM CAPITAL DEBT:

Nil

FUNDING:

Requisition

1.531 - STORMWATER QUALITY - SOOKE	BUDGET REQUEST						2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL				
<u>OPERATING COSTS:</u>										
Operating Expenditures	21,321	21,021	22,090	-	-	22,090	22,514	22,946	23,437	23,887
Contract For Services	2,675	2,000	68,509	-	-	68,509	2,770	2,844	2,864	2,921
TOTAL OPERATING COSTS	23,996	23,021	90,599	-	-	90,599	25,284	25,790	26,301	26,808
*Percentage Increase over prior year		-4.1%	277.6%	0.0%	0.0%	277.6%	-72.1%	2.0%	2.0%	1.9%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	15,436	16,411	0	-	-	0	16,054	16,372	16,702	17,036
TOTAL CAPITAL / RESERVES	15,436	16,411	0	-	-	0	16,054	16,372	16,702	17,036
TOTAL COSTS	39,432	39,432	90,599	-	-	90,599	41,338	42,162	43,003	43,844
*Percentage Increase over prior year		0.0%	129.8%	0.0%	0.0%	129.8%	-54.4%	2.0%	2.0%	2.0%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(86)	(86)	(156)	-	-	(156)	(86)	(86)	(86)	(86)
Transfer From Operating Reserve	-	-	(50,000)	-	-	(50,000)	-	-	-	-
TOTAL REVENUE	(86)	(86)	(50,156)	-	-	(50,156)	(86)	(86)	(86)	(86)
REQUISITION	(39,346)	(39,346)	(40,443)	-	-	(40,443)	(41,252)	(42,076)	(42,917)	(43,758)
*Percentage Increase over prior year		0.0%	2.8%	0.0%	0.0%	2.8%	2.0%	2.0%	2.0%	2.0%
PARTICIPANTS: Sooke										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

1.531 Storm Water Quality - Sooke
Operating Reserve Summary
2024 - 2028 Financial Plan

Profile

Storm Water Quality - Sooke

Established by Bylaw No. 4147 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue. 2024 is the next planned water quality objective sampling year during which money will be taken out of reserve. This sampling takes place every 4 years, with 3 years saving up.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105518	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Projected year end balance						
Beginning Balance	50,412	79,189	29,189	45,243	61,615	78,317
Planned Purchase	-	(50,000)		-	-	-
Transfer from Ops Budget	26,348	-	16,054	16,372	16,702	17,036
Interest Income*	2,430	-	-	-	-	-
Total projected year end balance	79,189	29,189	45,243	61,615	78,317	95,353

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

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Core and West Shore Stormwater Quality Management

FINAL BUDGET

MARCH 2024

DEFINITION:

This program coordinates the management of stormwater quality and surface water resources in cooperation with the seven core municipalities. The program includes investigations to assess shoreline discharges and contaminant sources and protect the marine environment using a watershed management planning approach. Establishment Bylaw 2567, adopted Feb 25, 1998.

SERVICE DESCRIPTION:

The service provides a stormwater quality program in the Core Area to coordinate the management of stormwater quality and surface water resources. The program includes investigation to assess shoreline discharges and contaminant sources and protect the marine environment using an integrated watershed management approach.

PARTICIPATION:

The apportionment of annual operating costs among the participants shall be on the basis of:

- one-sixth in proportion to population of the participants
- one-sixth in proportion to land area of the participants
- one-third in proportion to converted assessments of the participants
- one-third in proportion to the number of high and medium priority discharges of stormwater to the environment in the prior year within the boundaries of each of the participants, as determined by the Capital Region District Board.

The participants are:

- City of Colwood
- City of Victoria
- Township of Esquimalt
- District of Langford
- District of Oak Bay
- District of Saanich
- Town of View Royal
- Esquimalt Nation
- Songhees Nation

MAXIMUM LEVY:

None listed in Establishing Bylaw

COMMISSION:

Core Area Liquid Waste Management Committee

FUNDING:

Requisition for Stormwater Program and Direct Agreement for coordinator for the Bowker Creek Initiative.

1.536 - STORMWATER QUALITY MANAGEMENT-CORE			BUDGET REQUEST							
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>OPERATING COSTS:</u>										
Operating Expenditures	578,030	554,461	579,967	-	-	579,967	591,648	603,562	614,761	627,093
Contract For Services	119,000	119,000	211,380	-	-	211,380	121,245	121,830	123,456	125,925
Consultant Expenses	47,000	27,417	47,940	-	-	47,940	48,900	49,880	50,798	51,814
TOTAL OPERATING COSTS	744,030	700,878	839,287	-	-	839,287	761,793	775,272	789,015	804,832
*Percentage Increase over prior year		-5.8%	12.8%	0.0%	0.0%	12.8%	-9.2%	1.8%	1.8%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	43,152	18,154	-	-	18,154	15,953	16,272	16,597	16,929
TOTAL CAPITAL / RESERVES	-	43,152	18,154	-	-	18,154	15,953	16,272	16,597	16,929
TOTAL COSTS	744,030	744,030	857,441	-	-	857,441	777,746	791,544	805,613	821,761
*Percentage Increase over prior year		0.0%	15.2%	0.0%	0.0%	15.2%	-9.3%	1.8%	1.8%	2.0%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	(35,532)	(35,532)	(35,533)	-	-	(35,533)	(35,533)	(35,533)	(35,533)	(35,533)
OPERATING COSTS LESS INTERNAL RECOVERIES	708,498	708,498	821,908	-	-	821,908	742,213	756,011	770,080	786,228
*Percentage Increase over prior year		0.0%	16.0%	0.0%	0.0%	16.0%	-9.7%	1.9%	1.9%	2.1%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(52,230)	(52,230)	(54,744)	-	-	(54,744)	(52,230)	(52,230)	(52,230)	(52,230)
Transfer From Operating Reserve	0	0	(90,000)	-	-	(90,000)	0	0	0	0
TOTAL REVENUE	(52,230)	(52,230)	(144,744)	-	-	(144,744)	(52,230)	(52,230)	(52,230)	(52,230)
REQUISITION	(656,268)	(656,268)	(677,164)	-	-	(677,164)	(689,983)	(703,781)	(717,850)	(733,998)
*Percentage Increase over prior year		0.0%	3.2%	0.0%	0.0%	3.2%	1.9%	2.0%	2.0%	2.2%
PARTICIPANTS: Victoria, Saanich, Esquimalt, View Royal, Langford, Colwood, Songhees Band, Esquimalt Band										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**1.536 Stormwater Quality Management - Core
 Operating Reserve Summary
 2024- 2028 Financial Plan**

Profile

Stormwater Quality Management - Core

Established by Bylaw No. 4147 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105519	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Projected year end balance						
Beginning Balance	279,186	377,248	287,248	287,248	287,248	287,248
Planned Purchase		(90,000)	-	-	-	-
Transfer from Ops Budget	84,606					
Interest Income*	13,457	-	-	-	-	-
Total projected year end balance	377,248	287,248	287,248	287,248	287,248	287,248

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

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Saanich Peninsula - Stormwater Quality Management

FINAL BUDGET

MARCH 2024

DEFINITION:

Establishment Bylaw No. 3642 (2009), as amended by Bylaw No. 4141 (2017), to identify pollution in stormwater run-off from land in the service area.

SERVICE DESCRIPTION:

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

PARTICIPATION:

Districts of Central Saanich, North Saanich and Town of Sidney.

MAXIMUM LEVY:

Greater of \$106,017 or \$0.0103/\$1,000 of actual assessments.

MAXIMUM CAPITAL DEBT:

Nil

COMMITTEE:

Saanich Peninsula Wastewater Commission

FUNDING:

The apportionment of annual operating costs among the participating areas shall be on the basis of one -sixth in proportion to the population of the participating areas, one -sixth in proportion to the land area of the participating areas, one -sixth in proportion to the length of shoreline in each of the participating areas, and one -half in proportion to the number of high and medium priority discharges of stormwater to the environment in the prior year within the boundaries of each of the participating areas, as determined by the Capital Regional District Board.

USER CHARGE:

N/A

	<u>Stormwater</u>
Central Saanich	26.49%
North Saanich	40.23%
Sidney	22.16%
Tsawout Nations	3.58%
Tsartlip Nations	3.70%
Pauquachin Nations	2.27%
Tseycum Nations	1.57%
Total	<u>100.00%</u>

Note:

* Service established effective 2010; previously provided by agreement

1.537 Saanich Peninsula - Stormwater Quality Mgmt			BUDGET REQUEST							
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>OPERATING COSTS:</u>										
Operating Expenditures	81,256	81,471	83,975	-	-	83,975	85,650	87,362	89,121	90,671
Contract For Services	20,676	20,676	20,720	-	-	20,720	21,333	21,669	22,004	22,444
Consultant Expenses	20,000	18,000	20,400	-	-	20,400	20,810	21,230	21,650	22,083
TOTAL OPERATING COSTS	121,932	120,147	125,095	-	-	125,095	127,793	130,261	132,775	135,198
*Percentage Increase over prior year		-1.5%	2.6%	0.0%	0.0%	2.6%	2.2%	1.9%	1.9%	1.8%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	-	1,785	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	1,785	-	-	-	-	-	-	-	-
TOTAL COSTS	121,932	121,932	125,095	-	-	125,095	127,793	130,261	132,775	135,198
*Percentage Increase over prior year		0.0%	2.6%	0.0%	0.0%	2.6%	2.2%	1.9%	1.9%	1.8%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(4,454)	(4,454)	(4,173)	-	-	(4,173)	(4,455)	(4,455)	(4,455)	(4,455)
Transfer From Operating Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(4,454)	(4,454)	(4,173)	-	-	(4,173)	(4,455)	(4,455)	(4,455)	(4,455)
REQUISITION	(117,478)	(117,478)	(120,922)	-	-	(120,922)	(123,338)	(125,806)	(128,320)	(130,743)
*Percentage Increase over prior year	0.00%	0.00%	2.93%	0.00%	0.00%	2.93%	2.00%	2.00%	2.00%	1.89%
PARTICIPANTS: Central Saanich, North Saanich, Sidney										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

1.537 Saanich Peninsula - Stormwater Quality Mgmt
Operating Reserve Summary
2024 - 2028 Financial Plan

Profile

Saanich Peninsula - Stormwater Quality Mgmt

Established by Bylaw No. 4147 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105520	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Projected year end balance						
Beginning Balance	44,157	93,222	93,222	93,222	93,222	93,222
Planned Purchase	-	-	-	-	-	-
Transfer from/to Ops Budget	46,937	-	-	-	-	-
Interest Income*	2,128	-	-	-	-	-
Total projected year end balance	93,222	93,222	93,222	93,222	93,222	93,222

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

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Saanich Peninsula - Source Control Stormwater

FINAL BUDGET

MARCH 2024

Service: 1.538 Saanich Peninsula - Source Control Stormwater

Commission: Saanich Peninsula Waste Water

DEFINITION:

To regulate, prohibit and impose requirements in respect of discharges to the municipal stormwater system and water courses
Bylaw No. 3906 (adopted August, 2013), amended by Bylaw No. 4140 (2016).

SERVICE DESCRIPTION:

The service provides a regulatory stormwater source control program in the Saanich Peninsula to manage stormwater quality in the municipal drainage systems.

PARTICIPATION:

Districts of Central Saanich, North Saanich and Town of Sidney.

MAXIMUM LEVY:

Maximum Levy: Greater of \$51,715 or \$0.005/\$1,000 of actual assessments.

MAXIMUM CAPITAL DEBT:

Nil

COMMITTEE:

Saanich Peninsula Wastewater

FUNDING:

The annual costs for the service, net of grants and other revenues, shall be apportioned on the basis of:

- a) The population of the participating areas; and
- b) The population estimate as determined annually by the Regional Planning Services department of the Capital Regional District.

USER CHARGE:

N/A

	<u>2024</u>
Central Saanich	42.54%
North Saanich	28.84%
Sidney	28.61%
Total	<u><u>100.00%</u></u>

Note:
Bylaw No. 3906 (adopted August, 2013).

1.538 San Pen - Source Control Stormwater	BUDGET REQUEST									
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>OPERATING COSTS:</u>										
Operating Expenditures	52,720	52,720	52,388	-	-	52,388	53,452	54,514	55,595	56,675
Contract For Services	5,937	5,937	6,875	-	-	6,875	7,076	7,185	7,323	7,466
TOTAL OPERATING COSTS	58,657	58,657	59,263	-	-	59,263	60,528	61,699	62,918	64,141
*Percentage Increase over prior year		0.0%	1.0%	0.0%	0.0%	1.0%	2.1%	1.9%	2.0%	1.9%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	58,657	58,657	59,263	-	-	59,263	60,528	61,699	62,918	64,141
*Percentage Increase over prior year		0.0%	1.0%	0.0%	0.0%	1.0%	2.1%	1.9%	2.0%	1.9%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(1,763)	(1,763)	(1,653)	-	-	(1,653)	(1,763)	(1,763)	(1,763)	(1,763)
Transfer From Operating Reserve	(1,058)	(1,058)	(657)	-	-	(657)	(673)	(682)	(716)	(730)
TOTAL REVENUE	(2,821)	(2,821)	(2,310)	-	-	(2,310)	(2,436)	(2,445)	(2,479)	(2,493)
REQUISITION	(55,836)	(55,836)	(56,953)	-	-	(56,953)	(58,092)	(59,254)	(60,439)	(61,648)
*Percentage Increase over prior year		0.0%	2.0%	0.0%	0.0%	2.0%	2.0%	2.0%	2.0%	2.0%
PARTICIPANTS: Central Saanich, North Saanich, and Sidney										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**1.538 San Pen - Source Control Stormwater
Operating Reserve Summary
2024 - 2028 Financial Plan**

Profile

San Pen - Source Control Stormwater

Established by Bylaw No. 4147 to enable CRD services to set aside operating funds to cover cyclical expenditures (such as legal challenges and investigations), unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Schedule

Operating Reserve Schedule (Fund: 1500 / FC: 105521)	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Projected year end balance						
Beginning Balance	48,179	58,108	57,451	56,778	56,096	55,380
Planned Purchase		(657)	(673)	(682)	(716)	(730)
Transfer from/to Ops Budget	7,607	-	-	-	-	-
Interest Income*	2,322	-	-	-	-	-
Total projected year end balance	58,108	57,451	56,778	56,096	55,380	54,650

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

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Climate Action and Adaptation

FINAL BUDGET

MARCH 2024

Service: 1.309 Climate Action and Adaptation

Committee: Environmental Services

DEFINITION:

Establishment Bylaw No. 3510 (Jan 2009), as amended by Bylaw No. 4058 (Feb 2016) and Bylaw No. 4468 (Jan 2022), to establish and to operate the service of regional climate action coordination, including:

- Collaboration and cooperation with members on climate action and adaptation, including carbon neutrality commitments
- Information dissemination and public education
- Seek funding from other regional levels of government to support regional climate action programs
- Monitoring and reporting on air quality, energy consumption and greenhouse gas emissions

SERVICE DESCRIPTION:

The service facilitates climate change action throughout the region, provides support for emission reduction and adaptation strategies to the corporation and municipal governments, and delivers outreach and education programs to the public.

PARTICIPATION:

All municipalities and electoral areas

MAXIMUM LEVY:

The greater of \$1,737,635 or \$0.0130 / \$1,000 of taxable value of land and improvements.

MAXIMUM CAPITAL DEBT:

N/A

FUNDING:

Property value tax
Cost apportionment: 50% RPS population and 50% converted assessments

1.309 - CLIMATE ACTION AND ADAPTATION

			BUDGET REQUEST							
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
OPERATING COSTS:										
Salaries and Wages	339,357	351,357	612,900	-	90,000	702,900	627,600	556,112	539,898	552,822
Allocations - Epro	340,439	340,439	13,148	-	-	13,148	13,542	13,949	14,367	14,798
Contract For Services	695,500	547,600	625,500	-	-	625,500	520,500	520,500	373,000	320,187
Contribution Projects	213,582	194,000	299,360	-	99,297	398,657	173,360	176,827	181,182	284,000
Consultant Expenses	24,267	24,267	24,791	-	100,000	124,791	25,292	25,802	26,595	27,127
Operating - Other Costs	61,789	93,372	100,293	-	-	100,293	75,768	76,249	76,752	27,268
Allocations - Others	66,595	49,595	90,206	-	-	90,206	95,114	100,512	104,436	107,402
Insurance Costs	2,240	2,240	3,140	-	-	3,140	3,290	3,450	3,620	3,790
TOTAL OPERATING COSTS	1,743,769	1,602,870	1,769,338	-	289,297	2,058,635	1,534,466	1,473,399	1,319,850	1,337,394
*Percentage Increase over prior year		-8.1%	1.5%	0.0%	16.6%	18.1%	-25.5%	-4.0%	-10.4%	1.3%
Transfer to General Capital Fund	363,518	360,000	792,961	-	-	792,961	792,961	792,961	164,023	-
Transfer to Operating Reserve Fund	180,898	198,626	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	-	-	12,500	-	-	12,500	60,046	60,250	60,458	60,670
TOTAL CAPITAL / RESERVES	544,416	558,626	805,461	-	-	805,461	853,007	853,211	224,481	60,670
TOTAL COSTS	2,288,185	2,161,496	2,574,799	-	289,297	2,864,096	2,387,473	2,326,610	1,544,331	1,398,064
*Percentage Increase over prior year		-5.5%	12.5%	0.0%	12.6%	25.2%	-16.6%	-2.5%	-33.6%	-9.5%
Internal Recoveries	0	0	-	-	(99,297)	(99,297)	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	2,288,185	2,161,496	2,574,799	-	190,000	2,764,799	2,387,473	2,326,610	1,544,331	1,398,064
*Percentage Increase over prior year	0.00%	-5.54%	12.53%	0.00%	8.30%	20.83%	-13.65%	-2.55%	-33.62%	-9.47%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)	-	-	-	-	-	-	-	-	-	-
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(73,374)	(73,374)	(75,874)	-	-	(75,874)	(75,874)	(75,874)	(75,874)	(75,874)
Grants - Federal/Provincial/Other	(393,778)	(371,735)	(907,560)	-	-	(907,560)	(581,478)	(581,478)	(120,278)	-
Transfer From Own Funds	(104,646)	-	-	-	(190,000)	(190,000)	(213,509)	(352,116)	(31,037)	(5,048)
TOTAL REVENUE	(571,798)	(445,109)	(983,434)	-	(190,000)	(1,173,434)	(870,861)	(1,009,468)	(227,189)	(80,922)
REQUISITION	(1,716,387)	(1,716,387)	(1,591,365)	-	-	(1,591,365)	(1,516,612)	(1,317,142)	(1,317,142)	(1,317,142)
*Percentage Increase over prior year		0.0%	-7.3%	0.0%	0.0%	-7.3%	-4.7%	-13.2%	0.0%	0.0%
PARTICIPANTS: All Municipalities and Electoral Areas										
AUTHORIZED POSITIONS:										
Ongoing	2.00	2.00	4.00	0.00	0.00	4.00	4.00	4.00	4.00	4.00
Term	1.00	1.00	1.00	0.00	0.00	1.00	1.00	1.00	0.00	0.00

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.309	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
	Climate Action and Adaptation							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$792,961	\$792,961	\$792,961	\$164,023	\$0	\$0	\$2,542,906
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	\$792,961	\$792,961	\$792,961	\$164,023	\$0	\$0	\$2,542,906

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$211,483	\$211,483	\$211,483	\$43,745	\$0	\$0	\$678,194
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$581,478	\$581,478	\$581,478	\$120,278	\$0	\$0	\$1,864,712
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$792,961	\$792,961	\$792,961	\$164,023	\$0	\$0	\$2,542,906

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 1.309

Service Name: Climate Action and Adaptation

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total
23-01	New	Regional electric vehicle charging infrastructure	146 level 2 electric vehicle charging stations	\$ 721,938	E	Cap		\$ 211,483	\$ 211,483	\$ 211,483	\$ 43,745		\$ 678,194
23-01	New	Regional electric vehicle charging infrastructure	146 level 2 electric vehicle charging stations	\$ 1,984,991	E	Grant		\$ 581,478	\$ 581,478	\$ 581,478	\$ 120,278		\$ 1,864,712
													\$ -
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													\$ -
GRAND TOTAL				\$ 2,706,929			\$ -	\$ 792,961	\$ 792,961	\$ 792,961	\$ 164,023	\$ -	\$ 2,542,906

Service: 1.309 Climate Action and Adaptation

Project Number	23-01	Capital Project Title	Regional electric vehicle charging infrastructure	Capital Project Description	146 level 2 electric vehicle charging stations
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Project Rationale Grant dependent: Project intends to install 152 level 2 EV charging stations as part of regional network. Stations will be installed/owned/operated by CRD, some by municipal partners. TBD amount at this point. This spreadsheet assumes 152, amount will be reduced once grant confirmed and negotiations occur with municipalities in mid-2023. Climate ACTION total funding: \$725,000 Clean BC Grant funding: \$2,561,729 Approved via 2022 climate action service planning as part of regional electric vehicle infrastructure program. Leveraging provincial Clean BC grant to develop regional electric vehicle charging network.

**1.309 Climate Action and Adaptation
Operating Reserve Summary
2024 - 2028 Financial Plan**

Profile

Climate Action and Adaptation

Established by Bylaw No. 4147 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105503 Projected year end balance	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	936,580	1,106,375	916,375	702,866	350,750	319,713
Planned Project	-	(190,000)	(213,509)	(352,116)	(31,037)	(5,048)
Transfer to/from Ops Budget	121,822	-	-	-	-	-
Interest Income*	47,974	-	-	-	-	-
Total projected year end balance	1,106,375	916,375	702,866	350,750	319,713	314,665

* 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.

Assumptions/Background:

Reserve balance retained for projects to be co-funded by grants

**1.309 Climate Action and Adaptation
Equipment Reserve Summary
2024 - 2028 Financial Plan**

Profile

Climate Action and Adaptation

The service facilitates climate change action throughout the region, provides support for emission reduction and adaptation strategies to the corporation and municipal governments, and delivers outreach and education programs to the public.

Equipment Reserve Schedule

Equipment Replacement Fund Fund: 1022 Fund Center: 102274	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Projected year end balance						
Beginning Balance	-	-	2,500	52,346	102,192	152,038
Planned Purchase (Based on Capital Plan)	-					
Transfer to/from Ops Budget		2,500	49,846	49,846	49,846	49,846
Interest Income*		-	-	-	-	-
Total projected year end balance	-	2,500	52,346	102,192	152,038	201,884

* 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.

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Other Legislative & General - Climate

FINAL BUDGET

MARCH 2024

Service: 1.012 Other Legislative & General - Climate

Committee: Environmental Services

DEFINITION:

Authorized by Letters Patent to provide for legislative expenditures of the Board.

PARTICIPATION:

All municipalities and electoral areas and the Songhees and Tsawout Nations.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

N/A

FUNDING:

Requisition

1.012 OTHER LEGISLATIVE & GENERAL - CLIMATE	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS:</u>										
Salaries and Wages	98,873	125,219	110,426	-	-	110,426	113,074	115,785	118,558	121,396
Contributions - projects	-	-	-	-	-	-	-	-	-	-
Other Operating Expenses	-	774	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	98,873	125,993	110,426	-	-	110,426	113,074	115,785	118,558	121,396
*Percentage Increase over prior year		27.4%	11.7%	0.0%	0.0%	11.7%	2.4%	2.4%	2.4%	2.4%
<u>CAPITAL / RESERVE</u>										
Transfer to Climate Action Reserve Fund	103,000	75,880	103,000	-	-	103,000	105,060	107,161	109,304	111,491
TOTAL CAPITAL / RESERVES	103,000	75,880	103,000	-	-	103,000	105,060	107,161	109,304	111,491
TOTAL COSTS	201,873	201,873	213,426	-	-	213,426	218,134	222,946	227,862	232,887
*Percentage increase over prior year requisition		0.0%	5.7%	0.0%	0.0%	5.7%	2.2%	2.2%	2.2%	2.2%
REVENUE										
Climate Action Grant	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	-	-	-	-	-	-	-	-	-	-
NET COSTS	201,873	201,873	213,426	-	-	213,426	218,134	222,946	227,862	232,887
*Percentage increase over prior year Net Costs		0.0%	5.7%	0.0%	0.0%	5.7%	2.2%	2.2%	2.2%	2.2%
<u>AUTHORIZED POSITIONS:</u>										
Salaried	1.0	1.0	1.0	-	-	1.0	1.0	1.0	1.0	1.0

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Environmental Engineering Services

FINAL BUDGET

MARCH 2024

Service: 1.576 Environmental Engineering Services

Committee: Environmental Services

DEFINITION:

To provide Engineering Services relative to various Operating and Capital projects, for Environmental Sustainability, Integrated Water, Parks, and Corporate Services. The cost of this function is principally allocated to functions and capital projects using these Services.

PARTICIPATION:

All budgets and projects receiving Engineering Services

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

N/A

COST RECOVERY:

Time charges to Capital projects, Environment Resource Management and Service budgets.

1.576 - Engineering Services	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>OPERATING COSTS:</u>										
Salaries and Wages	2,005,356	2,116,682	2,128,847	137,414	-	2,266,261	2,246,577	2,299,761	2,354,173	2,409,842
Internal Allocations	414,901	414,901	436,002	-	-	436,002	460,415	487,857	507,772	522,357
Consulting and Legal	9,000	-	7,000	-	-	7,000	7,140	7,283	7,429	7,577
Operating Supplies	52,000	40,985	53,040	-	-	53,040	54,100	55,182	56,285	57,411
Telecommunication	35,000	32,445	35,980	-	-	35,980	36,700	37,435	38,184	38,948
Vehicle and Equipment	27,400	44,889	46,812	-	-	46,812	47,748	48,703	49,677	50,670
Operating Cost - Other	141,910	130,302	42,600	-	100,000	142,600	43,459	44,335	45,229	46,142
TOTAL OPERATING COSTS	2,685,567	2,780,204	2,750,281	137,414	100,000	2,987,695	2,896,139	2,980,556	3,058,749	3,132,947
*Percentage increase over prior year operating costs		3.5%	2.41%			11.25%	-3.06%	2.91%	2.62%	2.43%
<u>CAPITAL / RESERVE</u>										
Transfer to Capital Fund	60,000	60,000	-	-	-	-	-	-	-	-
Transfer to ERF	20,000	20,000	20,000	-	-	20,000	20,000	20,000	20,000	20,000
TOTAL CAPITAL / RESERVES	80,000	80,000	20,000	-	-	20,000	20,000	20,000	20,000	20,000
TOTAL COSTS	2,765,567	2,860,204	2,770,281	137,414	100,000	3,007,695	2,916,139	3,000,556	3,078,749	3,152,947
*Percentage increase over prior year operating costs		3.4%				8.76%	-3.04%	2.89%	2.61%	2.41%
Internal Recoveries	(2,566,295)	(2,660,932)	(2,770,281)	(137,414)	-	(2,907,695)	(2,916,139)	(3,000,556)	(3,078,749)	(3,152,947)
*Percentage increase over prior year operating costs		3.7%				13.30%	0.29%	2.89%	2.61%	2.41%
OPERATING LESS RECOVERIES	199,272	199,272	-	-	100,000	100,000	-	-	-	-
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated balance C/F from current to Next	-	-								
Balance C/F from Prior to Current year	(60,000)	(60,000)								
Transfer Operating Reserve	(139,272)	(139,272)	-	-	(100,000)	(100,000)				
TOTAL REVENUE	(199,272)	(199,272)	-	-	(100,000)	(100,000)	-	-	-	-
REQUISITION	-	-	-	-	-	-	-	-	-	-
*Percentage increase over prior year requisition										
<u>AUTHORIZED POSITIONS:</u>										
Salaried	13	13	13	1	-	14	14	14	14	14

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.576							
	Environmental Engineering Services	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$200,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$105,000	\$55,000	\$55,000	\$0	\$0	\$65,000	\$280,000
	\$0	\$145,000	\$95,000	\$95,000	\$40,000	\$105,000	\$105,000	\$480,000

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	\$145,000	\$95,000	\$95,000	\$40,000	\$105,000	\$105,000	\$480,000
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	\$145,000	\$95,000	\$95,000	\$40,000	\$105,000	\$105,000	\$480,000

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 1.576

Service Name: Environmental Engineering Services

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total
21-01	Replacement	Replacement ES Vehicle	Replace aging fleet vehicle unit #F12013 (7 pass van)	\$ 50,000	V	ERF		\$ 50,000.00					\$ 50,000.00
23-02	Replacement	Engineering Equipment	Engineering Equipment	\$ 75,000	E	ERF		\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00		\$ 60,000.00
23-03	Replacement	Computer Equipment	Computer Equipment	\$ 125,000	E	ERF		\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00		\$ 100,000.00
24-02	Replacement	Replacement ES Vehicle	Replace aging fleet vehicle unit #F14017 (4x4 pick-up)	\$ 55,000	V	ERF		\$ 55,000.00					\$ 55,000.00
25-01	Replacement	Replacement ES Vehicle	Replace aging fleet vehicle unit #F15014 (4x4 pick-up)	\$ 55,000	V	ERF			\$ 55,000.00				\$ 55,000.00
26-01	Replacement	Replacement ES Vehicle	Replace aging fleet vehicle unit #F15015 (4x4 pick-up)	\$ 55,000	V	ERF				\$ 55,000.00			\$ 55,000.00
28-01	Replacement	Replacement ES Vehicle	Replace aging fleet vehicle unit #F18027 (PHEV AWD)	\$ 65,000	V	ERF						\$ 65,000.00	\$ 65,000.00
28-02	Replacement	Engineering Equipment	Engineering Equipment	\$ 75,000	E	ERF						\$ 15,000.00	\$ 15,000.00
28-03	Replacement	Computer Equipment	Computer Equipment	\$ 125,000	E	ERF						\$ 25,000.00	\$ 25,000.00
													\$ -
													\$ -
													\$ -
													\$ -
			GRAND TOTAL	\$ 680,000			\$ -	\$ 145,000	\$ 95,000	\$ 95,000	\$ 40,000	\$ 105,000	\$ 480,000.00

Service: 1.576 Environmental Engineering Services

Project Number 21-01 **Capital Project Title** Replacement ES Vehicle **Capital Project Description** Replace aging fleet vehicle unit #F12013 (7 pass van)
Project Rationale This vehicle is a 7 passenger mini-van used by all staff in the Engineering Services group as required for group travel to various sites. Vehicle will be beyond the recommended CRD service life.

Project Number 23-02 **Capital Project Title** Engineering Equipment **Capital Project Description** Engineering Equipment
Project Rationale Replace engineering equipment based on life cycle assessment.

Project Number 23-03 **Capital Project Title** Computer Equipment **Capital Project Description** Computer Equipment
Project Rationale Replace computer equipment based on life cycle assessment.

Project Number 24-02 **Capital Project Title** Replacement ES Vehicle **Capital Project Description** Replace aging fleet vehicle unit #F14017 (4x4 pick-up)
Project Rationale This vehicle is a 4x4 pick-up used by project managers for visiting work sites for client meetings and construction inspections. Vehicle will be beyond the recommended CRD service life.

Service: 1.576 Environmental Engineering Services

Project Number 25-01 **Capital Project Title** Replacement ES Vehicle **Capital Project Description** Replace aging fleet vehicle unit #F15014 (4x4 pick-up)

Project Rationale This vehicle is a 4x4 pick-up used by project managers for visiting work sites for client meetings and construction inspections. Vehicle will be beyond the recommended CRD service life.

Project Number 26-01 **Capital Project Title** Replacement ES Vehicle **Capital Project Description** Replace aging fleet vehicle unit #F15015 (4x4 pick-up)

Project Rationale This vehicle is a 4x4 pick-up used by project managers for visiting work sites for client meetings and construction inspections. Vehicle will be beyond the recommended CRD service life.

Project Number 28-01 **Capital Project Title** Replacement ES Vehicle **Capital Project Description** Replace aging fleet vehicle unit #F18027 (PHEV AWD)

Project Rationale This vehicle is a PHEV used by project managers for visiting work sites for client meetings and construction inspections. At replacement the existing vehicle will be 10 years old.

Project Number 28-02 **Capital Project Title** Engineering Equipment **Capital Project Description** Engineering Equipment

Project Rationale Replace engineering equipment based on life cycle assessment.

Service: 1.576 Environmental Engineering Services

Project Number 28-03

Capital Project Title Computer Equipment

Capital Project Description Computer Equipment

Project Rationale Replace computer equipment based on life cycle assessment.

1.576 Engineering Services
 Asset and Reserve Summary
 2024 - 2028 Financial Plan

ERF Reserve Cash Flow

ERF: Engineering Senior Budget - ERF for Equipment and Vehicles

Equipment Replacement Schedule Projected year end balance	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	642,676	670,753	551,753	476,753	401,753	381,753
Planned Purchase (Based on Capital Plan)	(83,432)	(145,000)	(95,000)	(95,000)	(40,000)	(105,000)
Transfer from Ops Budget	81,076	20,000	20,000	20,000	20,000	20,000
Proceed disposal of Equipment	25,000					
Interest Income*	5,433	6,000				
Total projected year end balance	670,753	551,753	476,753	401,753	381,753	296,753

**1.576 ES Engineering
Operating Reserve Summary
2024 - 2028 Financial Plan**

Profile

ES Engineering

Established by Bylaw No. 4147 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Schedule - FC 105524

Operating Reserve Schedule Projected year end balance	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	459,483	481,631	503,631	503,631	503,631	503,631
Planned Purchase	-					
Transfer from Ops Budget	-					
Interest Income*	22,148	22,000				
Total projected year end balance	481,631	503,631	503,631	503,631	503,631	503,631

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Facility Management

FINAL BUDGET

MARCH 2024

Service: 1.105 Facility Management

Committee: Finance

DEFINITION:

Authorized by Letters Patent as part of the provision of administrative services to the CRD Board.

SERVICE DESCRIPTION:

Full facility management services including administration, maintenance, technical and project management for nine facilities.

PARTICIPATION:

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

MAXIMUM LEVY:

No limit

MAXIMUM CAPITAL DEBT:

COMMITTEE:

Finance

FUNDING:

GENERAL INFORMATION:

All costs are recovered from user departments and requisition.

1.105 Facility Management	BUDGET REQUEST						FUTURE PROJECTIONS			
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>OPERATING COSTS:</u>										
Salaries and Wages	1,439,438	1,415,958	1,512,262	101,293	-	1,613,555	1,651,638	1,690,611	1,730,470	1,771,263
Internal Allocations	204,670	204,670	221,216	-	-	221,216	232,804	243,973	251,878	258,926
Consulting Service	77,000	45,196	68,490	-	-	68,490	69,860	71,260	72,680	74,140
Operating Supplies	26,860	32,085	27,456	-	-	27,456	28,000	28,560	29,120	29,710
Telecommunication	16,320	20,072	16,800	-	-	16,800	17,140	17,480	17,830	18,190
Vehicle and Equipment	34,860	51,476	35,905	-	-	35,905	36,620	37,360	38,110	38,870
Operating Cost - Other	142,063	126,125	142,811	-	-	142,811	145,672	148,592	151,571	154,591
TOTAL OPERATING COSTS	1,941,211	1,895,582	2,024,940	101,293	-	2,126,233	2,181,734	2,237,836	2,291,659	2,345,690
*Percentage increase over prior year operating costs		-2.4%	4.31%			9.53%	2.61%	2.57%	2.41%	2.36%
<u>CAPITAL / RESERVE</u>										
Transfer to ERF	25,000	29,734	25,500	-	-	25,500	26,010	26,530	27,060	27,600
Transfer to Genaral Capital Fund	50,000	50,000	-	-	-	-	-	-	-	-
Transfer to Operating Reserve	-	26,770								
TOTAL CAPITAL / RESERVES	75,000	106,504	25,500	-	-	25,500	26,010	26,530	27,060	27,600
TOTAL COSTS	2,016,211	2,002,086	2,050,440	101,293	-	2,151,733	2,207,744	2,264,366	2,318,719	2,373,290
*Percentage increase over prior year operating costs		-0.7%				6.72%	2.60%	2.56%	2.40%	2.35%
Internal Recoveries	(1,766,618)	(1,729,202)	(1,868,357)	(101,293)	-	(1,969,650)	(2,021,686)	(2,074,034)	(2,124,013)	(2,174,109)
OPERATING LESS RECOVERIES	249,593	272,884	182,083	-	-	182,083	186,058	190,332	194,706	199,181
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated balance C/F from current to Next year		-								
Transfer from Operating reserve	(26,770)	(26,770)	-	-	-	-	-	-	-	-
Balance C/F from Prior to Current year	(50,000)	(50,000)	-	-	-	-	-	-	-	-
Revenue - Other	(8,147)	(31,438)	(8,349)	-	-	(8,349)	(8,157)	(8,167)	(8,177)	(8,187)
TOTAL REVENUE	(84,917)	(108,208)	(8,349)	-	-	(8,349)	(8,157)	(8,167)	(8,177)	(8,187)
Estimated balance C/F from current to Next year										
REQUISITION	(164,676)	(164,676)	(173,734)	-	-	(173,734)	(177,901)	(182,165)	(186,529)	(190,994)
*Percentage increase over prior year requisition						5.50%	2%	2%	2%	2%
AUTHORIZED POSITIONS FTE:	12	12	12	1	-	13	13	13	13	13

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.105 Facilities Management	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$15,000	\$150,000	\$75,000	\$75,000	\$75,000	\$0	\$315,000
	\$0	\$25,000	\$160,000	\$85,000	\$85,000	\$85,000	\$10,000	\$365,000

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	\$25,000	\$160,000	\$85,000	\$85,000	\$85,000	\$10,000	\$365,000
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	\$25,000	\$160,000	\$85,000	\$85,000	\$85,000	\$10,000	\$365,000

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 1.105

Service Name: Facilities Management

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	PROJECT BUDGET & SCHEDULE										
				Total Project Budget	Asset Class	Funding Source	Carryforward from 2023	2024	2025	2026	2027	2028	5 - Year Total	
21-01	Replacement	Unit F01112	Replace 2010 Chev Express Van - 01112	\$ 75,000	V	ERF	→		\$ 75,000					\$ 75,000
22-01	Replacement	Equipment Replacement	Replace computers	\$ 50,000	E	ERF		\$ 10,000	\$ 10,000	\$ 10,000				\$ 30,000
23-01	Replacement	Fleet Replacement	Replace 2012 Jeep Patriot - 12001	\$ 75,000	V	ERF	→		\$ 75,000					\$ 75,000
23-02	New	Equipment Replacement	New utility trailer	\$ 15,000	V	ERF	→	\$ 15,000						\$ 15,000
24-01	Replacement	Fleet Replacement	Replace 2016 Sprinter Van - Unit 1601	\$ 75,000	V	ERF				\$ 75,000				\$ 75,000
25-01	Replacement	Fleet Replacement	Replace 2017 Transit Van - Unit 17002	\$ 75,000	V	ERF					\$ 75,000			\$ 75,000
27-01	Replacement	Equipment Replacement	Replace computers	\$ 50,000	E	ERF					\$ 10,000	\$ 10,000		\$ 20,000
														\$ -
														\$ -
														\$ -
														\$ -
			Grand Total	\$ 415,000				\$ 25,000	\$ 160,000	\$ 85,000	\$ 85,000	\$ 10,000		\$ 365,000

Service: 1.105 Facilities Management

Project Number 21-01 Capital Project Title Unit F01112 Capital Project Description Replace 2010 Chev Express Van - 01112
Project Rationale Replace the vehicle with an all electric or hybrid option as scheduled by Facility Management.

Project Number 22-01 Capital Project Title Equipment Replacement Capital Project Description Replace computers
Project Rationale Per IT replacement schedule

Project Number 23-01 Capital Project Title Fleet Replacement Capital Project Description Replace 2012 Jeep Patriot - 12001
Project Rationale Replace the vehicle with an all electric or hybrid option as scheduled by Facility Management.

Project Number 23-02 Capital Project Title Equipment Replacement Capital Project Description New utility trailer
Project Rationale Purchase new utility trailer to tow equipment with smaller light duty truck.

Service: 1.105 Facilities Management

Project Number 24-01 **Capital Project Title** Fleet Replacement **Capital Project Description** Replace 2016 Sprinter Van - Unit 1601

Project Rationale Replace the vehicle with an all electric or hybrid option as scheduled by Facility Management.

Project Number 25-01 **Capital Project Title** Fleet Replacement **Capital Project Description** Replace 2017 Transit Van - Unit 17002

Project Rationale Replace the vehicle with an all electric or hybrid option as scheduled by Facility Management.

Project Number 27-01 **Capital Project Title** Equipment Replacement **Capital Project Description** Replace computers

Project Rationale Per IT replacement schedule

**1.105 Facility Management
Asset and Reserve Summary
2024 - 2028 Financial Plan**

Asset Profile

Facility Management ERF

Facility Management assets consist of vehicles and equipment.

Equipment Replacement Fund Schedule (ERF)

Equipment Replacement Schedule	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Projected year end balance						
Beginning Balance	419,109	393,709	399,209	265,219	206,749	148,809
Planned Purchase (Based on Capital Plan)	(63,454)	(25,000)	(160,000)	(85,000)	(85,000)	(10,000)
Transfer from Ops Budget	25,000	25,500	26,010	26,530	27,060	27,600
Proceed disposal of Equipment	8,300					
Transfer						
Transfer of HQ Pool Fleet ERF						
Interest Income*	4,754	5,000				
Total projected year end balance	393,709	399,209	265,219	206,749	148,809	166,409

* 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.

**1.105 Facility Management
Operating Reserve Summary
2024 - 2028 Financial Plan**

Profile

Facility Management

Established by Bylaw No. 4147 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Schedule - FC 105541

Operating Reserve Schedule Projected year end balance	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	123,346	212,378	218,378	218,378	218,378	218,378
Planned Purchase	-	-				
Transfer from Ops Budget	83,086					
Interest Income*	5,946	6,000				
Total projected year end balance	212,378	218,378	218,378	218,378	218,378	218,378

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2024 BUDGET

CRD Headquarters Building

FINAL BUDGET

MARCH 2024

Service: 1.106 CRD Headquarter Building

Committee: Finance

DEFINITION:

Authorized by Letters Patent as part of the provision of administrative services to the CRD Board.

PARTICIPATION:

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

MAXIMUM LEVY:

No limit

MAXIMUM CAPITAL DEBT:

COMMITTEE:

Finance

FUNDING:

All costs are recovered by building allocation from CRD user departments.

1.106 - CRD HQ BUILDING	BUDGET REQUEST						FUTURE PROJECTIONS			
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
OPERATING COSTS:										
Internal Allocations	295,686	295,686	318,872	-	-	318,872	325,249	331,754	338,389	345,157
Insurance Cost	48,570	48,570	48,520	-	-	48,520	50,940	53,490	56,160	58,960
Repairs and Maintenance Costs	244,300	233,830	252,858	-	-	252,858	257,900	263,062	268,312	273,682
Rental and Leases	112,938	107,222	120,411	-	-	120,411	122,820	125,280	127,790	130,350
Electricity & Utilities	188,850	181,036	195,460	-	-	195,460	199,370	203,350	207,410	211,560
Operating Supplies	42,750	5,031	44,246	-	-	44,246	45,130	46,030	46,960	47,900
Internal Labour Cost	325,000	324,224	335,000	-	-	335,000	341,700	348,534	355,505	362,615
Operating Cost - Other	224,344	272,477	226,933	-	-	226,933	231,470	236,111	240,835	245,661
Additional Space	290,000	302,500	302,540	-	-	302,540	308,590	314,760	321,060	327,480
TOTAL OPERATING COSTS	1,772,438	1,770,576	1,844,840	-	-	1,844,840	1,883,169	1,922,371	1,962,421	2,003,365
*Percentage increase over prior year operating costs		-0.1%	4.08%			4.08%	2.08%	2.08%	2.08%	2.09%
CAPITAL / RESERVE										
Transfer to Capital Reserve Fund	145,000	145,000	145,000	155,000	-	300,000	370,000	445,000	525,000	600,000
Transfer to ERF	60,000	60,000	60,000	-	-	60,000	60,000	60,000	60,000	60,000
TOTAL CAPITAL / RESERVES	205,000	205,000	205,000	155,000	-	360,000	430,000	505,000	585,000	660,000
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	1,977,438	1,975,576	2,049,840	155,000	-	2,204,840	2,313,169	2,427,371	2,547,421	2,663,365
*Percentage increase over prior year operating costs		-0.1%				11.50%	4.91%	4.94%	4.95%	4.55%
Internal Recoveries (Building Occupancy)	(1,944,094)	(1,944,094)	(2,015,779)	(155,000)	-	(2,170,779)	(2,278,839)	(2,392,760)	(2,512,526)	(2,628,184)
*Percentage increase over prior year operating costs		0.0%				11.7%	5.0%	5.0%	5.0%	4.6%
OPERATING LESS RECOVERIES	33,344	31,482	34,061	-	-	34,061	34,330	34,611	34,895	35,181
		-5.6%	2.15%			2.15%	0.79%	0.82%	0.82%	0.82%
FUNDING SOURCES (REVENUE)										
Estimated Balance C/F from current to next year										
Balance C/F from Prior to Current year										
Transfer from operating reserve										
Fees Charged	-	-	-	-	-	-	-	-	-	-
Lease Revenue	-	(5,660)	-	-	-	-	-	-	-	-
Recovery - Other	(33,344)	(25,822)	(34,061)	-	-	(34,061)	(34,330)	(34,611)	(34,895)	(35,181)
TOTAL REVENUE	(33,344)	(31,482)	(34,061)	-	-	(34,061)	(34,330)	(34,611)	(34,895)	(35,181)
REQUISITION	-	-	-	-	-	-	-	-	-	-
*Percentage increase over prior year requisition										
AUTHORIZED POSITIONS:										
Salaried										
Converted Auxillaries	-	-	-	-	-	-	-	-	-	-

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.106 Facilities and Risk	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$825,000	\$1,090,000	\$265,000	\$140,000	\$140,000	\$140,000	\$140,000	\$1,775,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<hr/>								
	\$825,000	\$1,115,000	\$265,000	\$140,000	\$140,000	\$140,000	\$140,000	\$1,800,000

SOURCE OF FUNDS

Capital Funds on Hand	\$825,000	\$825,000	\$0	\$0	\$0	\$0	\$0	\$825,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$290,000	\$265,000	\$140,000	\$140,000	\$140,000	\$140,000	\$975,000
<hr/>								
	\$825,000	\$1,115,000	\$265,000	\$140,000	\$140,000	\$140,000	\$140,000	\$1,800,000

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 1.106

Service Name: Facilities and Risk

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	PROJECT BUDGET & SCHEDULE											
				Total Project Budget	Asset Class	Funding Source	Carryforward from 2023	2024	2025	2026	2027	2028	5 - Year Total		
21-03	New	Interior Renovations	Interior renovations - HQ Building	\$ 500,000	B	Res			\$ 100,000	\$ 100,000					\$ 200,000
22-01	New	Interior Renovations	Interior renovations - HQ Building Space Optimazation	\$ 3,000,000	B	Cap	\$ 825,000	\$ 825,000							\$ 825,000
23-02	New	EV Charging Infrastructure	EV Charging Infrastructure - Fisgard Parkade Bldg	\$ 175,000	S	Res		\$ 25,000							\$ 25,000
23-03	Defer	Emergency Repairs	For unforeseen emergency repairs	\$ 100,000	B	Res		\$ 100,000							\$ 100,000
24-01	Renewal	Exterior Upgrades	Exterior Paint	\$ 50,000	B	Res		\$ 50,000							\$ 50,000
24-02	New	Safety Systems	Minor Security Upgrades	\$ 75,000	B	Res		\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 75,000	
24-03	New	Energy Management	Minor Energy Upgrades	\$ 75,000	B	Res		\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 75,000	
24-04	Replacement	Interior Finishes	Flooring Replacement	\$ 50,000	B	Res		\$ 25,000	\$ 25,000					\$ 50,000	
24-05	New	Interior Upgrades	Gender Neutral Washroom Upgrades	\$ 50,000	B	Res		\$ 50,000						\$ 50,000	
25-01	Study	Asset management Plan	Facility condition assessment	\$ 15,000	B	Res		\$ 15,000						\$ 15,000	
25-02	Replacement	Roof Replacement	4th floor small roof areas	\$ 75,000	B	Res		\$ 75,000						\$ 75,000	
25-03	Replacement	Safety Systems	Fire Sprinkler upgrades	\$ 10,000	B	Res		\$ 10,000						\$ 10,000	
26-01	Replacement	Interior Upgrades	Interior paint	\$ 35,000	B	Res		\$ 10,000	\$ 10,000	\$ 10,000		\$ 10,000	\$ 10,000	\$ 50,000	
27-01	New	Interior Renovations	Interior renovations - HQ Building	\$ 500,000	B	Res						\$ 100,000	\$ 100,000	\$ 200,000	
														\$ -	
														\$ -	
														\$ -	
														\$ -	
														\$ -	
														\$ -	
														\$ -	
GRAND TOTAL				\$ 4,710,000			\$ 825,000	\$ 1,115,000	\$ 265,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 1,800,000	

Service: 1.106 Facilities and Risk

Project Number	21-03	Capital Project Title	Interior Renovations	Capital Project Description	Interior renovations - HQ Building
Project Rationale	Contingent amount for office and floor plate reconfiguration due to department and staff relocations				

Project Number	22-01	Capital Project Title	Interior Renovations	Capital Project Description	Interior renovations - HQ Building Space Optimazation
Project Rationale	Interior renovations to accomodate additional staff in 2022. Renovation will be phased and completed over 2 years.				

Project Number	23-02	Capital Project Title	EV Charging Infrastructure	Capital Project Description	EV Charging Infrastructure - Fisgard Parkade Bldg
Project Rationale	Additional EV chargers, when required, for expansion of the City of Victoria parkade program.				

Project Number	23-03	Capital Project Title	Emergency Repairs	Capital Project Description	For unforeseen emergency repairs
Project Rationale					

Service: 1.106 Facilities and Risk

Project Number 24-01

Capital Project Title Exterior Upgrades

Capital Project Description Exterior Paint

Project Rationale Repaint exterior elements of the building.

Project Number 24-02

Capital Project Title Safety Systems

Capital Project Description Minor Security Upgrades

Project Rationale Various minor security improvements, including access control, building upgrades, etc.

Project Number 24-03

Capital Project Title Energy Management

Capital Project Description Minor Energy Upgrades

Project Rationale Various minor energy improvements, including building control systems, building upgrades, etc.

Project Number 24-04

Capital Project Title Interior Finishes

Capital Project Description Flooring Replacement

Project Rationale Carpet tile replacement program.

Service: 1.106 Facilities and Risk

Project Number 24-05 **Capital Project Title** Interior Upgrades **Capital Project Description** Gender Neutral Washroom Upgrades

Project Rationale Assessing washrooms and various minor upgrades to all washrooms to be gender neutral.

Project Number 25-01 **Capital Project Title** Asset management Plan **Capital Project Description** Facility condition assessment

Project Rationale Building condition assessment to determine life cycle condition, including replacement budget.

Project Number 25-02 **Capital Project Title** Roof Replacement **Capital Project Description** 4th floor small roof areas

Project Rationale Roof is at its end of life and requires replacement.

Project Number 25-03 **Capital Project Title** Safety Systems **Capital Project Description** Fire Sprinkler upgrades

Project Rationale Fire sprinkler systems upgrades as per consultants report.

Service: 1.106 Facilities and Risk

Project Number 26-01 **Capital Project Title** Interior Upgrades **Capital Project Description** Interior paint

Project Rationale Repaint interior of the building.

Project Number 27-01 **Capital Project Title** Interior Renovations **Capital Project Description** Interior renovations - HQ Building

Project Rationale Contingent amount for office and floor plate reconfiguration due to department and staff relocations

1.106 CRD HQ Building & 1.226 Health Facilities - VIHA
Asset and Reserve Summary
2024 - 2028 Financial Plan

Asset Profile

CRD HQ Office Facilities & Health Facilities - VIHA

Office Facilities manages office buildings and rental units owned by the CRD. Assets include CRD Headquarters building, 3 buildings currently occupied by VIHA and JDF administration building currently occupied by JDF Planning, Building Inspection and Emergency Services. The total historical value as at December 31, 2015 was \$38M. Total replacement value for the facilities is \$39M (Note A).

Assets held by Health Facilities - VIHA consist of Peninsula Health Unit, Victoria Health Unit and Esquimalt Health unit built in 1994, 1986 and 1990. The total historical value as of Dec 31, 2015 for all three health units building structures was \$12M with an estimated replacement value of \$22M (Note A).

1.106 Headquarters Facility & 1.226 VIHA Health Facilities Capital Reserve Fund Cash Flow

Reserve/Fund Summary	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Projected year end balance						
Beginning Balance	4,977,805	5,194,072	3,494,847	3,951,845	4,242,591	5,352,110
Planned Capital Expenditure (Based on Capital Plan)	(937,822)	(2,920,000)	(635,000)	(877,500)	(140,000)	(140,000)
Transfer from Ops Budget	926,094	1,020,775	1,091,998	1,168,246	1,249,519	1,325,817
Interest Income**	227,995	200,000				
Total projected year end balance	5,194,072	3,494,847	3,951,845	4,242,591	5,352,110	6,537,927

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.

**1.106 CRD HQ Building
Asset and Reserve Summary
2024 - 2028 Financial Plan**

Asset Profile

CRD HQ Building ERF

CRD HQ Building assets building equipment / Pool Fleet.

Equipment Replacement Fund Schedule (ERF)

Equipment Replacement Schedule	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Projected year end balance						
Beginning Balance	152,582	95,688	135,888	175,888	215,888	255,888
Planned Purchase (Based on Capital Plan)	(96,894)	-	-	-	-	-
Transfer from Ops Budget Equip	20,000	20,000	20,000	20,000	20,000	20,000
Transfer from Ops Budget Pool Fleet	20,000	20,000	20,000	20,000	20,000	20,000
Transfer from FM ERF for Pool Fleet	-					
Proceed disposal of Equipment						
Interest Income*	-	200				
Total projected year end balance	95,688	135,888	175,888	215,888	255,888	295,888

* 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.

**1.106 Headquarters Facility
Operating Reserve Summary
2024 - 2028 Financial Plan**

Profile

Headquarters Facility

Established by Bylaw No. 4147 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Schedule - FC 105542

Operating Reserve Schedule Projected year end balance	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	58,332	61,150	64,150	64,150	64,150	64,150
Planned Purchase						
Transfer from Ops Budget	6					
Interest Income*	2,812	3,000				
Total projected year end balance	61,150	64,150	64,150	64,150	64,150	64,150

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Corporate Satellite Facilities

FINAL BUDGET

MARCH 2024

DEFINITION:

Authorized by Letters Patent as part of the provision of administrative services to the CRD Board.

PARTICIPATION:

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

MAXIMUM LEVY:

No limit

MAXIMUM CAPITAL DEBT:

COMMITTEE:

Finance

FUNDING:

All costs are recovered from user departments.

1.107 - CORPORATE SATELLITE FACILITIES

	BUDGET REQUEST				2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL		
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING					2024 ONE-TIME	2024 TOTAL
<u>OPERATING COSTS:</u>										
Rentals and Leases	85,059	82,714	86,093	-	-	86,093	87,052	88,943	93,583	94,667
Internal Allocations	27,399	27,399	28,657	-	-	28,657	29,232	29,817	30,412	31,020
Insurance Cost	1,840	1,840	1,860	-	-	1,860	1,950	2,050	2,150	2,260
Electricity & Utilities	19,404	20,577	20,071	-	-	20,071	20,472	20,881	21,299	21,724
Repairs and Maintenance Costs	12,446	23,219	16,225	-	-	16,225	16,549	16,879	17,218	17,565
Operating Cost - Other	86,010	71,606	84,811	-	-	84,811	86,506	88,236	89,999	91,800
TOTAL OPERATING COSTS	232,158	227,355	237,717	-	-	237,717	241,761	246,806	254,661	259,036
*Percentage Increase over prior year		-2.07%	2.39%	-	-	2.39%	1.70%	2.09%	3.18%	1.72%
<u>CAPITAL / RESERVE</u>										
Transfer to Reserve Fund	6,000	6,000	12,000	-	-	12,000	12,240	12,485	12,735	12,989
Transfer to Capital Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	6,000	6,000	12,000	-	-	12,000	12,240	12,485	12,735	12,989
TOTAL COSTS	238,158	233,355	249,717	-	-	249,717	254,001	259,291	267,396	272,025
*Percentage Increase over prior year		-2.02%	4.85%	-	-	4.85%	1.72%	2.08%	3.13%	1.73%
Internal Recoveries	(238,158)	(233,355)	(249,717)	-	-	(249,717)	(254,001)	(259,291)	(267,396)	(272,025)
Recovery - Other	-	-	-	-	-	-	-	-	-	-
REQUISITION	-	-	-	-	-	-	-	-	-	-
PARTICIPANTS: Costs recovered internally										
AUTHORIZED POSITIONS:										
Salaried	-	-	-	-	-	-	-	-	-	-
Term	-	-	-	-	-	-	-	-	-	-

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.107 Corporate Satellite Facilities	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$0	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000

SOURCE OF FUNDS

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

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 1.107

Service Name: Corporate Satellite Facilities

				PROJECT BUDGET & SCHEDULE										
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2023	2024	2025	2026	2027	2028	5 - Year Total	
JDF 24-01	New	Emergency Repairs	For unforeseen emergency repairs	\$ 25,000	B	Res		\$ 25,000					\$ 25,000	
													\$ -	
													\$ -	
													\$ -	
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													\$ -	
			GRAND TOTAL	\$ 25,000				\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000	

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Family Court Building

FINAL BUDGET

MARCH 2024

Service: 1.123 Family Court Building

Committee: Finance

DEFINITION:

Supplementary Letters Patent, Division VI - Family and Children's Court, March 16, 1967. Amended September 10, 1987.

PARTICIPATION:

The participants in this function were Victoria, Saanich, Oak Bay and Esquimalt. Although the District is the owner on record, the facility had previously been operated by the City under an arrangement dating from a time when the CRD had no property management capability.

Since 1998, excess rental revenues may be returned to function participants through a negative requisition.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

No debt shall be incurred by the Regional District for the purpose of this function other than temporary current borrowing.

FUNDING:

The budget provides for establishment of a reserve fund from rental revenues in order to establish a program of planned maintenance and upgrading. The facility has no debt. Costs are recovered from the tenant.

1.123 - FAMILY COURT BUILDING			BUDGET REQUEST							
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>CAPITAL / RESERVE</u>										
Transfer to Reserve Fund	149,360	149,360	149,360	-	-	149,360	149,360	149,360	149,360	149,360
TOTAL CAPITAL / RESERVES	149,360	149,360	149,360	-	-	149,360	149,360	149,360	149,360	149,360
TOTAL COSTS	149,360	149,360	149,360	-	-	149,360	149,360	149,360	149,360	149,360
*Percentage Increase over prior year						0.00%	0.00%	0.00%	0.00%	0.00%
FUNDING SOURCES (REVENUE)										
Rental Income	(149,360)	(149,360)	(149,360)	-	-	(149,360)	(149,360)	(149,360)	(149,360)	(149,360)
TOTAL REVENUE	(149,360)	(149,360)	(149,360)	-	-	(149,360)	(149,360)	(149,360)	(149,360)	(149,360)
REQUISITION	-	-	-	-	-	-	-	-	-	-
*Percentage Increase over prior year										

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.123 Family Court Building	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$47,500	\$1,352,500	\$10,000	\$0	\$0	\$0	\$0	\$1,362,500
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<hr/>								
	\$47,500	\$1,352,500	\$10,000	\$0	\$0	\$0	\$0	\$1,362,500

SOURCE OF FUNDS

Capital Funds on Hand	\$47,500	\$47,500	\$0	\$0	\$0	\$0	\$0	\$47,500
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$700,000	\$0	\$0	\$0	\$0	\$0	\$700,000
Reserve Fund	\$0	\$605,000	\$10,000	\$0	\$0	\$0	\$0	\$615,000
<hr/>								
	\$47,500	\$1,352,500	\$10,000	\$0	\$0	\$0	\$0	\$1,362,500

Service:

1.123

Family Court Building

Project Number	20-02	Capital Project Title	Exterior Upgrades	Capital Project Description	Wood Window & Trim Replacement
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Project Rationale To refurbish/replace the exterior wood windows and trim as per condition assessment by consultant.

Project Number	22-01	Capital Project Title	Mechanical Upgrades	Capital Project Description	Detail Design & Replacement of HVAC
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Project Rationale Detail design & construction to replace gas boilers with electric heat pumps for building heating and cooling.

Project Number	23-01	Capital Project Title	Exterior Upgrades	Capital Project Description	Replace all wood siding
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Project Rationale To refurbish/replace the exterior wood siding as per condition assessment by consultant.

Project Number	24-01	Capital Project Title	Exterior Upgrades	Capital Project Description	Replace West Entrance Hand rail
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Project Rationale To replace front entrance handrail to meet current building codes as it is end of life.

Service: 1.123 Family Court Building

Project Number	25-01	Capital Project Title	Asset Management	Capital Project Description	Condition Assessment
Project Rationale	Building condition assessment to determine life cycle condition. Including replacement budget.				

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Health Facilities - VIHA

FINAL BUDGET

MARCH 2024

Service: 1.226 Health Facilities - VIHA

Committee: Finance

DEFINITION:

Authorized by Letters Patent as part of the provision of administrative services to the CRD Board.

PARTICIPATION:

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

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Finance

FUNDING:

All costs are recovered by lease payment from Island Health.

1.226 - HEALTH FACILITIES - VIHA

	BUDGET REQUEST									
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING					2024 ONE-TIME	2024 TOTAL
<u>OPERATING COSTS:</u>										
Internal Allocation	55,237	55,237	55,895	-	-	55,895	57,013	58,153	59,316	60,502
Insurance Cost	35,240	35,240	35,630	-	-	35,630	37,410	39,280	41,240	43,300
Repairs and Maintenance Costs	734,554	331,668	650,000	-	-	650,000	663,000	676,260	689,786	703,580
Electricity&Utilities	231,622	80,043	-	-	-	-	-	-	-	-
Internal Labour Cost	-	-	-	-	-	-	-	-	-	-
Consultant Expenses	-	-	-	-	-	-	-	-	-	-
Operating Supplies	9,996	-	-	-	-	-	-	-	-	-
Operating Cost - Other	51,244	28,729	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	1,117,893	530,917	741,525	-	-	741,525	757,423	773,693	790,342	807,382
*Percentage Increase over prior year						-33.67%	2.14%	2.15%	2.15%	2.16%
<u>CAPITAL / RESERVE</u>										
Transfer to Reserve Fund	602,825	1,189,305	1,034,697	-	-	1,034,697	1,054,323	1,074,288	1,094,600	1,115,257
TOTAL CAPITAL / RESERVES	602,825	1,189,305	1,034,697	-	-	1,034,697	1,054,323	1,074,288	1,094,600	1,115,257
TOTAL COSTS	1,720,718	1,720,222	1,776,222	-	-	1,776,222	1,811,746	1,847,981	1,884,942	1,922,639
*Percentage Increase over prior year						3.23%	2.00%	2.00%	2.00%	2.00%
FUNDING SOURCES (REVENUE)										
Revenue - Other (Interest)	(3,500)	(3,500)	-	-	-	-	-	-	-	-
Lease Revenue from VIHA	(1,717,218)	(1,716,722)	(1,776,222)	-	-	(1,776,222)	(1,811,746)	(1,847,981)	(1,884,942)	(1,922,639)
TOTAL REVENUE	(1,720,718)	(1,720,222)	(1,776,222)	-	-	(1,776,222)	(1,811,746)	(1,847,981)	(1,884,942)	(1,922,639)
REQUISITION	-	-	-	-	-	-	2.00%	2.00%	2.00%	2.00%
AUTHORIZED POSITIONS:										
Salaried	-	-	-	-	-	-	-	-	-	-
Term	-	-	-	-	-	-	-	-	-	-

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.226 Health Facilities - VIHA	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$615,000	\$3,155,000	\$955,000	\$937,500	\$0	\$0	\$5,047,500
Equipment	\$0	\$440,000	\$0	\$0	\$0	\$0	\$440,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$75,000	\$0	\$0	\$0	\$75,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$615,000	\$3,595,000	\$1,030,000	\$937,500	\$0	\$0	\$5,562,500

SOURCE OF FUNDS

Capital Funds on Hand	\$615,000	\$615,000	\$0	\$0	\$0	\$0	\$615,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$375,000	\$660,000	\$200,000	\$0	\$0	\$1,235,000
Reserve Fund	\$0	\$2,605,000	\$370,000	\$737,500	\$0	\$0	\$3,712,500
	\$615,000	\$3,595,000	\$1,030,000	\$937,500	\$0	\$0	\$5,562,500

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #:

1.226

Service Name:

Health Facilities - VIHA

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	PROJECT BUDGET & SCHEDULE										
				Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total	
EHU-21-01	Renewal	Roof Replacement	Replace Flat Roof	\$ 400,000	B	Res	----->	\$ 400,000						\$ 400,000
EHU-21-03	Replacement	Exterior Doors	Replace Exterior Doors to be accessible	\$ 50,000	B	Res	----->	\$ 50,000						\$ 50,000
EHU-22-01	Renewal	Exterior Upgrades	Building Envelope Replacement Detailed Design	\$ 150,000	B	Res	----->	\$ 150,000						\$ 150,000
EHU-22-02	Replacement	Vertical Transportation Upgrades	Elevator refurbishment & Modernization	\$ 40,000	B	Res	----->	\$ 40,000						\$ 40,000
EHU-23-01	Renewal	Mechanical Upgrades	Air Handling Unit Replacement	\$ 150,000	B	Res	----->	\$ 150,000						\$ 150,000
EHU-23-02	Renewal	Mechanical Upgrades	Replace Domestic Hot Water Tanks	\$ 70,000	B	Res	----->	\$ 70,000						\$ 70,000
EHU-23-03	Renewal	Exterior Upgrades	Building Envelope Replacement	\$ 1,872,500	B	Res	----->	\$ 265,000	\$ 265,000	\$ 277,500				\$ 807,500
EHU-23-03	Renewal	Exterior Upgrades	Building Envelope Replacement		B	Other	----->	\$ 200,000	\$ 200,000	\$ 200,000				\$ 600,000
EHU-23-04	Renewal	Emergency Repairs	For Unforeseen Emergency Repairs	\$ 50,000	B	Res	----->	\$ 50,000						\$ 50,000
EHU-25-01	Study	Asset Management	Condition Assessment	\$ 10,000	B	Res			\$ 10,000					\$ 10,000
EHU-26-01	Renewal	Electrical Upgrades	New Switchgear & panel	\$ 25,000	B	Res				\$ 35,000				\$ 35,000
														\$ -
PHU-20-01	Renewal	Roof Replacement	Lower Flat Roof Replacement	\$ 465,000	B	Cap	\$ 440,000	\$ 440,000						\$ 440,000
PHU-22-01	Replacement	Mechanical Upgrades	Replace AHU & Heat Pumps	\$ 125,000	B	Res	----->	\$ 125,000						\$ 125,000
PHU-22-02	Replacement	Vertical Transportation Upgrades	Elevator Refurbishment & Modernization	\$ 75,000	B	Res	----->	\$ 75,000						\$ 75,000
PHU-22-03	Replacement	Roof Replacement	Flat Roof - Phase 2	\$ 175,000	B	Cap	\$ 175,000	\$ 175,000						\$ 175,000
PHU-23-01	Replacement	Mechanical Upgrades	Replace Gas Boilers with Electric	\$ 120,000	B	Res	----->	\$ 110,000						\$ 110,000
PHU-23-02	Defer	Emergency Repairs	For Unforeseen Emergency Repairs	\$ 50,000	B	Res		\$ 50,000						\$ 50,000
PHU-24-01	Renewal	Site Upgrades	Repave Parking Lot	\$ 75,000	S	Res			\$ 75,000					\$ 75,000
PHU-24-02	Replacement	Interior Upgrades	Repaint Walls	\$ 75,000	B	Other		\$ 75,000						\$ 75,000
PHU-24-03	Replacement	Interior Upgrades	New Flooring	\$ 100,000	B	Other		\$ 100,000						\$ 100,000
PHU-25-01	Study	Asset management	Condition Assessment	\$ 10,000	B	Res			\$ 10,000					\$ 10,000
PHU-26-01	Replacement	Electrical Upgrades	Upgrade Interior Lights to LED	\$ 225,000	B	Res				\$ 225,000				\$ 225,000
PHU-26-02	Replacement	Exterior Upgrades	Repaint Exterior	\$ 50,000	B	Res				\$ 50,000				\$ 50,000
														\$ -
VHU-20-01	Renewal	Exterior Upgrades	Repaint Exterior Cladding	\$ 205,000	B	Res	----->	\$ 165,000						\$ 165,000
VHU-20-02	Renewal	Roof Replacement	Replace Built-up Roofing Detailed Design & Construction	\$ 360,000	B	Res	----->	\$ 350,000						\$ 350,000
VHU-22-01	Replacement	Mechanical Upgrades	Replace AHU	\$ 440,000	E	Res	----->	\$ 440,000						\$ 440,000
VHU-23-02	Replacement	Vertical Transportation Upgrades	Elevator refurbishment & Modernization		B	Cap	\$ -----	\$ -----						\$ -----
VHU-23-01	Defer	Emergency Repairs	For Unforeseen Emergency Repairs	\$ 50,000	B	Res		\$ 50,000						\$ 50,000
VHU-25-01	Replacement	Interior Upgrades	New Flooring	\$ 325,000	B	Other			\$ 325,000					\$ 325,000
VHU-25-02	Replacement	Interior Upgrades	Interior Paint	\$ 135,000	B	Other			\$ 135,000					\$ 135,000
VHU-25-03	Replacement	Sitework Upgrades	Repaving parking Lot	\$ 65,000	B	Res		\$ 65,000						\$ 65,000
VHU-25-04	Study	Asset management	Condition Assessment	\$ 10,000	B	Res			\$ 10,000					\$ 10,000
VHU-26-01	Replacement	Mechanical Upgrades	Domestic Hot Water Upgrades	\$ 150,000	B	Res			\$ -	\$ 150,000				\$ 150,000
														\$ -
														\$ -
														\$ -
														\$ -
			GRAND TOTAL	\$ 6,102,500			\$ 615,000	\$ 3,595,000	\$ 1,030,000	\$ 937,500	\$ -	\$ -	\$ -	\$ 5,562,500

Service: 1.226 Health Facilities - VIHA

Project Number	EHU-21-01	Capital Project Title	Roof Replacement	Capital Project Description	Replace Flat Roof
Project Rationale	Replace flat roof as it has reached end of useful life as per consultants report.				

Project Number	EHU-21-03	Capital Project Title	Exterior Doors	Capital Project Description	Replace Exterior Doors to be accessible
Project Rationale	Replace exterior doors with wider doors that are accessible as the doors are at end of life.				

Project Number	EHU-22-01	Capital Project Title	Exterior Upgrades	Capital Project Description	Building Envelope Replacement Detailed Design
Project Rationale	Detailed design for building envelope refurbishment as per consultants report and investigation.				

Project Number	EHU-23-01	Capital Project Title	Mechanical Upgrades	Capital Project Description	Air Handling Unit Replacement
Project Rationale	AHU replacement based on system renewal recommendation from Facility Condition Assessment completed in 2019.				

Service: 1.226 Health Facilities - VIHA

Project Number EHU-23-02 **Capital Project Title** Mechanical Upgrades **Capital Project Description** Replace Domestic Hot Water Tanks

Project Rationale DHW tank replacement based on system renewal recommendation from Facility Condition Assessment completed in 2019.

Project Number EHU-23-03 **Capital Project Title** Exterior Upgrades **Capital Project Description** Building Envelope Replacement

Project Rationale Building envelope replacement for building, includes removing stucco and replacing with new cladding system with a rainscreen.

Project Number EHU-23-04 **Capital Project Title** Emergency Repairs **Capital Project Description** For Unforeseen Emergency Repairs

Project Rationale

Project Number EHU-25-01 **Capital Project Title** Asset Management **Capital Project Description** Condition Assessment

Project Rationale Building condition assessment to determine life cycle condition, including replacement budget.

Service: 1.226 Health Facilities - VIHA

Project Number EHU-26-01 **Capital Project Title** Electrical Upgrades **Capital Project Description** New Switchgear & panel

Project Rationale Replace main switchgear and braker panel based on system renewal recommendation from Facility Condition Assessment completed in 2019.

Project Number PHU-20-01 **Capital Project Title** Roof Replacement **Capital Project Description** Lower Flat Roof Replacement

Project Rationale

Project Number PHU-22-01 **Capital Project Title** Mechanical Upgrades **Capital Project Description** Replace AHU & Heat Pumps

Project Rationale Replace rooftop AHU & heatpumps as system is end of life and requires replacement as per consultants report. New system with be more energy efficient that current and will reduce GHG consumption.

Project Number PHU-22-02 **Capital Project Title** Vertical Transportation Upgrades **Capital Project Description** Elevator Refurbishment & Modernization

Project Rationale Elevator upgrades to meet current codes and to modernize controls as per consultants condition assessment.

CAPITAL REGIONAL DISTRICT BOARD
March 13, 2024
Board Room, 625 Fisgard Street, Victoria

BUDGET REVIEW
Part C

6. Planning and Protective Services

- 6.1 GM - Planning & Protective Services

- 6.2 **Hospital District, Health & Capital Planning Strategies**
 - 6.2.1 Health & Capital Planning Strategies
 - 6.2.2 Community Health

- 6.3 **Regional Housing**
 - 6.3.1 Land Banking and Housing (Regional Housing)
 - 6.3.2 Regional Housing Trust Fund

- 6.4 **Regional and Strategic Planning**
 - 6.4.1 Traffic Safety
 - 6.4.2 Regional Planning Services
 - 6.4.3 Regional Growth Strategy

- 6.5 **Emergency Services**
 - 6.5.1 Corporate Emergency
 - 6.5.2 Regional Emergency Program Support
 - 6.5.3 Hazardous Material Incident Response
 - 6.5.4 911 Call Answer
 - 6.5.5 911 Call Answer - Municipalities
 - 6.5.6 913 Fire Dispatch
 - 6.5.7 Regional CREST Contribution
 - 6.5.8 Animal Care Services
 - 6.5.9 ByLaw Services

CAPITAL REGIONAL DISTRICT BOARD
March 13, 2024
Board Room, 625 Fisgard Street, Victoria

BUDGET REVIEW
Part C

7. Integrated Water Services

7.1 Water Services

- 7.1.1 Regional Water Supply
- 7.1.2 JDF Water Distribution
- 7.1.3 Florence Lake Water
- 7.1.4 Seagirt Water System Debt

7.2 Core Area Wastewater

- 7.2.1 Core Area Wastewater Operations
- 7.2.2 Debt - Core Area Wastewater Capital
- 7.2.3 IW - Environmental Operations
- 7.2.4 I & I Enhancement Program

7.3 Saanich Peninsula Liquid Waste & Water Operations

- 7.3.1 Saanich Peninsula Water Supply
- 7.3.2 Saanich Peninsula Wastewater

CAPITAL REGIONAL DISTRICT

2024 BUDGET

PLANNING & PROTECTIVE SERVICES

FINAL BUDGET

MARCH 2024

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FINAL BUDGET
March 13, 2024
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Planning and Protective Services

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CAPITAL REGIONAL DISTRICT

2024 BUDGET

GM - Planning & Protective Services

FINAL BUDGET

MARCH 2024

Service: 1.024 GM - Planning & Protective Services

Committee: Planning & Protective Services

DEFINITION:

The oversight of planning and protective services for the Capital Regional District Board.

SERVICE DESCRIPTION:

The General Manager and Planning and Protective Services administration provides overall direction and supporting administrative oversight for 40 individual services and functions.

The department and its divisions report to the Board, Hospital District Board, Planning, Transportation and Protective Services Committee, Electoral Area Services Committee, Juan de Fuca Land Use Committee and also provide corporate administration for 17 commissions and the Capital Regional Housing Corporation.

Planning and Protective Services includes the administrative and operating responsibility for:

- Capital Regional Housing Corporation
- Capital Regional Hospital District
- Regional Planning and Information Services
- Emergency Management & Fire Protection
- Regional Housing
- Bylaw Services and Animal Control
- Building Inspection and Numbering
- Juan de Fuca Electoral Area Community Planning and Parks

PARTICIPATION:

All municipalities and electoral areas and the Songhees and Tsawout Bands.

MAXIMUM LEVY:

N/A

COMMITTEE:

Planning, Transportation and Protective Services

FUNDING:

Requisition and internal allocation

1.024 - GM - Planning & Protective Services

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2024 ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
OPERATING COSTS										
Salaries & Wages	464,094	443,736	470,434	-	-	470,434	481,703	493,233	505,030	517,100
Contract for Services	7,310	-	2,500	-	-	2,500	3,050	4,610	6,200	7,320
Internal Allocations	92,268	92,268	101,438	-	-	101,438	106,117	110,936	114,486	117,456
Operating Other	20,930	11,377	21,370	-	-	21,370	21,800	22,250	22,710	23,170
TOTAL OPERATING COSTS	584,602	547,381	595,742	-	-	595,742	612,670	631,029	648,426	665,045
*Percentage Increase over prior year						1.9%	2.8%	3.0%	2.8%	2.6%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	1,000	1,000	1,000	-	-	1,000	1,000	1,000	1,000	1,000
TOTAL CAPITAL / RESERVES	1,000	1,000	1,000	-	-	1,000	1,000	1,000	1,000	1,000
TOTAL COSTS	585,602	548,381	596,742	-	-	596,742	613,670	632,029	649,426	666,045
FUNDING SOURCES (REVENUE)										
Internal Recoveries	(276,233)	(276,233)	(285,898)	-	-	(285,898)	(291,590)	(297,417)	(303,364)	(309,422)
TOTAL REVENUES	(276,233)	(276,233)	(285,898)	-	-	(285,898)	(291,590)	(297,417)	(303,364)	(309,422)
NET COSTS	309,369	272,148	310,844	-	-	310,844	322,080	334,612	346,062	356,624
*Percentage increase over prior year Net Costs						0.5%	3.6%	3.9%	3.4%	3.1%
AUTHORIZED POSITIONS:										
Salaried	2.5	2.5	2.5	-	-	2.5	2.5	2.5	2.5	2.5

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.024 GM - Planning & Protective Services	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$2,049	\$2,318	\$1,644	\$6,011	\$6,011
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	\$2,049	\$2,318	\$1,644	\$6,011	\$6,011

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	\$2,049	\$2,318	\$1,644	\$6,011	\$6,011
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	\$2,049	\$2,318	\$1,644	\$6,011	\$6,011

Reserve Schedule

Reserve Fund: 1.024 - GM Planning & Protective Services

--

Reserve Cash Flow

Fund: 1022 Fund Center: 101955 ERF Group: PLANPROT.ERF	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	7,894	4,981	5,981	6,981	5,932	4,614
Actual Purchases	-					
Planned Purchase (Based on Capital Plan)	(3,971)	-	-	(2,049)	(2,318)	(1,644)
Transfer from Operating Budget	1,000	1000	1000	1000	1000	1000
Interest Income	59	-	-	-	-	-
Ending Balance \$	4,981	5,981	6,981	5,932	4,614	3,970

Assumptions/Background:

2026 - replacement of 1 ultra-portable laptop
 2027 - replacement of 2 standard desktops
 2028 - replacement of 1 standard desktop

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Health & Capital Planning Strategies

FINAL BUDGET

MARCH 2024

1.018 - HEALTH AND CAPITAL PLANNING STRATEGIES	BUDGET REQUEST						2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL				
OPERATING COSTS:										
Salaries and Wages	430,511	287,182	436,723	-	-	436,723	323,035	330,778	338,701	346,809
Legal/Auditing Costs	26,160	26,160	27,200	-	-	27,200	28,220	29,240	29,820	30,420
Consultants	3,510	3,510	3,630	-	-	3,630	3,700	3,770	3,850	3,930
Allocations - Standard Overhead	129,961	129,961	140,671	-	-	140,671	143,484	146,354	149,281	152,266
Allocations - Human Resources	11,476	11,476	15,287	-	-	15,287	16,554	17,081	17,098	17,517
Allocations - Others	77,015	77,015	81,399	-	-	81,399	84,352	88,081	91,224	93,538
Operating - Other Costs	24,720	17,110	20,720	-	-	20,720	21,130	21,550	21,980	22,410
TOTAL OPERATING COSTS	703,353	552,414	725,630	-	-	725,630	620,475	636,854	651,954	666,890
*Percentage Increase over prior year	0.0%	-21.5%	3.2%			3.2%	-14.5%	2.6%	2.4%	2.3%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Reserve	2,100	2,100	2,170	-	-	2,170	2,210	2,250	2,300	2,350
Transfer to Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	2,100	2,100	2,170	-	-	2,170	2,210	2,250	2,300	2,350
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	705,453	554,514	727,800	-	-	727,800	622,685	639,104	654,254	669,240
*Percentage Increase over prior year	0.0%	-21.4%	3.2%			3.2%	-14.4%	2.6%	2.4%	2.3%
Recovery - Capital Regional Hospital District	(705,453)	(705,453)	(727,800)	-	-	(727,800)	(622,685)	(639,104)	(654,254)	(669,240)
Recovery - Capital Project	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	-	(150,939)	-	-	-	-	-	-	-	-
*Percentage Increase over prior year	0.0%	0.0%	0.0%			0.0%	0.0%	0.0%	0.0%	0.0%
Surplus / (Deficit)		150,939								
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Balance transferred to HD Section 20 Reserve		(150,939)								
TOTAL REVENUE	-	-	-	-	-	-	-	-	-	-
REQUISITION	-	-	-	-	-	-	-	-	-	-
*Percentage Increase over prior year	0.0%	0.0%	0.0%			0.0%	0.0%	0.0%	0.0%	0.0%
PARTICIPANTS: all Municipalities, Electoral Areas, Tsawout and Songhees First Nations										
AUTHORIZED POSITIONS:										
Salaried	2.0	2.0	2.0	0.0	0.0	2.0	2.0	2.0	2.0	2.0
Term Position - Sr. Project Coordinator 2-year term (2023 IBC 14a-1)	1.0	1.0	1.0	0.0	0.0	1.0	0.0	0.0	0.0	0.0

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.018 Health & Capital Planning Strategies	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$1,500	\$0	\$3,000	\$1,500	\$1,500	\$1,500	\$7,500
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	\$1,500	\$0	\$3,000	\$1,500	\$1,500	\$1,500	\$7,500

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	\$1,500	\$0	\$3,000	\$1,500	\$1,500	\$1,500	\$7,500
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	\$1,500	\$0	\$3,000	\$1,500	\$1,500	\$1,500	\$7,500

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 1.018

Service Name: Health & Capital Planning Strategies

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2023	2024	2025	2026	2027	2028	5 - Year Total
24-01	Replacement	Computer	Replace Computers	\$ 1,500	E	ERF	\$ -	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ 1,500
26-01	Replacement	Computer	Replace Computers	\$ 3,000	E	ERF	\$ -	\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ 3,000
27-01	Replacement	Computer	Replace Computers	\$ 1,500	E	ERF	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ -	\$ 1,500
28-01	Replacement	Computer	Replace Computers	\$ 1,500	E	ERF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,500
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 7,500				\$ 1,500	\$ -	\$ 3,000	\$ 1,500	\$ 1,500	\$ 7,500

Reserve Schedule

Reserve Fund: 1.018 Health & Capital Planning Strategies

Assets held by the Health and Capital Planning Strategies are office equipment and office furniture.
The equipment replacement funds set aside are for replacement of office equipment/furniture only.

Reserve Cash Flow

Fund: 1022 Fund Center: 101851
ERF Group: HP.ERF

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	5,172.76	5,336	6,006	8,216	7,466	8,266
Actual Purchase	(1,986)					
Planned Purchase (Based on Capital Plan)		(1,500)	-	(3,000)	(1,500)	(1,500)
Transfer from Operating Budget	2,100	2,170	2,210	2,250	2,300	2,350
Interest Revenue	49					
Ending Balance \$	5,336	6,006	8,216	7,466	8,266	9,116

Assumptions/Background:

2024 - 1 standard laptop
2026 - 2 standard laptops
2027 - 1 standard laptop
2028 - 1 standard laptop

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Community Health

FINAL BUDGET

MARCH 2024

Service: 1.224 Community Health

Committee: Hospitals and Housing Committee

SERVICE DESCRIPTION:

Build regional capacity to improve health and well-being through outcomes monitoring (Regional Outcomes Monitoring Collaborative), designing and implementing community health and wellbeing initiatives, and policy development. Addresses homelessness by funding the Greater Victoria Coalition to End Homelessness. Responsible for the public health bylaws (i.e. Clean Air, Idling, and Tanning Bylaws) and regularly engages with Island Health to ensure bylaws remain relevant and responsive to regional public health risks.

PARTICIPATION:

All member municipalities and electoral areas based on converted hospital assessment values

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

NIL

COMMITTEE:

Hospitals and Housing Committee

FUNDING:

Requisition

1.224 - COMMUNITY HEALTH

			BUDGET REQUEST							
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>OPERATING COSTS:</u>										
Salaries - Planner (Term)	105,277	105,277	113,880	-	-	113,880	116,612	119,407	30,567	-
Contract for Services - AEHCR	325,000	329,500	325,000	-	120,000	445,000	325,000	325,000	325,000	325,000
Contract for Services - Island Health	176,750	176,750	176,750	-	-	176,750	176,750	176,750	176,750	176,750
Contract for Services - ACEH (2023)	150,000	150,000	155,250	-	-	155,250	158,400	161,600	-	-
Consultants - Violence Prevention and Wellness Promotion	-	-	-	-	50,000	50,000	-	-	-	-
Allocation - Standard Overhead	40,810	40,810	40,743	-	-	40,743	41,558	42,389	43,237	44,102
Allocation - Building Occupancy	2,728	2,728	3,101	-	-	3,101	3,411	3,860	4,195	4,369
Allocation - Human Resources	3,157	3,157	3,738	-	-	3,738	4,048	4,177	4,181	4,284
Meetings and Workshops	7,313	6,952	7,569	-	2,500	10,069	7,720	7,875	8,032	8,193
Operating - Other Costs	3,825	2,960	3,937	-	-	3,937	4,015	4,094	4,175	4,258
TOTAL OPERATING COSTS	814,860	818,134	829,968	-	172,500	1,002,468	837,514	845,152	596,137	566,956
*Percentage Increase over prior year		0.4%	1.9%	0.0%	21.2%	23.0%	-16.5%	0.9%	-29.5%	-4.9%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	66,476	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	66,476	-	-	-	-	-	-	-	-
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	814,860	884,610	829,968	-	172,500	1,002,468	837,514	845,152	596,137	566,956
*Percentage Increase over prior year		8.6%	1.9%	0.0%	21.2%	23.0%	-16.5%	0.9%	-29.5%	-4.9%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	814,860	884,610	829,968	-	172,500	1,002,468	837,514	845,152	596,137	566,956
*Percentage Increase over prior year		8.6%	1.9%	0.0%	21.2%	23.0%	-16.5%	0.9%	-29.5%	-4.9%
Balance C/F from Prior to Current year	-	2,500	-	-	(2,500)	(2,500)	-	-	-	-
Payments In Lieu of Taxes	(29,604)	(29,604)	(30,478)	-	-	(30,478)	(29,604)	(29,604)	(29,604)	(29,604)
Grants - City of Victoria Contribution AEHCR Agreement	(100,000)	(100,000)	(100,000)	-	-	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
Grants - Island Health (Funding not guaranteed beyond March 2024)	(60,000)	(117,500)	(60,000)	-	-	(60,000)	(60,000)	(60,000)	(15,000)	-
Grants - Other	-	(14,750)	-	-	-	-	-	-	-	-
Revenue - Other	(880)	(880)	(911)	-	-	(911)	(929)	(948)	(967)	(986)
TOTAL REVENUE	(190,484)	(260,234)	(191,389)	-	(2,500)	(193,889)	(190,533)	(190,552)	(145,571)	(130,590)
REQUISITION	624,376	624,376	638,579	-	170,000	808,579	646,981	654,600	450,567	436,366
*Percentage Increase over prior year			2.3%	0.0%	27.2%	29.5%	-20.0%	1.2%	-31.2%	-3.2%
PARTICIPANTS: all Municipalities, Electoral Areas, Tsawout and Songhees First Nations										
<u>AUTHORIZED POSITIONS:</u>										
Salaried Position (Term)	Term 1.00	Term 1.00	Term 1.00	0.00	0.00	Term 1.00	Term 1.00	Term 1.00	Term 1.00	Term 0.00
Hourly	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Operating Reserve Schedule

Operating Reserve Fund: 1.224 Community Health

Established by Bylaw No. 4521, Bylaw No. 4102 Amendment No. 3 2022 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Cash Flow

Fund: 1500 Fund Center: 105551	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	78,605	146,289	146,289	146,289	146,289	146,289
Actual Purchases	-	-	-	-	-	-
Planned Purchases	-	-	-	-	-	-
Transfer from Operating Budget	63,895	-	-	-	-	-
Interest Income	3,789	-	-	-	-	-
Ending Balance \$	146,289	146,289	146,289	146,289	146,289	146,289

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Land Banking and Housing (Regional Housing)

FINAL BUDGET

MARCH 2024

DEFINITION:

Service was established by Bylaw No. 3712 cited as "Land Assembly, Housing and Land Banking Service Establishment Bylaw No. 1, 2010". This Service provides strategic planning and administrative oversight of three functions:

- Housing Planning, Policy and Programs,
- Planning and Development, and
- the Capital Region Housing Corporation (CRHC)

SERVICE DESCRIPTION:

This Service empowers the CRD to undertake land assembly for the purpose of either public or private housing and to undertake the development and operation of public housing pursuant to the National and Provincial Housing Acts including all of the powers of a municipality. The Service also has the ability to take on debt to fund these activities.

The Housing Planning, Policy and Programs function receives grants from federal and provincial partner agencies, provides oversight, and deploys funds within the region. This function also administers housing affordability agreements with developers and owners in the region on behalf of municipalities.

The Planning and Development function identifies and pursues opportunities to develop or redevelop housing stock owned by the CRD/CRHC. This function receives grant and project recovery funding and prepares approved projects for implementation.

The Capital Region Housing Corporation (CRHC) is a wholly-owned subsidiary of the CRD, incorporated under authority of this Service. The CRHC owns, operates and maintains more than 1,800 affordable housing units and expects units to increase units into the future with the affordable housing development plan underway for the region.

PARTICIPATION: All member municipalities and electoral areas based on converted hospital assessment values.

MAXIMUM LEVY:

Greater of \$2,423,000 or \$0.031 per \$1,000 Hospital actual assessments for land and improvements.

MAXIMUM CAPITAL DEBT:

Authorized:	LA Bylaw No. 3715 (Jan. 12, 2011)	25,000,000
Borrowed:	SI Bylaw No. 4009 (Feb. 11, 2015) 10yr term	-9,413,000
Remaining:	Active via Temp. Borrowing Bylaw No. 3985 (nil expiry)	<u>\$ 15,587,000</u>
Authorized:	LA Bylaw No. 4327 (Mar. 11, 2020)	10,000,000
Borrowed:		-
Remaining:	Active	<u>\$ 10,000,000</u>

COMMITTEE: Hospitals and Housing

FUNDING: Requisition, internal recoveries, and external grants

1.310 LAND BANKING AND HOUSING

			BUDGET REQUEST							
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
OPERATING COSTS:										
Salaries and Wages	1,449,434	1,383,211	1,244,734	401,479	17,884	1,664,097	1,782,344	1,585,126	1,508,202	1,544,306
Allocation - Standard OH	98,049	98,050	106,963	-	-	106,963	109,102	111,284	113,510	115,780
Allocation - Building Occupancy	66,325	66,324	72,484	-	-	72,484	79,558	89,831	97,476	101,463
Allocation - Real Estate	60,000	60,000	40,000	-	-	40,000	40,000	40,000	40,000	40,000
Allocation - Human Resources	41,244	41,244	51,467	-	-	51,467	55,733	57,508	57,566	58,976
Allocation - GM Planning and Protective Services	40,252	40,252	41,661	-	-	41,661	42,490	43,340	44,210	45,090
Allocation - Secondment from SGI Admin	-	-	-	-	86,867	86,867	-	-	-	-
Consultants	215,000	190,704	57,880	-	246,550	304,430	160,438	61,046	61,667	62,301
Other Operating Expenses	62,790	64,251	65,025	-	24,000	89,025	66,381	67,754	69,171	70,610
TOTAL OPERATING COSTS	2,033,094	1,944,036	1,680,214	401,479	375,301	2,456,994	2,336,046	2,055,890	1,991,802	2,038,525
*Percentage Increase over prior year		-4.4%	-17.4%	19.7%	18.5%	20.9%	-4.9%	-12.0%	-3.1%	2.3%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Reserve	4,000	4,000	4,070	-	-	4,070	4,110	4,150	4,190	4,230
Transfer to Operating Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	4,000	4,000	4,070	-	-	4,070	4,110	4,150	4,190	4,230
Debt Expenditures	1,009,463	1,009,463	1,009,463	-	-	1,009,463	2,117,926	2,376,439	2,376,439	2,376,439
MFA Debt Reserve	1,830	-	2,440	-	94,000	96,440	161,000	-	-	-
TOTAL COSTS	3,048,387	2,957,499	2,696,187	401,479	469,301	3,566,967	4,619,082	4,436,479	4,372,431	4,419,194
*Percentage Increase over prior year		0.0%	-11.6%	13.2%	15.4%	17.0%	29.5%	-4.0%	-1.4%	1.1%
Transfer from Operating Reserve	(130,000)	(130,000)	-	-	(106,336)	(106,336)	(100,000)	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	2,918,387	2,827,499	2,696,187	401,479	362,965	3,460,631	4,519,082	4,436,479	4,372,431	4,419,194
Surplus / (Deficit)		314,144								
Balance C/F from Prior to Current year	(66,157)	(66,157)	-	(110,000)	(150,634)	(260,634)	-	-	-	-
Recovery - CRHC	(259,181)	(259,183)	(218,534)	-	-	(218,534)	(224,833)	(231,363)	(237,355)	(243,087)
Recovery - CRHD	(118,287)	(118,287)	-	-	-	-	-	-	-	-
Recovery - Capital Projects	(338,059)	(347,559)	(254,907)	-	-	(254,907)	(247,255)	(112,206)	-	-
Admin Fees - RHTF & housing agreements	(45,630)	(43,479)	(45,630)	-	-	(45,630)	(12,500)	(12,500)	(12,500)	(12,500)
Lease Revenue - CRHC	(63,000)	(63,000)	(63,000)	-	-	(63,000)	(63,000)	(63,000)	(63,000)	(63,000)
Grant Revenue - Federal	(438,391)	(647,576)	(263,781)	(291,478)	(112,000)	(667,259)	(658,590)	(561,999)	(565,488)	(569,059)
Payments In Lieu of Taxes	(70,301)	(83,850)	(72,366)	-	-	(72,366)	(72,366)	(72,366)	(72,366)	(72,366)
Other Revenue	(16,293)	(9,463)	(16,903)	-	-	(16,903)	(14,463)	(5,000)	(5,000)	(5,000)
TOTAL REVENUE	(1,415,299)	(1,324,411)	(935,121)	(401,478)	(262,634)	(1,599,233)	(1,293,007)	(1,058,433)	(955,709)	(965,012)
REQUISITION	(1,503,088)	(1,503,088)	(1,761,067)	(0)	(100,331)	(1,861,398)	(3,226,075)	(3,378,046)	(3,416,722)	(3,454,182)
*Percentage Increase over prior year			17.2%	0.0%	6.7%	23.8%	73.3%	4.7%	1.1%	1.1%
PARTICIPANTS: All Municipalities and Electoral Areas, Tsawout and Songhees First Nations										
AUTHORIZED POSITIONS:										
Salaried	6.00	6.00	6.00	1.00	0.00	7.00	7.00	7.00	7.00	7.00
Term	6.00	6.00	2.00	4.00	1.00	7.00	7.00	5.00	4.00	4.00

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.310	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
	Land Banking and Housing							

EXPENDITURE

Buildings	\$0	\$9,400,000	\$16,100,000	\$0	\$0	\$0	\$25,500,000
Equipment	\$0	\$10,000	\$5,000	\$10,000	\$0	\$0	\$25,000
Land	\$0	\$700,000	\$0	\$0	\$0	\$0	\$700,000
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$10,110,000	\$16,105,000	\$10,000	\$0	\$0	\$26,225,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$9,400,000	\$16,100,000	\$0	\$0	\$0	\$25,500,000
Equipment Replacement Fund	\$0	\$10,000	\$5,000	\$10,000	\$0	\$0	\$25,000
Grants (Federal, Provincial)	\$0	\$700,000	\$0	\$0	\$0	\$0	\$700,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$10,110,000	\$16,105,000	\$10,000	\$0	\$0	\$26,225,000

Service: **1.310** **Land Banking and Housing**

Project Number	Capital Project Title	Capital Project Description
18-03	RHFP Contribution	Village on the Green Redevelopment
Project Rationale In 2018 CMHC signed a definitive agreement with the CRD and BC Housing which created the Regional Housing First Program with a total of \$90 million to create new affordable housing units within the region. In 2020, each of the three partners increased their contribution by \$10 million to bring the total to \$120 million.		

Project Number	Capital Project Title	Capital Project Description
24-01	Office Equipment Replacement	Office equipment scheduled replacement
Project Rationale Computers and printers will be replaced based on equipment lifecycle assessment managed by IT department. Other office equipment at discretion of management and staffing needs.		

**1.310 Land Bank & Housing
Operating Reserve Summary
2024 - 2028 Financial Plan**

Profile

Land Banking & Housing

Established by Bylaw No. 4147 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Schedule - FC 105505

Operating Reserve Schedule	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	405,178	291,543	185,207	85,207	85,207	85,207
Transfer to Operating Budget	(133,165)	(106,336)	(100,000)	-	-	-
Transfer to Capital Fund	-					
Transfer from Operating Budget	-					
Interest Income	19,530					
Total projected year end balance	291,543	185,207	85,207	85,207	85,207	85,207

Assumptions/Background:

2023: Funding for one-time post-RHFP housing programs contract and SGI housing strategy work.
 2024: Funding to off-set lost RHFP admin recovery from CRHD and CRHC.
 2025: Funding for one-time housing development plan second year of work.

**1.310 Land Bank & Housing
Asset and Reserve Summary
2024-2028 Financial Plan**

Asset Profile

Land Banking & Housing

Assets held by the Land, Banking and Housing service area consist of land, 6 building units, four apartment buildings, and office equipment. The equipment replacement funds set aside are for replacement of office equipment only. The building units are currently under operating and maintenance contract and do not require ongoing capital investment. Lifecycle replacement funding has not been set aside for the buildings.

Equipment Replacement Schedule - FC 102079

Equipment Replacement Schedule	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	25,699	25,469	19,539	18,649	12,799	16,989
Planned Purchase (Based on Capital Plan)	-	(10,000)	(5,000)	(10,000)	-	-
Actual Purchase	(4,470)					
Transfer from Operating Budget	4,000	4,070	4,110	4,150	4,190	4,230
Interest Income	240					
Total projected year end balance	25,469	19,539	18,649	12,799	16,989	21,219

Assumptions/Background:

2024 - 4 computers replaced
2025 - 2 computers replaced
2026 - 4 computers replaced

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Regional Housing Trust Fund

FINAL BUDGET

MARCH 2024

DEFINITION:

This service was established by Bylaw No. 3266 cited as "Capital Regional District Regional Housing Trust Fund Service Establishment Bylaw No. 1, 2005". Administered by Regional Housing, per Bylaw No.3294 cited as "Capital Regional District Housing Trust Fund Commission and Administrative Bylaw No. 1, 2005".

SERVICE DESCRIPTION:

The function enables the CRD to provide capital funding to:

- 1) assist in the acquisition, development and retention of housing that is affordable
- 2) facilitate social and economic investment in affordable housing
- 3) assist people in core housing need
- 4) facilitate achieving the strategic directions outlined in the CRD's Regional Growth Strategy / Housing Affordability Strategy

In 2016, the CRD Board approved the development of the Regional Housing First Program (RHFP) under service 1.310 Land Banking and Housing. As borrowing is undertaken in 2024 and 2025 for the RHFP, the Regional Housing Trust Fund will be wound-down and requisition capacity transferred from service 1.311 to service 1.310 to fund RHFP debt costs.

PARTICIPATION:

The member municipalities of Metchosin, North Saanich, Saanich, View Royal, Victoria, Salt Spring Island (2006), Sooke (2006), Central Saanich (2007), Esquimalt (2007), Oak Bay (2008), Sidney and Southern Gulf Islands (2010), Highlands (2014) based 50% on population and 50% on converted assessments.

MAXIMUM LEVY:

- 2014: \$925,300 (Highlands joined and includes 1.0% increase for inflation)
- 2015: \$934,500 (includes 1.0% increase for inflation)
- 2016: \$953,240 (includes 2.0% increase for inflation)
- 2017: \$967,540 (includes 1.5% increase for inflation)
- 2018: \$986,890 (includes 2.0% increase for inflation)
- 2019: \$1,000,000 (includes 1.3% increase for inflation)
- 2020: \$1,000,000 (includes 0% increase for inflation)
- 2021: \$1,000,000 (includes 0% increase for inflation)
- 2022: \$1,000,000 (includes 0% increase for inflation)
- 2023: \$1,000,000 (includes 0% increase for inflation)
- 2024: \$1,000,000 (includes 0% increase for inflation)

MAXIMUM CAPITAL DEBT:

Nil

COMMISSION:

Regional Housing Trust Fund

FUNDING:

Requisition

1.311 - REGIONAL HOUSING TRUST FUND			BUDGET REQUEST							
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
Note: Service Phased out 2024 & Suspended 2025										
OPERATING COSTS:										
Prior Year Unallocated Capital Grants	2,520,057	-	3,226,193	-	-	3,226,193	-	-	-	-
Current Year Capital Grants	1,116,746	615,000	913,015	-	-	913,015	-	-	-	-
Housing Programs Administration Service Fee	33,130	33,130	33,130	-	-	33,130	-	-	-	-
Allocation - Standard OH	-	-	-	-	-	-	-	-	-	-
Consultant Expenses	-	-	-	-	-	-	-	-	-	-
Legal Costs	4,070	-	4,070	-	-	4,070	-	-	-	-
Other Costs	2,391	2,000	2,391	-	-	2,391	-	-	-	-
TOTAL OPERATING COSTS	3,676,394	650,130	4,178,799	-	-	4,178,799	-	-	-	-
*Percentage Increase over prior year		-82.3%	13.7%	0.0%	0.0%	13.7%	-	-	-	-
CAPITAL / RESERVE										
Transfer to Equipment Replacement Reserve	-	-	-	-	-	-	-	-	-	-
Transfer to Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	3,676,394	650,130	4,178,799	-	-	4,178,799	-	-	-	-
*Percentage Increase over prior year		-82.3%	13.7%	0.0%	0.0%	13.7%	-	-	-	-
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	3,676,394	650,130	4,178,799	-	-	4,178,799	-	-	-	-
*Percentage Increase over prior year		-82.3%	13.7%	0.0%	0.0%	13.7%	-	-	-	-
Surplus / (Deficit)		3,117,012								
Balance C/F from Prior to Current year	(2,520,057)	(2,520,057)	(3,226,193)	-	-	(3,226,193)	-	-	-	-
Revenue - Other Interest Income	(100,802)	(110,000)	(176,000)	-	-	(176,000)	-	-	-	-
Payments In Lieu of Taxes	(55,535)	(55,535)	(57,931)	-	-	(57,931)	-	-	-	-
Grants - Other	-	-	-	-	-	-	-	-	-	-
Donations	-	(81,550)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(2,676,394)	(2,767,142)	(3,460,124)	-	-	(3,460,124)	-	-	-	-
REQUISITION	(1,000,000)	(1,000,000)	(718,675)	-	-	(718,675)	-	-	-	-
*Percentage Increase over prior year		0.0%	-28.1%	0.0%	0.0%	-28.1%	-100.0%	0.0%	0.0%	0.0%
PARTICIPANTS: Victoria, C.Saanich, Esquimalt, Saanich, Oak Bay, N. Saanich, Metchosin, View Royal, Sooke, Sidney, Highlands, SSI, SGI										
AUTHORIZED POSITIONS:										
Salaried	-	-	-	-	-	-	-	-	-	-
Hourly	-	-	-	-	-	-	-	-	-	-

CAPITAL REGIONAL DISTRICT

2024 Budget

Traffic Safety Commission

FINAL BUDGET

MARCH 2024

Service: 1.230 Traffic Safety

Commission: Traffic Safety

DEFINITION:

To establish a Traffic Safety Commission as an extended service to participants.
Establishment Bylaw No. 1828 (1990), Bylaw No. 1921 (1991), No. 3614 (2009), and No. 4166 (2017).

SERVICE DESCRIPTION:

This service provides funding and support for the Traffic Safety Commission, a CRD commission that advises the CRD Board on Traffic Safety problems and puts in place applicable Traffic Safety Programs. Representatives from about 14 organizations concerned with traffic safety, such as the BC Ambulance Service, make up the commission.

PARTICIPATION:

Participating municipalities and electoral areas on the basis of converted hospital assessment value of land and improvements.

MAXIMUM LEVY:

None stated

MAXIMUM CAPITAL DEBT:

N/A

1.230 - Traffic Safety Commission	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Allocations	5,921	5,921	6,856	-	-	6,856	6,993	7,133	7,276	7,421
Insurance Costs	280	280	330	-	-	330	350	370	390	410
Advertising, Promotion and Meetings	96,727	88,292	70,000	-	-	70,000	60,000	61,200	62,430	63,680
Scholarships	18,000	2,000	18,000	-	-	18,000	2,000	2,000	2,000	2,000
Other Expenses	16,190	14,243	10,068	-	-	10,068	9,190	9,370	9,550	9,740
TOTAL COSTS	137,118	110,736	105,254	-	-	105,254	78,533	80,073	81,646	83,251
*Percentage Increase over prior year			-23.2%			-23.2%	-25.4%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2023 to 2024	-	29,182	(29,182)	-	-	(29,182)	-	-	-	-
Balance c/fwd from 2022 to 2023	(61,160)	(61,160)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(3,246)	(3,246)	(3,360)	-	-	(3,360)	(3,430)	(3,500)	(3,570)	(3,640)
Other Revenue	(200)	(3,000)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
TOTAL REVENUE	(64,606)	(38,224)	(32,742)	-	-	(32,742)	(3,630)	(3,700)	(3,770)	(3,840)
REQUISITION	(72,512)	(72,512)	(72,512)	-	-	(72,512)	(74,903)	(76,373)	(77,876)	(79,411)
*Percentage increase over prior year Requisition			0.0%			0.0%	3.3%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2024 Budget

Regional Planning Services

FINAL BUDGET

MARCH 2024

Service: 1.324 Regional Planning Services

Committee: Planning & Protective Services

DEFINITION:

Regional Planning includes two service functions:

Regional Information – which maintains a regional information base and perspective on population, employment, economic development and land use trends. The service provides regional, sub-regional and municipal statistics, trend analysis and research tools to member municipalities and a wide variety of public, private and community clientele.

Regional Transportation – manages and applies the regional transportation model. The service analyzes the impacts of actual and projected changes to the transportation system and conducts/commissions transportation-related studies and reports. Regional transportation provides advice and information to the CRD Board, other departments and other jurisdictions on policies and issues related to the Regional Transportation Plan.

SERVICE DESCRIPTION:

Regional Planning provides information and planning services including regional, sub-regional and municipal statistics, trend analysis, transportation, policy development, planning and modeling. The information also assists in preparation of indicators relating to the annual legislative reporting requirement for the Regional Growth Strategy and as an information base for the development of municipal and electoral area official community plans. The information and analysis also supports the regional transportation and urban growth models and assists municipalities and local and regional agencies in their planning work.

PARTICIPATION:

All member municipalities (Central Saanich; Colwood; Esquimalt; Highlands; Langford; Metchosin; North Saanich; Oak Bay; Saanich; Sidney; Sooke; Victoria; View Royal) and Electoral Areas within the CRD (Juan de Fuca, Southern Gulf Islands, Salt Spring Island).

MAXIMUM LEVY:

None stated

FUNDING:

Requisition

1.324 - Regional Planning Services	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Salaries & Wages	1,053,189	981,765	1,098,077	-	-	1,098,077	1,120,958	1,150,384	1,177,833	1,205,920
Contract for Services	72,100	51,300	74,620	-	-	74,620	76,110	77,630	79,180	80,760
Allocations	238,269	230,269	261,019	-	-	261,019	275,014	290,917	302,623	311,188
Program Development Costs	94,110	94,110	95,990	-	590,000	685,990	97,910	99,870	630,000	-
Other Operating Expenses	93,950	63,955	95,230	-	10,000	105,230	97,200	99,210	101,280	103,390
TOTAL OPERATING COSTS	1,551,618	1,421,399	1,624,936	-	600,000	2,224,936	1,667,192	1,718,011	2,290,916	1,701,258
*Percentage Increase over prior year			4.7%		38.7%	43.4%	-25.1%	3.0%	33.3%	-25.7%
<u>CAPITAL / RESERVES</u>										
Transfer to Operating Reserve Fund	-	732,154	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	2,500	13,000	2,500	-	-	2,500	2,500	2,500	2,500	2,500
TOTAL CAPITAL / RESERVES	2,500	745,154	2,500	-	-	2,500	2,500	2,500	2,500	2,500
TOTAL COSTS	1,554,118	2,166,553	1,627,436	-	600,000	2,227,436	1,669,692	1,720,511	2,293,416	1,703,758
Internal Recoveries	(86,650)	(86,650)	(93,180)	-	-	(93,180)	(95,410)	(97,700)	(100,040)	(102,440)
TOTAL COSTS NET OF RECOVERIES	1,467,468	2,079,903	1,534,256	-	600,000	2,134,256	1,574,282	1,622,811	2,193,376	1,601,318
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(177,951)	(177,951)	(199,617)	-	(600,000)	(799,617)	(199,918)	(207,859)	(736,628)	(101,560)
Grants in Lieu of Taxes	(58,113)	(658,113)	(59,838)	-	-	(59,838)	(61,350)	(62,580)	(63,840)	(65,110)
Revenue - Other	(2,990)	(15,995)	(3,090)	-	-	(3,090)	(3,160)	(3,230)	(3,300)	(3,370)
Recovery - Other	(570)	-	(590)	-	-	(590)	(600)	(610)	(620)	(630)
TOTAL REVENUE	(239,624)	(852,059)	(263,135)	-	(600,000)	(863,135)	(265,028)	(274,279)	(804,388)	(170,670)
REQUISITION	(1,227,844)	(1,227,844)	(1,271,121)	-	-	(1,271,121)	(1,309,254)	(1,348,532)	(1,388,988)	(1,430,648)
*Percentage increase over prior year Requisition						3.5%	3.0%	3.0%	3.0%	3.0%
Salaried	7.5	7.5	7.5			7.5	7.5	7.5	7.5	7.5

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.324 Regional Planning Services	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$40,000	\$44,000	\$4,000	\$8,000	\$3,000	\$10,000	\$69,000	
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$40,000	\$44,000	\$4,000	\$8,000	\$3,000	\$10,000	\$69,000	

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	
Equipment Replacement Fund	\$40,000	\$44,000	\$4,000	\$8,000	\$3,000	\$10,000	\$69,000	
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$40,000	\$44,000	\$4,000	\$8,000	\$3,000	\$10,000	\$69,000	

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

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Service #: 1.324

Service N: Regional Planning Services

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total auto-populates
18-01	Replacement	Computer Replacement	Computer Replacement	\$ 36,700	E	ERF	\$ -	\$ 4,000	\$ 4,000	\$ 8,000	\$ 3,000	\$ 4,000	\$ 23,000
22-01	Renewal	Photocopier Renewal	Photocopier Renewal	\$ 40,000	E	ERF	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
23-01	Replacement	Eco-Counter Replacement	Replacement of bike and pedestrian counters owned by CRD across the region	\$ 90,000	E	ERF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000	\$ 6,000
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
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													\$ -
													\$ -
													\$ -
													\$ -
GRAND TOTAL				\$ 166,700			\$ 40,000	\$ 44,000	\$ 4,000	\$ 8,000	\$ 3,000	\$ 10,000	\$ 69,000

Service: **1.324** **Regional Planning Services**

Project Number	18-01	Capital Project Title	Computer Replacement	Capital Project Description	Computer Replacement
Project Rationale	Planned computer replacement for RSP staff complement, per IT replacement schedule.				

Project Number	22-01	Capital Project Title	Photocopier Renewal	Capital Project Description	Photocopier Renewal
Project Rationale	Planned photocopy renewal for RSP office, per IT replacement schedule.				

Project Number	23-01	Capital Project Title	Eco-Counter Replacement	Capital Project Description	Replacement of bike and pedestrian counters owned by CRD across the region
Project Rationale	The Data Review Implementation program oversaw the installation of 30 on-trail bike and pedestrian counters across the region. Data from the counters is published to a website daily and is used to inform policy. The CRD transferred ownership of 16 counters to third-parties. The remaining counters will start reaching end of life starting in 2028 and will have to be replaced.				

Regional Planning Services
 Reserve Summary Schedule
 2024 - 2028 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Equipment Replacement Fund	254,967	213,467	211,967	206,467	205,967	198,467
Operating Reserve Fund	2,367,467	1,567,850	1,367,932	1,160,073	423,445	321,885
Total	2,622,434	1,781,317	1,579,899	1,366,540	629,412	520,352

Reserve Schedule

Reserve Fund: 1.324 Regional Planning Services - Equipment Replacement Fund

ERF Group: RGPLAN.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101427	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		250,456	254,967	213,467	211,967	206,467	205,967
Transfer from Ops Budget		13,000	2,500	2,500	2,500	2,500	2,500
Planned Purchase		(10,699)	(44,000)	(4,000)	(8,000)	(3,000)	(10,000)
Interest Income		2,209					
Ending Balance \$		254,967	213,467	211,967	206,467	205,967	198,467

Assumptions/Background:

Maintain adequate funding for lifecycle replacement of computer equipment and furnishings.

Reserve Schedule

Reserve Fund: 1.324 Regional Planning Services - Operating Reserve Fund

Op Rsv Funds B#4102,03,4144,45,46,47

Reserve Cash Flow

Fund: Fund Centre:	1500 105501	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		1,697,335	2,367,467	1,567,850	1,367,932	1,160,073	423,445
Transfer from Ops Budget		164,135	-	-	-	-	-
Island Rail Corridor Grant		600,000	-	-	-	-	-
Transfer to Ops Budget - Program Development							
Ready Step Roll Program		(40,000)	(40,000)	(40,000)	(40,000)	-	-
Implementation of Data Review		(25,000)	(25,000)	(25,000)	(25,000)	-	-
Origin and Destination Survey		-	-	-	-	(420,000)	-
Regional Transportation Model Calibration		-	-	-	-	(210,000)	-
IBC 4b-2.1 - Island Corridor Consultation		-	(600,000)	-	-	-	-
Bike Map Refresh		-	(28,000)	-	(28,000)	-	(28,000)
Transfer to Ops Budget - Core Budget		(95,871)	(101,959)	(133,918)	(114,859)	(106,628)	(73,560)
Transfer to Ops Budget - Manager of Strategic Planning		(17,080)	(4,658)	(1,000)	-	-	-
Interest Income*		83,947					
Ending Balance \$		2,367,467	1,567,850	1,367,932	1,160,073	423,445	321,885

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2024 Budget

Regional Growth Strategy

FINAL BUDGET

MARCH 2024

Service: 1.330 Regional Growth Strategy

Committee: Planning & Protective Services

DEFINITION:

This service is responsible for developing, coordinating, monitoring and updating the Regional Growth Strategy (RGS). The service includes providing advice and information to the CRD Board and other departments on policies and issues related to the RGS including the ongoing monitoring of its implementation. The Regional Growth Strategy is contained within CRD Bylaw No.4017 (Adopted March 2018).

SERVICE DESCRIPTION:

The Regional Growth Strategy/Sustainability service is responsible for developing, coordinating, monitoring and updating the Regional Growth Strategy (RGS) pursuant to the legislative provisions of the *Local Government Act*. The RGS is contained within CRD Bylaw No.4017 (adopted March 2018). The service administers the RGS through the review and reporting on municipal regional context statements, assessment of compliance of regional district bylaws, and providing advice and information to the CRD Board and other departments on policies and issues related to the RGS including the ongoing monitoring of its implementation.

PARTICIPATION:

All member municipalities (Central Saanich; Colwood; Esquimalt; Highlands; Langford; Metchosin; North Saanich; Oak Bay; Saanich; Sidney; Sooke; Victoria; View Royal) and the Juan de Fuca Electoral Area.

MAXIMUM LEVY:

None stated

FUNDING:

Requisition

1.330 - Regional Growth Strategy	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2024 ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Salaries & Wages	160,310	116,279	158,204	-	-	158,204	161,364	165,646	169,498	173,435
Contract for Services	23,990	-	24,830	-	-	24,830	25,330	25,840	26,360	26,890
Special Projects	100,000	100,000	-	-	-	-	300,000	-	-	-
Allocations	115,976	115,976	123,766	-	-	123,766	126,971	129,968	132,833	135,913
Other Operating Expenses	14,570	2,766	15,080	-	-	15,080	15,380	15,680	15,990	16,310
TOTAL OPERATING COSTS	414,846	335,021	321,880	-	-	321,880	629,045	337,134	344,681	352,548
*Percentage Increase over prior year			-22.4%			-22.4%	95.4%	-46.4%	2.2%	2.3%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	10,000	89,825	10,000	-	-	10,000	10,000	10,000	10,000	10,000
TOTAL CAPITAL / RESERVE	10,000	89,825	10,000	-	-	10,000	10,000	10,000	10,000	10,000
TOTAL COSTS	424,846	424,846	331,880	-	-	331,880	639,045	347,134	354,681	362,548
*Percentage Increase over prior year			-21.9%			-21.9%	92.6%	-45.7%	2.2%	2.2%
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(104,146)	(104,146)	-	-	-	-	(300,000)	-	-	-
Grants in Lieu of Taxes	(15,204)	(15,204)	(15,655)	-	-	(15,655)	(16,040)	(16,360)	(16,690)	(17,020)
Revenue - Other	(1,020)	(1,020)	(1,020)	-	-	(1,020)	(1,020)	(1,020)	(1,020)	(1,020)
TOTAL REVENUE	(120,370)	(120,370)	(16,675)	-	-	(16,675)	(317,060)	(17,380)	(17,710)	(18,040)
REQUISITION	(304,476)	(304,476)	(315,205)	-	-	(315,205)	(321,985)	(329,754)	(336,971)	(344,508)
*Percentage increase over prior year Requisition						3.5%	2.2%	2.4%	2.2%	2.2%
<u>AUTHORIZED POSITIONS</u>										
Salaried	1.0	1.0	1.0			1.0	1.0	1.0	1.0	1.0

Reserve Schedule

Reserve Fund: 1.330 Regional Growth Strategy - Operating Reserve Fund

Op Rsv Funds B#4102,03,4144,45,46,47

Reserve Cash Flow

Fund: Fund Centre:	1500 105502	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		1,731,257	1,797,033	1,807,033	1,517,033	1,527,033	1,537,033
Transfer from Ops Budget		88,512	10,000	10,000	10,000	10,000	10,000
Transfer to Ops Budget		(104,146)	-	(300,000)	-	-	-
Interest Income*		81,409					
Ending Balance \$		1,797,033	1,807,033	1,517,033	1,527,033	1,537,033	1,547,033

Assumptions/Background:

2022 - \$15k - Foodlands Trust Business Case

2023 - \$100k - IBC 11b-1: Foodlands Access Service

2025 - \$300k - Regional Growth Strategy Review and Update

* 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

2024 BUDGET

Corporate Emergency

FINAL BUDGET

MARCH 2024

Service: 1.025 Corporate Emergency

Committee: Planning & Protective Services

DEFINITION:

Planning and coordination for disasters or emergencies.

SERVICE DESCRIPTION:

Coordinate and administer the Corporate Emergency Plan in accordance with the *Emergency Program Act* as a local authority and regional service provider and ensure integration with the three Electoral Area Emergency Plans to provide business continuity and CRD divisional coordination in the case of an emergency.

PARTICIPATION:

All municipalities and electoral areas and the Songhees and Tsawout Bands.

MAXIMUM LEVY:

N/A

COMMITTEE:

Planning & Protective Services

FUNDING:

Requisition

1.025 - Corporate Emergency	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Salaries and Wages	105,326	80,263	107,013	-	-	107,013	205,852	210,790	215,840	221,010
Allocations	178,363	178,363	180,567	-	-	180,567	186,038	192,647	198,441	203,079
Supplies	2,800	1,950	2,900	-	-	2,900	12,960	3,020	3,080	3,140
Licences and Fees	22,544	23,494	8,230	-	17,294	25,524	8,390	8,560	8,730	8,900
Other Operating Expenses	97,249	32,344	44,240	-	66,026	110,266	75,140	76,050	76,990	77,950
TOTAL OPERATING COSTS	406,282	316,414	342,950	-	83,320	426,270	488,380	491,067	503,081	514,079
*Percentage Increase over prior year			-15.6%		20.5%	4.9%	14.6%	0.6%	2.4%	2.2%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	61,634	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	406,282	378,048	342,950	-	83,320	426,270	488,380	491,067	503,081	514,079
Internal Recoveries	(105,326)	(105,326)	(107,013)	-	-	(107,013)	(109,580)	(112,210)	(114,900)	(117,650)
OPERATING COSTS LESS INTERNAL RECOVERIES	300,956	272,722	235,937	-	83,320	319,257	378,800	378,857	388,181	396,429
Balance c/fwd from 2023 to 2024	-	35,320	-	-	(35,320)	(35,320)	-	-	-	-
Balance c/fwd from 2022 to 2023	(71,842)	(71,842)	-	-	-	-	-	-	-	-
Grant Revenue	-	(7,086)	-	-	(48,000)	(48,000)	-	-	-	-
NET COSTS	229,114	229,114	235,937	-	-	235,937	378,800	378,857	388,181	396,429
*Percentage increase over prior year (Core Budget)			3.0%			3.0%	60.6%	0.0%	2.5%	2.1%
AUTHORIZED POSITIONS										
Salaried FTE	1	1	1			1	2	2	2	2

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.025 Corporate Emergency	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$8,000	\$6,000	\$7,000	\$0	\$5,000	\$26,000	
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$0	\$8,000	\$6,000	\$7,000	\$0	\$5,000	\$26,000	

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Equipment Replacement Fund	\$0	\$8,000	\$6,000	\$7,000	\$0	\$5,000	\$26,000	
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$0	\$8,000	\$6,000	\$7,000	\$0	\$5,000	\$26,000	

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

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Service #: 1.025

Service Name: Corporate Emergency

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total auto-populates
17-01	Replacement	EOC Laptop	EOC Equipment	\$ 22,000	E	ERF	\$ -	\$ 6,000	\$ 6,000	\$ 5,000	\$ -	\$ 5,000	\$ 22,000
24-01	Replacement	Surface Pro	EOC Equipment	\$ 2,000	E	ERF	\$ -	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ -	\$ 4,000
													\$ -
													\$ -
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													\$ -
													\$ -
Grand Total				\$ 24,000				\$ 8,000	\$ 6,000	\$ 7,000	\$ -	\$ 5,000	\$ 26,000

Service:

1.025

Corporate Emergency

Project Number	17-01	Capital Project Title	EOC Laptop	Capital Project Description	EOC Equipment
Project Rationale					

Project Number	24-01	Capital Project Title	Surface Pro	Capital Project Description	EOC Equipment
Project Rationale					

Reserve Schedule

Reserve Fund: 1.025 Corporate Emergency - Equipment Replacement Fund

- Capital Regional District Equipment Replacement Fund (ERF) was established in 1991 under Bylaw No. 945. This is a reserve fund pursuant to the provisions of Section 378(c) of the Municipal Act to be known as the "Equipment Replacement Fund"
- The monies in this reserve fund shall be expended only for the purchase of machinery and equipment.
- 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.
- User departments of the Capital Regional District vehicles and equipment may be charged for depreciation of their machinery and equipment and the amount of such depreciation shall be transferred to the equipment replacement fund.
- ERF Group: CRPEMERGE.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget				
Fund Centre:	101978	2023	2024	2025	2026	2027	2028
Beginning Balance		65,309	52,322	44,322	38,322	31,322	31,322
Transfer from Op Budget		-	-	-	-	-	-
Expenditures		(13,515)	(8,000)	(6,000)	(7,000)	-	(5,000)
Interest Income		528					
Ending Balance \$		52,322	44,322	38,322	31,322	31,322	26,322

Assumptions/Background:

Maintain balance sufficient to meet lifecycle replacement needs and emergency needs.

CAPITAL REGIONAL DISTRICT

2024 Budget

Regional Emergency Program Support

FINAL BUDGET

MARCH 2024

Service: 1.374 Regional Emergency Program Support

Committee: Planning & Protective Services

DEFINITION:

An information and resource management system to coordinate with local emergency programs in support of local authorities and strengthen the capacity to manage a multi-jurisdictional emergency event or regional disaster.

SERVICE DESCRIPTION:

Under Bylaw 3530, this service was established in 2008 to provide an information and resource management system to coordinate with local emergency programs in support of local authorities and strengthen the capacity to manage a multi-jurisdictional emergency event or regional disaster.

This service also supports two advisory commissions, the Local Government Emergency Program Advisory Commission (LGEPAC – Bylaw 3531), consisting of municipal and electoral area representatives and the Regional Emergency Coordinators Advisory Commission (RECAC – Bylaw 3566), consisting of government, NGOs, education, utility and health representatives.

PARTICIPATION:

All municipalities and electoral areas.

FUNDING:

Requisition

1.374 - Regional Emergency Program Support	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Salaries	119,410	59,743	113,935	-	-	113,935	116,667	119,464	122,325	125,253
REMP Contribution	95,196	95,046	9,580	-	-	9,580	9,770	9,970	10,170	10,370
Allocations	23,621	23,621	24,501	-	-	24,501	25,251	25,810	26,240	26,786
TOTAL OPERATING COSTS	238,227	178,410	148,016	-	-	148,016	151,688	155,244	158,735	162,409
*Percentage Increase over prior year			-37.9%			-37.9%	2.5%	2.3%	2.2%	2.3%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	61,607	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVE	-	61,607	-	-	-	-	-	-	-	-
TOTAL COSTS	238,227	240,017	148,016	-	-	148,016	151,688	155,244	158,735	162,409
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2022 to 2023	(35,916)	(35,916)	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	(7,055)	(7,055)	-	-	-	-	-	-	-	-
Emergency Preparedness Grant	(50,000)	(50,000)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(6,865)	(6,865)	(7,070)	-	-	(7,070)	(7,300)	(7,440)	(7,580)	(7,720)
Revenue - Other	(210)	(2,000)	(220)	-	-	(220)	(230)	(230)	(230)	(230)
TOTAL REVENUE	(100,046)	(101,836)	(7,290)	-	-	(7,290)	(7,530)	(7,670)	(7,810)	(7,950)
REQUISITION	(138,181)	(138,181)	(140,726)	-	-	(140,726)	(144,158)	(147,574)	(150,925)	(154,459)
*Percentage increase over prior year Requisition			1.8%			1.8%	2.4%	2.4%	2.3%	2.3%
<u>AUTHORIZED POSITIONS</u>										
Salaried FTE	1	1	1			1	1	1	1	1

Reserve Schedule

Reserve Fund: 1.374 Regional Emergency Program - Operating Reserve Fund - Bylaw 4244

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

Reserve Cash Flow

Fund: Fund Centre:	1500 105538	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		36,896	102,984	102,984	102,984	102,984	102,984
Transfer from Ops Budget		71,448	-	-	-	-	-
Transfer to Ops Budget		(7,055)	-	-	-	-	-
Interest Income*		1,695					
Ending Balance \$		102,984	102,984	102,984	102,984	102,984	102,984

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2024 Budget

Hazardous Material Incident Response

FINAL BUDGET

MARCH 2024

Service: 1.375 Hazardous Material Incident Response

Committee: Planning & Protective Services

DEFINITION:

A service of preparation for a hazardous materials emergency and providing for a system of response to hazardous material emergency incidents in the Capital Regional District. Established by Bylaw No. 3322 (2006).

SERVICE DESCRIPTION:

This regional emergency response service was established in 2006 under Bylaw 3322. The service provides immediate response to hazardous spills or emergencies within the CRD.

The program provides a high level of professional expertise by providing specialized training and equipment to firefighters throughout the CRD to support the response by local fire departments to these events.

PARTICIPATION:

Electoral Area's of Juan de Fuca, Salt Spring Island and Southern Gulf Islands, the municipalities of North Saanich, Sidney, Central Saanich, Saanich, Victoria, Oak Bay, Esquimalt, View Royal, Colwood, Langford, Highlands, Metchosin, Sooke, and Tsawout and Songhees First Nations.

MAXIMUM LEVY:

Greater of \$400,000 or \$0.007 / \$1,000

FUNDING:

Requisition

1.375 - Hazardous Material Incident Response

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
District of C Saanich Contract	70,640	88,701	77,000	-	25,000	102,000	78,540	80,110	81,710	83,340
Staff Training & Development	121,830	82,436	126,090	-	-	126,090	128,610	131,180	133,800	136,480
Purchased Maintenance - Equipment	13,440	1,080	13,910	-	-	13,910	14,190	14,470	14,760	15,060
Allocations	121,645	121,645	127,931	-	-	127,931	130,528	133,159	135,803	138,524
Other Operating Expenses	109,356	103,821	26,120	-	-	26,120	26,640	27,160	27,690	28,230
TOTAL OPERATING COSTS	436,911	397,683	371,051	-	25,000	396,051	378,508	386,079	393,763	401,634
*Percentage Increase over prior year			-15.1%		5.7%	-9.4%	-4.4%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	9,560	9,560	9,560	-	-	9,560	9,560	9,560	9,560	9,560
Transfer to Operating Reserve Fund	-	38,888	-	-	-	-	-	2,580	6,625	10,836
TOTAL CAPITAL / RESERVES	9,560	48,448	9,560	-	-	9,560	9,560	12,140	16,185	20,396
TOTAL COSTS	446,471	446,131	380,611	-	25,000	405,611	388,068	398,219	409,948	422,030
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(94,585)	(94,585)	(6,600)	-	(25,000)	(31,600)	(1,250)	-	-	-
Interest Income	(340)	-	(350)	-	-	(350)	(350)	(350)	(350)	(350)
Grants in Lieu of Taxes	(16,850)	(16,850)	(17,412)	-	-	(17,412)	(18,600)	(18,970)	(19,340)	(19,720)
TOTAL REVENUE	(111,775)	(111,435)	(24,362)	-	(25,000)	(49,362)	(20,200)	(19,320)	(19,690)	(20,070)
REQUISITION	(334,696)	(334,696)	(356,249)	-	-	(356,249)	(367,868)	(378,899)	(390,258)	(401,960)
*Percentage increase over prior year Requisition						6.4%	3.3%	3.0%	3.0%	3.0%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.375	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
	Hazardous Material Incident Respon							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$75,000	\$0	\$0	\$0	\$0	\$0	\$75,000
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	\$300,000	\$0	\$300,000
	\$0	\$75,000	\$0	\$0	\$0	\$300,000	\$0	\$375,000

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	\$75,000	\$0	\$0	\$0	\$300,000	\$0	\$375,000
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	\$75,000	\$0	\$0	\$0	\$300,000	\$0	\$375,000

Service:

1.375

Hazardous Material Incident Response

Project Number 24-01	Capital Project Title Hazmat Suits	Capital Project Description Replacement of Hazmat Suits
Project Rationale		

Project Number 24-02	Capital Project Title Hazmat Decontamination Tent	Capital Project Description Replacement of Decontamination Tent
Project Rationale		

Project Number 27-01	Capital Project Title Command Vehicle	Capital Project Description Replace command vehicle
Project Rationale		

**Hazardous Material Incident Response
Reserve Summary Schedule
2024 - 2028 Financial Plan**

Reserve/Fund Summary

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Equipment Replacement Fund	366,535	301,095	310,655	320,215	29,775	39,335
Operating Reserve Fund	59,900	28,300	27,050	29,630	36,255	47,091
Total	426,435	329,395	337,705	349,845	66,030	86,426

Reserve Schedule

Reserve Fund: 1.375 Hazardous Material Incident Response - Equipment Replacement Fund

ERF Group: HAZMAT.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101957	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		426,828	366,535	301,095	310,655	320,215	29,775
Transfer from Ops Budget		9,560	9,560	9,560	9,560	9,560	9,560
Planned Purchase		(73,254)	(75,000)	-	-	(300,000)	-
Interest Income		3,400					
Ending Balance \$		366,535	301,095	310,655	320,215	29,775	39,335

Assumptions/Background:

Transfer as much as operating budget will allow in order to provide sufficient funds to replace expensive assets.

Reserve Schedule

Reserve Fund: 1.375 Hazardous Material Incident Response - Operating Reserve Fund

Operating Resrve Fund was created under bylaw No. 4147 (2016) to fund special projects, cover unforeseen opeating expenditures and stabilize revenue as required.

Reserve Cash Flow

Fund: Fund Centre:	1500 105506	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		118,838	59,900	28,300	27,050	29,630	36,255
Transfer from Ops Budget		31,031	-	-	2,580	6,625	10,836
Transfer to Ops Budget		(94,585)	(31,600)	(1,250)	-	-	-
Interest Income*		4,616					
Ending Balance \$		59,900	28,300	27,050	29,630	36,255	47,091

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2024 Budget

911 Call Answer

FINAL BUDGET

MARCH 2024

Service: 1.911 911 Call Answer

Committee: Planning & Protective Services

DEFINITION:

To finance, install, operate and maintain a 911 Emergency Response Telephone Service within all or part of the participating member municipalities, all Electoral Areas, and the Tsawout and Songhees First Nations (CRD Bylaw No. 2468 "Emergency Response Extended Service Establishment Bylaw No. 1, 1997").

SERVICE DESCRIPTION:

To finance, install, operate and maintain a 911 emergency response telephone service within all or part of the Capital Region, and to provide primary call answer services (PSAP) at the Emergency Communications Vancouver Island Centre in Saanich operated by E-Comm.

PARTICIPATION:

On the basis of population as determined annually by the Regional Planning Services Department of the Capital Regional District.

MAXIMUM LEVY:

No stated limit in establishment bylaw on operating costs (limited by Municipal Act).

FUNDING:

Requisition, 911 call levy, and lease revenue

1.911 - 911 Call Answer	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2024 ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Service Fees	129,111	130,940	129,791	-	-	129,791	127,195	124,651	122,158	119,715
Transfer to Municipalities	696,074	676,044	681,953	-	-	681,953	668,314	654,948	641,849	629,012
CRD Dispatch Centre Levy	366,070	401,200	480,606	-	-	480,606	504,640	529,870	556,360	584,180
Allocations	271,794	273,294	281,350	-	-	281,350	286,989	292,720	298,562	304,535
Other Operating Expenses	16,811	23,351	16,800	-	-	16,800	17,540	18,310	19,130	19,980
TOTAL OPERATING COSTS	1,479,860	1,504,829	1,590,500	-	-	1,590,500	1,604,678	1,620,499	1,638,059	1,657,422
*Percentage Increase over prior year			7.5%			7.5%	0.9%	1.0%	1.1%	1.2%
<u>DEBT / RESERVES</u>										
Transfer to Operating Reserve Fund	-	-	-	-	-	-	5,450	6,030	7,060	8,555
Transfer to Equipment Replacement Fund	-	-	1,000	-	-	1,000	1,000	1,000	1,000	1,000
Transfer to Capital Reserve Fund	1,000	1,000	1,000	-	-	1,000	1,000	1,000	1,000	1,000
Debt Servicing Costs	1,014,219	1,016,251	1,014,219	-	-	1,014,219	1,014,219	1,014,219	1,014,219	1,014,219
TOTAL DEBT / RESERVES	1,015,219	1,017,251	1,016,219	-	-	1,016,219	1,021,669	1,022,249	1,023,279	1,024,774
TOTAL COSTS	2,495,079	2,522,080	2,606,719	-	-	2,606,719	2,626,347	2,642,748	2,661,338	2,682,196
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve	(23,637)	(76,098)	(28,000)	-	-	(28,000)	-	-	-	-
Service Fees	(129,111)	(130,740)	(129,791)	-	-	(129,791)	(127,195)	(124,651)	(122,158)	(119,715)
CAL Revenue	(1,122,700)	(1,090,394)	(1,099,924)	-	-	(1,099,924)	(1,077,926)	(1,056,367)	(1,035,240)	(1,014,535)
Lease Revenue	(1,009,800)	(1,009,800)	(1,011,949)	-	-	(1,011,949)	(1,011,949)	(1,011,949)	(1,011,949)	(1,011,949)
Grants in Lieu of Taxes	(9,811)	(9,811)	(10,150)	-	-	(10,150)	(10,360)	(10,570)	(10,780)	(11,000)
Other Revenue	(18,510)	(23,727)	(18,070)	-	-	(18,070)	(18,810)	(19,580)	(20,400)	(21,250)
TOTAL REVENUE	(2,313,569)	(2,340,570)	(2,297,884)	-	-	(2,297,884)	(2,246,240)	(2,223,117)	(2,200,527)	(2,178,449)
REQUISITION	(181,510)	(181,510)	(308,835)	-	-	(308,835)	(380,107)	(419,631)	(460,811)	(503,747)
*Percentage increase over prior year Requisition			70.1%			70.1%	23.1%	10.4%	9.8%	9.3%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.911 911 Call Answer	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000
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	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000

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	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000
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	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000

Service:

1.911

911 Call Answer

Project Number

25-01

Capital Project Title

New Equipment

Capital Project Description

Next-Gen 911 Call Answer Technology-
Placeholder

Project Rationale Placeholder for the next-Gen 911 call answer technology. Amount and timing are unknown.

911 Call Answer
 Reserves Summary Schedule
 2024 - 2028 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Operating Reserve Fund	35,312	7,312	12,762	18,792	25,852	34,407
Equipment Replacement Fund	1,077,308	1,078,308	79,308	80,308	81,308	82,308
Capital Reserve Fund	-	124,102	125,102	126,102	127,102	128,102
Total	1,112,620	1,209,722	217,172	225,202	234,262	244,817

Reserve Schedule

Reserve Fund: 911 Call Answer - Operating Reserve Fund

To mitigate fluctuating Call Answer Levies

Reserve Cash Flow

Fund: Fund Centre:	1500 105508	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		106,774	35,312	7,312	12,762	18,792	25,852
Transfer from Ops Budget		-	-	5,450	6,030	7,060	8,555
Transfer to Ops Budget		(23,637)	(28,000)	-	-	-	-
Deficit Recovery		(52,461)					
Interest Income*		4,637					
Ending Balance \$		35,312	7,312	12,762	18,792	25,852	34,407

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: 911 Call Answer - Equipment Replacement Fund

ERF Group: EMGTSV.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Fund Centre:	101460						
Beginning Balance		1,067,702	1,077,308	1,078,308	79,308	80,308	81,308
Transfer from Ops Budget		-	1,000	1,000	1,000	1,000	1,000
Transfer to Ops Budget		-					
Expenditures		-	-	(1,000,000)	-	-	-
Interest Income		9,606					
Ending Balance \$		1,077,308	1,078,308	79,308	80,308	81,308	82,308

Assumptions/Background:

Reserve Schedule

Reserve Fund: 911 Call Answer - Capital Reserve Fund

To be created in 2024

Reserve Cash Flow

Fund: Fund Centre:	TBD TBD	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		-	-	124,102	125,102	126,102	127,102
Transfer from Ops Budget		-	1,000	1,000	1,000	1,000	1,000
Transfer from General Capital Fund		-	123,102	-	-	-	-
Interest Income		-					
Ending Balance \$		-	124,102	125,102	126,102	127,102	128,102

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2024 Budget

912B Call Answer - Municipalities

FINAL BUDGET

MARCH 2024

Service: 1.912B - 911 Call Answer - Municipalities

Committee: Planning & Protective Services

DEFINITION:

To transfer Call Answer Levies received from the telecommunications service providers on behalf of the Victoria and Saanich PSAP participants to the municipalities (Saanich, Victoria, Central Saanich, Esquimalt, and Oak Bay).

PARTICIPATION:

On the basis of population as determined annually by the Regional Planning Services Department of the Capital Regional District.

MAXIMUM LEVY:

Negative requisition; no stated limit

1.912B Call Answer - Municipalities	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>EXPENDITURES</u>										
Return Grants in Lieu of Taxes	41,448	41,448	43,435	-	-	43,435	43,540	44,410	45,300	46,200
*Percentage Increase over prior year			4.8%			4.8%	0.2%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Call Answer Levy Revenue	(696,074)	(676,044)	(681,953)	-	-	(681,953)	(668,314)	(654,948)	(641,849)	(629,012)
TOTAL REVENUE	(696,074)	(676,044)	(681,953)	-	-	(681,953)	(668,314)	(654,948)	(641,849)	(629,012)
EXCESS OF REVENUE OVER EXPENDITURES	(654,626)	(634,596)	(638,518)	-	-	(638,518)	(624,774)	(610,538)	(596,549)	(582,812)
Balance c/fwd from 2023 to 2024	-	(20,030)	20,030	-	-	20,030	-	-	-	-
Balance c/fwd from 2022 to 2023	25,947	25,947	-	-	-	-	-	-	-	-
NEGATIVE REQUISITION	628,679	628,679	618,488	-	-	618,488	624,774	610,538	596,549	582,812
*Percentage increase over prior year Requisition			-1.6%			-1.6%	1.0%	-2.3%	-2.3%	-2.3%

CAPITAL REGIONAL DISTRICT

2024 Budget

Fire Dispatch

FINAL BUDGET

MARCH 2024

DEFINITION:

To provide emergency communication dispatch service to participating member municipalities and all Electoral Areas.

CRD Bylaw No. 3854 "Emergency Communication Dispatch Service Establishment Bylaw No.1, 2012". Adopted December 12th, 2012.

CRD Bylaw No. 4426 " Emergency Communication Dispatch Service Establishment Bylaw No.1, 2012, Amendment Bylaw No.1, 2021". Adopted July 14th, 2021

CRD Bylaw No. 4502 " Emergency Communication Dispatch Service Establishment Bylaw No.1, 2012, Amendment Bylaw No.2, 2022". Adopted February 8th, 2023

SERVICE DESCRIPTION:

The service has historically funded a contract with City of Langford to provide the dispatch service.

The City of Langford has withdrawn from participation in the service, effective January 01, 2022 through Bylaw No. 4426.

CRD has entered into the new contract with the District of Saanich to provide the dispatch service in replacement of City of Langford as service provider.

PARTICIPATION:

City of Langford (remove as of January 2022), District of Metchosin, District of Highland, District of Sooke, Juan de Fuca, Salt Spring Island and Southern Gulf Island

COST APPORTIONMENT:

Effective January 1st, 2023, the net annual cost attributable to this service shall be apportioned among the participating municipalities and electoral areas on the basis of their usage as indicated by call volume. Call volume, for the purpose of this section, is the number of calls for service attributed to the individual participant as determined annually by the Capital Regional District. The annual call volume will be determined for budgeting purposes using the last full year's call statistics as recorded by the dispatch service provider. (Bylaw No. 4502, an amend to cost apportionment of "The Emergency Communication Dispatch Service Establishment Bylaw No. 1, 2012", Bylaw No. 3854).

MAXIMUM LEVY:

None stated

FUNDING:

Requisition

1.913 - Fire Dispatch	2023		BUDGET REQUEST				FUTURE PROJECTIONS				
	BOARD BUDGET	ESTIMATED ACTUAL	2024			2025	2026	2027	2028		
			CORE BUDGET	ONGOING	ONE-TIME					TOTAL	
<u>OPERATING COSTS</u>											
Contract for Services	224,025	228,825	255,860	-	-	255,860	279,360	287,440	312,570	321,650	
Allocations	39,921	39,921	44,279	-	-	44,279	45,171	46,070	46,995	47,928	
Other Operating Expenses	103,040	88,140	72,420	-	-	72,420	75,890	79,540	83,370	87,390	
TOTAL OPERATING COSTS	366,986	356,886	372,559	-	-	372,559	400,421	413,050	442,935	456,968	
*Percentage Increase over prior year			1.5%			1.5%	7.5%	3.2%	7.2%	3.2%	
<u>CAPITAL / RESERVE</u>											
Transfer to Operating Reserve Fund	-	9,323	-	-	-	-	-	-	8,095	29,512	
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-	
TOTAL COSTS	366,986	366,209	372,559	-	-	372,559	400,421	413,050	451,030	486,480	
<u>FUNDING SOURCES (REVENUE)</u>											
Transfer from Operating Reserve Fund	(59,240)	(59,240)	(33,771)	-	-	(33,771)	(26,251)	(2,280)	-	-	
Grants in Lieu of Taxes	(8,653)	(8,653)	(9,848)	-	-	(9,848)	(9,130)	(9,310)	(9,500)	(9,690)	
Revenue - Other	(800)	(23)	(800)	-	-	(800)	(800)	(800)	(800)	(800)	
TOTAL REVENUE	(68,693)	(67,916)	(44,419)	-	-	(44,419)	(36,181)	(12,390)	(10,300)	(10,490)	
REQUISITION	(298,293)	(298,293)	(328,140)	-	-	(328,140)	(364,240)	(400,660)	(440,730)	(475,990)	
*Percentage increase over prior year Requisition			10.0%			10.0%	11.0%	10.0%	10.0%	8.0%	

Fire Dispatch
 Reserve Summary Schedule
 2024 - 2028 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Equipment Replacement Fund	-	-	-	-	-	-
Operating Reserve Fund	67,741	33,970	7,719	5,439	13,534	43,046
Total	67,741	33,970	7,719	5,439	13,534	43,046

Reserve Schedule

Reserve Fund: 1.913 Fire Dispatch - Equipment Replacement Fund

ERF Group: LANGFIRE.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Fund Centre:	102125						
Beginning Balance		117,116	-	-	-	-	-
Transfer from Ops Budget		-	-	-	-	-	-
Expenditures		-	-	-	-	-	-
Transfer to ORF		(118,170)					
Interest Income		1,054					
Ending Balance \$		-	-	-	-	-	-

Assumptions/Background:

Reserve Schedule

Reserve Fund: 1.913 Fire Dispatch - Operating Reserve Fund - Bylaw 4585

For requisition rate stabilization during periods of fluctuating revenues.

Reserve Cash Flow

Fund: Fund Centre:	1500 105555	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		-	67,741	33,970	7,719	5,439	13,534
Transfer from Ops Budget		9,273	-	-	-	8,095	29,512
Transfer from ERF		118,170					
Transfer to Ops Budget		(59,240)	(33,771)	(26,251)	(2,280)	-	-
Deficit Recovery		-					
Interest Income*		(462)					
Ending Balance \$		67,741	33,970	7,719	5,439	13,534	43,046

Assumptions/Background:

Newly created in 2023.

* 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

2024 Budget

Regional CREST Contribution

FINAL BUDGET

MARCH 2024

Service: 1.921 Regional CREST Contribution

Committee: Planning & Protective Services

DEFINITION:

To collect funding for the RCMP Dispatch area's share of costs in the regional emergency communications network (CREST).

PARTICIPATION:

On the basis of population as determined annually by the Regional Planning Services Department of the Capital Regional District.

MAXIMUM LEVY:

No stated limit in establishment bylaw on operating costs (Limited by Municipal Act).

Funding:

Requisition

1.921 - Regional CREST Contribution	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Payments to CREST	1,784,531	1,807,453	1,905,008	-	-	1,905,008	1,998,353	2,096,272	2,157,064	2,200,210
Internal Interest	6,000	13,802	6,000	-	-	6,000	6,000	6,000	6,000	6,000
TOTAL COSTS	1,790,531	1,821,255	1,911,008	-	-	1,911,008	2,004,353	2,102,272	2,163,064	2,206,210
*Percentage Increase over prior year						6.7%	4.9%	4.9%	2.9%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2023 to 2024	-	(21,985)	21,985	-	-	21,985	-	-	-	-
Balance c/fwd from 2022 to 2023	(2,976)	(2,976)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(93,401)	(93,401)	(96,942)	-	-	(96,942)	(98,600)	(100,580)	(102,600)	(104,650)
Revenue-Other	(2,500)	(11,239)	(2,500)	-	-	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)
TOTAL REVENUE	(98,877)	(129,601)	(77,457)	-	-	(77,457)	(101,100)	(103,080)	(105,100)	(107,150)
REQUISITION	(1,691,654)	(1,691,654)	(1,833,551)	-	-	(1,833,551)	(1,903,253)	(1,999,192)	(2,057,964)	(2,099,060)
*Percentage increase over prior year Requisition						8.4%	3.8%	5.0%	2.9%	2.0%

CAPITAL REGIONAL DISTRICT

2024 Budget

Animal Care Services

FINAL BUDGET

MARCH 2024

Service: 1.313 Animal Care Services

Committee: Planning & Protective Services

DEFINITION:

Care of domestic animals within all electoral areas of the Regional District (Letters Patent - February 16, 1979). We provide service to the three electoral areas as well as Sidney, Saanich, Central Saanich, North Saanich, Highlands, View Royal, Colwood, Langford, Sooke, Metchosin, the Pauquachin, Songhees and Tsawout First nations. We also provide pound keeping services to Saanich. Sooke, Metchosin and Highlands are charged as if they were part of the service provided to the Electoral Areas. All other participants are levied by contract.

SERVICE DESCRIPTION:

Enforces the Animal Control Bylaw for three Electoral Areas, 10 Municipalities, and 3 First Nations. Also provides Pound Service for the District of Saanich and the areas listed above. Ensures public safety with person/animal contacts, quick return of lost animals, investigations or animal/person public education, re-homing of animals, quality care of animals.

PARTICIPATION:

All Electoral Areas on basis of school assessments (excluding property that is taxable for school purposes only by Special Act).

MAXIMUM LEVY:

None stated.

FUNDING:

Sale of services, licences and dog tags, plus requisition

1.313 - Animal Care Services	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Salaries & Wages	1,075,131	1,134,682	1,147,100	-	-	1,147,100	1,173,870	1,201,241	1,229,242	1,257,883
Vehicle Operating Expenses	47,130	47,130	48,780	-	-	48,780	49,760	50,760	51,780	52,820
Telecommunications	45,910	40,000	47,520	-	-	47,520	48,470	49,440	50,430	51,440
Supplies	56,050	41,000	41,200	-	-	41,200	42,020	42,850	43,700	44,580
Allocations	234,947	233,630	265,707	-	-	265,707	273,057	279,088	285,783	291,331
Other Operating Expenses	154,350	172,410	146,905	-	-	146,905	148,770	151,740	154,810	157,910
TOTAL OPERATING COSTS	1,613,518	1,668,852	1,697,212	-	-	1,697,212	1,735,947	1,775,119	1,815,745	1,855,964
*Percentage Increase over prior year			5.2%			5.2%	2.3%	2.3%	2.3%	2.2%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	24,903	24,903	32,000	-	-	32,000	32,000	37,000	40,000	43,000
Transfer to Operating Reserve Fund	24,903	19,813	8,093	-	-	8,093	7,783	4,051	2,000	1,126
TOTAL CAPITAL / RESERVE	49,806	44,716	40,093	-	-	40,093	39,783	41,051	42,000	44,126
TOTAL COSTS	1,663,324	1,713,568	1,737,305	-	-	1,737,305	1,775,730	1,816,170	1,857,745	1,900,090
*Percentage Increase over prior year			4.4%			4.4%	2.2%	2.3%	2.3%	2.3%
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(18,922)	(18,922)	-	-	-	-	-	-	-	-
Fees Charged	(19,060)	(27,782)	(28,330)	-	-	(28,330)	(28,900)	(29,480)	(30,070)	(30,660)
Sale of Goods and Services	(1,147,580)	(1,187,322)	(1,213,390)	-	-	(1,213,390)	(1,237,650)	(1,262,410)	(1,287,660)	(1,313,410)
Grants in Lieu of Taxes	(11,370)	(11,370)	(12,825)	-	-	(12,825)	(12,000)	(12,240)	(12,480)	(12,730)
Revenue - Other	(5,970)	(7,750)	(6,220)	-	-	(6,220)	(6,340)	(6,470)	(6,600)	(6,730)
TOTAL REVENUE	(1,202,902)	(1,253,146)	(1,260,765)	-	-	(1,260,765)	(1,284,890)	(1,310,600)	(1,336,810)	(1,363,530)
REQUISITION	(460,422)	(460,422)	(476,540)	-	-	(476,540)	(490,840)	(505,570)	(520,935)	(536,560)
*Percentage increase over prior year Requisition			3.5%			3.5%	3.0%	3.0%	3.0%	3.0%
<u>AUTHORIZED POSITIONS</u>										
Salaried FTE	10.6	10.6	10.6			10.6	10.6	10.6	10.6	10.6

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.313 Animal Care Services	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$185,000	\$185,000	\$0	\$0	\$0	\$0	\$185,000
Equipment	\$35,000	\$40,000	\$5,000	\$5,000	\$5,000	\$5,000	\$60,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$65,000	\$65,000	\$0	\$0	\$0	\$0	\$65,000
Vehicles	\$17,000	\$42,000	\$25,000	\$25,000	\$25,000	\$25,000	\$142,000
	\$302,000	\$332,000	\$30,000	\$30,000	\$30,000	\$30,000	\$452,000

SOURCE OF FUNDS

Capital Funds on Hand	\$302,000	\$302,000	\$0	\$0	\$0	\$0	\$302,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$150,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$302,000	\$332,000	\$30,000	\$30,000	\$30,000	\$30,000	\$452,000

Service: **1.313** **Animal Care Services**

Project Number 23-01	Capital Project Title Computer Replacements	Capital Project Description Replacement of computer equipment
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Project Rationale Replace computers as required and requested by IT.

Project Number 23-02	Capital Project Title Vehicle Replacements	Capital Project Description Replacement of vehicles (shared with Bylaw)
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Project Rationale To replace vehicles used for Animal Control and Bylaw Enforcement. Current vehicles have more than 170,000km and do not meet the expectations to perform the duties required. These vehicles are required for daily use to perform the duties the CRD is contracted for. Replacement of vehicles with newer models will also eliminate the need to replace every two years and will be better suited to transport the volume of animals required.

Project Number 23-03	Capital Project Title Animal Shelter Improvement	Capital Project Description Updating CRD Animal Shelter Facility
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Project Rationale Create new reception area at front of Animal Shelter to ensure public are not entering the areas where animals are kept for the safety of the customers and welfare of the animals, provides Officers their own entrance to bring in lost or injured animals. New signage required to identify property and building from a busy highway and ensure they all meet corporate standards. Addition of cat impound room as current impound room will be changed into the front reception area as it is located at the front of the building. Painting of cement floors in building, painting of all spaces and new additions. Upgrade to outside dog area, addition of environment enriching activities and tasks to keep dogs properly exercised, metal pergola and cement picnic table for dog exercise area which creates shade for animals and a meet and greet area for potential animal adoptions, upgrade from current gravel to a rubber or turf on part of area with activities. Repair of fencing surrounding building and addition of entrance gate to back area off the side of the building for deliveries and adding an additional exit from the building in case of emergency. Mural for front of animal shelter with dedication to the bequeathment donor. Wired in generator to furnace and electrical in case of loss of power, to maintain heating and air flow for the animals.

Project Number 23-04	Capital Project Title On-Line Payment Portal for Dog Licences	Capital Project Description Purchase of Tempest on-line payment portal for CRD Dog Licence
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Project Rationale Purchase of Tempest online dog licence port for payment of CRD Dog Licences on-line resulting in reduction of phone calls, in-person and by mail renewals, resulting in efficiency, more up-to-date information and less staff time and resources.

Service: 1.313 Animal Care Services

Project Number 23-05

Capital Project Title Network Upgrade and Security

Capital Project Description Network Upgrade and addition of Security Cameras at CRD Animal Shelter

Project Rationale Animal Shelter network requires upgrade to allow wifi, a faster connection and Cisco phones, currently no option for wifi, connection is poor when it rains or snows, staff are unable to be integrated into the Cisco phone system with current connectivity. Once upgraded addition of Cisco phones, security cameras for security, tv display to monitor for safety of staff and lone worker checks.

Project Number 23-06

Capital Project Title Outreach

Capital Project Description

Implementing and enhancing Outreach programs

Project Rationale Enhancement of Petiquette Program to include updated and new information regarding dog parks, dangerous dogs, responsible pet ownership, animal care, licencing and community involvement. Enhancement of Emergency Preparedness for Pets, information, outreach and develop more detailed CRD Grab 'n Go Bags for Pets. Addition of community outreach programs as well as training for outside agencies on how to deal with problem pets. Development of CRD Pets App - app designed by CRD staff that allows users to post their lost animal or found animal. Users would create a profile for their pet and if it becomes lost, they can choose an option to post 'lost' and drop a GIS pin where their pet was lost, all other users with the app will be notified and your dog could be returned to you in a timely fashion. Various volunteers are managing something similar by Facebook. The CRD would be the hub of where all lost and found pets are posted, which in turn will increase the numbers and rate of animals returned to their owners. In addition, the App will have a section for rules regarding dogs in all CRD Parks as well as municipal parks, can use CRD GIS to find areas that are off-leash, dog licence fees, leash laws per municipality and likes to the 13 municipal Animal Control Bylaws, CRD could use all to send out notifications regarding algae bloom so that dog owners don't allow their pets to drink the water at that CRD Regional Park etc.

Project Number 23-07

Capital Project Title

Vehicle Replacements/Upgrades

Capital Project Description

Replacement and upgrades of vehicles

Project Rationale To replace vehicles used for Animal Care at the CRD Animal Shelter as well as upgrading through replacement of current Animal Control vehicles. Current vehicles have more than 170,000km and do not meet the expectations to perform the duties required. Vehicles needs to be replaced sooner than the ERF allows to ensure all vehicles meet the expectations of the duties required. These vehicles are required for daily use to perform the duties the CRD is contracted for. Replacement of vehicles with newer models will also eliminate the need to replace every two years and will be better suited to transport the volume of animals required.

**Animal Care Services
Reserve Summary Schedule
2024 - 2028 Financial Plan**

Reserve/Fund Summary

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Operating Reserve Fund	49,531	57,624	65,407	69,458	71,458	72,584
Operating Reserve Fund - Bequest	-	-	-	-	-	-
Equipment Replacement Fund	29,021	31,021	33,021	40,021	50,021	63,021
Total	78,553	88,646	98,429	109,480	121,480	135,606

Reserve Schedule

Reserve Fund: 1.313 Animal Control - Operating Reserve Fund

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 105407	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		75,272	49,531	57,624	65,407	69,458	71,458
Transfer from Ops Budget		-	8,093	7,783	4,051	2,000	1,126
Transfer to Ops Budget - Core Budget		(18,922)	-	-	-	-	-
Deficit Recovery		(10,639)	-	-	-	-	-
Interest Income*		3,821					
Ending Balance \$		49,531	57,624	65,407	69,458	71,458	72,584

Assumptions/Background:

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

* 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: 1.313 Animal Control - Operating Reserve Fund - Bequest

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 105103	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		415,189	-	-	-	-	-
Planned Purchase		(426,241)	-	-	-	-	-
Transfer from Ops Bud		-					
Donations		-					
Interest Income*		11,052					
Ending Balance \$		-	-	-	-	-	-

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: 1.313 Animal Control - Equipment Replacement Fund

For replacement of vehicles, computers and furnishings.

ERF Group: ANICON.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101424	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		105,442	29,021	31,021	33,021	40,021	50,021
Transfer from Op Budget		-	32,000	32,000	37,000	40,000	43,000
Planned Purchases		(77,076)	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)
Interest Income		656					
Ending Balance \$		29,021	31,021	33,021	40,021	50,021	63,021

Assumptions/Background:

Maintain level sufficient to fund required vehicle and computer replacements

CAPITAL REGIONAL DISTRICT

2024 Budget

Bylaw Enforcement

FINAL BUDGET

MARCH 2024

Service: 1.323 Bylaw Services

Committee: Planning & Protective Services

DEFINITION:

To provide Bylaw enforcement to functions of the Capital Regional District as required. The cost of this service is reallocated to functions that use Bylaw enforcement services, such as Regional Parks, Noise Control, Nuisances & Unsightly Premises, and others.

SERVICE DESCRIPTION:

Respond to complaints, seek voluntary compliance and use regulatory and legal enforcement options to enforce bylaws in the three electoral areas for Noise, Nuisance and Unsightly Premises as well as Soil Deposit and Removal in the JdF EA.

Bylaw Enforcement services in Metchosin and the Highlands by contract.

Enforce bylaws for internal customers including Hartland Landfill, Environmental Services, Integrated Water, Parks, Community Planning, Building Inspection and Vancouver Island Health Authority.

PARTICIPATION:

Method of cost allocation on the basis of prior year's estimated usage.

MAXIMUM LEVY:

None stated.

FUNDING:

Functions within the CRD that use Bylaw enforcement.

1.323 - Bylaw Enforcement

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2024 ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Salaries & Wages	371,735	458,879	387,988	(10,000)	50,000	427,988	387,045	396,305	405,781	415,478
Vehicle Operating Expenses	25,000	30,000	25,880	-	-	25,880	26,400	26,930	27,470	28,020
Telecommunications	8,000	5,000	6,000	-	-	6,000	6,120	6,240	6,360	6,490
Supplies	3,500	2,000	3,500	-	-	3,500	3,570	3,640	3,710	3,780
Allocations	79,681	79,681	84,295	-	-	84,295	86,452	88,423	90,856	92,350
Other Operating Expenses	39,550	34,550	41,210	-	-	41,210	42,030	42,860	43,720	44,580
TOTAL OPERATING COSTS	527,466	610,110	548,873	(10,000)	50,000	588,873	551,617	564,398	577,897	590,698
*Percentage Increase over prior year			4.1%	-1.9%	9.5%	11.6%	-6.3%	2.3%	2.4%	2.2%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	44,000	26,602	50,858	-	-	50,858	51,343	51,415	50,626	51,163
TOTAL CAPITAL / RESERVE	44,000	26,602	50,858	-	-	50,858	51,343	51,415	50,626	51,163
TOTAL COSTS	571,466	636,712	599,731	(10,000)	50,000	639,731	602,960	615,813	628,523	641,861
<u>Internal Recoveries</u>	(542,726)	(589,242)	(563,101)	10,000	(50,000)	(603,101)	(565,660)	(577,773)	(589,733)	(602,301)
OPERATING COSTS LESS INTERNAL RECOVERIES	28,740	47,470	36,630	-	-	36,630	37,300	38,040	38,790	39,560
<u>FUNDING SOURCES (REVENUE)</u>										
Sale of Goods and Services	(25,110)	(38,370)	(32,980)	-	-	(32,980)	(33,640)	(34,310)	(34,990)	(35,690)
Revenue - Other	(3,630)	(9,100)	(3,650)	-	-	(3,650)	(3,660)	(3,730)	(3,800)	(3,870)
TOTAL REVENUE	(28,740)	(47,470)	(36,630)	-	-	(36,630)	(37,300)	(38,040)	(38,790)	(39,560)
REQUISITION	-	-	-	-	-	-	-	-	-	-
AUTHORIZED POSITIONS:										
Salaried FTE	2.9	2.9	2.9			2.9	2.9	2.9	2.9	2.9

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.323	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
	ByLaw Services							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$12,500
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$50,000	\$100,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$200,000
	\$50,000	\$102,500	\$27,500	\$27,500	\$27,500	\$27,500	\$27,500	\$212,500

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	\$50,000	\$102,500	\$27,500	\$27,500	\$27,500	\$27,500	\$27,500	\$212,500
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
	\$50,000	\$102,500	\$27,500	\$27,500	\$27,500	\$27,500	\$27,500	\$212,500

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 1.323

Service Name: ByLaw Services

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total auto-populates
19-01	Replacement	Computers	Replacement of computer equipment	\$ 4,950	E	ERF	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 12,500
19-02	Replacement	Vehicle	Replacement of Bylaw vehicle	\$ 150,000	V	ERF	\$ 50,000	\$ 100,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 200,000
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
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													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
			GRAND TOTAL	\$ 154,950			\$ 50,000	\$ 102,500	\$ 27,500	\$ 27,500	\$ 27,500	\$ 27,500	\$ 212,500

Service: **1.323** **ByLaw Services**

Project Number	19-01	Capital Project Title	Computers	Capital Project Description	Replacement of computer equipment
Project Rationale					

Project Number	19-02	Capital Project Title	Vehicle	Capital Project Description	Replacement of Bylaw vehicle
Project Rationale					

Reserve Schedule

Reserve Fund: 1.323 Bylaw Enforcement - Equipment Replacement Fund

ERF Group: BYLAW.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Fund Centre:	101426						
Beginning Balance		146,667	97,657	46,015	69,858	93,773	116,899
Transfer from Ops Budget		88,581	50,858	51,343	51,415	50,626	51,163
Proceed from Disposition		18,323					
Planned Purchase		(157,003)	(102,500)	(27,500)	(27,500)	(27,500)	(27,500)
Interest Income		1,089					
Ending Balance \$		97,657	46,015	69,858	93,773	116,899	140,562

Assumptions/Background:

Maintain level sufficient to fund required vehicle and computer replacements

CAPITAL REGIONAL DISTRICT

2024 BUDGET

INTEGRATED WATER SERVICES

FINAL BUDGET

MARCH 2024

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CAPITAL REGIONAL DISTRICT

2024 BUDGET

Regional Water Supply

FINAL BUDGET

MARCH 2024

DEFINITION:

To finance, install, operate and maintain a water supply local service in the Capital Regional District, as per the Water Supply Local Service Establishment Bylaw No. 2537.

The establishment and operation of a Regional Water Supply Commission is done by Bylaw No. 2539.

SERVICE DESCRIPTION:

Regional Water Supply is responsible for the water supply, treatment and transmission system for the Greater Victoria region, providing wholesale water to municipalities that operate municipal distribution systems. The service administration and operation is provided by the Integrated Water Services Department.

PARTICIPATION:

City of Victoria	Town of Sidney	District of Metchosin
District of Oak Bay	District of North Saanich	District of Sooke
District of Saanich	Town of View Royal	Juan de Fuca Electoral Area
Township of Esquimalt	City of Colwood	District of Highlands
District of Central Saanich	City of Langford	

MAXIMUM LEVY:

No stated limit in establishment bylaw and no ability to requisition.

MAXIMUM CAPITAL DEBT:

Authorized: Pre Consolidated MFA Loan Authorizations - Regional Water Supply Water Works Facilities		\$137,700,000	
Borrowed:		\$91,400,000	
Remaining: Expired		<u>\$46,300,000</u>	
Authorized: LA Bylaw No. 3451 - Regional Water Supply Land Acquisition		\$60,000,000	
Borrowed:		\$60,000,000	
Remaining:		<u>\$0</u>	
Authorized: LA Bylaw No. 3902 - Regional Water Supply Water Works Facilities	2014	\$12,500,000	
Borrowed:		\$9,500,000	
Remaining: Expired		<u>\$3,000,000</u>	
Authorized: LA Bylaw No. 4382 - Regional Water Supply Water Works Facilities	2021	\$46,000,000	
Borrowed:		\$4,000,000	
Remaining: Active		<u>\$42,000,000</u>	

FUNDING:

Costs are recovered through the sale of bulk water.

CAPITAL REGIONAL DISTRICT

Program Group: CRD-Regional Water Supply

SUMMARY	2024 BUDGET REQUEST						FUTURE PROJECTIONS			
	2023	2023	2024	2024	2024	TOTAL	2025	2026	2027	2028
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	(COL 4, 5 & 6)	8	9	10	11
1	2	3	4	5	6	7				
GENERAL PROGRAM EXPENDITURES:										
WATERSHED PROTECTION	5,942,432	6,334,369	6,787,022	-	-	6,787,022	6,922,762	7,061,218	7,202,442	7,346,490
WATER OPERATIONS	6,683,286	6,902,405	7,212,805	172,500	-	7,385,305	7,590,398	7,742,209	7,897,051	8,054,965
WATER QUALITY	1,925,729	1,934,678	2,045,342	-	-	2,045,342	2,084,709	2,126,416	2,168,946	2,212,320
CROSS CONNECTION	770,923	760,773	800,530	-	-	800,530	816,651	833,088	849,858	866,949
DEMAND MANAGEMENT	726,084	734,722	761,302	-	-	761,302	776,648	792,297	786,596	802,431
INFRASTRUCTURE ENGINEERING	527,884	527,884	553,230	24,300	-	577,530	574,450	585,930	597,650	592,540
FLEET OPERATION & MAINTENANCE	(393,653)	(393,653)	(479,755)	-	-	(479,755)	(489,350)	(499,137)	(509,120)	(519,303)
CUSTOMER TECHNICAL SERVICES & GM SUPPORT *	604,677	567,820	299,891	233,800	69,200	602,891	609,342	623,005	636,956	651,221
TOTAL OPERATING EXPENDITURES	16,787,362	17,368,998	17,980,367	430,600	69,200	18,480,167	18,885,610	19,265,026	19,630,379	20,007,613
<i>Percentage increase over prior year's board budget</i>			7.11%			10.08%	2.19%	2.01%	1.90%	1.92%
CONVEYANCE FEE FOR SERVICE TO FIRST NATIONS	870,000	870,000	900,000	-	-	900,000	918,000	936,360	955,090	974,190
AGRICULTURAL WATER RATE FUNDING	1,750,000	1,900,000	1,800,000	-	-	1,800,000	1,850,000	1,900,000	1,950,000	2,000,000
			2.86%			2.86%	2.78%	2.70%	2.63%	2.56%
CAPITAL EXPENDITURES & TRANSFERS										
TRANSFER TO WATER CAPITAL FUND	12,302,104	13,735,852	17,450,000	-	-	17,450,000	19,500,000	21,000,000	23,000,000	27,000,000
TRANSFER TO EQUIPMENT REPLACEMENT FUND	393,653	393,653	479,755	-	-	479,755	489,350	499,137	509,120	519,302
TRANSFER TO DEBT RESERVE FUND	121,700	40,000	108,040	-	-	108,040	202,040	319,040	202,540	84,040
TOTAL CAPITAL EXPENDITURES & TRANSFERS	12,817,457	14,169,505	18,037,795	-	-	18,037,795	20,191,390	21,818,177	23,711,660	27,603,342
DEBT SERVICING										
DEBT - INTEREST & PRINCIPAL	7,690,985	7,522,761	2,896,242	-	-	2,896,242	3,363,371	4,790,195	6,940,171	7,809,608
TOTAL DEBT EXPENDITURES	7,690,985	7,522,761	2,896,242	-	-	2,896,242	3,363,371	4,790,195	6,940,171	7,809,608
DEFICIT TRANSFERRED TO FOLLOWING YR										
TRANSFER TO FOLLOWING YEAR DEFICIT CARRY FORWARD										
TOTAL EXPENDITURES	39,915,804	41,831,264	41,614,404	430,600	69,200	42,114,204	45,208,371	48,709,758	53,187,300	58,394,753
SOURCES OF FUNDING										
REVENUE - SALES	(38,107,540)	(40,029,600)	(40,924,304)	(430,600)	76,752	(41,278,152)	(44,424,271)	(47,808,658)	(52,402,700)	(57,728,653)
REVENUE - OTHER	(1,808,264)	(1,801,664)	(690,100)	-	(145,952)	(836,052)	(784,100)	(901,100)	(784,600)	(666,100)
TOTAL SOURCE OF FUNDING FROM OPERATIONS	(39,915,804)	(41,831,264)	(41,614,404)	(430,600)	(69,200)	(42,114,204)	(45,208,371)	(48,709,758)	(53,187,300)	(58,394,753)
TRANSFER FROM PRIOR YEAR	-	-	-	-	-	-	-	-	-	-
TRANSFER TO FOLLOWING YEAR SURPLUS CARRY FORWARD										
TOTAL SOURCES OF FUNDING	(39,915,804)	(41,831,264)	(41,614,404)	(430,600)	(69,200)	(42,114,204)	(45,208,371)	(48,709,758)	(53,187,300)	(58,394,753)
<i>Percentage increase over prior year's board budget</i>			4.26%			5.51%	7.35%	7.74%	9.19%	9.79%
Water Rate \$ per cu. m.	\$ 0.7698					\$ 0.8094	\$ 0.8711	\$ 0.9374	\$ 1.0275	\$ 1.1319
<i>Percentage increase over prior year</i>	4.99%					5.14%	7.62%	7.61%	9.61%	10.16%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	2.670	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
	Regional Water Supply							

EXPENDITURE

Buildings	\$4,020,000	\$8,660,000	\$3,350,000	\$0	\$0	\$0	\$12,010,000
Equipment	\$12,474,000	\$18,199,000	\$2,080,000	\$2,250,000	\$1,430,000	\$900,000	\$24,859,000
Land	\$2,969,000	\$4,510,000	\$807,000	\$292,000	\$220,000	\$180,000	\$6,009,000
Engineered Structures	\$17,290,000	\$27,570,000	\$32,040,000	\$47,375,000	\$39,680,000	\$32,625,000	\$179,290,000
Vehicles	\$490,000	\$1,991,000	\$685,250	\$773,000	\$855,000	\$495,000	\$4,799,250
	\$37,243,000	\$60,930,000	\$38,962,250	\$50,690,000	\$42,185,000	\$34,200,000	\$226,967,250

SOURCE OF FUNDS

Capital Funds on Hand	\$34,073,000	\$41,819,000	\$19,077,000	\$19,517,000	\$20,980,000	\$22,805,000	\$124,198,000
Debenture Debt (New Debt Only)	\$0	\$7,300,000	\$16,700,000	\$28,400,000	\$16,750,000	\$4,900,000	\$74,050,000
Equipment Replacement Fund	\$170,000	\$1,361,000	\$685,250	\$773,000	\$855,000	\$495,000	\$4,169,250
Grants (Federal, Provincial)	\$0	\$6,000,000	\$1,500,000	\$2,000,000	\$3,600,000	\$6,000,000	\$19,100,000
Donations / Third Party Funding	\$3,000,000	\$4,450,000	\$1,000,000	\$0	\$0	\$0	\$5,450,000
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$37,243,000	\$60,930,000	\$38,962,250	\$50,690,000	\$42,185,000	\$34,200,000	\$226,967,250

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	2.670/2.680 Regional Water Supply & JDF Water Distribution Combo	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$20,000	\$160,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$480,000
Equipment	\$367,500	\$997,500	\$465,000	\$350,000	\$365,000	\$266,000	\$266,000	\$2,443,500
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$387,500	\$1,177,500	\$565,000	\$450,000	\$465,000	\$366,000	\$366,000	\$3,023,500

SOURCE OF FUNDS

Capital Funds on Hand	\$387,500	\$1,177,500	\$565,000	\$450,000	\$465,000	\$366,000	\$366,000	\$3,023,500
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$387,500	\$1,177,500	\$565,000	\$450,000	\$465,000	\$366,000	\$366,000	\$3,023,500

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #:

2.670

Service Nar

Regional Water Supply

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total
WATERSHED PROTECTION													
Planning													
17-01	Renewal	Historic Goldstream Powerhouse Building	Repairs of historic Goldstream Powerhouse building and work toward making the site accessible to the public	\$ 120,000	B	WU	\$ 20,000	\$ 20,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 70,000
17-01	Renewal			\$ 376,000	B	Grant	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ 300,000
18-10	Study	Species-at-Risk Wildlife Habitat	Assessments (office and field) and planning for managing wildlife habitat, in particular species-at-risk habitat, in the GVWSA.	\$ 185,000	L	WU	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
19-30	Study	Leech WSA Lakes/Tributaries Assessment	An assessment of the physical, chemical and biological parameters of the lakes in the Leech WSA	\$ 75,000	L	WU	\$ 41,000	\$ 41,000	\$ -	\$ -	\$ -	\$ -	\$ 41,000
20-05	Renewal	Leech WSA Terrestrial Ecosystem Mapping & Wetland Classification/Mapping	Classification and mapping of terrestrial ecosystems and wetlands and integration with Sooke and Goldstream data.	\$ 180,000	L	WU	\$ 115,000	\$ 115,000	\$ -	\$ -	\$ -	\$ -	\$ 115,000
20-06	Study	Addressing mining in Leech WSA (impacts, agreements)	Funding to support work to reduce the impact of mining claims in the Leech WSA	\$ 70,000	L	WU	\$ -	\$ 16,000	\$ 12,000	\$ 12,000	\$ -	\$ -	\$ 40,000
20-27	Study	GVWSA Forest Resilience - wildfire/forest modelling and forest management field trials	Modelling forest and wildfire risk under climate change scenarios & forest/fuel management field trials.	\$ 1,495,000	L	WU	\$ 145,000	\$ 645,000	\$ -	\$ -	\$ -	\$ -	\$ 645,000
20-27	Study				L	Other	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 450,000
20-28	Study	GVWSA Forest Resilience - Assessments of forest health and resilience	Field assessments to better understand current forest health and resilience.	\$ 230,000	L	WU	\$ 115,000	\$ 115,000	\$ 60,000	\$ -	\$ -	\$ -	\$ 175,000
21-20	Study	West Leech Road	Plan followed by construction of a road to access the western portion of the Leech WSA.	\$ 320,000	L	WU	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ 200,000
23-02	Renewal	GVWSA LIDAR Mapping	Detailed contour mapping of ground, vegetation and tree cover (3D scanning)	\$ 300,000	L	WU	\$ 195,000	\$ 295,000	\$ -	\$ -	\$ -	\$ -	\$ 295,000
22-04	Renewal	GVWSA Orthophotography	Annual contribution to capture of regional digital orthophotography for baseline mapping and monitoring.	\$ 95,000	L	WU	\$ -	\$ -	\$ 35,000	\$ -	\$ 40,000	\$ -	\$ 75,000
22-09	Study	GVWSA Powerlines Wildfire Risk Mitigation Plan	A detailed assessment, options and plan to reduce the risk of wildfire start from tree fall onto CRD powerlines in the GVWSA.	\$ 110,000	L	WU	\$ 23,000	\$ 43,000	\$ 40,000	\$ -	\$ -	\$ -	\$ 83,000
22-10	New	GVWSA/RWS Educational Videos	Development of educational videos to address Regional Water Supply issues of interest to the public such as: wildfire risk and mitigation, climate change, water supply master plan update.	\$ 60,000	L	WU	\$ 27,000	\$ 27,000	\$ 30,000	\$ -	\$ -	\$ -	\$ 57,000
23-05	Study	Spill Management Plan and Implementation	Review, assessment and re-development of a spill management plan for the GVWSA along with potential procurement of additional equipment or supplies.	\$ 70,000	L	WU	\$ 50,000	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000
24-03	Study	Biosecurity Risk Assessment & Procedures	Assess GVWSA biosecurity risks and develop mitigating protocols/procedures	\$ 50,000	L	WU	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000
Capital													
09-01	Renewal	Leech River Watershed Restoration	A 17 year project to restore the Leech WSA lands for water supply.	\$ 5,756,000	L	WU	\$ 370,000	\$ 570,000	\$ 200,000	\$ -	\$ -	\$ -	\$ 770,000
16-06	Renewal	Goldstream IWS Field Office	Renewal of Water Quality field office/lab and equipment storage and Watershed Protection office, yard, training space and equipment storage, replacing longstanding temporary facilities.	\$ 12,000,000	B	WU	\$ 1,000,000	\$ 4,440,000	\$ 2,000,000	\$ -	\$ -	\$ -	\$ 6,440,000
16-06	Renewal				B	Other	\$ 3,000,000	\$ 4,000,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 5,000,000
17-02	New	Leech River Hydromet System	Installation of a network of hydrometeorological stations to collect water quantity and quality information for the Leech WSA.	\$ 585,000	E	WU	\$ 71,000	\$ 116,000	\$ -	\$ -	\$ -	\$ -	\$ 116,000
18-05	New	GVWSA Forest Fuel Management/FireSmart Activities	Implementation of forest fuel management and FireSmart actions in strategic locations for wildfire risk management in the GVWSA.	\$ 1,200,000	L	WU	\$ 140,000	\$ 240,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 640,000
19-02	New	Whiskey Creek Bridge Replacement (Sooke WSA)	Replacement of the existing undersized bridge with a longer and higher concrete structure.	\$ 330,000	S	WU	\$ 10,000	\$ 10,000	\$ 300,000	\$ -	\$ -	\$ -	\$ 310,000
19-19	New	Hydromet Upgrades Sooke and Goldstream	Install additional hydrology monitoring sites on Sooke Lake Reservoir inflow streams and increase instrumentation on meteorological stations in Sooke and Goldstream watersheds.	\$ 400,000	E	WU	\$ 13,000	\$ 183,000	\$ -	\$ -	\$ -	\$ -	\$ 183,000
20-01	Replacement	Kapoor Main Mile 1 Bridge and Asphalt Upgrade	Replacement of the existing undersized culvert with a large bridge as well as subsequent 500 m road asphalt replacement.	\$ 1,050,000	S	WU	\$ 418,000	\$ 868,000	\$ 160,000	\$ -	\$ -	\$ -	\$ 1,028,000
20-29	Renewal	GVWSA Gravel Crushing	Production of gravel at existing quarries in Sooke and Goldstream WSAs.	\$ 650,000	S	WU	\$ -	\$ 100,000	\$ -	\$ 200,000	\$ -	\$ -	\$ 300,000
21-26	New	Road Deactivation/Rehabilitation in the GVWSA	Deactivate or rehabilitate unneeded roads in the Sooke and Goldstream WSAs.	\$ 360,000	L	WU	\$ 108,000	\$ 108,000	\$ 100,000	\$ -	\$ -	\$ -	\$ 308,000
21-27	New	Autogate Installations on Primary Access Routes	Install autogates on the main access routes where the Sooke Hills Wilderness Trail and E&N rail line cross to improve security.	\$ 600,000	S	WU	\$ -	\$ 50,000	\$ 300,000	\$ -	\$ -	\$ -	\$ 350,000
22-02	New	Muckable Bridge Supply and Install (Deception)	Replacement of undersized culverts with bridge which will allow for fish and western toad migration.	\$ 340,000	S	WU	\$ -	\$ -	\$ -	\$ 325,000	\$ -	\$ -	\$ 325,000
23-04	Renewal	17S/Sooke Main Bridge Replacement	Undersized bridge replacement	\$ 315,000	S	WU	\$ -	\$ -	\$ 15,000	\$ -	\$ 300,000	\$ -	\$ 315,000
22-11	New	Additional Boom Anchors for Sooke Lake Reservoir debris boom	The log boom protecting the Sooke Lake Reservoir Intake Tower from floating woody debris is inadequately anchored and requiring two additional anchors.	\$ 60,000	E	WU	\$ 60,000	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
23-10	New	Work platform for Sooke Lake Reservoir	A towable work platform for conducting stationary on-water work activities such as boom and intake tower maintenance and spill response.	\$ 30,000	E	WU	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
23-11	New	Purchase and Deployment of Second Wildfire Camera for Leech WSA, and Analytic software	A secondary wildfire camera to monitor for heat and smoke signatures in the Leech WSA during fire season.	\$ 100,000	E	WU	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
23-23	Replacement	Brushcutting head for Excavator	The existing brushcutting head from the excavator used in roadside maintenance has reached end of life and requires replacement.	\$ 30,000	V	WU	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
24-05	New	Dock for Sooke Lake Reservoir	Sooke Lake Reservoir requires a dock for safe deployment of boats, gear and crew.	\$ 100,000	S	WU	\$ -	\$ 10,000	\$ 90,000	\$ -	\$ -	\$ -	\$ 100,000
25-05	New	Helicopter Fire Tank	A large water tank for helicopter bucketing to be deployed in Goldstream WSA.	\$ 20,000	E	WU	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ 20,000
22-13	New	Replace Storage Sheds with Containers	Covered sand storage between sea containers that have been procured.	\$ 50,000	S	WU	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
24-06	Study	Post Wildfire Assessment Program	Acquiring access to existing software programs to model sediment and debris flows from burned areas.	\$ 55,000	L	WU	\$ -	\$ 55,000	\$ -	\$ -	\$ -	\$ -	\$ 55,000
24-07	Replacement	Field Operations Centre - IT Infrastructure Upgrades	The firewall, switches and telephony system are end of life and require replacement. The equipment will be transferred to the new building.	\$ 40,000	E	WU	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
Watershed Protection Sub-Total				\$ 27,807,000			\$ 6,101,000	\$ 12,947,000	\$ 4,962,000	\$ 737,000	\$ 440,000	\$ 100,000	\$ 19,186,000

Service #:

2.670

Service Name

Regional Water Supply

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total
INFRASTRUCTURE ENGINEERING AND OPERATIONS													\$ -
Planning													\$ -
16-10	New	Post Disaster Emergency Water Supply	Identify and procure emergency systems for post disaster preparedness.	\$ 2,250,000	S	WU	\$ 20,000	\$ 220,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,020,000
17-13	New	Asset Management Plan	Development of a plan to inform future areas of study and highlight critical infrastructure improvements.	\$ 400,000	S	WU	\$ 60,000	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
19-15	New	Hydraulic Capacity Assessment and Transient Pressure Analysis	Determine the existing level-of-service for the RWSC transmission system and conduct a transient pressure analysis	\$ 250,000	S	WU	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
20-08	Study	Regional Water DCC Program	Design of a Regional DCC Program	\$ 450,000	S	WU	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
20-10	Study	Condition & Vulnerability Assessment	Conduct a condition assessment of critical supply infrastructure and assess its possibility of risk.	\$ 200,000	S	WU	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
21-05	Study	Level of Service Agreement	From #19-15 & #20-11, develop level-of-service agreements for participating municipalities to address hydraulic capacity of infrastructure.	\$ 150,000	S	WU	\$ 140,000	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 140,000
23-14	Study	Sooke River Intake Feasibility	A feasibility study for an intake from Sooke River to replace the Main No. 15 salmon fishery contribution, for a variety of reasons.	\$ 50,000	S	WU	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
23-12	Study	Project Delivery Strategy	Develop a strategy to deliver the identified projects from the 2022 RWS Master Plan.	\$ 200,000	S	WU	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
23-13	Study	Filtration Plant Planning & Design	Conduct a siting, conceptual design and detailed design for a filtration plant	\$ 16,300,000	S	WU	\$ 253,125	\$ -	\$ 400,000	\$ 500,000	\$ 5,400,000	\$ 10,000,000	\$ 16,300,000
23-14	Study	Council Creek Crossing Hydrology Review	Conduct a hydrology review of the Council Creek crossing of water mains to ensure pipe resilience during high rainfall events.	\$ 100,000	S	WU	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
23-24	New	East-West Connector (Filtration Plant to District of Sooke)	Planning and Conceptual Design of the East- West Supply Main from the proposed filtration plant to the District of Sooke (identified in the 2022 Master Plan)	\$ 400,000	S	WU	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 400,000
23-25	New	Deep Northern Intake and Sooke Lake Pump Station	Planning and Design of the Deep Northern Intake and Sooke Lake Pump Station (Identified in the 2022 Master Plan)	\$ 12,200,000	S	WU	\$ 506,250	\$ -	\$ 600,000	\$ 3,600,000	\$ 4,000,000	\$ 4,000,000	\$ 12,200,000
23-26	New	Transmission Main - Sooke Lake Pump Station to Head Tank	Planning and Design of the Transmission Main from the Sooke Lake Pump Station to Head Tank (Identified in the 2022 Master Plan)	\$ 3,400,000	S	WU	\$ 168,750	\$ -	\$ 200,000	\$ 1,000,000	\$ 1,200,000	\$ 1,000,000	\$ 3,400,000
23-27	New	Gravity Main - Sooke Lake to Head Tank	Planning and Design of a Gravity Transmission Main (redundancy) from Sooke Lake to Head Tank (Identified in the 2022 Master Plan)	\$ 1,400,000	S	WU	\$ 84,375	\$ -	\$ 300,000	\$ 400,000	\$ 700,000	\$ -	\$ 1,400,000
23-28	New	Goldstream Reservoir Connector	Planning and Design of the Goldstream Reservoir Connector transmission main	\$ 4,600,000	S	WU	\$ 84,375	\$ -	\$ 400,000	\$ 2,000,000	\$ 2,200,000	\$ -	\$ 4,600,000
24-08	Study	Seismic and Flood Vulnerability Assessment of Supply Main 10 and 11 Spillway Crossing	Engineering Seismic Assessment of the spanned crossing of Supply Main No 10 and 11 over the Sooke Lake Spillway channel	\$ 150,000	S	WU	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
24-09	Study	Agricultural Water Rate Review	Phase 2	\$ 100,000	S	WU	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Capital													\$ -
18-07	New	Replacement of UV System	Replacement of the UV system and other electrical upgrades at the Goldstream Water Treatment Plant	\$ 11,500,000	E	WU	\$ 7,600,000	\$ 10,370,000	\$ -	\$ -	\$ -	\$ -	\$ 10,370,000
18-08	Replacement	Bulk Supply Meter Replacement Program	Planned replacement of aging bulk meter replacement based upon a condition assessment and water audit.	\$ 2,050,000	E	WU	\$ 650,000	\$ 650,000	\$ 200,000	\$ 200,000	\$ 150,000	\$ -	\$ 1,200,000
18-15	Renewal	Corrosion Protection Program	Study deficiencies in the current material protection and implement recommendations.	\$ 1,150,000	S	WU	\$ 275,000	\$ 275,000	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ 575,000
18-18	Replacement	Main No.3 Segment Replacement	Replacement of segments of Main No. 3 based upon previous studies.	\$ 15,600,000	S	WU	\$ 750,000	\$ 1,260,000	\$ 10,590,000	\$ 3,600,000	\$ -	\$ -	\$ 15,450,000
19-05	Renewal	Repairs - Kapoor Shutdown	Repair items such as defects in the Kapoor tunnel, replacement of critical valves, intake exterior inspection and actuator replacement while the Kapoor tunnel is shutdown.	\$ 700,000	S	WU	\$ 105,000	\$ 205,000	\$ 100,000	\$ -	\$ -	\$ -	\$ 305,000
19-23	New	Critical Spare Equipment Storage & Pipe Yard	Plan, design and construct a critical equipment storage building.	\$ 1,200,000	S	WU	\$ 250,000	\$ 250,000	\$ 950,000	\$ -	\$ -	\$ -	\$ 1,200,000
20-16	Replacement	Cecelia Meter Replacement	Replacement of the Cecelia billing meter as well as its enclosure.	\$ 1,500,000	S	WU	\$ 990,000	\$ 1,490,000	\$ -	\$ -	\$ -	\$ -	\$ 1,490,000
20-17	Replacement	Decommission & Conceptual Design of the Smith Hill Site	Plan for decommission the conceptual design for the replacement of the Smith Hill reservoir site.	\$ 1,450,000	S	WU	\$ 253,125	\$ 450,000	\$ -	\$ 1,000,000	\$ -	\$ -	\$ 1,450,000
21-06	Replacement	Sooke Lake Dam Spillway Hoist and Stop Log Replacement	Replacement of the sluice gate spillway hoist and stop-logs at Sooke Lake Dam.	\$ 775,000	E	WU	\$ 470,000	\$ 470,000	\$ 250,000	\$ -	\$ -	\$ -	\$ 720,000
21-09	New	Goldstream Water Chlorination Gas System Removal	Plan and construct provisions for removal of chlorination system	\$ 200,000	S	WU	\$ 170,000	\$ 170,000	\$ -	\$ -	\$ -	\$ -	\$ 170,000
21-10	Replacement	SCADA Masterplan and System Upgrades	Update the SCADA Master Plan in conjunction with the Juan de Fuca Water Distribution, Saanich Peninsula Water and Wastewater, and Core Area Wastewater Services.	\$ 2,150,000	E	WU	\$ 750,000	\$ 300,000	\$ 725,000	\$ 600,000	\$ 300,000	\$ -	\$ 1,925,000
21-11	Replacement	RWS Supply Main No. 4 Upgrade	Upgrade vulnerable sections of the RWS Supply Main No. 4 and Main No. 1 to a resilient system to better able to withstand a seismic event. Vulnerable sections are Concrete Cylinder pipe material which is susceptible to failure during a seismic event. This is part of project partnered with the Saanich Peninsula Water system.	\$ 33,900,000	S	WU	\$ 3,500,000	\$ 2,215,000	\$ 1,885,000	\$ 20,000,000	\$ 10,000,000	\$ -	\$ 34,100,000
21-11	Replacement		DMAF Grant portion, grant submitted November 2021 and resubmitted in July 2023.	\$ 14,800,000	S	Grant	\$ -	\$ -	\$ 1,200,000	\$ 2,000,000	\$ 3,600,000	\$ 6,000,000	\$ 12,800,000
22-15	New	Microwave Radio Upgrades	To provide a high bandwidth communications backbone to the RWS system, a microwave communications system will be installed.	\$ 1,100,000	S	WU	\$ 270,000	\$ 470,000	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ 870,000
22-16	Renewal	Goldstream WTP Drainage Improvements	Construct drainage improvements for the Goldstream Water Treatment Plant and assess	\$ 200,000	S	WU	\$ 130,000	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 130,000
22-17	New	Goldstream WTP Safety Improvements	Construct employee and public safety improvements such as a trail notification system if there was an ammonia spill.	\$ 200,000	E	WU	\$ 105,000	\$ 105,000	\$ -	\$ -	\$ -	\$ -	\$ 105,000
23-16	Renewal	Humpback Channel Assessment and Upgrades	Hydraulically assess the Humpback Overflow channel and conduct a condition assessment of the culverts at the Gatehouse.	\$ 200,000	S	WU	\$ 195,000	\$ 195,000	\$ -	\$ -	\$ -	\$ -	\$ 195,000
23-17	Replacement	Main No. 4 - Mt Newton to Highway 17	Replacement of a approximately 1.9km of the Main No. 4 concrete pipe from Mt Newton and Central Saanich Road south to where it crosses Highway 17. A Strategic Priorities Fund grant has been applied to fund a portion of the works.	\$ 3,800,000	S	WU	\$ 2,600,000	\$ 2,600,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 3,600,000

Service #:

2.670

Service Name

Regional Water Supply

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total
23-17	Replacement			\$ 6,000,000	S	Grant	\$ -	\$ 6,000,000	\$ -	\$ -	\$ -	\$ -	\$ 6,000,000
25-03	Renewal	Transmission Main Upgrade Program	Identify, conceptually design, detail design and construct transmission main upgrades.	\$ 40,000,000	S	WU	\$ -	\$ -	\$ 10,000,000	\$ 10,000,000	\$ 10,000,000	\$ 10,000,000	\$ 40,000,000
23-29	Renewal	Mt. Tolmie Control Valve Replacement	Supply and installation of the Mt. Tolmie Reservoir Control Valve	\$ 800,000	E	WU	\$ 300,000	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ 800,000
24-10	Replacement	Sooke River Road WTP UPS Replacement	UPS at Sooke River Road WTP is 21 years old and in need of replacement.	\$ 50,000	E	WU	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
24-11	Replacement	IT Core Infrastructure Replacement	Replacement of Core IT Infrastructure such as servers, network switches, UPS, etc for equipment end of life. Includes IT equipment located at tower sites within the RWS system.	\$ 420,000	E	WU	\$ -	\$ 25,000	\$ 15,000	\$ -	\$ 130,000	\$ 250,000	\$ 420,000
24-12	Renewal	Head Tank Valve Replacement	Supply and installation of Head Tank valves and actuators.	\$ 450,000	E	WU	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 450,000
24-19	Renewal	Mount Tolmie Tank Structural and Infiltration Improvements	Initial budget to address leakage and structural repairs discovered at Mount Tolmie Tank in Q4 2023. Further budget refinement is expected as engineering assessment is further developed.	\$ 850,000	E	WU	\$ -	\$ 850,000	\$ -	\$ -	\$ -	\$ -	\$ 850,000
Infrastructure Engineering and Operations Sub-Total				\$ 183,645,000			\$ 21,370,000	\$ 31,240,000	\$ 29,365,000	\$ 45,450,000	\$ 38,080,000	\$ 31,650,000	\$ 175,785,000
DAM SAFETY PROGRAM													\$ -
Database)													\$ -
16-16	Renewal	Implications from Goldstream Dam Safety Review	Conduct dam improvements at the Goldstream dams that resulted for the Dam Safety Review and routine inspections (refer to the Dam Safety Database).	\$ 825,000	S	WU	\$ 450,000	\$ 525,000	\$ -	\$ -	\$ -	\$ -	\$ 525,000
17-25	Renewal	Implications from 2016 Sooke Lake Dam Safety Review	Conduct dam improvements at the Sooke Lake Dam that resulted from the 2016 Dam Safety Review and routine inspections (refer to the Dam Safety Database)	\$ 1,210,000	S	WU	\$ 637,000	\$ 637,000	\$ -	\$ -	\$ -	\$ -	\$ 637,000
18-19	New	Sooke Lake Dam - Instrumentation System Improvements	Complete dam performance instrumentation system/surveillance improvements for the Sooke Lake Dam.	\$ 2,200,000	S	WU	\$ 650,000	\$ 1,650,000	\$ -	\$ -	\$ -	\$ -	\$ 1,650,000
18-20	New	Sooke Lake Dam - Breach Risk Reduction Measures	Implement measures to reduce Sooke Lake Dam breach implications in the unlikely event of dam failure (refer to the NHC Consulting study).	\$ 600,000	S	WU	\$ 550,000	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ 550,000
19-07	New	Integrate Dam Performance and Hydromet to SCADA	Integrate the dam safety instrumentation/surveillance (i.e. piezometers and weirs) and HydroMet stations to report to WIO through the existing SCADA system.	\$ 1,300,000	E	WU	\$ 1,200,000	\$ 1,200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	\$ 1,800,000
19-09	New	Cabin Pond Dams Decommissioning (PES)	The Cabin Pond Dams (x2) have been retired from drinking water service, plan to decommission.	\$ 600,000	S	WU	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000
19-12	New	Goldstream Dams Instrumentation Improvements	Conduct dam safety instrumentation/surveillance improvements (refer to report from Thurber Engineering).	\$ 700,000	S	WU	\$ 665,000	\$ 665,000	\$ -	\$ -	\$ -	\$ -	\$ 665,000
19-13	New	Dam Safety Instrumentation	The existing dam safety instrumentation/surveillance equipment is getting older and will need to be replaced/rehabilitated (does not include pending SCADA effort).	\$ 300,000	E	WU	\$ 200,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
20-19	Replacement	Goldstream System High Level Outlet Valve Replacements	The Goldstream and Butchart high level outlet valves have been identified as requiring replacement.	\$ 300,000	S	WU	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
21-03	New	Deception Dam - Dam Safety Review 2021 & Improvements	Conduct a Dam Safety Review and improvements for the Deception Dam. Improvements to include recommendations from the DSR as well as Low Level Overflow Vent Pipe and Hydraulic Gate Improvements.	\$ 2,000,000	S	WU	\$ 350,000	\$ 600,000	\$ 400,000	\$ 500,000	\$ 500,000	\$ -	\$ 2,000,000
21-04	New	Saddle Dam - Dam Safety Review 2021 & Improvements	Conduct a Dam Safety Review and improvements for the Saddle Dam.	\$ 800,000	S	WU	\$ 165,000	\$ 450,000	\$ 200,000	\$ 75,000	\$ 75,000	\$ -	\$ 800,000
21-21	Replacement	Goldstream Dams - 4 Low Level Gate Improvements	Several of the water control gates related to the Goldstream dams are in need of repair and possibly replacement.	\$ 150,000	S	WU	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
22-08	New	Deception Dam Surveillance Improvements	Replace and supplement the Dam Safety Instrumentation at Deception Dam.	\$ 450,000	S	WU	\$ 150,000	\$ 300,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 450,000
23-07	Study	Sooke Lake Dam Spillway and Gates Retrofit	Detailed design for seismic retrofits for the existing structures initially focusing on the spillway and gates structures. Construction to be budgeted subsequently.	\$ 450,000	S	WU	\$ 150,000	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 450,000
23-08	Study	Regional Watershed Dams - Flood Forecasting System	Update the existing flood forecasting system (WD4Cast) to a modern version including Standard Operating Procedures and training for staff.	\$ 300,000	S	WU	\$ 130,000	\$ 230,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 280,000
23-09	Study	Sooke Lake Dam - Dam Safety Review 2023	Conduct a Dam Safety Review to meet regulatory requirement.	\$ 200,000	S	WU	\$ 200,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
23-18	Renewal	Sooke Lake Dam Spillway Channel Improvements	Construct bank protection for the Sooke Spillway Channel and clear the seepage weir blockage.	\$ 700,000	S	WU	\$ 200,000	\$ 400,000	\$ 300,000	\$ -	\$ -	\$ -	\$ 700,000
23-19	Renewal	Charters Dam - Implications from Dam Safety Review	Carry out recommendations from the 2022 Dam Safety Review for Charters Dam	\$ 200,000	S	WU	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
25-01	Study	Goldstream Dam - Dam Safety Review 2025 & Addressing Implications	Conduct a Dam Safety Review to meet regulatory requirement.	\$ 200,000	S	WU	\$ -	\$ -	\$ 200,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 425,000
25-02	Study	Probable Maximum Flood and Inflow Design Flood Updates	Update the previous edition from 2015 (recommended 10 year review cycle).	\$ 150,000	S	WU	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000
25-06	Replacement	Goldstream Dam Spillway Replacement	Replacement of Goldstream Dam Spillway due to deteriorated condition.	\$ 500,000	S	WU	\$ -	\$ -	\$ 100,000	\$ 400,000	\$ -	\$ -	\$ 500,000
24-13	Replacement	Reservoir Log Boom Upgrade Program	Review, analysis and upgrades to log booms, prioritizing Sooke Lake Reservoir.	\$ 500,000	S	WU	\$ -	\$ 200,000	\$ 300,000				\$ 500,000
Dam Safety Program Sub-Total				\$ 14,635,000			\$ 6,697,000	\$ 9,357,000	\$ 2,050,000	\$ 1,250,000	\$ 850,000	\$ 75,000	\$ 13,582,000

Service #:

2.670

Service Name

Regional Water Supply

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total
WATER QUALITY													\$ -
20-04	New	Sooke Lake HyDry Model Development	Critical data collection, model building/calibration, model utilization for 3 different scenarios	\$ 520,000	E	WU	\$ 100,000	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000
22-06	Study	Sooke Lake Food Web Study	Assess the aquatic food web structure and create an inventory of fish and invertebrate species and distribution in Sooke Lake Reservoir - to be used as indicators of stream health	\$ 100,000	S	WU	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23-06	Study	GVDWS Nitrification Study	Investigate nitrification occurrence and potential impacts on drinking water quality	\$ 50,000	S	WU	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24-02	Replacement	Boat Motor Replacement with Electric Outboards (Sooke and Goldstream Boats)	50hp and 15hp motor replacement due to age and water quality concerns, large electric outboards are already available from Torqeedo for instance	\$ 60,000	E	WU	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24-04	Study	Sooke Lake Drawdown Study	Investigate drawdown effects on Sooke Lake water quality and ecosystem impacts with max drawdown and determine a safe max drawdown level for SOL.	\$ 100,000	S	WU	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
25-04	Replacement	4 x multi-parameter field analyzers (SL1000)	Replace 4 multi-parameter (total/free/mono/ammonia) field analyzers	\$ 20,000	E	WU	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ 20,000
26-01	New	2 x Floating Water Quality Sensor Platforms	To support and confirm water quality data in SOL for Deep Norther intake, install 2 floating sensor platforms	\$ 200,000	E	WU	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ 200,000
27-01	Study	Drinking Water Safety Plan Update	Review and update existing DWSP spreadsheet and risk registry. Consider planned system expansions/upgrades.	\$ 80,000	S	WU	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ -	\$ 80,000
24-14	Replacement	Laboratory Equipment Replacements	Replacement of critical laboratory equipment.	\$ 75,000	E	WU	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
24-15	Replacement	Laboratory Renovations	Renovation for main lab cabinetry, floor, aquatic ecology lab and prep room.	\$ 200,000	B	WU	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
24-16	Replacement	WQ Field Office IT Upgrades	The firewall, switches and telephony system are end of life and require replacement.	\$ 10,000	E	WU	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Water Quality Sub-Total				\$ 1,415,000			\$ 230,000	\$ 505,000	\$ 20,000	\$ 200,000	\$ 80,000	\$ -	\$ 805,000
ANNUAL PROVISIONAL													\$ -
17-27	Replacement	Watershed Bridge and Culvert Replacement	Replacement of small culverts and bridges throughout the GVWSA.	\$ 1,000,000	S	WU	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
17-28	Replacement	Watershed Security Infrastructure Upgrade and Replacement	New, upgrade and replacement of security infrastructure in the GVWSA.	\$ 600,000	E	WU	\$ -	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,000
17-29	Replacement	Water Supply Area Equipment Replacement	Hydrometeorological, fireweather and wildfire suppression equipment replacement.	\$ 640,000	E	WU	\$ -	\$ 140,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 640,000
17-30	Replacement	Transmission Main Repairs	Emergency repairs to the transmission mains.	\$ 1,000,000	S	WU	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
17-31	Replacement	Transmission System Components Replacement	Replacement and repair of transmission components.	\$ 400,000	S	WU	\$ -	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 400,000
17-33	Replacement	Disinfection Equipment Parts Replacement	Replacement of incidental equipment and parts associated with the disinfection system.	\$ 1,000,000	E	WU	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
17-34	Renewal	Supply System Computer Model Update	Annual update of the regional hydraulic model.	\$ 100,000	S	WU	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 100,000
19-16	Replacement	Dam Improvements	Items not covered by Dam Safety Reviews, but brought up in Dam Safety Inspections and Dam Safety Reviews and address item in the dam safety database/risk registry	\$ 1,675,000	S	WU	\$ -	\$ 475,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,675,000
19-22	Replacement	SCADA Repairs & Equipment Replacement	Items not covered by the SCADA Replacement and SCADA Master Plan, but integral in maintaining the SCADA System and revenue meter system.	\$ 750,000	E	WU	\$ -	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 750,000
21-15	Replacement	Corrosion Protection	Replace corrosion protection assets, such as coatings, for the transmission system when identified.	\$ 250,000	S	WU	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
21-16	Replacement	Valve Chamber Upgrades	Replace failing valves and appurtenances along the RWS supply system.	\$ 1,500,000	S	WU	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,500,000
21-17	Replacement	Water Quality Equipment Replacement	Replacement of water quality equipment for the water quality lab and water quality operations	\$ 250,000	E	WU	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
21-18	Renewal	LIMS support	Support for LIMS database	\$ 125,000	E	WU	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000
23-20	Study	Land Exchange/Acquisition	Land surveys, appraisals to support decisions regarding land exchange to increase catchment area, buffer water supply areas and other possible land exchange and acquisition within the RWS system.	\$ 400,000	L	WU	\$ -	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 400,000
Annual Provisional Sub-Total				\$ 9,690,000			\$ -	\$ 2,170,000	\$ 1,880,000	\$ 1,880,000	\$ 1,880,000	\$ 1,880,000	\$ 9,690,000
CUSTOMER AND TECHNICAL SERVICES													\$ -
17-35	Replacement	Vehicle & Equipment Replacement (Funding from Replacement Fund)	This is for replacement of vehicles and equipment used by CRD Water Services for the day-to-day operation and maintenance of the supply system.	\$ 4,169,250	V	ERF	\$ 170,000	\$ 1,361,000	\$ 685,250	\$ 773,000	\$ 855,000	\$ 495,000	\$ 4,169,250
20-22	New	Vehicle for the Dam Safety Program	New Transit Van	\$ 120,000	V	WU	\$ 100,000	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000
20-23	New	Vehicle for the CSE Support Program	New Transit Van	\$ 120,000	V	WU	\$ 100,000	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000
21-30	New	Vehicle for Warehouse Operations	New pick up	\$ 90,000	V	WU	\$ 90,000	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ 90,000
23-21	New	EV Charging Stations Electrical Infrastructure	Electrical System upgrades at 479 Island Hwy to power up 44 charging stations	\$ 1,255,000	E	WU	\$ 650,000	\$ 855,000	\$ -	\$ 400,000	\$ -	\$ -	\$ 1,255,000
23-22	New	Fuel Truck	Fuel tender truck	\$ 325,000	E	WU	\$ 200,000	\$ 325,000	\$ -	\$ -	\$ -	\$ -	\$ 325,000
23-30	New	Fleet Shop Hoist	Heavy Capacity Hoist for fleet maintenance	\$ 70,000	E	WU	\$ 35,000	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000
23-31	New	Purchase of land	Purchasing of land near 479 for future office space or other land acquisition opportunities relative to Regional Water Supply Service	\$ 1,500,000	L	WU	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
24-17	New	Pool Vehicles	2 new EV Pickups	\$ 180,000	V	WU	\$ -	\$ 180,000	\$ -	\$ -	\$ -	\$ -	\$ 180,000
24-18	New	Vehicle for Watershed Hydrology Program	New pickup truck for watershed hydrology program	\$ 100,000	V	WU	\$ -	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ 90,000
Customer and Technical Services Sub-Total				\$ 7,929,250			\$ 2,845,000	\$ 4,711,000	\$ 685,250	\$ 1,173,000	\$ 855,000	\$ 495,000	\$ 7,919,250
GRAND TOTAL				\$ 245,121,250			\$ 37,243,000	\$ 60,930,000	\$ 38,962,250	\$ 50,690,000	\$ 42,185,000	\$ 34,200,000	\$ 226,967,250

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Project Number 17-01	Capital Project Title	Historic Goldstream Powerhouse Building	Capital Project Description	Repairs of historic Goldstream Powerhouse building and work toward making the site accessible to the public
Project Rationale Located near the Goldstream Treatment Plant and the Sooke Hills Wilderness Trail (Trans Canada Trail), is an 1897 brick hydroelectric powerplant that served Victoria (notably the streetcars) for approx. 60 years. The Powerhouse has its own Wikipedia entry: http://en.wikipedia.org/wiki/Lubbe_Powerhouse and has captured public interest as a unique structure in BC history. An engineering condition assessment including engineered drawings, site plan and approximate cost of repairs was conducted in 2017. A major repair in the masonry on the north side of the building was completed in 2018. Further masonry and major crack repair was completed on the south side in 2019 (\$10,000). A successful grant application (\$76,000) was used in 2022 to replace the roof membrane/envelope. The approved 2023 funds are to implement basic public interpretation signage and in 2025 to plan and seek grant funding or sponsors for security gates and fencing working toward a goal to make the site available to the public from the nearby Sooke Hills Wilderness Trail.				
Project Number 18-10	Capital Project Title	Species-at-Risk Wildlife Habitat	Capital Project Description	Assessments (office and field) and planning for managing wildlife habitat, in particular species-at-risk habitat, in the GVWSA.
Project Rationale An assessment (office and field) and conservation planning for management of wildlife habitat, in particular species-at-risk habitat, in the GVWSA. Funds in 2018 (\$35,000) will be used for compilation of existing knowledge of species, distribution, habitat, research. Funds in 2019 and 2020 (\$50,000 each) will be used to field verify species, critical habitat and movement corridors. Funds added in 2021 (\$25,000) are to develop GVWSA specific conservation plans based on office and field investigations. Funds added in 2023 are in anticipation of future habitat mapping and planning required to address BC Species-at-Risk requirements.				
Project Number 19-30	Capital Project Title	Leech WSA Lakes/Tributaries Assessment	Capital Project Description	An assessment of the physical, chemical and biological parameters of the lakes in the Leech WSA
Project Rationale To assess restoration of the Leech Water Supply Area and prepare for use of Leech River water to supplement Sooke Lake Reservoir, baseline monitoring of the hydrological, physical, chemical and biological parameters of the main Leech WSA source waterbodies will be conducted. The work will be undertaken in conjunction with the Water Quality division. (Action from the 2017 Strategic Plan for Regional Water Supply).				
Project Number 20-05	Capital Project Title	Leech WSA Terrestrial Ecosystem Mapping & Wetland Classification/Mapping	Capital Project Description	Classification and mapping of terrestrial ecosystems and wetlands and integration with Sooke and Goldstream data.
Project Rationale The existing Leech WSA terrestrial ecosystem mapping received from the previous landowner is not consistent with that of Sooke and Goldstream WSAs. The project is to renew the ecosystem mapping to a standard that matches Sooke and Goldstream for consistent data and analysis. The project will also conduct detailed wetland mapping in the Leech WSA to a standard that matches Sooke and Goldstream for consistent data and analysis. The projects have been combined (ecosystem mapping (20-05) and wetland mapping (20-06) and moved forward from 2020 to 2021. The project has been further moved forward from 2021 to 2022. The project has been further moved forward from 2022 to 2023. It is advantageous to wait for advances in technology and partners (BC) which may improve the product and/or reduce costs.				

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Project Number	20-06	Capital Project Title	Addressing mining in Leech WSA (impacts, agreements)	Capital Project Description	Funding to support work to reduce the impact of mining claims in the Leech WSA
Project Rationale	Assessment and/or studies and/or funds to buy and cancel mining claims to mitigate impacts from mining activities and with the goal of reducing mining claims in the Leech Water Supply Area. 2024: A minor increase in funding is required to continue buying and cancelling mining claims.				

Project Number	20-27	Capital Project Title	GVWSA Forest Resilience - wildfire/forest modelling and forest management field trials	Capital Project Description	Modelling forest and wildfire risk under climate change scenarios & forest/fuel management field trials.
Project Rationale	Projects to: a). model impact of climate change on forests, forest fuel types, and associated wildfire behavior and probability and potential effects of management options; and b). trial forest and fuel management treatments that reduce wildfire risk and reduce inter tree moisture stress, such as prescribed fire and thinning. Increased funding is required in 2024 to conduct trial thinning treatments. Other income to the project is anticipated from disposal (sale) of thinned logs that are merchantable.				

Project Number	20-28	Capital Project Title	GVWSA Forest Resilience - Assessments of forest health and resilience	Capital Project Description	Field assessments to better understand current forest health and resilience.
Project Rationale	Field assessments to better understand current forest health and resilience including: increasing pine mortality, increase in bark beetle killed trees, existing advance regeneration in the understory, sedimentation sources from roads. The project funding for 2021 and 2022 is moved forward by one year to 2022 and 2023. Planned additional funding is being moved forward in the plan. 2025: Additional funds are required for forest health treatments.				

Project Number	21-20	Capital Project Title	West Leech Road	Capital Project Description	Plan followed by construction of a road to access the western portion of the Leech WSA.
Project Rationale	A large portion of the western Leech WSA currently has overgrown unassessed roads. Brushing, upgrade, re-surfacing and some new road construction is required to provide access to this area for wildfire response, security patrols and forest management. Funds to implement plans have been added for 2022-2024. 2024: The funds previously requested for 2024 have been moved forward to 2025. No change in overall budget.				

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Project Number	23-02	Capital Project Title	GVWSA LiDAR Mapping	Capital Project Description	Detailed contour mapping of ground, vegetation and tree cover (3D scanning)
Project Rationale	<p>LiDAR (which stands for Light Detection and Ranging) uses light in the form of a pulsed laser to measure ranges (distances). LiDAR will be acquired when orthophotography or other data is collected from the air. LiDAR provides 3D information about the forest stand structure which can be used by GIS (Geographic Information Systems). LiDAR data will be used to quantify forest structure, canopy biomass, and the size and configuration of forest openings to improve understanding of forest fuel loadings and watershed disturbance processes. Initial scoping has refined a required budget of \$250,000 rather than the previously planned \$120,000. The results will be used to plan forest fuel treatments across the GVWSA. 2024: An additional \$50,000 is required to complete fieldwork required to validate the LiDAR analyses.</p>				

Project Number	22-04	Capital Project Title	GVWSA Orthophotography	Capital Project Description	Annual contribution to capture of regional digital orthophotography for baseline mapping and monitoring.
Project Rationale	<p>Every two years CRD coordinates with municipalities and other levels of government to update aerial photography of the combined areas of interest in the region and develop an overall digital mosaic image. The images of the Greater Victoria Water Supply Area are used to monitor forest disturbances and adjacent land use activities and update spatial databases. To date these funds have come from Operating budgets, making it difficult to undertake other projects in the years when the photography is being flown. The funding plan has been adjusted to provide funds every second year when it is needed rather than annually.</p>				

Project Number	22-09	Capital Project Title	GVWSA Powerlines Wildfire Risk Mitigation Plan	Capital Project Description	A detailed assessment, options and plan to reduce the risk of wildfire start from tree fall onto CRD powerlines in the GVWSA.
Project Rationale	<p>A powerline that supplies Sooke Dam, the Head Tank, and associated infrastructure runs along the forested slopes on the east side of Sooke Lake Reservoir. Power interruption from tree fall is an ongoing concern. Tree fall on the powerline during the summer months could start a wildfire. While the forest along the line is actively managed to reduce tree fall hazard, concerns about fire starts has prompted a call to investigate the option of clearing a much wider area along the line. Funds will be used to carry out an assessment of the feasibility and impacts of this option. 2024: Funds to take treatment action in 2024 (\$20,000) and 2025 (\$40,00) are requested.</p>				

Project Number	22-10	Capital Project Title	GVWSA/RWS Educational Videos	Capital Project Description	Development of educational videos to address Regional Water Supply issues of interest to the public such as: wildfire risk and mitigation; climate change; water supply master plan update.
Project Rationale	<p>The Watershed Protection division provides educational tours of the GVWSA and Regional Water Supply infrastructure. During the COVID pandemic, operating funds dedicated to tours were instead used to develop educational videos to replace or supplement tours. Going forward, there is a desire to provide further educational material on specific topics of current public interest such as: climate change and regional water supply; GVWSA wildfire management; and the Master Plan update for regional water supply. The funding request is for development of one video per year for 2022 and 2023. Given development of a corporate wide media strategy in 2022, approved funding has been moved forward to ensure additional videos are designed to fit with the strategy and new video branding templates. 2024: Funds for 2024 (\$30,000) are moved forward to 2025.</p>				

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Project Number	23-05	Capital Project Title	Spill Management Plan and Implementation	Capital Project Description	Review, assessment and re-development of a spill management plan for the GVWSA along with potential procurement of additional equipment or supplies.
Project Rationale	The existing spill preparedness plan to protect water quality and other resources in the GVWSA is more than 15 years old. An external review, assessment and re-development of a more comprehensive spill management plan for the GVWSA that considers improved materials, technology and strategies is required. Funding may allow for procurement of recommended spill supplies, or a separate funding request may follow in a subsequent year. 2024: A request for proposal solicitation in late 2022 did not garner any bids. A revised RFP is planned with additional funding request (\$20,000).				

Project Number	24-03	Capital Project Title	Biosecurity Risk Assessment & Procedures	Capital Project Description	Assess GVWSA biosecurity risks and develop mitigating protocols/procedures
Project Rationale	There has already been work done to identify and assess possible sources of biosecurity risk to the GVWSA in the forms of entry of pathogens, invasive plant and animal species, contaminated soils and materials. The project is intended to document the biosecurity assessment and prepare and work with staff to implement practical procedures to mitigate the highest risks. 2024: The project has been moved forward to 2025. No change in budget.				

Project Number	09-01	Capital Project Title	Leech River Watershed Restoration	Capital Project Description	A 17 year project to restore the Leech WSA lands for water supply.
Project Rationale	A 17 year project to 2025 to restore the Leech WSA lands for water supply. An update of projects completed and planned was provided in June 2019 (RWSC Report #19-13). Funding allocated by end of 2025 will be \$5,517,000; however total capital expenditure in the Leech WSA is higher when separate projects to install major bridges and inventory and assess forests is considered.				

Project Number	16-06	Capital Project Title	Goldstream IWS Field Office	Capital Project Description	Renewal of Water Quality field office/lab and equipment storage and Watershed Protection office, yard, training space and equipment storage, replacing longstanding temporary facilities.
Project Rationale	Watershed Protection staff (27 FTE and 8 seasonal auxiliaries) are currently located in 2 trailers and a house at the Goldstream Gate entrance to the water supply area, and in office space at the Integrated Water Services office in View Royal. The trailers were considered temporary office space since their implementation over 15 years ago. The trailers are old, prone to leaks and a concern for mold. Water Quality field staff are located in another temporary facility, since their field office was on the gravel pit property that was sold to Langford. In addition, there are insufficient facilities for training, equipment storage, emergency management and public education. The separation of staff between various Goldstream facilities and the View Royal location causes inefficiencies and organizational difficulties. The IWS office is also above capacity and moving Watershed Protection staff out will extend the existing office space. 2024: A design build procurement process has been selected to deliver the project with a rough total project cost of \$12 million. Funding of \$ 5 million to the project is guaranteed through the completion of sale of the IWS gravel pit to Langford.				

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Project Number	17-02	Capital Project Title	Leech River HydroMet System	Capital Project Description	Installation of a network of hydrometeorological stations to collect water quantity and quality information for the Leech WSA.
Project Rationale	A 17 year \$ 5.756 M capital plan is being carried out to restore the Leech Water Supply Area (Project #09-01) to prepare for future water needs. Historically only one hydrological measuring station was capturing flow and turbidity measurements 3.8 km downstream of the future water intake on the Leech River. In order to understand and predict the effect of precipitation, storm events and various restoration management measures on Leech River water quality and quantity, a network of hydrological measuring stations is needed further upstream in the Leech River watershed. This capital project first funded a design study of the most effective and efficient monitoring system that could be implemented (\$10,000) prior to funding implementation beginning in 2018. 2024: Additional funding of \$45,000 is requested to upgrade and enhance the system.				

Project Number	18-05	Capital Project Title	GVWSA Forest Fuel Management/FireSmart Activities	Capital Project Description	Implementation of forest fuel management and FireSmart actions in strategic locations for wildfire risk management in the GVWSA.
Project Rationale	Wildfire is the greatest threat to water quality in the GVWSA. In 2014 - 2018 CRD staff completed two new fuel reduction corridor projects. Funding to tender contract projects is required in order to complete priority fuel management projects over and above existing staff effort which will be focused on maintenance of existing fuel managed sites. A requested increase from \$75,000 to \$100,000 annually reflects costs experienced in the first year of tendering fuel management work. The need for fuel management to address priority areas will be ongoing and funding is required annually for the 5 year period.				

Project Number	19-02	Capital Project Title	Whiskey Creek Bridge Replacement (Sooke WSA)	Capital Project Description	Replacement of the existing undersized bridge with a longer and higher concrete structure.
Project Rationale	Whiskey Creek bridge is located on the Leechtown Main Road, one of the main access routes to Sooke Lake Dam and other critical IWS infrastructure. Whiskey Creek requires a larger bridge as it has been overtopped by storm events in the past and this poses water quality, environmental and safety risks. 2024: Project construction is moved forward from 2024 to 2025. No change in funding request.				

Project Number	19-19	Capital Project Title	Hydromet Upgrades Sooke and Goldstream	Capital Project Description	Install additional hydrology monitoring sites on Sooke Lake Reservoir inflow streams and increase instrumentation on meteorological stations in Sooke and Goldstream watersheds.
Project Rationale	Only the main tributary inflows into Sooke Lake Reservoir are monitored. To better understand the hydrology of the Sooke watershed, additional hydrology monitoring sites are required. The existing meteorological stations in Sooke and Goldstream watersheds have only basic instrumentation and would benefit from additional sensors and upgrades to improve the quality of the meteorological data. 2024: \$170,000 additional funding is requested to continue to upgrade and enhance the system.				

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Project Number	20-01	Capital Project Title	Kapoor Main Mile 1 Bridge and Asphalt Upgrade	Capital Project Description	Replacement of the existing undersized culvert with a large bridge as well as subsequent 500 m road asphalt replacement.
Project Rationale	The existing culvert at Mile 1 on Kapoor Main (which is the primary access road to Sooke Lake Reservoir and Dam) is undersized, has evidence of buried organics in the fill material and has oversteeped, unstable banks. The culvert will be removed and a bridge installed to improve water carrying capacity at peak flows, fish passage and bank stability. The asphalt section uphill of the bridge will also be repaired or replaced as a component of the project. 2024: Consulting engineer design work indicates a total construction cost of \$868,000 for the bridge. A cost driver is the significant amount of fill to remove. The 2024 budget has been increased to reflect the engineered cost estimate and to move the asphalt budget forward to 2025.				

Project Number	20-29	Capital Project Title	GVWSA Gravel Crushing	Capital Project Description	Production of gravel at existing quarries in Sooke and Goldstream WSAs.
Project Rationale	Production of 19 mm road surfacing gravel from GVWSA quarries are required every few years to maintain roads. Gravel production needs are anticipated in 2023 and 2026. The need for additional gravel crushing in 2023 has been pushed forward by one year to 2024.				

Project Number	21-26	Capital Project Title	Road Deactivation/Rehabilitation in the GVWSA	Capital Project Description	Deactivate or rehabilitate unneeded roads in the Sooke and Goldstream WSAs.
Project Rationale	A review was undertaken to identify roads in the Sooke and Goldstream WSAs that could be rehabilitated and removed from the road network without undue impact to operations, wildfire response and security. Funding is required over the 5 year period to make progress on the roads identified to be deactivated/rehabilitated. 2024: The budget for 2024 has been decreased to reflect the carryforward from 2023. The total project budget has been reduced by \$160,000.				

Project Number	21-27	Capital Project Title	Autogate Installations on Primary Access Routes	Capital Project Description	Install autogates on the main access routes where the Sooke Hills Wilderness Trail and E&N rail line cross to improve security
Project Rationale	Continued residential growth and corresponding increasing recreational pressure bring the public close to critical works (Goldstream Treatment Plant, and Ammonia Injection building). Recreational use of the Sooke Hills Wilderness Trail and Park also generate trespass into the GVWSA, and Drinking Water Protection Zone. Autogates improve security by 24 hour recorded keycard access operation and are located to increase security. Two autogates have been installed (2022 and 2023). 2024: The third and fourth autogate are being deferred by an additional year to 2025 to allow for additional design and provincial, Fortis Gas and Island Corridor Foundation approvals before the work can be tendered. \$50,000 is maintained in 2024 to add cameras to the newly installed autogates. No budget change.				

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Project Number 22-02

Capital Project Title

Muckpile Bridge Supply and Install (Deception)

Capital Project Description

Replacement of undersized culverts with bridge which will allow for fish and western toad migration.

Project Rationale Replacement of undersized culverts with a concrete deck L100 bridge which will also improve fish passage and western toad migration. Addition of funding for design work ahead of construction. **2024: Construction has been moved ahead by one year to 2025, no change in budget.**

Project Number 23-04

Capital Project Title

175/Sooke Main Bridge Replacement

Capital Project Description

Undersized bridge replacement

Project Rationale The current structure (3 concrete culverts side-by-side with a concrete deck) does not allow adequate room to pass potential storm debris. The most recent engineering inspection stated this recycled structure is in fair shape, with spalling of the concrete. The structure is planned to be replaced with a free span concrete bridge. **2024: The project is moved forward by one year, no change in budget.**

Project Number 22-11

Capital Project Title

Additional Boom Anchors for Sooke Lake Reservoir debris boom

Capital Project Description

The log boom protecting the Sooke Lake Reservoir Intake Tower from floating woody debris is inadequately anchored and requiring two additional anchors.

Project Rationale The debris boom on Sooke Lake Reservoir with the existing anchors has the capacity to strike the Intake Tower if the boom breaks. It is recommended to add two additional anchors to ensure that if the boom breaks it will not damage the Intake Tower. An increased project budget (additional \$20,000) is required to design and install the anchors.

Project Number 23-10

Capital Project Title

Work platform for Sooke Lake Reservoir

Capital Project Description

A towable work platform for conducting stationary on-water work activities such as boom and intake tower maintenance and spill response.

Project Rationale This request is for a non-powered towable dock or barge that can be moved to various project sites as required. It allows workers to easily access work on the water from a stable platform, and can allow small equipment (pumps or generators) to be operated on appropriate spill containment, and to be left in place for extended periods of time.

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Project Number	23-11	Capital Project Title	Purchase and Deployment of Second Wildfire Camera for Leech WSA, and Analytic software	Capital Project Description	A secondary wildfire camera to monitor for heat and smoke signatures in the Leech WSA during fire season.
Project Rationale	Rapid detection is key to taking action when fires are still small and controllable. An infrared camera network, supported by software to identify potential ignitions, can be monitored by staff and an after hours service to rapidly provide an alert to new fire starts. This allows response staff to arrive before the fire has a chance to dig in and start to spread quickly. There is an existing camera at Mount Healy that "sees" large portions of the Sooke WSA. The Leech WSA is the most remote and least visible area (to the public and staff) and there is a strong benefit to early detection. The camera may need to be supported with a tower and communications upgrades. Funding in 2023 is earmarked for analytic software for both wildfire cameras and funding in 2024 is earmarked for purchase and deployment of the additional Leech camera.				

Project Number	23-23	Capital Project Title	Brushcutting head for Excavator	Capital Project Description	The existing brushcutting head from the excavator used in roadside maintenance has reached end of life and requires replacement.
Project Rationale	The existing brush cutting head for the excavator is past end of life and requires replacement. The old head will be disposed of and offset the cost of the new head.				

Project Number	24-05	Capital Project Title	Dock for Sooke Lake Reservoir	Capital Project Description	Sooke Lake Reservoir requires a dock for safe deployment of boats, gear and crew.
Project Rationale	Water Quality and Watershed Protection staff are required to go out on Sooke Lake Reservoir routinely, as well as in emergency situations. Sooke Lake Reservoir does not have a dock, beyond lockblocks that extend into the lake. It is unsafe and difficult to load and unload onto boats using the existing lockblocks. Funding of \$10,000 in 2024 to design and plan a dock; with up to \$90,000 to construct the dock in 2025 is requested.				

Project Number	25-05	Capital Project Title	Heli Fire Tank	Capital Project Description	A large water tank for helicopter bucketing to be deployed in Goldstream WSA.
Project Rationale	In order to avoid potential contamination of GVWSA reserservoirs from helicopter bucketing operations during wildfire suppression, a "Heli Fire" water tank is planned to be purchased and installed seasonally in the GVWSA. These tanks are of a size and volume that allow helicopters to fill their buckets out of them.				

Project Number	22-13	Capital Project Title	Replace Storage Sheds with Containers	Capital Project Description	Covered sand storage between sea containers that have been procured.
Project Rationale	The existing storage facility (sheds) in the Pipeyard used for Infrastructure Operations and Watershed Protection equipment and supplies is enclosed but not sealed from the elements or rodents, and is at end of life. Due to health and safety concerns, the sheds are to be replaced with basic seacan storage containers that can be sealed and readily moved as needs change. 2024: additional funds (\$20,000) are requested for a cover between sea cans to store sand, for sanding the road and area around the Goldstream Water Treatment Plant and the Field Operations Centre.				

Service: 2.670 **Regional Water Supply**

Project Number	24-06	Capital Project Title	Post Wildfire Assessment Program	Capital Project Description	Acquiring access to existing software programs to model sediment and debris flows from burned areas.
Project Rationale	The amount and location of sediment and debris that would be generated from a large wildfire in the Sooke WSA has been modelled. New software is available that makes the existing modelling and results for the GVWSA more accessible, and compares results with post-wildfire events in the Pacific Northwest to help calibrate the results and make them more relevant to the GVWSA.				

Project Number	24-07	Capital Project Title	Field Operations Centre - IT Infrastructure Upgrades	Capital Project Description	The firewall, switches and telephony system are end of life and require replacement. The equipment will be transferred to the new building.
Project Rationale	The firewall, switches and telephony system at the Field Operations Centre are at end of life and require replacement. The replaced equipment can be transferred to a new building when ready.				

Project Number	16-10	Capital Project Title	Post Disaster Emergency Water Supply	Capital Project Description	Identify and procure emergency systems for post disaster preparedness.
Project Rationale	In the event of a disaster, it is proposed to have in place the ability to source, treat (if required) and distribute drinking water during the initial and sustained response and recovery phases to the public. This item will see the study of the issue in 2016 and 2017 with the anticipated purchase of one or more emergency distribution systems in 2017. Initial investigation has highlighted areas, such as having hardened hydrants/standpipes that the CRD should be investing in. Additional funds are required to continue implementing these additional works and equipment.				

Project Number	17-13	Capital Project Title	Asset Management Plan	Capital Project Description	Development of a plan to inform future areas of study and highlight critical infrastructure improvements.
Project Rationale	This plan will bring various components together from items 14-01, 16-07, 16-08, 16-09, 16-10 and 16-11 and form a strategic plan that will identify future study and construction requirements with capital replacement budgets and schedules.				

Project Number	19-15	Capital Project Title	Hydraulic Capacity Assessment and Transient Pressure Analysis	Capital Project Description	Determine the existing level-of-service for the RWSC transmission system and conduct a transient pressure analysis
Project Rationale	The RWSC transmission is complex with all the connection points to it. Funding is required to determine the available pressures and flows throughout the transmission system and whether it is susceptible to transient pressure waves.				

Service: 2.670 Regional Water Supply

Project Number 20-08 **Capital Project Title** Regional Water DCC Program **Capital Project Description** Design of a Regional DCC Program
Project Rationale The municipalities are developing and growing and may result in upgrades to maintain the level of service due to development. Funds are required to design a Regional Water Development Cost Charge program.

Project Number 20-10 **Capital Project Title** Condition & Vulnerability Assessment **Capital Project Description** Conduct a condition assessment of critical supply infrastructure and assess its possibility of risk.
Project Rationale The RWSC is a large system with infrastructure of various ages and condition. Funding is required to conduct a condition assessment of critical infrastructure, such as Humpback PRV, and assess their risk of failure and provide a high level timeline for replacement/renewal.

Project Number 21-05 **Capital Project Title** Level of Service Agreement **Capital Project Description** From #19-15 & #20-11, develop level-of-service agreements for participating municipalities to address hydraulic capacity of infrastructure.
Project Rationale The RWSC supplies water directly and indirectly to 12 municipalities. Based upon Capital Projects #19-15 and #20-11, level-of-service agreements for participating municipalities will be developed to address hydraulic capacity of infrastructure.

Project Number 22-14 **Capital Project Title** Sooke River Intake Feasibility **Capital Project Description** A feasibility study for an intake from Sooke River to replace the Main No. 15 salmon fishery contribution, for a variety of reasons.
Project Rationale The feasibility to construct an intake from Sooke River to replace the Main No. 15 salmon fishery contribution.

Project Number 23-12 **Capital Project Title** Project Delivery Strategy **Capital Project Description** Develop a strategy to deliver the identified projects from the 2022 RWS Master Plan.
Project Rationale Develop a strategy to deliver the identified projects from the 2022 RWS Master Plan. With over \$2 billion in planned spending over the next 30 years, including individual projects up to \$1 billion, a strategy is required on how to deliver the projects including project delivery models, assessment of consulting resources, contracting resources and internal staff resources.

Service: 2.670 Regional Water Supply

Project Number	23-13	Capital Project Title	Filtration Plant Planning & Design	Capital Project Description	Conduct a siting, conceptual design and detailed design for a filtration plant
Project Rationale	Identified in the 2022 Master Plan, planning, design and future construction of a Filtration Plant is required. Initial steps will include confirming site requirements, overview of integration with other system components, review of current and future technologies and preliminary engineering studies such as geotechnical once a site is confirmed.				

Project Number	23-14	Capital Project Title	Council Creek Crossing Hydrology Review	Capital Project Description	Conduct a hydrology review of the Council Creek crossing of water mains to ensure pipe resilience during high rainfall events
Project Rationale	Council Creek runs through currently undersized culverts that need hydraulic assessment as well as hydrological confirmation of what flows they are expected to carry. If these culverts failed in an extreme storm event then supply mains may be affected negatively.				

Project Number	23-24	Capital Project Title	East-West Connector (Filtration Plant to District of Sooke)	Capital Project Description	Planning and Conceptual Design of the East-West Supply Main from the proposed filtration plant to the District of Sooke (identified in the 2022 Master Plan)
Project Rationale	Identified in the 2022 Master Plan, planning and conceptual design of an East- West Supply Main from the proposed filtration plant to the District of Sooke to maintain level of service and to account for growth.				

Project Number	23-25	Capital Project Title	Deep Northern Intake and Sooke Lake Pump Station	Capital Project Description	Planning and Design of the Deep Northern Intake and Sooke Lake Pump Station (identified in the 2022 Master Plan)
Project Rationale	Identified in the 2022 Master Plan, planning and design of the Deep Northern Intake and Sooke Lake Pump Station is required to provide water supply and transmission capability from currently inaccessible parts of Sooke Lake into the water supply and treatment systems.				

Project Number	23-26	Capital Project Title	Transmission Main - Sooke Lake Pump Station to Head Tank	Capital Project Description	Planning and Design of the Transmission Main from the Sooke Lake Pump Station to Head Tank (identified in the 2022 Master Plan)
Project Rationale	Identified in the 2022 Master Plan, planning and design of a pumped transmission main from the future Sooke Lake Pump Station to the existing Head Tank.				

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Project Number 23-27 **Capital Project Title** Gravity Main - Sooke Lake to Head Tank **Capital Project Description** Planning and Design of a Gravity Transmission Main (redundancy) from Sooke Lake to Head Tank (identified in the 2022 Master Plan)

Project Rationale Identified in the 2022 Master Plan, planning and design of a gravity transmission main from Sooke Lake to the Head Tank to provide redundant water supply to the system.

Project Number 23-28 **Capital Project Title** Goldstream Reservoir Connector **Capital Project Description** Planning and Design of the Goldstream Reservoir Connector transmission main

Project Rationale Identified in the 2022 Master Plan, planning and design of a transmission main to connect the Goldstream Reservoir to the Sooke system to ensure transmission safety and reliability when using the Goldstream system to supplement flows to the Sooke system.

Project Number 24-08 **Capital Project Title** Seismic and Flood Vulnerability Assessment of Supply Main 10 and 11 Spillway Crossing **Capital Project Description** Engineering Seismic Assessment of the spanned crossing of of Supply Main No 10 and 11 over the Sooke Lake Spillway channel

Project Rationale

Project Number 24-09 **Capital Project Title** Agricultural Water Rate Review **Capital Project Description** Phase 2

Project Rationale Identified in the 2022 Master Plan, planning and design of a transmission main to connect the Goldstream Reservoir to the Sooke system to ensure transmission safety and reliability when using the Goldstream system to supplement flows to the Sooke system.

Project Number 18-07 **Capital Project Title** Replacement of UV System **Capital Project Description** Replacement of the UV system and other electrical upgrades at the Goldstream Water Treatment Plant

Project Rationale The UV trains and critical electrical equipment at Goldstream Water Treatment Plant require upgrade and replacement.

Project Number 18-08 **Capital Project Title** Bulk Supply Meter Replacement Program **Capital Project Description** Planned replacement of aging bulk meter replacement based upon a condition assessment and water audit.

Project Rationale This item is to replace, upgrade and install new bulk water meters and related equipment that measure flow and volumes of water delivered to the wholesale customers. Many of the meter stations are in need of upgrading. Funding is required to replace the flow meter and appurtenances. Funding is required for Blue Ridge, Alderly, Holland and Maplewood replacements. Somerset Valve Chamber replacement will also be completed under this project which is also tied to backflow prevention.

Service: 2.670 Regional Water Supply

Project Number 18-15 **Capital Project Title** Corrosion Protection Program **Capital Project Description** Study deficiencies in the current material protection and implement recommendations.

Project Rationale This item is to assess, design and implement cathodic protection for the various infrastructure, including steel pipes, that are susceptible to corrosion. The supply system has various implementations of cathodic protection ranging from interior/exterior coatings for pipe and passive anodes to impressed current systems with variable results and condition. Funding is required to retain a specialist to conduct a high level assessment of existing infrastructure with recommendations for additional investigation or areas that require immediate attention.

Project Number 18-18 **Capital Project Title** Main No.3 Segment Replacement **Capital Project Description** Replacement of segments of Main No. 3 based upon previous studies.

Project Rationale The existing Main No. 3 is approximately 70 years old. Some section of the 22 km main are steel pipe in known potentially corrosive soils. It is proposed to eventually replace a segment of Main #3 on Wale Road, Island Hwy. and Adams Place in Colwood and View Royal. Conceptual design and options analysis will start in 2023 with detailed design and construction commencing in 2024 to 2027. Funding is required to retain a consultant to undertake design and to construct a replacement to Main No. 3.

Project Number 19-05 **Capital Project Title** Repairs - Kapoor Shutdown **Capital Project Description** Repair items such as defects in the Kapoor tunnel, replacement of critical valves, intake exterior inspection and actuator replacement while the Kapoor tunnel is shutdown.

Project Rationale During the 2016 Kapoor Tunnel inspection numerous deficiencies were noted. Some of the repairs were made and inspected in 2017. Funds are required to complete remaining identified repairs as well as conduct other works, such as head tank valve maintenance, dive inspection of the Intake Tower, hydraulic actuator line replacement, that can only be conducted when the Kapoor Tunnel is offline.

Project Number 19-23 **Capital Project Title** Critical Spare Equipment Storage & Pipe Yard **Capital Project Description** Plan, design and construct a critical equipment storage building.

Project Rationale Additional and accessible storage is required at the pipe yard for critical spare equipment such as repair bands and clamps. Funds are required to pland, design and construct an equipment storage building accessible by loading vehicles.

Project Number 20-16 **Capital Project Title** Cecelia Meter Replacement **Capital Project Description** Replacement of the Cecelia billing meter as well as its enclosure.

Project Rationale The St Giles and Cecelia meters are aging and in hard to maintain locations. Funding is required to construct new meter sites and decommission and demolition the old sites.

Project Number 20-17 **Capital Project Title** Decommission & Conceptual Design of the Smith Hill Site **Capital Project Description** Plan for decommission the conceptual design for the replacement of the Smith Hill reservoir site.

Project Rationale The Smith Hill reservoir has not been in operation for many years. Consideration for decommissioning now has to be factored in with recent suggestions in the 2022 Master Plan.

Service: 2.670 Regional Water Supply

Project Number 21-06 **Capital Project Title** Sooke Lake Dam Spillway Hoist and Stop Log Replacement **Capital Project Description** Replacement of the sluice gate spillway hoist and stop logs at Sooke Lake Dam.
Project Rationale The Sooke Lake Dam Spillway Hoist is

Project Number 21-09 **Capital Project Title** Goldstream Water Chlorination Gas System Removal **Capital Project Description** Plan and construct provisions for removal of chlorination system
Project Rationale The Goldstream Water Treatment Plant has undergone numerous upgrades and updates, both large and small since its initial construction. There are numerous vestigial mechanical and electrical assets that require planned removal. Funds are required to plan and remove unused assets that affect maintenance of the system.

Project Number 21-10 **Capital Project Title** SCADA Masterplan and System Upgrades **Capital Project Description** Update the SCADA Master Plan in conjunction with the Juan de Fuca Water Distribution, Saanich Peninsula Water and Wastewater, and Core Area Wastewater Services.
Project Rationale The SCADA and radio system utilized by the RWS comprises of components ranging from 2-25 years in age. A planned replacement of assets, to be coordinated with the Juan de Fuca Water Distribution and Saanich Peninsula Water & Wastewater Systems is required to create a more resilient and cohesive communications system

Project Number 21-11 **Capital Project Title** RWS Supply Main No. 4 Upgrade **Capital Project Description** Upgrade vulnerable sections of the RWS Supply Main No. 4 and Main No. 1 to a resilient system to better able to withstand a seismic event. Vulnerable sections are Concrete Cylinder pipe material which is susceptible to failure during a seismic event. This is part of project partnered with the Saanich Peninsula Water system.
Project Rationale Sections of RWS Supply Main No. 4 have been identified as being vulnerable due to age and material type during a seismic event and require replacement. To support replacement of the Goldstream section of Main No. 4, improvements to RWS Supply Main No. 1 are required, such as replacement of approximately 40 m of transmission Main #1 at Watkiss Way and upgrade of the Watkiss PRV, upgrade of the Millstream PRV, modifications to the Humpback PRV and construction of five new pressure control stations. This project is part of a project partnered with the Saanich Peninsula Water System to increase the resilience of the water system by replacing vulnerable sections of transmission mains. The budget breakdown of the works: Goldstream section of Main #4 \$21,975,000; Watkiss Way section of Main #1 \$950,000; Watkiss PRV \$1,250,000; Millstream PRV \$1,350,000; Humpback PRV improvements \$825,000; Five new PRVs \$9,050,000.

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Project Number 22-15

Capital Project Title

Microwave Radio Upgrades

Capital Project Description

To provide a high bandwidth communications backbone to the RWS system, a microwave communications system will be installed.

Project Rationale To provide a high bandwidth communications backbone to the RWS system, a microwave communications system will be installed. Supports current and future fire detection cameras.

Project Number 22-16

Capital Project Title

Goldstream WTP Drainage Improvements

Capital Project Description

Construct drainage improvements for the Goldstream Water Treatment Plant and assess

Project Rationale The Goldstream Water Treatment Plant is located near the Goldstream waterway, drainage improvements are required so that the Goldstream waterway is not impacted if there were to be a chlorine or ammonia spill.

Project Number 22-17

Capital Project Title

Goldstream WTP Safety Improvements

Capital Project Description

Construct employee and public safety improvements such as a trail notification system if there was an ammonia spill.

Project Rationale The Goldstream Water Treatment Plant is located near a public trail, safety improvements such as a notification system are required. Funds will be for design and construction.

Project Number 23-16

Capital Project Title

Humpback Channel Assessment and Upgrades

Capital Project Description

Hydraulically assess the Humpback Overflow channel and conduct a condition assessment of the culverts at the Gatehouse.

Project Rationale Hydraulically assess the Humpback Overflow channel and conduct a condition assessment of the culverts at the Gatehouse.

Project Number 23-17

Capital Project Title

Main No. 4 - Mt Newton to Highway 17

Capital Project Description

Replacement of a approximately 1.9km of the Main No. 4 concrete pipe from Mt Newton and Central Saanich Road south to where it crosses Highway 17. A Strategic Priorities Fund grant has been applied to fund a portion of the works.

Project Rationale Replacement of a approximately 1.9km of the Main No. 4 concrete pipe from Mt Newton and Central Saanich Road south to where it crosses Highway 17. A Strategic Priorities Fund grant has been applied to fund a portion of the works. Replacement of this pipe is required to improve the seismic resilience of the supply main.

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Project Number 25-03 **Capital Project Title** Transmission Main Upgrade Program **Capital Project Description** Identify, conceptually design, detail design and construct transmission main upgrades.
Project Rationale Transmission mains that are nearing end of life due to long service require condition assessments and then design and construction of replacement mains where needed. This will be the start of an ongoing replacement program as transmission mains near end of life.

Project Number 23-29 **Capital Project Title** Mt. Tolmie Control Valve Replacement **Capital Project Description** Supply and installation of the Mt. Tolmie Reservoir Control Valve
Project Rationale The Mt. Tolmie Reservoir Control Valve chamber improvements

Project Number 24-10 **Capital Project Title** Sooke River Road WTP UPS Replacement **Capital Project Description** UPS at Sooke River Road WTP is 21 years old and in need of replacement.
Project Rationale Sooke River Road WTP UPS has been identified in need of prioritized replacement prior to failure.

Project Number 24-11 **Capital Project Title** IT Core Infrastructure Replacement **Capital Project Description** Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life. Includes IT equipment located at tower sites within the RWS system.
Project Rationale Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life. Includes IT equipment located at tower sites within the RWS system.

Project Number 24-12 **Capital Project Title** Head Tank Valve Replacement **Capital Project Description** Supply and installation of Head Tank valves and actuators.
Project Rationale Supply and installation of Head Tank valves and actuators.

Project Number 24-19 **Capital Project Title** Mount Tolmie Tank Structural and Infiltration Improvements **Capital Project Description** Initial Budget to address leakage and structural repairs discovered at Mount Tolmie Tank in Q4 2023. Further budget refinement is expected as engineering assessment is further developed.
Project Rationale Tank inspection in Q4 2023 (CRD forces and WSP Engineering have highlighted some areas of infiltration into the Mount Tolmie Tank, along with other structural concerns. Work to mitigate the infiltration is necessary.

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Project Number 16-16 **Capital Project Title** Implications from Goldstream Dam Safety Review **Capital Project Description** Conduct dam improvements at the Goldstream dams that resulted for the Dam Safety Review and routine inspections (refer to the Dam Safety Database).

Project Rationale The Goldstream Dams Dam Safety Review was initiated in 2015 and delivered in 2016 and the review provided recommendations for dam safety improvements for the 11 dams in the Goldstream Watershed. The dam deficiencies and related projects are identified in the Dam Safety Database.

Project Number 16-17 **Capital Project Title** #N/A **Capital Project Description** #N/A

Project Rationale Butchart Dam #5 was observed to have a sinkhole on the downstream slope. The earthfill dam was founded on limestone in the about 1905 and seepage issues have occurred since that time. A geotechnical investigation was conducted in 2016, and remediation has been recommended by geotechnical consultant. It is proposed to complete detailed design of remediation in 2018 and construction of repairs in 2019. Phase 1 of the revised program is complete and the dam is now in the monitoring stage.

Project Number 17-25 **Capital Project Title** Implications from 2016 Sooke Lake Dam Safety Review **Capital Project Description** Conduct dam improvements at the Sooke Lake Dam that resulted from the 2016 Dam Safety Review and routine inspections (refer to the Dam Safety Database)

Project Rationale The 2016 Dam Safety Review Audit was completed and provided a list of recommended improvements. Upcoming capital work to be completed is identified in the dam safety database.

Project Number 18-19 **Capital Project Title** Sooke Lake Dam - Instrumentation System Improvements **Capital Project Description** Complete dam performance instrumentation system/surveillance improvements for the Sooke Lake Dam.

Project Rationale The 2016 Dam Safety Review identified and recommended various dam safety surveillance instrumentation improvements including piezometers, weirs, seismometers, etc. An Instrumentation system plan was completed and includes a prioritized list of improvement projects.

Project Number 18-20 **Capital Project Title** Sooke Lake Dam - Breach Risk Reduction Measures **Capital Project Description** Implement measures to reduce Sooke Lake Dam breach implications in the unlikely event of dam failure (refer to the NHC Consulting study).

Project Rationale A Dam Breach Assessment and Inundation Zone Mapping project was completed in 2017 by an engineering consultant and risk mitigation measures included structural and non-structural measures to lower risk should a dam breach occur. The measures are captured in the Dam Safety Database.

Project Number 19-07 **Capital Project Title** Integrate Dam Performance and Hydromet to SCADA **Capital Project Description** Integrate the dam safety instrumentation/surveillance (i.e. piezometers and weirs) and HydroMet stations to report to WIO through the existing SCADA system.

Project Rationale Based on capital project 18-19, dam performance piezometers and weirs and Hydromet/Dam Safety Instrumentation stations will be integrated through the SCADA system.

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Project Number 19-09 **Capital Project Title** Cabin Pond Dams Decommissioning (PES) **Capital Project Description** The Cabin Pond Dams (x2) have been retired from drinking water service, plan to decommission.

Project Rationale The two Cabin Pond Dams have been retired from drinking water service with no other interested owners. Funds are required to plan and implement decommissioning of the dams.

Project Number 19-12 **Capital Project Title** Goldstream Dams Instrumentation Improvements **Capital Project Description** Conduct dam safety instrumentation/surveillance improvements (refer to report from Thurber Engineering).

Project Rationale Thurber completed a study on the Goldstream Dam instrumentation and found numerous deficiencies with respect to dam safety. Funds are required to design and implement improvements to the Goldstream Dam instrumentation.

Project Number 19-13 **Capital Project Title** Dam Safety Instrumentation **Capital Project Description** The existing dam safety instrumentation/surveillance equipment is getting older and will need to be replaced/rehabilitated (does not include pending SCADA effort).

Project Rationale Aging Hydromet/Dam Safety Instrumentation stations maintained by Infrastructure Engineering require replacement so that ongoing monitoring within the watersheds can be maintained. Funds are required for upgrades and replacement of existing Hydromet Stations.

Project Number 20-19 **Capital Project Title** Goldstream System High Level Outlet Valve Replacements **Capital Project Description** The Goldstream and Butchart high level outlet valves have been identified as requiring replacement.

Project Rationale Through dam safety inspections and routine operations, the Goldstream and Butchart high level outlet valves have been identified as requiring replacement. Funds are required to design and replace the valves.

Project Number 21-03 **Capital Project Title** Deception Dam - Dam Safety Review 2021 & Improvements **Capital Project Description** Conduct a Dam Safety Review and improvements for the Deception Dam. Improvements to include recommendations from the DSR as well as Low Level Overflow Vent Pipe and Hydraulic Gate Improvements.

Project Rationale Deception Dam has a consequence classification of "very high" and a dam safety review is required to be completed every ten years under the current B.C. Dam Safety Regulation. The last dam safety review was completed in 2011. The dam safety review is anticipated to be an "audit-style" assessment of the physical condition of the dam, operations, maintenance, surveillance, identification of dam safety deficiencies and recommendations for dam safety improvements. Project includes budget for subsequent year to complete recommended dam safety improvements.

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Project Number	21-04	Capital Project Title	Saddle Dam - Dam Safety Review 2021 & Improvements	Capital Project Description	Conduct a Dam Safety Review and improvements for the Saddle Dam.
Project Rationale	Saddle Dam has a consequence classification of "very high" and a dam safety review is required to be completed every ten years under the current B.C. Dam Safety Regulation. The last dam safety review was completed in 2011. The dam safety review is anticipated to be an "audit-style" assessment of the physical condition of the dam, operations, maintenance, surveillance, identification of dam safety deficiencies and recommendations for dam safety improvements. Project includes budget for subsequent year to complete recommended dam safety improvements.				

Project Number	21-21	Capital Project Title	Goldstream Dams - 4 Low Level Gate Improvements	Capital Project Description	Several of the water control gates related to the Goldstream dams are in need of repair and possibly replacement.
Project Rationale	Several of the water control gates related to the Goldstream dams are in need of repair and possibly replacement.				

Project Number	22-08	Capital Project Title	Deception Dam Surveillance Improvements	Capital Project Description	Replace and supplement the Dam Safety Instrumentation at Deception Dam.
Project Rationale	The latest engineering data review identified deficiencies with the existing piezometers and seepage weir. It is proposed to prepare a system improvement plan and thereafter complete repairs, improvement and install supplementary dam performance instrumentation.				

Project Number	23-07	Capital Project Title	Sooke Lake Dam Spillway and Gates Retrofit	Capital Project Description	Detailed design for seismic retrofits for the existing structures initially focusing on the spillway and gates structures. Construction to be budgetted subsequently.
Project Rationale	The seismic assessment completed in 2017 included recommendations for seismic retrofits for Sooke Lake Dam including seismic anchoring of the spillway, gate structure and the intake tower bridge.				

Project Number	23-08	Capital Project Title	Regional Watershed Dams – Flood Forecasting System	Capital Project Description	Update the existing flood forecasting system (WD4Cast) to a modern version including Standard Operating Procedures and training for staff.
Project Rationale	The 2016 Dam Safety Review included a recommendation to improve the flood forecasting system, which is becoming more important with Climate Change. This item will update the existing flood forecasting system from WD4Cast to a modern version including Standard Operating Procedures and training for staff.				

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Project Number	23-09	Capital Project Title	Sooke Lake Dam - Dam Safety Review 2023	Capital Project Description	Conduct a Dam Safety Review to meet regulatory requirement.
Project Rationale	Sooke Lake Dam has a consequence classification of "extreme" and a dam safety review is required to be completed every seven years under the current B.C. Dam Safety Regulation. The last dam safety review was completed in 2016. The dam safety review is anticipated to be an "audit-style" assessment of the physical condition of the dam, operations, maintenance, surveillance, identification of dam safety deficiencies and recommendations for dam safety improvements. Project includes budget for subsequent years to complete recommended dam safety improvements.				

Project Number	23-18	Capital Project Title	Sooke Lake Dam Spillway Channel Improvements	Capital Project Description	Construct bank protection for the Sooke Spillway Channel and clear the seepage weir blockage.
Project Rationale	The Sooke Lake Dam spillway channel requires upgrading to prevent erosion when the sluice gates are fully open. Concurrently, the seepage weir blockage will be removed.				

Project Number	23-19	Capital Project Title	Charters Dam - Implications from Dam Safety Review	Capital Project Description	Carry out recommendations from the 2022 Dam Safety Review for Charters Dam
Project Rationale	The Dam Safety Review for Charters Dam was completed in 2022. Funding is required to carry out recommendations from the review.				

Project Number	25-01	Capital Project Title	Goldstream Dam - Dam Safety Review 2025 & Addressing Implications	Capital Project Description	Conduct a Dam Safety Review to meet regulatory requirement.
Project Rationale	The Goldstream Watershed Dams have a consequence classification of "low" to "high" and a dam safety review is required to be completed every ten years under the current B.C. Dam Safety Regulation. The last dam safety review was completed in 2015. The dam safety review is anticipated to be an "audit-style" assessment of the physical condition of the dam, operations, maintenance, surveillance, identification of dam safety deficiencies and recommendations for dam safety improvements. Project includes budget for subsequent years to complete recommended dam safety improvements.				

Project Number	25-02	Capital Project Title	Probable Maximum Flood and Inflow Design Flood Updates	Capital Project Description	Update the previous edition from 2015 (recommended 10 year review cycle).
Project Rationale	The various Dam Safety Reviews and Canadian Dam Safety Guideline recommend updating the reservoir inflow design flood and freeboard analysis every ten years.				

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Project Number 25-06 **Capital Project Title** Goldstream Dam Spillway Replacement **Capital Project Description** Replacement of Goldstream Dam Spillway due to deteriorated condition.
Project Rationale Goldstream Dam Spillway replacement.

Project Number 24-13 **Capital Project Title** Reservoir Log Boom Upgrade Program **Capital Project Description** Review, analysis and upgrades to log booms, prioritizing Sooke Lake Reservoir.
Project Rationale Sooke Lake Reservoir currently contains two log booms. The upstream saddle dam log boom is flaking plastics and has been identified for replacement. Hydrotechnical assessment of the log boom requirements on this reservoir and upgrades to follow this assessment.

Project Number 20-04 **Capital Project Title** Sooke Lake HyDy Model Development **Capital Project Description** Critical data collection, model building+calibration, model utilization for 3 different scenarios
Project Rationale This project consists of the following different phases: 2020/2021 Procurement/Rental of monitoring equipment to fill critical data gaps; 2022 Consulting contract to build the hydrodynamic lake model and calibrate it against existing data; 2022 Consulting contract to run the model for a North Basin intake scenario; 2023 Consulting Contract to run the model for investigating impacts of a diversion of Leech River water into Sooke Lake; 2024 Consulting Contract for investigating impacts of wind induced seiches in Sooke Lake.

Project Number 22-06 **Capital Project Title** Sooke Lake Food Web Study **Capital Project Description** Assess the aquatic food web structure and create an inventory of fish and invertebrate species and distribution in Sooke Lake Reservoir - to be used as indicators of stream health
Project Rationale CRD has been using predominantly algal data as an indicator for stream health and condition assessment in the source waters. To gain a better understanding of the source water conditions and how they may change over time it is necessary to expand this indicator system for other trophic levels in the food web. Sooke Lake Reservoir is of particular interest as the primary and critical water source for the GVDWS and therefore a aquatic food web study will be commissioned on this lake.

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Project Number 23-06 **Capital Project Title** GVDWS Nitrification Study **Capital Project Description** Investigate nitrification occurrence and potential impacts on drinking water quality
Project Rationale With the operation of the upgraded Goldstream disinfection process (liquid NH3 and hypo) the volatility of the residual products and potential for nitrification in the distribution systems needs to be studied to assess any potential impacts to the drinking water quality.

Project Number 24-02 **Capital Project Title** Boat Motor Replacement with Electric Outboards (Sooke and Goldstream Boats) **Capital Project Description** 50hp and 15hp motor replacement due to age and water quality concerns, large electric outboards are already available from Torqeedo for instance
Project Rationale When the existing boat motors are due for replacement they shall be replaced with electric outboard motors to reduce emissions and to provide clean propulsion of CRD boats on the drinking water source lakes. This will reduce the risk of fuels spills and eliminate combustion exhausts entering the water.

Project Number 24-04 **Capital Project Title** Sooke Lake Drawdown Study **Capital Project Description** Investigate drawdown effects on Sooke Lake water quality and ecosystem impacts with max drawdown and determine a safe max drawdown level for SOL.
Project Rationale Investigate drawdown effects on Sooke Lake water quality and ecosystem impacts with max drawdown and determine a safe max drawdown level for SOL.

Project Number 25-04 **Capital Project Title** 4 x multi-parameter field analyzers (SL1000) **Capital Project Description** Replace 4 multi-parameter (total/free/mono/ammonia) field analyzers
Project Rationale Replace 4 multi-parameter (total/free/mono/ammonia) field analyzers

Service: 2.670 **Regional Water Supply**

Project Number	26-01	Capital Project Title	2 x Floating Water Quality Sensor Platforms	Capital Project Description	To support and confirm water quality data in SOL for Deep Norther Intake, install 2 floating sensor platforms
Project Rationale	To support and confirm water quality data in SOL for Deep Norther Intake, install 2 floating sensor platforms				

Project Number	27-01	Capital Project Title	Drinking Water Safety Plan Update	Capital Project Description	Review and update existing DWSP spreadsheet and risk registry. Consider planned system expansions/upgrades.
Project Rationale	Review and update existing DWSP spreadsheet and risk registry. Consider planned system expansions/upgrades.				

Project Number	24-14	Capital Project Title	Laboratory Equipment Replacements	Capital Project Description	Replacement of critical laboratory equipment.
Project Rationale	Replacement of critical laboratory equipment.				

Project Number	24-15	Capital Project Title	Laboratory Renovations	Capital Project Description	Renovation for main lab cabinetry, floor, aquatic ecology lab and prep room.
Project Rationale	Renovation for main lab cabinetry, floor, aquatic ecology lab and prep room.				

Project Number	24-16	Capital Project Title	WQ Field Office IT Upgrades	Capital Project Description	The firewall, switches and telephony system are end of life and require replacement.
Project Rationale	The firewall, switches and telephony system are end of life and require replacement.				

Project Number	17-27	Capital Project Title	Watershed Bridge and Culvert Replacement	Capital Project Description	Replacement of small culverts and bridges throughout the GVWSA.
Project Rationale	This provides annual funding for the replacement of culverts and bridges that have reached end of life and/or are undersized given present knowledge of potential peak water flows and anticipated climate change effects. With the completion of peak flow modelling of all major structures in the Sooke and Goldstream WSAs in 2017, additional funds are required beginning in 2018 to upgrade identified structures to current standards. Costs of upgrades have increased significantly in the last 5 years.				

Service: 2.670 **Regional Water Supply**

Project Number 17-28 **Capital Project Title** Watershed Security Infrastructure Upgrade and Replacement **Capital Project Description** New, upgrade and replacement of security infrastructure in the GVWSA.

Project Rationale The outer boundary of the Leech, Sooke and Goldstream Water Supply Areas is approximately 119 kilometers in length. Main access roads are gated and there are 11 kilometers of existing security fencing. A constant effort is needed to maintain a Closed Watershed Policy. Through monitoring, high incident areas are identified, security plans are developed, and security infrastructure (fencing, gates and signage) is installed or upgraded where required. The uplift in provisional funding requested in 2017 has been reduced given full integration of the Weeks Lake area within the GVWSA, completion of fencing and gates related to the Sooke Hills Wilderness Trail and with separate capital projects for autogates.

Project Number 17-29 **Capital Project Title** Water Supply Area Equipment Replacement **Capital Project Description** Hydrometeorological, fireweather and wildfire suppression equipment replacement.

Project Rationale This provides annual funding for the replacement or upgrading of equipment for wildfire suppression and spill response, fire weather stations, hydro-meteorological monitoring and water quality sampling and monitoring equipment. Given an expansion of the hydrology and meteorology network of stations and sensors, an additional \$50,000 per year is added in 2020 and going forward. In 2021 and going forward, funding is reduced by \$20,000 as water quality equipment will be funded under a separate line item (21-17). A revised level of funding is requested beginning in 2023 that reflects forecasted needs.

Project Number 17-30 **Capital Project Title** Transmission Main Repairs **Capital Project Description** Emergency repairs to the transmission mains.

Project Rationale Each year a visual inspection of this critical supply tunnel is carried out by CRD staff. This capital item allows for minor repairs that are discovered during these inspections. This also allows for annual funding for repair of emergency breaks on large diameter supply mains.

Project Number 17-31 **Capital Project Title** Transmission System Components Replacement **Capital Project Description** Replacement and repair of transmission components.

Project Rationale This is an annual allowance for the capital costs for the replacement and repair of supply system components that fail under normal operation and maintenance during the year.

Project Number 17-33 **Capital Project Title** Disinfection Equipment Parts Replacement **Capital Project Description** Replacement of incidental equipment and parts associated with the disinfection system.

Project Rationale The annual work includes the replacement of the plastic gas feed piping that has become very brittle, installing air valves on the ammonia solution lines, installing and replacing shut off valves on the booster pumps supply piping, installing indicator stems on UV cooling water valves, relocating the UV cooling water feed pipes, improving the landscaping around the UV building to reduce dust and other minor upgrades.

Project Number 17-34 **Capital Project Title** Supply System Computer Model Update **Capital Project Description** Annual update of the regional hydraulic model.

Project Rationale This item is to allow for staff and consultant time each year to keep the hydraulic computer model current.

Service: 2.670 Regional Water Supply

Project Number	19-16	Capital Project Title	Dam Improvements	Capital Project Description	Items not covered by Dam Safety Reviews, but brought up in Dam Safety Inspections and Dam Safety Reviews and address items in the dam safety database/risk registry
Project Rationale	Dam Safety Inspections are carried out throughout the year and result in minor improvements at each dam annually. These improvements are minor in nature and are typically not covered in the Dam Safety Review. Funds are required to carry out the dam safety improvements resulting from Dam Safety Inspections.				

Project Number	19-22	Capital Project Title	SCADA Repairs & Equipment Replacement	Capital Project Description	Items not covered by the SCADA Replacement and SCADA Master Plan, but integral in maintaining the SCADA System and revenue meter system.
Project Rationale	This item is to allow for unplanned SCADA repairs and equipment replacement not covered by the capital projects SCADA Replacement.				

Project Number	21-15	Capital Project Title	Corrosion Protection	Capital Project Description	Replace corrosion protection assets, such as coatings, for the transmission system when identified.
Project Rationale	There are numerous assets with varying levels of corrosion protection throughout the RWS system. Funds are required to ensure that corrosion protection assets are replaced or rehabilitated when identified.				

Project Number	21-16	Capital Project Title	Valve Chamber Upgrades	Capital Project Description	Replace failing valves and appurtenances along the RWS supply system.
Project Rationale	The RWS system has numerous isolation and air valves along the transmission system, usually in underground chambers. Funds are required for replacement of valves and chamber upgrades as they are identified.				

Project Number	21-17	Capital Project Title	Water Quality Equipment Replacement	Capital Project Description	Replacement of water quality equipment for the
Project Rationale	This provides annual funding for the replacement or upgrading of equipment for the water quality lab, sampling, and operations. Of this provisional budget, \$20,000 was previously included in item 17-29 (Water Supply Area annual provisional budget)				

Project Number	21-18	Capital Project Title	LIMS support	Capital Project Description	Support for LIMS database
Project Rationale	Provides for support for the laboratory information management system				

Service: 2.670 Regional Water Supply

Project Number 23-20	Capital Project Title Land Exchange/Acquisition	Capital Project Description Land surveys, appraisals to support decisions regarding land exchange to increase catchment area, buffer water supply areas and other possible land exchange and acquisition within the RWS system.
Project Rationale There are opportunities to increase the catchment and critical buffer areas of Sooke, Goldstream and the Leech WSA by purchase or land exchange with surrounding land owners. From time to time, the RWS System requires acquisition of lands for infrastructure purposes. Funds will be used when needed to undertake appraisals, legal surveys, and legal fees for work to develop agreements to purchase or exchange lands for the Regional Water Supply Area or System.		

Project Number 17-35	Capital Project Title Vehicle & Equipment Replacement (Funding from Replacement Fund)	Capital Project Description This is for replacement of vehicles and equipment used by CRD Water Services for the day-to-day operation and maintenance of the supply system.
Project Rationale This is for replacement of vehicles and equipment used by CRD Water Services for the day-to-day operation and maintenance of the supply system. The Equipment Replacement Fund is used to fund the expenditure. The requests have been adjusted to align with the pricing for electric vehicles.		

Project Number 20-22	Capital Project Title Vehicle for the Dam Safety Program	Capital Project Description New Transit Van
Project Rationale An additional pick up is required for the dam safety program. The request has been adjusted to align with the pricing for an electric Transit Van.		

Project Number 20-23	Capital Project Title Vehicle for the CSE Support Program	Capital Project Description New Transit Van
Project Rationale A new Transit van is required to support the Confined Space Entry Support program. The request has been adjusted to align with the pricing for an electric Transit Van.		

Project Number 21-30	Capital Project Title Vehicle for Warehouse Operations	Capital Project Description New pick up
Project Rationale For use of the warehouse worker to source supplies and materials in support of the remote sites. This warehouse worker will maintain wastewater stores and will travel and transport as required items between stores locations. A pickup truck will be required. The request has been aligned with the pricing for an electric Pick Up.		

Project Number 23-21	Capital Project Title EV Charging Stations Electrical Infrastructure	Capital Project Description Electrical System upgrades at 479 Island Hwy to power up 44 charging stations
Project Rationale In support of the CRD's Climate Action Strategy to reduce the corporate GHG emissions. The CRD Fleet of vehicles is one of the larger contributors to the generation of GHG's. Integrated Water Services identified 44 of the approx. 100 vehicles that operate out of the 479 Island location for replacement with Electrical Vehicles by 2030. In preparation for providing the proper charging network at 479 an Electric Vehicle Fleet Conversion Study was completed in 2021. The results of the study was to upgrade the electrical infrastructure to accommodate the power needs of 44 charging points. It is proposed that phase 1 is started in 2023 to upgrade the electrical distribution system and provide 17 charging points. The larger portion of the costs will be to upgrade the electrical system. Phase 2 to allow for a further 27 charging points can be planned to accommodate the balance of EV vehicles pending their purchasing and delivery.		

Service: 2.670 Regional Water Supply

Project Number 23-22 **Capital Project Title** Fuel Truck **Capital Project Description** Fuel tender truck
Project Rationale At present the fueling of stationary emergency generators and equipment is done using a tidy tank. This requires several trips to the gas station. During the period when fuel was difficult to source it became apparent that Corporate Fleet needs to find a solution to the possibility that during an emergency fuel is available. The fuel truck will also be used during a watershed emergency to fuel equipment and vehicles.

Project Number 23-30 **Capital Project Title** Fleet Shop Hoist **Capital Project Description** Heavy Capacity Hoist for fleet maintenance
Project Rationale The new larger and heavier vehicles are proving to be a challenge for the two hoists presently used in the Fleet worksho at 479 Island Hwy. Currently our hoists are rated for 18,000 lbs. It is proposed to replace one of the hoists with a 24,000 lbs hoist in the centre bay.

Project Number 23-31 **Capital Project Title** Purchase of land **Capital Project Description** Purchasing of land near 479 for future office space or other land acquisition opportunities relative to Regional Water Supply Service
Project Rationale Purchasing of land near 479 for future office space

Project Number 24-17 **Capital Project Title** Pool Vehicles **Capital Project Description** 2 new EV Pickups
Project Rationale 2 new EV Pickups

Project Number 24-18 **Capital Project Title** Vehicle for Watershed Hydrology Program **Capital Project Description** New pickup truck for watershed hydrology program
Project Rationale New pickup truck required for watershed hydrology program.

Project Number 24-19 **Capital Project Title** Mount Tolmie Tank Structural and Infiltration Improvements **Capital Project Description** Initial Budget to address leakage and structural repairs discovered at Mount Tolmie Tank in Q4 2023. Further budget refinement is expected as engineering assessment is further developed.
Project Rationale Project initialized based on 2023 inspections. Initial budget is to proceed with preliminary remedial measures and further engineering assessments to address infiltration and structural improvements to Mt Tolmie Reservoir. Tank to undergo some initial remedial measures in 2024 and engineering planning and design to be advanced. Budget and scope expected to be further refined and expanded in subsequent years.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 2.670/2.680

Service Name: Regional Water Supply & JDF Water Distribution Combo

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	PROJECT BUDGET & SCHEDULE										
				Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total	
SYSTEM REPLACEMENT AND UPGRADES THAT BENEFIT REGIONAL WATER SUPPLY AND JUAN DE FUCA DISTRIBUTION														
16-01	Renewal	Upgrades to Buildings at 479 Island Highway	Maintenance and changes to buildings and office layouts.	\$ 320,000	B	WU	\$ 20,000	\$ 160,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 480,000
17-01	Renewal	Voice Radio Upgrade	Replacement of end of life voice radio system repeaters, office, vehicle and handheld radios.	\$ 2,125,000	E	WU	\$ 350,000	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550,000
20-01	New	Portable Pump Station	Portable pump station and generator to provide backup when a pump station is offline, in construction or to bypass a section of pipe.	\$ 750,000	E	WU	\$ 17,500	\$ 17,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,500
24-01	Replacement	IT Core Infrastructure Replacement	Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life	\$ 250,000	E	WU	\$ -	\$ 80,000	\$ 125,000	\$ 10,000	\$ 25,000	\$ 6,000	\$ 6,000	\$ 246,000
Sub-Total System Replacement and Upgrades That Benefit Regional Water Supply and Juan de Fuca Distribution				\$ 3,195,000			\$ 387,500	\$ 807,500	\$ 205,000	\$ 90,000	\$ 105,000	\$ 86,000	\$ 1,293,500	
ANNUAL PROVISIONAL CAPITAL ITEMS														
17-03	Replacement	Office Equipment, Upgrades and Replacements	Upgrade and replacement of office equipment as required.	\$ 225,000	E	WU	\$ -	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 225,000
17-04	Replacement	Computer Upgrades	Annual upgrade and replacement program for computers, copiers, printers, network equipment as required.	\$ 850,000	E	WU	\$ -	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 850,000
17-05	New	Development of the Maintenance Management Systems	Develop maintenance management system.	\$ 150,000	E	WU	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000
17-06	Replacement	Small Equipment & Tool Replacement (Water Operations)	Replacement of tools and small equipment for Water Operations as required.	\$ 400,000	E	WU	\$ -	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 320,000
17-07	Replacement	Small Equipment & Tool Replacement (Corporate Fleet)	Replacement of tools and small equipment for Fleet as required.	\$ 85,000	E	WU	\$ -	\$ 25,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 85,000
24-02	Study	Capital Projects Delivery Optimization	Ongoing internal improvement of templates, tools and processes used in the delivery of capital projects.	\$ 100,000	S	WU	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 100,000
Sub-Total for Annual Provisional Capital Items				\$ 1,650,000			\$ -	\$ 370,000	\$ 360,000	\$ 360,000	\$ 360,000	\$ 360,000	\$ 280,000	\$ 1,730,000
GRAND TOTAL				\$ 4,845,000			\$ 387,500	\$ 1,177,500	\$ 565,000	\$ 450,000	\$ 465,000	\$ 366,000	\$ 3,023,500	

Service: 2.670/2.680 Regional Water Supply & JDF Water Distribution Combo

Project Number 16-01 Capital Project Title Upgrades to Buildings at 479 Island Highway Capital Project Description Maintenance and changes to buildings and office layouts.

Project Rationale The budget includes the following funds to upgrade and renew the buildings at 479 Island Highway:

- Improvements, Repairs, upgrades and changes to the buildings (provisional \$45,000)
- Painting of the buildings. (provisional \$20,000 annually)
- Repair and replacement of carpets, floors and walls. (provisional \$40,000 annually)
- Climate Action initiatives and feasibility studies (\$55,000)

Project Number 17-01 Capital Project Title Voice Radio Upgrade Capital Project Description Replacement of end of life voice radio system repeaters, office, vehicle and handheld radios.

Project Rationale Service Life and projected replacement:

- The service life of the mobile and portable units was forecast as 10 years at minimum, 15 years at maximum in 2005.
- The present radio models used in the system have just been taken out of production by the manufacturer, there will be no new units available for purchase as of July 1, 2015.
- Support for repairs and maintenance of the present radio will continue for the next 3 years at least.
- There are no pressing issues with equipment maintenance or repairs, present repair rates suggest we can maintain the system for the next few years, and perhaps reach a 12-15 year lifespan on the present equipment.

Project Number 20-01 Capital Project Title Portable Pump Station Capital Project Description Portable pump station and generator to provide backup when a pump station is offline, in construction or to bypass a section of pipe.

Project Rationale The RWS and JdF operation numerous water mains and pump stations. There are situations, when a pump station fails, construction of a pump station or bypassing a section of pipe, where a portable pump station with a generator is required to maintain the level of service. Portable PS was delivered in 2023 but some deficiencies, including the associated generator remain and may carry into 2024 to fully address.

Project Number 17-03 Capital Project Title Office Equipment, Upgrades and Replacements Capital Project Description Upgrade and replacement of office equipment as required.

Project Rationale Funds will be used for the replacement and upgrading of office equipment and furniture, as required.

Service: 2.670/2.680 Regional Water Supply & JDF Water Distribution Combo

Project Number 17-04

Capital Project Title Computer Upgrades

Capital Project Description

Annual upgrade and replacement program for computers, copiers, printers, network equipment as required.

Project Rationale This is an annual upgrading and replacement program of computers, photocopiers, network, monitoring and associated equipment, as required. This item has been increased from \$160,000 to \$170,000 annually to reflect actual costs.

Capital Budget

Network Switch Maintenance \$10,000
Additional Wireless Access Points and Maintenance \$15,000
Photocopier Replacement \$20,000
Additional Data Storage \$15,000
Replacement Computers \$75,000
Equipment Maintenance (contingency) \$23,000
Replace Access Control System - Gates/ Video Cameras \$12,000
Total Capital \$170,000

Project Number 17-05

Capital Project Title Development of the Maintenance Management Systems

Capital Project Description

Develop maintenance management system.

Project Rationale The maintenance management system needs further development to meet user needs and to facilitate reporting. It is proposed that funds be approved for the following projects:- Develop and Asset onboarding process and a fault code reporting process for the CMMS.

Project Number 17-06

Capital Project Title Small Equipment & Tool Replacement (Water Operations)

Capital Project Description

Replacement of tools and small equipment for Water Operations as required.

Project Rationale Funds will be used for replacement of a variety of Operations and Welding equipment such as cutting saws, portable generators, gas detectors, Hilti drills, plasma cutter, wire welder, etc.

Service: 2.670/2.680 Regional Water Supply & JDF Water Distribution Combo

Project Number 17-07

Capital Project Title Small Equipment & Tool Replacement (Corporate Fleet)

Capital Project Description Replacement of tools and small equipment for Fleet as required.

Project Rationale Funds will be used for replacement of a variety of Fleet small equipment and tools as required. This includes provision to replace the Vehicle OBD reader for reading engine codes and the shop air compressor.

Project Number 24-01

Capital Project Title IT Core Infrastructure Replacement

Capital Project Description Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life

Project Rationale Ongoing end of life replacement program for IT Core Infrastructure, including servers, network switches, UPS, and other equipment.

Project Number 24-02

Capital Project Title Capital Projects Delivery Optimization

Capital Project Description Ongoing internal improvement of templates, tools and processes used in the delivery of capital projects.

Project Rationale Ongoing program for small scale optimization of project delivery methods and tools.

**2.670 Regional Water Supply
 Asset/ Reserve Schedule
 2024 - 2028 Financial Plan**

Asset Profile

Regional Water Supply

System assets include the lands, dams and source water reservoirs within the water supply areas, intake and source conduits, two water treatment plants, pressure regulating facilities, nine supply mains, three balancing reservoirs and revenue water meters in the water transmission system.

Equipment Replacement Reserve Schedule

Reserve Fund: 2.670 Regional Water Supply Equipment Replacement Reserve (covered by CRD-ERF Bylaw)

Fund: 1022 Fund Center: 101454

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	3,084,965	2,647,394	1,970,299	1,877,187	1,719,274	1,501,644
Equipment purchases (Based on Capital Plan)	(825,107)	(1,361,000)	(685,250)	(773,000)	(855,000)	(495,000)
Transfer of assets intracompany	(50,000)					
Transfer from Operating Budget	393,653	479,755	489,350	499,137	509,120	519,302
Proceeds on disposals	18,377	204,150	102,788	115,950	128,250	74,250
Interest Income*	25,506					
Ending Balance \$	2,647,394	1,970,299	1,877,187	1,719,274	1,501,644	1,600,196

General Comments:

Reserve Fund is used for the purpose of replacing fleet vehicles including heavy equipment and associated mobile components, as outlined in the capital plan. Proceeds from disposals are estimated at 15% of replacement equipment purchases. Note not all vehicles are sold within the year in which they are replaced.

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

CAPITAL REGIONAL DISTRICT

2024 BUDGET

JDF Water Distribution

FINAL BUDGET

MARCH 2024

Service: 2.680

JDF Water Distribution

Commission: Juan De Fuca Water Distribution

DEFINITION:

To finance the administration, development, maintenance, and operational expenses, of the Juan de Fuca Water Distribution local service in the Western Communities of the Capital Regional District, as per the Water Distribution Local Service Area Establishment Bylaw No. 2538.

The establishment and operation of a Juan de Fuca water Distribution Commission is done by Bylaw No. 2540.

SERVICE DESCRIPTION:

Juan de Fuca Water Distribution Service provides retail water distribution system to participants within the Western Communities. The service administration and operation is provided by the Integrated Water Services Department.

PARTICIPATION:

City of Colwood	District of Metchosin
City of Langford	District of Sooke
Town of View Royal	District of Highlands
Juan de Fuca Electoral Area	

MAXIMUM LEVY:

The maximum amount that may be requisitioned is NIL.

MAXIMUM CAPITAL DEBT:

Authorized: Pre Consolidated MFA Loan Authorizations - Juan de Fuca Water Distribution Facilities		\$19,000,000
Borrowed:		\$17,500,000
Remaining: Expired		<u>\$1,500,000</u>
Authorized: MFA Bylaw No. 3981 - Juan de Fuca Water Distribution Facilities		\$14,800,000
Borrowed:		\$10,100,000
Remaining: Expired		<u>\$4,700,000</u>
Authorized: MFA Bylaw No. 3164 - Juan de Fuca Water Distribution Facilities Development-DCC		\$10,000,000
Borrowed:		\$3,500,000
Remaining: Expired		<u>\$6,500,000</u>
Authorized: MFA Bylaw No. 4379 - Juan de Fuca Water Distribution Facilities	2021	\$14,800,000
Borrowed:		\$6,000,000
Remaining: Active		<u>\$8,800,000</u>

FUNDING:

Costs are recovered from Water Sales, and transfer from DCC reserves to service DCC debt.

CAPITAL REGIONAL DISTRICT

Program Group: CRD-JDF Water Distribution SUMMARY	2024						FUTURE PROJECTIONS			
	2023 BOARD BUDGET 1 2	2023 ESTIMATED ACTUAL 3	2024 CORE BUDGET 4	2024 ONGOING 5	2024 ONE-TIME 6	TOTAL (COL 4, 5 & 6) 7	2025 8	2026 9	2027 10	2028 11
OPERATING EXPENDITURES										
ALLOCATION - OPERATIONS	5,140,686	5,114,556	5,335,968	-	-	5,335,968	5,499,687	5,610,013	5,721,833	5,836,360
OPERATING - OTHER COSTS	809,318	806,278	789,205	-	-	789,205	791,637	796,842	802,326	806,816
SALARIES AND WAGES	565,643	547,956	590,220	-	-	590,220	604,267	618,635	633,347	648,387
CONTRACT FOR SERVICES	353,087	367,537	398,390	-	-	398,390	418,490	425,560	433,866	442,340
ALLOCATION - STANDARD OVERHEAD	721,571	721,571	768,670	-	-	768,670	784,043	799,724	815,718	832,033
TOTAL OPERATING EXPENDITURES	7,590,305	7,557,898	7,882,453	-	-	7,882,453	8,098,124	8,250,774	8,407,090	8,565,936
Percentage increase over prior year's board budget			3.85%			3.85%	2.74%	1.89%	1.89%	1.89%
BULK WATER PURCHASE	7,089,860	7,313,100	7,689,300	-	-	7,689,300	8,362,560	9,092,780	10,069,500	11,205,810
BULK WATER EXPENDITURES	7,089,860	7,313,100	7,689,300	-	-	7,689,300	8,362,560	9,092,780	10,069,500	11,205,810
			8.45%			8.45%				
CAPITAL EXPENDITURES & TRANSFERS										
TRANSFER TO WATER CAPITAL FUND	6,741,200	7,272,561	7,346,169	-	-	7,346,169	8,220,318	9,522,047	9,933,712	9,933,712
TRANSFER TO DEBT RESERVE FUND	96,280	60,000	49,280	-	-	49,280	41,770	15,770	4,770	4,770
TRANSFER TO EQUIPMENT REPLACEMENT FUND	589,457	589,457	647,507	-	-	647,507	655,457	613,566	621,837	630,274
TOTAL CAPITAL EXPENDITURES & TRANSFERS	7,426,937	7,922,018	8,042,956	-	-	8,042,956	8,917,545	10,151,383	10,560,319	10,568,756
DEBT SERVICING										
DEBT - INTEREST & PRINCIPAL	1,863,294	1,859,614	2,411,815	-	-	2,411,815	2,903,661	3,176,048	3,205,713	2,948,889
TOTAL DEBT EXPENDITURES	1,863,294	1,859,614	2,411,815	-	-	2,411,815	2,903,661	3,176,048	3,205,713	2,948,889
TOTAL EXPENDITURES	23,970,396	24,652,630	26,026,524	-	-	26,026,524	28,281,890	30,670,985	32,242,622	33,289,391
SOURCES OF FUNDING										
REVENUE - SALES	(23,454,020)	(24,192,530)	(25,580,244)	-	-	(25,580,244)	(27,838,670)	(30,249,225)	(31,827,232)	(32,869,281)
REVENUE - OTHER	(301,376)	(460,100)	(446,280)	-	-	(446,280)	(443,220)	(421,760)	(415,390)	(420,110)
TOTAL SOURCE OF FUNDING FROM OPERATIONS	(23,970,396)	(24,652,630)	(26,026,524)	-	-	(26,026,524)	(28,281,890)	(30,670,985)	(32,242,622)	(33,289,391)
SOURCES OF OTHER FUNDING										
TRANSFER FROM DCC RESERVES TO FUND DCC DEBT	-	-	-	-	-	-	-	-	-	-
TRANSFER FROM PRIOR YEAR	-	-	-	-	-	-	-	-	-	-
TRANSFER TO FOLLOWING YEAR	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCES OF ALL FUNDING	(23,970,396)	(24,652,630)	(26,026,524)	-	-	(26,026,524)	(28,281,890)	(30,670,985)	(32,242,622)	(33,289,391)
Percentage increase over prior year's board budget			8.58%			8.58%	8.67%	8.45%	5.12%	3.25%
Water Rate \$ per cu. m.	\$ 2.5466					\$ 2.6927				
Percentage increase	6.00%					5.74%				

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	2.680	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
	JDF Water Distribution							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$9,780,000	\$20,790,000	\$12,510,000	\$9,110,000	\$6,765,000	\$6,910,000	\$56,085,000	
Vehicles	\$600,000	\$1,365,000	\$905,000	\$774,000	\$710,000	\$750,000	\$4,504,000	
	\$10,380,000	\$22,155,000	\$13,415,000.000	\$9,884,000	\$7,475,000	\$7,660,000	\$60,589,000	

SOURCE OF FUNDS

Capital Funds on Hand	\$8,980,000	\$15,470,000	\$7,890,000	\$7,990,000	\$6,745,000	\$6,745,000	\$44,840,000
Debenture Debt (New Debt Only)	\$0	\$4,500,000	\$3,700,000	\$1,100,000	\$0	\$0	\$9,300,000
Equipment Replacement Fund	\$400,000	\$1,165,000	\$905,000	\$774,000	\$710,000	\$750,000	\$4,304,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$1,000,000	\$1,020,000	\$920,000	\$20,000	\$20,000	\$165,000	\$2,145,000
	\$10,380,000	\$22,155,000	\$13,415,000	\$9,884,000	\$7,475,000	\$7,660,000	\$60,589,000

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	2.670/2.680 Regional Water Supply & JDF Water Distribution Combo	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$20,000	\$160,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$480,000
Equipment	\$367,500	\$997,500	\$465,000	\$350,000	\$365,000	\$365,000	\$266,000	\$2,443,500
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$387,500	\$1,177,500	\$565,000	\$450,000	\$465,000	\$465,000	\$366,000	\$3,023,500

SOURCE OF FUNDS

Capital Funds on Hand	\$387,500	\$1,177,500	\$565,000	\$450,000	\$465,000	\$366,000	\$366,000	\$3,023,500
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$387,500	\$1,177,500	\$565,000	\$450,000	\$465,000	\$465,000	\$366,000	\$3,023,500

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 2.680
 Service Name: JDF Water Distribution

				PROJECT BUDGET & SCHEDULE										
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total	
INFRASTRUCTURE ENGINEERING AND OPERATIONS														
Planning														
16-03	Renewal	Asset Management Plan	Combine past studies to plan out future capital expenditures.	\$ 400,000	\$	WU	\$ 145,000	\$ 395,000		\$ -	\$ -	\$ -	\$ 395,000	
21-14	Renewal	Fire Storage Analysis	Assess and update the fire flow upgrade program to inform future capital works.	\$ 120,000	\$	WU	\$ 120,000	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000	
Capital														
16-05	Renewal	Comprehensive Pump Station Upgrades (10 year Program)	Continue pump station condition assessments, plan and carry out upgrades.	\$ 5,000,000	\$	WU	\$ 1,700,000	\$ 2,100,000	\$ 1,000,000	\$ 450,000	\$ -	\$ -	\$ 3,550,000	
18-03	Renewal	JDF Site Decommissioning Program	Decommissioning of facilities that are no longer in use based on preliminary work from Annual Provisional	\$ 1,050,000	\$	WU	\$ 540,000	\$ 540,000	\$ 150,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 990,000	
18-06	New	Disaster Response Plan for Water Supply and Distribution	Determine and supply response equipment for disaster response.	\$ 450,000	\$	WU	\$ 60,000	\$ 110,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 310,000	
19-09	New	Distribution System Seismic Resiliency Improvements	Determine and commence improvements to the distribution system to provide seismic resiliency.	\$ 1,750,000	\$	WU	\$ 250,000	\$ 750,000	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ 1,750,000	
20-03	Replacement	AC Pipe Replacement Program	Replacement of aging asbestos cement pipe year over year as outlined in the May 2023 staff report. Replacement is expected to be phased until 2055 to replace all AC pipe in the distribution network.	\$ 140,000,000	\$	WU	\$ 4,060,000	\$ 7,360,000	\$ 3,500,000	\$ 3,500,000	\$ 3,600,000	\$ 3,600,000	\$ 21,560,000	
20-04	Replacement	William Head & VGH Meter Replacement	Replacement of the meter and chambers at William Head & VGH with the possibility of resilient connections.	\$ 700,000	\$	WU	\$ 185,000	\$ 585,000	\$ -	\$ -	\$ -	\$ -	\$ 585,000	
21-02	Replacement	Sooke Rd - 2,200m of 600mm Pipe - VMP to Jacklin	Replacement of aged, large diameter water main from Jacklin Rd to VMP	\$ 4,000,000	\$	WU	\$ 200,000	\$ 200,000	\$ 2,700,000	\$ 1,100,000	\$ -	\$ -	\$ 4,000,000	
21-13	Replacement	SCADA Master Plan Update & Upgrades	Update the SCADA Master Plan in conjunction with the RWS, Saanich Peninsula and Core Area infrastructure.	\$ 1,900,000	\$	WU	\$ 900,000	\$ 900,000	\$ 600,000	\$ 300,000	\$ -	\$ -	\$ 1,800,000	
22-01	New	East Sooke Interconnect Water Main	Construction approximately 430 m of watermain for system improvements.	\$ 850,000	\$	WU	\$ 470,000	\$ 820,000	\$ -	\$ -	\$ -	\$ -	\$ 820,000	
22-02	New	Microwave Radio Upgrades	Installation of high-bandwidth microwave radio infrastructure to accommodate CRD infrastructure	\$ 550,000	\$	WU	\$ 150,000	\$ 250,000	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ 450,000	
24-01	New	Charters Road Watermain Replacement	Replacement of watermain on Charters Road as part of larger transportation project being undertaken by District of Sooke.	\$ 650,000	\$	WU	\$ -	\$ 650,000	\$ -	\$ -	\$ -	\$ -	\$ 650,000	
24-02	New	Hwy 14 Watermain Relocation	Relocation of CRD watermain in MOTI right of way. Project work to be bundled within MOTI's project.	\$ 2,000,000	\$	WU	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	
Sub-Total System Infrastructure Engineering and Operations				\$ 159,420,000			\$ 8,780,000	\$ 16,780,000	\$ 8,600,000	\$ 6,100,000	\$ 3,750,000	\$ 3,750,000	\$ 38,980,000	
CUSTOMER AND TECHNICAL SERVICES														
16-06	Replacement	Vehicle & equipment replacement (funding from replacement fund)	Vehicle and equipment replacement.	\$ 2,094,000	V	ERF	\$ 400,000	\$ 1,165,000	\$ 905,000	\$ 774,000	\$ 710,000	\$ 750,000	\$ 4,304,000	
23-02	New	Vehicle to support the meter replacement program	Purchase of a Transit Van equipped with tools and equipment to support the meter replacement program	\$ 200,000	V	WU	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000	
Sub-Total Customer and Technical Services				\$ 2,294,000			\$ 600,000	\$ 1,365,000	\$ 905,000	\$ 774,000	\$ 710,000	\$ 750,000	\$ 4,504,000	
ANNUAL PROVISIONAL ITEMS														
17-07	New	Site Decommissioning - General	Planning for decommissioning of unused sites.	\$ 50,000	\$	WU	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000	
17-09	Replacement	Emergency Main Replacement	Major main replacement under emergencies.	\$ 500,000	\$	WU	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000	
17-12	Replacement	Large Meters/Meter Vaults Components Replacement	Replacement or repairs to components in large meters/vaults as required.	\$ 1,250,000	\$	WU	\$ -	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,250,000	
17-13	New	Site Security Upgrades	Upgrading and replacement of security systems for sites as required.	\$ 200,000	\$	WU	\$ -	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 200,000	
17-15	Renewal	Distribution System Improvements	Unplanned distribution system improvements or decommissioning.	\$ 2,250,000	\$	WU	\$ -	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 2,250,000	
17-16	New	Hydraulic Model Yearly Update	Annual hydraulic model update.	\$ 300,000	\$	WU	\$ -	\$ 65,000	\$ 65,000	\$ 65,000	\$ 70,000	\$ 70,000	\$ 335,000	
21-03	Replacement	Hydrant & Flush Replacement, Upgrades and Additions	Upgrade, replacement or installation of flushes and fire hydrants, and fire flow testing.	\$ 1,125,000	\$	WU	\$ -	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 1,125,000	
21-04	Replacement	Residential Service & Meter Replacement	Replacement of residential water meters as highlighted by the 2017 KWL Water Audit report.	\$ 6,500,000	\$	WU	\$ -	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 6,500,000	
21-05	Replacement	Pump Station Equipment Replacements	Unplanned pump station repairs and equipment replacement	\$ 750,000	\$	WU	\$ -	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 750,000	
21-06	Replacement	SCADA Equipment Replacement	Unplanned replacement of SCADA and electrical equipment.	\$ 500,000	\$	WU	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000	
21-07	Renewal	Reservoir Equipment Replacement	Replacement or repairs to components at reservoir sites.	\$ 500,000	\$	WU	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000	
21-09	Replacement	Valve Replacement	Unplanned replacement and repair of isolation and line valves, air valves, and pressure control valves.	\$ 1,200,000	\$	WU	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000	
Sub-Total for Annual Provisional Items				\$ 15,125,000			\$ -	\$ 2,990,000	\$ 2,990,000	\$ 2,990,000	\$ 2,995,000	\$ 2,995,000	\$ 14,960,000	
DEVELOPMENT COST CHARGE (DCC)														
16-07	New	Update DCC Bylaw (Comprehensive Update in 2022)	Planned update of the DCC Bylaw.	\$ 295,000	\$	Res	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 165,000	\$ 245,000	
21-01	New	Sooke Henlyn Supply & Distribution Mains	Construction of water mains based upon development predictions from the Helgesen Pump Station westwards.	\$ 1,000,000	\$	Res	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	
25-02	New	Thrup Road Watermain Installation	Future budget to install new watermain along Thrup Road when District of Sooke completes connector road.	\$ 900,000	\$	Res	\$ -	\$ 900,000	\$ -	\$ -	\$ -	\$ -	\$ 900,000	
Sub-Total for Development Cost Charges (DCC)				\$ 2,195,000			\$ 1,000,000	\$ 1,020,000	\$ 920,000	\$ 20,000	\$ 20,000	\$ 165,000	\$ 2,145,000	
GRAND TOTAL				\$ 179,034,000			\$ 10,380,000	\$ 22,155,000	\$ 13,415,000	\$ 9,884,000	\$ 7,475,000	\$ 7,660,000	\$ 60,589,000	

Service: 2.680 JDF Water Distribution

Project Number 16-03 Capital Project Title Asset Management Plan Capital Project Description Combine past studies to plan out future capital expenditures.

Project Rationale Several studies have been completed and are in progress to assess the JDF assets and programs and the proposed Strategic Asset Management Plan will consolidate the findings of the previous studies in a comprehensive approach to identify and prioritizes future capital expenditures and programs.

Project Number 21-14 Capital Project Title Fire Storage Analysis Capital Project Description Assess and update the fire flow upgrade program to inform future capital works.

Project Rationale In order to meet Fire Underwriters Survey recommendations for fire protection, it is necessary to provide certain volumes of water storage. It is proposed to assess fire storage volume requirements for different parts of the system and determine any required upgrades. Funding is required to retain a consultant to complete the analysis.

Project Number 16-05 Capital Project Title Comprehensive Pump Station Upgrades (10 year Program) Capital Project Description Continue pump station condition assessments, plan and carry out upgrades.

Project Rationale A previous capital project was completed by Delcan Corp. in 2012 which assessed each existing pump station and identified building deficiencies. This study concluded that on average approximately \$1.0M per year for the next ten years is needed to upgrade existing pump stations. Design and construction of the Ludlow Pump Station replacement was undertaken in 2020 and 2021. Ludlow has been delayed due to supply chain issues until late in 2022. Funds in 2023 are for design of and to start construction of the Coppermine PS and Bear Mountain PS #1.

Project Number 18-03 Capital Project Title JDF Site Decommissioning Program Capital Project Description Decommissioning of facilities that are no longer in use based on preliminary work from Annual Provisional

Project Rationale Numerous pump station and PRV facilities have been made redundant or have been decommissioned within the JDF system. Sites have been identified as part of the annual provisional project and funds are required to complete decomission of the sites and then demolish them. In 2021 the Treanor pump station demolition was carried out. The Townsview PS and Tank started planning in 2021 and will continue through 2023.

Service: 2.680 JDF Water Distribution

Project Number	18-06	Capital Project Title	Disaster Response Plan for Water Supply and Distribution	Capital Project Description	Determine and supply response equipment for disaster response.
Project Rationale Proposed work includes developing a response plan to disasters to the Juan de Fuca water supply or distribution system. Funds are required to procure equipment and carry out works developed the in 2018 plan in conjunction with the Regional Water Supply disaster response Plan.					

Project Number	19-09	Capital Project Title	Distribution System Seismic Resiliency Improvements	Capital Project Description	Determine and commence improvements to the distribution system to provide seismic resiliency.
Project Rationale Determine and commence improvements to the distribution system to provide resiliency. In 2023, sites will be prioritized with design commencing in 2024 and construction starting in 2024.					

Project Number	20-03	Capital Project Title	AC Pipe Replacement Program	Capital Project Description	Replacement of aging asbestos cement pipe year over year as outlined in the May 2023 staff report. Replacement is expected to be phased until 2055 to replace all AC pipe in the distribution network.
Project Rationale As identified most recently in the May 2023 Staff Report, this AC Replacement Program is anticipated to continue until all AC pipe in the distribution system has been replaced. Current target deadline for complete replacement is 2055.					

Project Number	20-04	Capital Project Title	William Head & VGH Meter Replacement	Capital Project Description	Replacement of the meter and chambers at William Head & VGH with the possibility of resilient connections.
Project Rationale Identified through Statement of Works, the William Head and Victoria General Hospital meters require replacement and redundancy to maintain service to the two facilities. In 2021 funds were utilized to complete design of the two new meters that will allow for construction of the meters while maintaining service. VGH Meter Replacement was completed in 2023 by CRD forces and VGH will be completed in 2024.					

Service: **2.680** **JDF Water Distribution**

Project Number	21-02	Capital Project Title	Sooke Rd - 2,200m of 600mm Pipe - VMP to Jacklin	Capital Project Description	Replacement of aged, large diameter water main from Jacklin Rd to VMP
Project Rationale	According to corrosion assessment, a 2.2 kilometre section of an existing steel pipe along Sooke Road and Allendale Road (between Wishart to Jacklin) was unprotected and in need of replacement. In 2014, the design of both phases of the water main was completed by a consultant and construction of the main from Wishart to VMP was completed by CRD resources. Due to increased material and construction costs, it is proposed to update the condition assessment to determine whether this project is still required or could be deferred.				

Project Number	21-13	Capital Project Title	SCADA Master Plan Update & Upgrades	Capital Project Description	Update the SCADA Master Plan in conjunction with the RWS, Saanich Peninsula and Core Area infrastructure.
Project Rationale	The SCADA and radio system utilized by JDF Water System comprises of components ranging from 2-25 years in age. A planned replacement of assets, to be coordinated with the Regional Water Supply and Saanich Peninsula Water & Wastewater Systems is required to create a more resilient and cohesive communications system				

Project Number	22-01	Capital Project Title	East Sooke Interconnect Water Main	Capital Project Description	Construction approximately 430 m of watermain for system improvements.
Project Rationale	Funds are required to design and construct approximately 430 m of a new watermain interconnection in East Sooke. Interconnection will provide redundancy and improve flows in the area.				

Project Number	22-02	Capital Project Title	Microwave Radio Upgrades	Capital Project Description	Installation of high-bandwidth microwave radio infrastructure to accommodate CRD infrastructure
Project Rationale	Installation of high-bandwidth microwave radio infrastructure to accommodate CRD infrastructure				

Project Number	24-01	Capital Project Title	Charters Road Watermain Replacement	Capital Project Description	Replacement of watermain on Charters Road as part of larger transportation project being undertaken by District of Sooke.
Project Rationale	Roads project being completed by District of Sooke with Sooke's contractor replacing CRD AC watermain, as agreed to between CRD and Sooke by Memorandum of Understanding.				

Service: 2.680 JDF Water Distribution

Project Number 24-02 **Capital Project Title** Hwy 14 Watermain Relocation **Capital Project Description** Relocation of CRD watermain in MOTI right of way. Project work to be bundled within MOTI's project.

Project Rationale Relocation of watermain in vicinity Hwy 14 and Idlemore Road. MOTI to manage transportation project with CRD to fund the portion of watermain relocation.

Project Number 16-06 **Capital Project Title** Vehicle & equipment replacement (funding from replacement fund) **Capital Project Description** Vehicle and equipment replacement.

Project Rationale This is for the replacement of vehicles and equipment used by CRD Integrated Water Services for the day-to-day operation and maintenance of the Juan De Fuca distribution system. These replacements are funded from the Juan De Fuca Vehicle and Equipment Replacement Fund.

Project Number 23-02 **Capital Project Title** Vehicle to support the meter replacement program **Capital Project Description** Purchase of a Transit Van equipped with tools and equipment to support the meter replacement program

Project Rationale A Transit Van equipped with tools and equipment is required for the on site work to be done during the multi year meter replacement program. It will be more effective to setup a vehicle with the required tools and fittings related to replacing meters rather than having to setup a different vehicle based on the operational needs of the day/week/month.

Project Number 17-07 **Capital Project Title** Site Decommissioning - General **Capital Project Description** Planning for decommissioning of unused sites.

Project Rationale This is a provisional item to allow engineering and planning reviews of old facilities with a view to possible future site uses.

Project Number 17-09 **Capital Project Title** Emergency Main Replacement **Capital Project Description** Major main replacement under emergencies.

Project Rationale This item is to fund the costs of responding to emergency major main breaks and conducting replacements.

Project Number 17-12 **Capital Project Title** Large Meters/Meter Vaults Components Replacement **Capital Project Description** Replacement or repairs to components in large meters/vaults as required.

Project Rationale This is an annual provision for the replacement of obsolete and worn out large (greater than 2" diameter) meters, adding new meters and upgrading meter vaults.

Service: 2.680 JDF Water Distribution

Project Number 17-13 **Capital Project Title** Site Security Upgrades **Capital Project Description** Upgrading and replacement of security systems for sites as required.

Project Rationale This is an annual allowance for upgrading and maintaining equipment, security and control systems at distribution facilities such as pump stations, PRV chambers and reservoirs. Items such as access hatches, fencing, etc., will be modified to provide a larger degree of security.

Project Number 17-15 **Capital Project Title** Distribution System Improvements **Capital Project Description** Unplanned distribution system improvements or decommissioning.

Project Rationale Historically, opportunities to complete work arise during the year which were not specifically identified and budgeted. This item typically relates to coordinating work programs (i.e. JDF water main replacements and municipal paving programs) with the municipalities or development and taking advantage of opportunities during the year that were not specifically identified.

Project Number 17-16 **Capital Project Title** Hydraulic Model Yearly Update **Capital Project Description** Annual hydraulic model update.

Project Rationale This item is required to input the pipes installed that year into the hydraulic computer model, followed by calibration and testing in order to keep the model up to date for design and planning purposes.

Project Number 21-03 **Capital Project Title** Hydrant & Flush Replacement, Upgrades and Additions **Capital Project Description** Upgrade, replacement or installation of flushes and fire hydrants, and fire flow testing.

Project Rationale This is an annual provision for replacing old and outdated hydrants, flushes and associated works and access, as well as adding new hydrants to the system where requested by the municipalities or fire departments.

Project Number 21-04 **Capital Project Title** Residential Service & Meter Replacement **Capital Project Description** Replacement of residential water meters as highlighted by the 2017 KWL Water Audit report.

Project Rationale This is an annual provision for replacing failed residential services and meters, as well as proactively replacing services and meters in areas with historically large number of breaks.

Project Number 21-05 **Capital Project Title** Pump Station Equipment Replacements **Capital Project Description** Unplanned pump station repairs and equipment replacement

Project Rationale This is an annual provision for unplanned pump station repairs and equipment replacement.

Service: 2.680 JDF Water Distribution

Project Number 21-06 **Capital Project Title** SCADA Equipment Replacement **Capital Project Description** Unplanned replacement of SCADA and electrical equipment.
Project Rationale This is an annual provision for unplanned SCADA and electrical equipment replacement.

Project Number 21-07 **Capital Project Title** Reservoir Equipment Replacement **Capital Project Description** Replacement or repairs to components at reservoir sites.
Project Rationale This is an annual provisional for unplanned replacement of equipment, such as safety devices and mechanical fittings, at reservoir sites.

Project Number 21-09 **Capital Project Title** Valve Replacement **Capital Project Description** Unplanned replacement and repair of isolation and line valves, air valves, and pressure control valves.
Project Rationale This is an annual provisional for unplanned replacement of valves, including air valves and check valves.

Project Number 16-07 **Capital Project Title** Update DCC Bylaw (Comprehensive Update in 2022) **Capital Project Description** Planned update of the DCC Bylaw.
Project Rationale This is a provisional item to cover questions that arise and referred to our consultants for advice. Every 5 years a comprehensive update is required and the previous DCC update was completed in 2017, with the next update scheduled to start in 2022.

Project Number 21-01 **Capital Project Title** Sooke Henlyn Supply & Distribution Mains **Capital Project Description** Construction of water mains based upon development predictions from the Helgesen Pump Station westwards.
Project Rationale Proposed work includes the continued installation of the supply and distribution water mains connected to the Helgesen pump station which was previously constructed in 2011 as part of the DCC program. The supply and distribution water mains will continue west as development proceeds towards the proposed Henlyn Tank.

Project Number 25-02 **Capital Project Title** Throup Road Watermain Installation **Capital Project Description** Future budget to install new watermain along Throup Road when District of Sooke completes connector road.
Project Rationale Budget allocated for future collaboration works to align with Sooke's Throup Road connector project. Schedule to be driven by District of Sooke project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 2.670/2.680

Service Name: Regional Water Supply & JDF Water Distribution Combo

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	PROJECT BUDGET & SCHEDULE										
				Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total	
SYSTEM REPLACEMENT AND UPGRADES THAT BENEFIT REGIONAL WATER SUPPLY AND JUAN DE FUCA DISTRIBUTION														
16-01	Renewal	Upgrades to Buildings at 479 Island Highway	Maintenance and changes to buildings and office layouts.	\$ 320,000	B	WU	\$ 20,000	\$ 160,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 480,000
17-01	Renewal	Voice Radio Upgrade	Replacement of end of life voice radio system repeaters, office, vehicle and handheld radios.	\$ 2,125,000	E	WU	\$ 350,000	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550,000
20-01	New	Portable Pump Station	Portable pump station and generator to provide backup when a pump station is offline, in construction or to bypass a section of pipe.	\$ 750,000	E	WU	\$ 17,500	\$ 17,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,500
24-01	Replacement	IT Core Infrastructure Replacement	Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life	\$ 250,000	E	WU	\$ -	\$ 80,000	\$ 125,000	\$ 10,000	\$ 25,000	\$ 6,000	\$ 6,000	\$ 246,000
Sub-Total System Replacement and Upgrades That Benefit Regional Water Supply and Juan de Fuca Distribution				\$ 3,195,000			\$ 387,500	\$ 807,500	\$ 205,000	\$ 90,000	\$ 105,000	\$ 86,000	\$ 1,293,500	
ANNUAL PROVISIONAL CAPITAL ITEMS														
17-03	Replacement	Office Equipment, Upgrades and Replacements	Upgrade and replacement of office equipment as required.	\$ 225,000	E	WU	\$ -	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 225,000
17-04	Replacement	Computer Upgrades	Annual upgrade and replacement program for computers, copiers, printers, network equipment as required.	\$ 850,000	E	WU	\$ -	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 850,000
17-05	New	Development of the Maintenance Management Systems	Develop maintenance management system.	\$ 150,000	E	WU	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000
17-06	Replacement	Small Equipment & Tool Replacement (Water Operations)	Replacement of tools and small equipment for Water Operations as required.	\$ 400,000	E	WU	\$ -	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 320,000
17-07	Replacement	Small Equipment & Tool Replacement (Corporate Fleet)	Replacement of tools and small equipment for Fleet as required.	\$ 85,000	E	WU	\$ -	\$ 25,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 85,000
24-02	Study	Capital Projects Delivery Optimization	Ongoing internal improvement of templates, tools and processes used in the delivery of capital projects.	\$ 100,000	S	WU	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 100,000
Sub-Total for Annual Provisional Capital Items				\$ 1,650,000			\$ -	\$ 370,000	\$ 360,000	\$ 360,000	\$ 360,000	\$ 360,000	\$ 280,000	\$ 1,730,000
GRAND TOTAL				\$ 4,845,000			\$ 387,500	\$ 1,177,500	\$ 565,000	\$ 450,000	\$ 465,000	\$ 366,000	\$ 3,023,500	

Service: 2.670/2.680

Regional Water Supply & JDF Water Distribution Combo

Project Number	16-01	Capital Project Title	Upgrades to Buildings at 479 Island Highway	Capital Project Description	Maintenance and changes to buildings and office layouts.
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Project Rationale The budget includes the following funds to upgrade and renew the buildings at 479 Island Highway:

- Improvements, Repairs, upgrades and changes to the buildings (provisional \$45,000)
- Painting of the buildings. (provisional \$20,000 annually)
- Repair and replacement of carpets, floors and walls. (provisional \$40,000 annually)
- Climate Action initiatives and feasibility studies (\$55,000)

Project Number	17-01	Capital Project Title	Voice Radio Upgrade	Capital Project Description	Replacement of end of life voice radio system repeaters, office, vehicle and handheld radios.
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Project Rationale Service Life and projected replacement:

- The service life of the mobile and portable units was forecast as 10 years at minimum, 15 years at maximum in 2005.
- The present radio models used in the system have just been taken out of production by the manufacturer, there will be no new units available for purchase as of July 1, 2015.
- Support for repairs and maintenance of the present radio will continue for the next 3 years at least.
- There are no pressing issues with equipment maintenance or repairs, present repair rates suggest we can maintain the system for the next few years, and perhaps reach a 12-15 year lifespan on the present equipment.

Project Number	20-01	Capital Project Title	Portable Pump Station	Capital Project Description	Portable pump station and generator to provide backup when a pump station is offline, in construction or to bypass a section of pipe.
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Project Rationale The RWS and JdF operation numerous water mains and pump stations. There are situations, when a pump station fails, construction of a pump station or bypassing a section of pipe, where a portable pump station with a generator is required to maintain the level of service. Portable PS was delivered in 2023 but some deficiencies, including the associated generator remain and may carry into 2024 to fully address.

Project Number	17-03	Capital Project Title	Office Equipment, Upgrades and Replacements	Capital Project Description	Upgrade and replacement of office equipment as required.
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Project Rationale Funds will be used for the replacement and upgrading of office equipment and furniture, as required.

Service: 2.670/2.680

Regional Water Supply & JDF Water Distribution Combo

Project Number 17-04

Capital Project Title Computer Upgrades

Capital Project Description

Annual upgrade and replacement program for computers, copiers, printers, network equipment as required.

Project Rationale This is an annual upgrading and replacement program of computers, photocopiers, network, monitoring and associated equipment, as required. This item has been increased from \$160,000 to \$170,000 annually to reflect actual costs.

Capital Budget

Network Switch Maintenance \$10,000

Additional Wireless Access Points and Maintenance \$15,000

Photocopier Replacement \$20,000

Additional Data Storage \$15,000

Replacement Computers \$75,000

Equipment Maintenance (contingency) \$23,000

Replace Access Control System - Gates/ Video Cameras \$12,000

Total Capital \$170,000

Project Number 17-05

Capital Project Title

Development of the Maintenance Management Systems

Capital Project Description

Develop maintenance management system.

Project Rationale The maintenance management system needs further development to meet user needs and to facilitate reporting. It is proposed that funds be approved for the following projects:- Develop and Asset onboarding process and a fault code reporting process for the CMMS.

Project Number 17-06

Capital Project Title

Small Equipment & Tool Replacement (Water Operations)

Capital Project Description

Replacement of tools and small equipment for Water Operations as required.

Project Rationale Funds will be used for replacement of a variety of Operations and Welding equipment such as cutting saws, portable generators, gas detectors, Hilti drills, plasma cutter, wire welder, etc.

Service: 2.670/2.680 Regional Water Supply & JDF Water Distribution Combo

Project Number 17-07

Capital Project Title Small Equipment & Tool Replacement (Corporate Fleet)

Capital Project Description Replacement of tools and small equipment for Fleet as required.

Project Rationale Funds will be used for replacement of a variety of Fleet small equipment and tools as required. This includes provision to replace the Vehicle OBD reader for reading engine codes and the shop air compressor.

Project Number 24-01

Capital Project Title IT Core Infrastructure Replacement

Capital Project Description Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life

Project Rationale Ongoing end of life replacement program for IT Core Infrastructure, including servers, network switches, UPS, and other equipment.

Project Number 24-02

Capital Project Title Capital Projects Delivery Optimization

Capital Project Description Ongoing internal improvement of templates, tools and processes used in the delivery of capital projects.

Project Rationale Ongoing program for small scale optimization of project delivery methods and tools.

**2.680 Juan de Fuca Water Distribution
 Summary Schedule
 2024 - 2028 Financial Plan**

Asset Profile

Juan de Fuca Water Distribution

Juan de Fuca assets include lands, office buildings, pump stations, pipe lines, meters, equipment, vehicles and other infrastructure.

Reserve/Fund Summary

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
DCC Reserve Account	13,141,235	15,121,235	17,201,235	20,181,235	23,161,235	25,996,235
Equipment Replacement Fund	596,250	253,507	139,714	95,380	113,717	106,491
Total	13,815,090	15,452,349	17,418,558	20,354,226	23,352,565	26,180,341

**2.680 Juan de Fuca Water Distribution
Development Cost Charges
2024 - 2028 Financial Plan**

Development Cost Charges Reserve Schedule

Reserve Fund: Development Cost Charges for Juan de Fuca Water Distribution (Bylaw # 2758)

Fund: 1055 Fund Center: 101532

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	12,217,005	13,141,235	15,121,235	17,201,235	20,181,235	23,161,235
Transfer to Cap Fund to fund DCC projects	(4,000,000)	(1,020,000)	(920,000)	(20,000)	(20,000)	(165,000)
Payment of P&I on LA 3164	-	-		-	-	-
Payment of DCC liability	(2,557)					
DCC's received From Member Municipalities	4,459,852	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Interest Income*	466,935					
Ending Balance \$	13,141,235	15,121,235	17,201,235	20,181,235	23,161,235	25,996,235

General Comments:
Development Cost Charges Reserve Funds for Juan de Fuca Water Distribution was adopted in year 2000 for the purpose of providing funds for the capital costs of water facilities in the service areas.

These Reserve funds are received from Member Municipalities as Development Cost Charges (DCC's) to provide for the capital costs attributable to water sytem capacity improvements projects specified in the DCC capital expenditure program. Municipalities collect these DCC charges through building permits that are issued to developers for subdivision development.

Future years DCC's received from member municipalities are difficult to predict, due to unknown development activity in the Municipalities, influenced by market conditions. Estimates based on recent annual collections of DCCs, and the cyclical nature of property development.

* 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.

**2.680 Juan de Fuca Water Distribution
Equipment Replacement Reserve
2024 - 2028 Financial Plan**

Equipment Replacement Reserve Schedule

Reserve Fund: Juan de Fuca Distribution Equipment Replacement Reserve (covered by CRD-ERF Bylaw)

Fund: 1022 Fund Center: 101630	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	872,739	596,250	253,507	139,714	95,380	113,717
Equipment purchases (Based on Capital Plan)	(883,542)	(1,165,000)	(905,000)	(774,000)	(710,000)	(750,000)
Transfer from Operating Budget	589,457	647,507	655,457	613,566	621,837	630,274
Proceeds on disposals	10,923	174,750	135,750	116,100	106,500	112,500
Interest Income*	6,673					
Ending Balance \$	596,250	253,507	139,714	95,380	113,717	106,491

General Comments:
Reserve Fund is used for the purpose of replacing fleet vehicles including heavy equipment and associated mobile components, as outlined in the capital plan. Proceeds from disposals are estimated at 15% of replacement equipment purchases. Note not all vehicles are sold within the year in which they are replaced.

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

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Florence Lake Water System

FINAL BUDGET

MARCH 2024

Service: 2.681 Florence Lake Water System

Commission: Juan De Fuca Water Distribution

DEFINITION:

Florence Lake Water System is a water distribution local service of the regional district.
Establishment Bylaw No. 4393, July 14, 2021

SERVICE DESCRIPTION:

The service is established for the purpose of upgrading the existing Florence Lake Water System, the operation of a water utility, and assuming responsibility for the administration, operation, and maintenance of the infrastructure providing water to the residences of Savory Road, Langford BC, in the area formerly known as the Florence Lake Improvement District.

PARTICIPATION:

Only the City of Langford includes a participating area for this service

MAXIMUM LEVY:

Greater of \$75,000 or \$6.3298 per \$1,000 of actual assessments

MAXIMUM CAPITAL DEBT:

Authorized: LA Bylaw No. 4394 Florence Lake Water System	2021	\$300,000
Borrowed:	2023	<u>\$204,000</u>
Remaining:		<u><u>\$96,000</u></u>

COMMISSION:

Juan De Fuca Water Distribution

FUNDING:

Parcel Tax

RESERVE FUND:

N/A

2.681 - Florence Lake Water System	BUDGET REQUEST						FUTURE PROJECTIONS			
	2023		2024				2025	2026	2027	2028
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL				
DEBT SERVICING										
Debt Reserve Fund	2,040	2,040	-	-	-	-	-	-	-	-
Accrued Debt Charges	1,785	1,785	-	-	-	-	-	-	-	-
MFA Principal Payment	-	-	10,572	-	-	10,572	10,572	10,572	10,572	10,572
MFA Interest Payment	7,446	7,765	8,466	-	-	8,466	8,466	8,466	8,466	8,466
Deficit (Surplus) carryforward	4,278	3,959	(7,288)	-	-	(7,288)	-	-	-	-
Grant in Lieu	(37)	(37)	(37)	-	-	(37)	(37)	(37)	(37)	(37)
TOTAL DEBT	15,512	15,512	11,713	-	-	11,713	19,001	19,001	19,001	19,001
REQUISITION - PARCEL TAX	(15,512)	(15,512)	(11,713)	-	-	(11,713)	(19,001)	(19,001)	(19,001)	(19,001)
Percentage increase over prior year Requisition			-24.5%			-24.5%	62.2%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Seagirt Water System

FINAL BUDGET

MARCH 2024

Service: 2.682 Seagirt Water System

Commission: Juan De Fuca Water Distribution

DEFINITION:

Seagirt Water System is a water distribution local service of the regional district.
The establishment and operation of Seagirt Water System is done by Bylaw No. 4487, December 14, 2022

SERVICE DESCRIPTION:

The service is established for the purpose of upgrading the existing Seagirt Water System, the operation of a water utility, and assuming responsibility for the administration, operation, and maintenance of the infrastructure providing water to the residences of the area formerly known as the Seagirt Waterworks District.

PARTICIPATION:

Juan de Fuca Electoral Area

MAXIMUM LEVY:

Greater of \$320,000 or \$3.4824 per \$1,000 of actual assessments

MAXIMUM CAPITAL DEBT:

Authorized: LA Bylaw No. 4488 Seagirt Water System	2022	\$2,100,000
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COMMISSION:

Juan De Fuca Water Distribution

FUNDING:

Parcel Tax

RESERVE FUND:

N/A

Program Group:
CRD - Seagirt Water System
- \$2.35M Water System Upgrade

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>DEBT</u>										
<u>Advertising</u>		51								
Debt Reserve Fund	-	-	20,000	-	-	20,000	-	-	-	-
MFA Principal Payment	-	-	-	-	-	-	58,552	58,552	58,552	58,552
MFA Interest Payment	97,650	-	94,767	-	-	94,767	88,000	88,000	88,000	88,000
Transfer to Capital Fund		97,599	-			-	-	-		
TOTAL DEBT	97,650	97,650	114,767	-	-	114,767	146,552	146,552	146,552	146,552
REQUISITION - PARCEL TAX	(97,650)	(97,650)	(114,767)	-	-	(114,767)	(146,552)	(146,552)	(146,552)	(146,552)
Percentage increase over prior year Requisition						17.5%	27.7%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	2.682 Seagirt Water System	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$2,250,000	\$2,250,000	\$0	\$0	\$0	\$0	\$0	\$2,250,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<hr/>								
	\$2,250,000	\$2,250,000	\$0	\$0	\$0	\$0	\$0	\$2,250,000

SOURCE OF FUNDS

Capital Funds on Hand	\$250,000	\$250,000	\$0	\$0	\$0	\$0	\$0	\$250,000
Debenture Debt (New Debt Only)	\$2,000,000	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$2,000,000
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<hr/>								
	\$2,250,000	\$2,250,000	\$0	\$0	\$0	\$0	\$0	\$2,250,000

Service:

2.682

Seagirt Water System

Project Number

23-03

Capital Project Title

Seagirt Watermain Extension

Capital Project Description

Upgrade of Seagirt water distribution system

Project Rationale Upgrades to the Seagirt Improvement District water distribution system including engineering, construction and administration costs for full replacement of the existing SID water distribution system. Upgrade infrastructure to include 150mm diameter water distribution mains, new hydrants, new service connections with meter and meter boxes, air valves and isolation valves as required.

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Core Area Wastewater Operations

FINAL BUDGET

MARCH 2024

Service: 3.717 Core Area Wastewater Operations

Committee: Core Area Liquid Waste Management

DEFINITION:

Provision of sewage treatment and disposal through treatment plant facilities and outfalls for member participants.

SERVICE DESCRIPTION:

This program is for the provision of sub-regional wastewater collection and treatment in the Core Area and Western Communities. Although the largest component of the program budget is for the operation and maintenance of the McLoughlin Point Wastewater Treatment and Residuals Treatment Plants and conveyance systems, many other key programs are funded through and support these budgets including engineering (capital projects), odour control, and marine monitoring and protection.

PARTICIPATION:

Operating costs to be recovered by requisition to all participating members based on measured flow from previous year.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

See Debt Budget 3.798C

AUTHORIZATION:

N/A

FUNDING:

Requisition

RESERVE FUND:

N/A

Service: 3.717 Core Area Wastewater Operations

Committee: Core Area Liquid Waste Management

COST SHARING ALLOCATION - ANNUAL FLOWS

	2021	2022	2023	2024	2025
Colwood	3.72%	3.38%	3.30%	3.74%	
Esquimalt	6.64%	6.75%	6.71%	6.36%	
Langford	8.65%	9.61%	10.10%	11.63%	
Oak Bay	9.24%	8.83%	9.91%	8.30%	
Saanich	29.11%	29.57%	28.06%	28.62%	
Victoria	38.88%	38.39%	38.40%	37.50%	
View Royal	2.61%	2.36%	2.30%	2.61%	
Esquimalt Nation	0.08%	0.08%	0.08%	0.08%	
Songhees Nation	0.67%	0.70%	0.74%	0.74%	
D.N.D.	0.40%	0.33%	0.40%	0.42%	
	100%	100%	100%	100%	0%

3.717 - Core Area Wastewater Operations

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
OPERATING COSTS:										
Allocation - IWS Operations	6,678,256	6,675,628	7,348,647	-	-	7,348,647	7,495,658	7,645,612	7,793,049	7,948,958
Allocation - Standard Overhead	2,243,336	2,243,336	2,441,121	-	-	2,441,121	2,489,944	2,539,743	2,590,537	2,642,348
Allocation - Other	4,512,541	4,526,709	4,290,037	421,464	-	4,711,501	4,806,004	4,902,405	5,000,729	5,101,044
RTF Operations and Biotreatment and Disposal	8,779,800	8,779,800	7,646,376	-	-	7,646,376	7,799,304	7,955,290	8,114,395	8,276,683
Operating - Other	2,074,560	2,060,056	2,284,275	-	-	2,284,275	2,346,420	2,410,601	2,476,941	2,545,552
Repairs & Maintenance	1,230,040	1,210,840	1,264,873	-	-	1,264,873	1,665,168	1,395,962	1,572,277	1,394,107
Electricity & Utilities	3,634,243	3,268,281	3,436,258	-	-	3,436,258	3,504,983	3,575,086	3,646,584	3,719,522
Supplies - Chemical & Other	3,512,240	3,715,700	4,359,080	-	-	4,359,080	4,446,262	4,535,165	4,625,890	4,718,386
TOTAL OPERATING COSTS	32,665,016	32,480,351	33,070,667	421,464	-	33,492,131	34,553,743	34,959,864	35,820,403	36,346,600
*Percentage Increase over prior year		-0.57%	1.24%	1.29%	0.00%	2.53%	3.17%	1.18%	2.46%	1.47%
RESERVE:										
Transfer to Operating Reserve	600,000	784,665	700,000	-	-	700,000	700,000	800,000	900,000	900,000
Transfer to Equipment Replacement Fund	500,000	500,000	-	-	-	-	-	400,000	500,000	600,000
TOTAL RESERVES	1,100,000	1,284,665	700,000	-	-	700,000	700,000	1,200,000	1,400,000	1,500,000
TOTAL COSTS	33,765,016	33,765,016	33,770,667	421,464	-	34,192,131	35,253,743	36,159,864	37,220,403	37,846,600
*Percentage Increase over prior year		0.00%	0.02%	1.25%	0.00%	1.26%	3.10%	2.57%	2.93%	1.68%
Internal Recoveries	(208,080)	(208,080)	(212,240)	-	-	(212,240)	(216,480)	(220,810)	(225,226)	(229,731)
OPERATING COSTS LESS INTERNAL RECOVERIES	33,556,936	33,556,936	33,558,427	421,464	-	33,979,891	35,037,263	35,939,054	36,995,177	37,616,869
*Percentage Increase over prior year		0.00%	0.00%	1.26%	0.00%	1.26%	3.11%	2.57%	2.94%	1.68%
REVENUE:										
Balance C/F from 2022 to 2023	-	-	-	-	-	-	-	-	-	-
Estimated Balance C/F from 2023 to 2024	-	0	-	-	-	-	(0)	(0)	(0)	(0)
Grants in Lieu of Taxes	(700,895)	(700,895)	(750,046)	-	-	(750,046)	(700,895)	(700,895)	(700,895)	(700,895)
Transfer from Operating Reserve	(4,091,204)	(4,091,204)	(420,849)	-	-	(420,849)	(446,400)	(152,830)	(304,290)	(100,780)
TOTAL REVENUE	(4,792,099)	(4,792,099)	(1,170,895)	-	-	(1,170,895)	(1,147,295)	(853,725)	(1,005,185)	(801,675)
REQUISITION	(28,764,837)	(28,764,837)	(32,387,532)	(421,464)	-	(32,808,996)	(33,889,968)	(35,085,328)	(35,989,991)	(36,815,193)
*Percentage increase over prior year		0.00%	12.59%	1.47%	0.00%	14.06%	3.29%	3.53%	2.58%	2.29%
PARTICIPANTS: Victoria, Oak Bay, Esquimalt, Saanich, View Royal, Colwood, Langford, Esquimalt FN, Songhees FN										

3.717 Core Area Wastewater Operations Asset and Reserve Summary
Summary Schedule
2024 - 2028 Financial Plan

Asset Profile

Core Area Wastewater Operations

Construction of the Core Area Wastewater Treatment Plant, Residuals Treatment Plant, pump stations and conveyance systems will be completed in 2021. The treatment plants, pump stations and conveyance systems provide tertiary wastewater treatment to the Core Area and Westshore Communities.

Summary

CAWW Reserve/Fund Summary	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Projected year end balance						
Core Area Operating Reserve Fund	3,667,473	3,969,155	4,245,286	4,914,987	5,533,228	6,354,979
RTF & EPRO Operating Reserve Fund	5,633,571	5,671,040	5,708,509	5,745,978	5,783,448	5,820,917
Host Community Impact Fee till 2045 -Closing CAWTP project	1,533,175	1,463,175	1,393,175	1,323,175	1,253,175	1,183,175
Equipment Replacement Fund	6,674,311	5,819,311	5,119,311	5,119,311	4,869,311	5,069,311
Total	17,508,531	16,922,682	16,466,282	17,103,452	17,439,162	18,428,382

See attached reserve schedules for projected annual cash flows.

Profile

Core Area Wastewater Operations

Bylaw 4144 - Starting in 2021, the operating reserve account is established for operating and maintenance activities that typically do not occur annually. These maintenance activities are large expenses and to avoid large swings in the operating budget, funds are set aside annually to undertake this maintenance.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105543	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Core Area Beginning Balance	5,328,380	3,667,473	3,969,155	4,245,286	4,914,987	5,533,228
Planned Purchase	(2,738,525)	(420,849)	(446,400)	(152,830)	(304,290)	(100,780)
Transfer from Ops Budget	600,000	700,000	700,000	800,000	900,000	900,000
Transfer from CAWTP project- impairment asset	279,890					
Interest Income	197,729	22,531	22,531	22,531	22,531	22,531
Year End Balance	3,667,473	3,969,155	4,245,286	4,914,987	5,533,228	6,354,979
Host Community Impact Fee till 2045 -transfer YE 2023	1,533,175	1,463,175	1,393,175	1,323,175	1,253,175	1,183,175
RTF & EPRO Beginning Balance	5,304,747	5,633,571	5,671,040	5,708,509	5,745,978	5,783,448
Planned Purchase	-	-	-	-	-	-
Interest Income	328,824	37,469	37,469	37,469	37,469	37,469
Year End Balance	5,633,571	5,671,040	5,708,509	5,745,978	5,783,448	5,820,917
Total projected year end balance	10,834,219	11,103,370	11,346,970	11,984,140	12,569,850	13,359,070

Assumptions/Background:

Cyclical maintenance reserve account with funding for Outfall Inspection, Heat Recovery Exchange System Cleaning, other major non-annual maintenance expenditures. The Operating Reserve fund also includes contributions from Environmental Services and the Residual Treatment Facility

* 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.

ERF Reserve Fund Schedule

ERF: CAWW Fund for Equipment Replacement

In 2021, all remaining funds from old legacy trunk budgets were transferred into the amalgamated Core Area Wastewater service equipment reserve fund.

Equipment Replacement Fund Fund: 1022 Fund Center: 102229	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	6,394,785	6,674,311	5,819,311	5,119,311	5,119,311	4,869,311
Planned Purchase (Based on Capital Plan)	(280,146)	(855,000)	(700,000)	(400,000)	(750,000)	(400,000)
Transfer IN (from Ops Budget)	500,000	-	-	400,000	500,000	600,000
Interest Income*	59,672					
Ending Balance \$	6,674,311	5,819,311	5,119,311	5,119,311	4,869,311	5,069,311

Assumptions/Background:

ERF Reserve to fund replacement of equipment that lasts less than 15 years in the CAWW System. Example motors, pumps etc.

* Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Debt - Core Area Wastewater Capital

FINAL BUDGET

MARCH 2024

Service: 3.798C Debt - Core Area Wastewater Capital	Committee: Core Area Liquid Waste Management
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DEFINITION:

Infrastructure improvements and capital work to all wastewater functions of the Capital Regional District.

PARTICIPATION:

Cost apportionment is based on capacity allocated to each participant.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

		<u>Authorized</u>	<u>Borrowed</u>	<u>Remaining</u>
Authorized:	LA Bylaw 3887	\$ 100,000,000	\$ 6,100,000	93,900,000
	LA Bylaw 4204	665,000,000	95,000,000	570,000,000
	LA Bylaw 4374	22,700,000	10,470,000	12,230,000
	LA Bylaw 4375	34,300,000	-	34,300,000
Remaining:		<u>\$ 822,000,000</u>	<u>\$ 111,570,000</u>	<u>\$ 710,430,000</u>

CORE AREA WASTEWATER TREATMENT PLANT

<u>Location</u>	<u>Allocation of Debt Servicing Costs</u>
Colwood	4.24%
Esquimalt	6.60%
Langford	12.63%
Oak Bay	6.39%
Saanich	30.34%
Victoria	35.95%
View Royal	3.18%
Songhees Nation	0.60%
Esquimalt Nation	0.07%
Total	<u>100.00%</u>

FUNDING:

Requisition

3.798C - Debt - Core Area Wastewater Capital	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>CAPITAL / RESERVE</u>										
Transfer to RTF Capital	5,529,745	5,529,745	5,529,745	-	-	5,529,745	5,529,745	5,529,745	5,529,745	5,529,745
Transfer to Capital Replacement Reserve	3,121,119	3,121,119	1,617,078	-	-	1,617,078	3,121,119	3,121,119	3,121,119	4,121,119
Transfer to WTP Debt Retirement Reserve	5,037,525	5,037,525	5,346,360	-	-	5,346,360	5,418,160	5,489,960	5,561,760	5,633,560
TOTAL CAPITAL / RESERVES	13,688,389	13,688,389	12,493,183	-	-	12,493,183	14,069,024	14,140,824	14,212,624	15,284,424
CAWTP Debt	7,109,313	7,303,243	6,698,640	-	-	6,698,640	6,621,840	6,550,040	6,478,240	6,406,440
CAWW Debt	213,930	20,000	1,711,709	-	-	1,711,709	3,077,984	5,095,286	6,204,569	7,006,752
<u>Total Debt Expenditures</u>	7,323,243	7,323,243	8,410,349	-	-	8,410,349	9,699,824	11,645,326	12,682,809	13,413,192
MFA Debt Reserve	192,660	192,660	171,663	-	-	171,663	151,465	241,915	137,935	98,110
Debt Repayment	4,341,430	4,341,430								10,283,553
TOTAL OPERATING COSTS	25,545,722	25,545,722	21,075,195	-	-	21,075,195	23,920,313	26,028,065	27,033,368	39,079,279
*Percentage Increase over prior year			-17.50%			-17.50%	13.50%	8.81%	3.86%	44.56%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Surplus Balance carry forward	-	-	-	-	-	-	-	-	-	-
Transfer from Own funds	-	-	-	-	-	-	-	-	-	-
Transfer from Reserve	(4,341,430)	(4,341,430)	-	-	-	-	-	-	-	(10,283,553)
Grants in Lieu of Taxes	(573,949)	(573,949)	(617,059)	-	-	(617,059)	(574,265)	(574,265)	(574,265)	(574,265)
Revenue - Interest and Debt Reserve	(165,158)	(165,158)	(20,870)	-	-	(20,870)	(20,870)	(20,870)	(20,870)	(20,870)
TOTAL REVENUE	(5,080,537)	(5,080,537)	(637,929)	-	-	(637,929)	(595,135)	(595,135)	(595,135)	(10,878,688)
REQUISITION	(20,465,185)	(20,465,185)	(20,437,266)	-	-	(20,437,266)	(23,325,178)	(25,432,930)	(26,438,233)	(28,200,591)
*Percentage increase over prior year			-0.14%			-0.14%	14.13%	9.04%	3.95%	6.67%
PARTICIPANTS: Victoria, Oak Bay, Esquimalt, Saanich View Royal, Colwood, Langford, Esquimalt FN, Songhees FN										

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	3.798C							
	Debt - Core Area Wastewater Treatment Program	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$300,000	\$550,000	\$0	\$0	\$0	\$0	\$0	\$550,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$8,988,000	\$32,219,000	\$19,790,000	\$7,475,000	\$12,025,000	\$12,150,000	\$12,150,000	\$83,659,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$9,288,000	\$32,769,000	\$19,790,000	\$7,475,000	\$12,025,000	\$12,150,000	\$12,150,000	\$84,209,000

SOURCE OF FUNDS

Capital Funds on Hand	\$375,000	\$375,000	\$0	\$0	\$0	\$0	\$0	\$375,000
Debenture Debt (New Debt Only)	\$7,513,000	\$27,271,000	\$18,090,000	\$6,075,000	\$10,275,000	\$10,750,000	\$10,750,000	\$72,461,000
Equipment Replacement Fund	\$450,000	\$855,000	\$700,000	\$400,000	\$750,000	\$400,000	\$400,000	\$3,105,000
Grants (Federal, Provincial)	\$450,000	\$450,000	\$0	\$0	\$0	\$0	\$0	\$450,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$500,000	\$3,818,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$7,818,000
	\$9,288,000	\$32,769,000	\$19,790,000	\$7,475,000	\$12,025,000	\$12,150,000	\$12,150,000	\$84,209,000

Service #: 3.798C
 Service Name: Debt - Core Area Wastewater Treatment Program

				PROJECT BUDGET & SCHEDULE										
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total	
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total auto-populates	
MCLOUGHLIN WASTEWATER TREATMENT PLANT														
16-01a	New	CAWTP	Wastewater Treatment Project (including WWTP, RTF, Conveyance)	\$ 462,000,000	\$	Grant	\$ 450,000	\$ 450,000					\$ 450,000	
PUMP STATIONS														
21-01	Renewal	Lang Cove Electrical and Building Upgrades	Renewals based upon Delcan's condition assessment and EIC inspections. Work includes electrical (replace PLC, SCADA pack, communications), and building upgrades.	\$ 1,200,000	\$	Res	\$ 250,000	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000	
21-02	Renewal	Marigold Electrical and Building Upgrades	Renewals are based upon Delcan's condition assessment and EIC inspections. Work includes electrical (replace MCC, PLC, VFD's, 480V to 600V upgrade, etc), and building upgrades.	\$ 5,850,000	\$	Debt	\$ 1,950,000	\$ 5,550,000	\$ -	\$ -	\$ -	\$ -	\$ 5,550,000	
21-03	Renewal	Currie Major Electrical and Seismic Upgrades	Renewals based upon Delcan's condition assessment and EIC inspections. Work includes electrical (replace VFDs, PLC, SCADA pack, communications), seismic upgrades and driveway repairs.	\$ 2,300,000	\$	Debt	\$ 110,000	\$ 2,010,000	\$ -	\$ -	\$ -	\$ -	\$ 2,010,000	
21-05	Replacement	Harling PS - Complete Replacement	Based on Delcan's condition assessment and the age of this facility, replacement of Harling Point PS is required.	\$ 2,500,000	\$	Debt	\$ 290,000	\$ 400,000	\$ 2,090,000	\$ -	\$ -	\$ -	\$ 2,490,000	
22-01	Renewal	Odour Control HVAC Testing and Balancing	Based upon KWL's 2018 condition assessment review, upgrades are required to several odour control facilities (ie. carbon scrubbers, bioxide injection, etc). In addition, HVAC testing & balancing and process narratives are required.	\$ 200,000	\$	Debt	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000	
22-05	Replacement	Lang Cove Discharge Isolation Valves	Replace seized, direct buried isolation valves on at the Lang Cove pump station with new valves in a manhole.	\$ 400,000	\$	ERF	\$ 300,000	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ 300,000	
24-01	Renewal	Trent PLC Upgrade	The Programmable Logic Controller needs to be upgraded to meet new software standards.	\$ 250,000	\$	ERF	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000	
24-02	Renewal	Hood Mechanical and Electrical Renewal	Upgrades are based upon Delcan's condition assessment and EIC inspections. The work includes pump replacement, installation of a new valve chamber, RTU upgrade, and site improvements.	\$ 870,000	\$	Debt	\$ -	\$ 50,000	\$ 420,000	\$ 400,000	\$ -	\$ -	\$ 870,000	
24-03	Renewal	Currie Minor Mechanical and Electrical Renewal	Upgrades are based upon Delcan's condition assessment and recent inspections. The work includes pump and valve replacement.	\$ 580,000	\$	Debt	\$ -	\$ 50,000	\$ 290,000	\$ 300,000	\$ -	\$ -	\$ 580,000	
24-04	Renewal	Humber Electrical and Mechanical Renewal	Upgrades are based upon Delcan's condition assessment and EIC inspections. The work includes pump and valve replacements, PLC/RTU upgrade and site improvements.	\$ 640,000	\$	Debt	\$ -	\$ 50,000	\$ 290,000	\$ 300,000	\$ -	\$ -	\$ 640,000	
24-05	Renewal	Rutland Electrical and Mechanical Renewal	Upgrades are based upon Delcan's condition assessment and EIC inspections. The work includes pump and valve replacements, PLC/RTU upgrade and site improvements.	\$ 640,000	\$	Debt	\$ -	\$ 50,000	\$ 290,000	\$ 300,000	\$ -	\$ -	\$ 640,000	
24-06	Renewal	Penrhyn Electrical and Mechanical Renewal	Upgrades are based upon Delcan's condition assessment and EIC inspections. The work includes electrical (replace PLC and MCC), mechanical (replace pumps and upgrade HVAC), and structural/building upgrades.	\$ 1,470,000	\$	Debt	\$ -	\$ 100,000	\$ 670,000	\$ 700,000	\$ -	\$ -	\$ 1,470,000	
GRAVITY SEWERS AND MANHOLES														
21-06	Renewal	Shoreline Trunk Sewer Upgrade	The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Shoreline Trunk must be twinned to prevent overflows into Portage Inlet during peak storm events.	\$ 3,400,000	\$	Debt	\$ 340,000	\$ 440,000	\$ 2,900,000	\$ -	\$ -	\$ -	\$ 3,340,000	
21-07	New	Western Trunk Sewer Twinning	The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Western Trunk Sewer must be twinned from Alderlea to Craigflower PS to prevent overflows upstream of Parson's siphon during peak storm events.	\$ 25,000,000	\$	Debt	\$ 370,000	\$ 370,000	\$ -	\$ -	\$ -	\$ -	\$ 370,000	
21-09	Renewal	Bowker Sewer Rehabilitation Ph1	Based on results of CCTV inspection about 2,000m of sewer along Shelbourne, Kings and from Trent PS to Newport needs to be relined.	\$ 8,600,000	\$	Cap	\$ 375,000	\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ 375,000	
24-17	Renewal	Sewer Cleaning and Inspection	Core Area sewers should be cleaned and inspected on a 5-year cycle. This program will support that continued cycle.	\$ 750,000	\$	Debt	\$ -	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	\$ 600,000	
21-11	Renewal	Manhole Repairs and Replacement	Based upon CCTV and staff inspections on manholes, there are a number of deteriorated MH's that require repair or replacement.	\$ 2,000,000	\$	Debt	\$ 750,000	\$ 450,000	\$ 2,600,000	\$ -	\$ 1,000,000	\$ -	\$ 4,050,000	
23-01	Renewal	Cecelia Ravine Pipe Protection	Based on geotechnical review, a section of the exposed NWT in Cecelia Ravine should be covered & protected from falling rocks upslope from the pipe.	\$ 1,000,000	\$	Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000	
24-10	Renewal	East Coast Interceptor and Bowker Sewer Rehabilitation Ph2	Based on results of CCTV inspection about 2,000m of sewer needs to be relined along Beach Dr (from Bowker to Windsor) and along Doncaster Dr, Shelbourne St. and Kings Rd.	\$ 8,000,000	\$	Debt	\$ -	\$ 8,000,000	\$ -	\$ -	\$ -	\$ -	\$ 8,000,000	
24-11	Renewal	Western Trunk Grit Chamber Repairs	The Western Trunk (Island Highway) Grit Chamber is badly corroded and requires repairs before extensive structural damage occurs.	\$ 1,500,000	\$	Debt	\$ -	\$ 250,000	\$ 1,250,000	\$ -	\$ -	\$ -	\$ 1,500,000	
26-01	Renewal	NWT Sewer Replacement at Alpha-Terrace	A 5m long section of old concrete pipe downstream of Boundary Transition Chamber is badly corroded and needs to be replaced with new PVC pipe.	\$ 1,000,000	\$	Debt	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,000,000	
PRESSURE PIPES AND APPURTENANCES														
21-12	Renewal	Gorge Siphon Inlet Chamber Upgrade	The concrete chamber is badly corroded and the control gates are seized on this chamber and they need to be replaced so that the individual siphons can be isolated or activated.	\$ 1,250,000	\$	Res	\$ 465,000	\$ 1,218,000	\$ -	\$ -	\$ -	\$ -	\$ 1,218,000	
21-13	New	Craigflower Forcemain Twinning	The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Craigflower Forcemain must be twinned to prevent overflows into Portage Inlet during peak storm events.	\$ 13,655,000	\$	Debt	\$ 185,000	\$ 553,000	\$ -	\$ -	\$ 6,500,000	\$ 6,500,000	\$ 13,553,000	
23-02	Renewal	Penrhyn Siphon Assessment	The Penrhyn Siphon is PVC pipe, and has never been flushed or assessed. Flushing and assessment of the pipe is required.	\$ 500,000	\$	Debt	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000	
24-07	Renewal	Parsons Siphon Assessment	The Parsons Siphons are PVC and steel pipe, and have never been flushed or assessed. Flushing and assessment of the pipe is required.	\$ 500,000	\$	Debt	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000	
25-01	Renewal	Admirals Siphon Assessment	The Admirals Siphon is PVC pipe, and has never been flushed or assessed. Flushing and assessment of the pipe is required.	\$ 500,000	\$	Debt	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000	
24-12	Renewal	Harriet Siphon Cleaning and Assessment	Specialized flushing and cleaning to remove solids from both 400m siphons.	\$ 500,000	\$	Res	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	
24-13	Renewal	Craigflower Inlet Reconfiguration	Increasing flow and off-gassing from the vortex drop are generating odours and causing corrosion. Re-alignment of the influent sewer is required to mitigate odours, corrosion and address health and safety concerns.	\$ 1,700,000	\$	Debt	\$ -	\$ 1,700,000	\$ -	\$ -	\$ -	\$ -	\$ 1,700,000	
26-14	Renewal	Parsons Siphon/Bridge Connection Repairs	The siphon pipe support connections to the Parsons Bridge require repairs.	\$ 500,000	\$	Res	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	
25-03	Renewal	Harriet Siphon Inlet Chamber Upgrade	Assess concrete corrosion and replace seized control gates.	\$ 1,500,000	\$	Debt	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 1,500,000	
27-01	Study	Forcemain Pipe Assessment Study	There are several forcemain pipes downstream from each pump station that have never been assessed. A study is proposed to investigate various technologies to evaluate the condition of the pipes.	\$ 250,000	\$	Debt	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ 250,000	
FLOW METERS														
21-15	Replacement	Parsons Meter Replacement	Based on KWL's 2018-19 Flow Meter Audit review, Parsons meter is to be replaced with two doppler meters and one magmeter on Wilfert PS (includes install of meters, kloak and conduit).	\$ 500,000	\$	Debt	\$ 182,000	\$ 432,000	\$ -	\$ -	\$ -	\$ -	\$ 432,000	
21-16	New	Gorge & Chagman Meter	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new Rodar meter to measure the unmetred Gorge and Chagman catchments. Includes installation of new metering manhole.	\$ 400,000	\$	Debt	\$ 109,000	\$ 379,000	\$ -	\$ -	\$ -	\$ -	\$ 379,000	
21-17	New	Esquimah Nelson Meter	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new custom weir, kloak and conduit to measure the unmetred Esquimah/Nelson catchment.	\$ 300,000	\$	Debt	\$ 172,000	\$ 272,000	\$ -	\$ -	\$ -	\$ -	\$ 272,000	
21-19	New	Selkirk Meter	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flume meter to measure the unmetred Selkirk catchment (install weir, kloak and conduit).	\$ 500,000	\$	Debt	\$ 183,000	\$ 493,000	\$ -	\$ -	\$ -	\$ -	\$ 493,000	

Service #: 3.798C
 Service Name: Debt - Core Area Wastewater Treatment Program

				PROJECT BUDGET & SCHEDULE										
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total	
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total auto-populates	
GENERAL														
21-22	Study	Asset Management Plan Update	Previous condition assessment studies will be updated and incorporated into a long-term asset management plan to meet expected level-of-service requirements.	\$ 250,000	Debt	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000	
21-23	Study	DCC Program Development	With the completion of CAWTP and amendment of the Service Establishment Bylaw, it was noted that a DCC Program would be established to fund future wastewater projects related to growth. This project is to create the program, consult with stakeholders and prepare a new DCC Bylaw.	\$ 400,000	Debt	\$ -	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000	
21-24	Renewal	Record Drawing and Wastewater Agreement Updates	The old as-built drawings, connection points and wastewater agreements with the contributing municipalities has not been updated in many years. Updates are required to reflect changes in the system, identify clear demarcation points, and reflect updates in the LWMP.	\$ 1,100,000	Debt	\$ -	\$ 160,000	\$ 360,000	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ 860,000	
21-25	Renewal	SCADA and Radio Assessment	Majority of the radio and SCADA equipment are nearing end of life, technological advances do not allow for straight replacements, funding is required for assessments of existing equipment and site requirements.	\$ 3,900,000	Debt	\$ -	\$ 1,430,000	\$ 2,180,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ -	\$ 4,430,000	
22-03	Renewal	Acquisition of Outstanding Right-of-Ways	Some of the infrastructure is located on privately owned land that do not have rights-of-way. A plan is being developed to acquire SRW's for all infrastructure over time. Initial spending requires a study and plan prior to acquisition.	\$ 1,200,000	Debt	\$ -	\$ 132,000	\$ 132,000	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ 1,132,000	
21-27	New	New Infrastructure Optimization	Unforeseen and unplanned optimization at a number of new facilities to improve operation and health and safety requirements.	\$ 500,000	Debt	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000	
22-04	New	Microwave Radio Upgrades	To provide a high bandwidth communications backbone to the CAWWT system, a microwave communications system will be installed.	\$ 600,000	ERF	\$ -	\$ 150,000	\$ 250,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 550,000	
23-07	New	Enterprise Data Historian Management System	A data historian is required to store large amounts of data that is required for compliance reporting to regulators, operational performance reports, cost allocation, and engineering analysis.	\$ 300,000	Debt	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000	
28-01	Decommission	Marigold Surge Tank Deconstruction	The old Marigold Surge Tank has been abandoned for many years, is becoming a safety concern for youth, a needs to be removed.	\$ 1,800,000	Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 1,500,000	\$ 1,800,000	
24-15	Replacement	IT Core Infrastructure Replacement	Replacement of Core IT Infrastructure such as servers, network switches, UPS, etc for equipment end of life	\$ 505,000	ERF	\$ -	\$ -	\$ 55,000	\$ -	\$ -	\$ 350,000	\$ 100,000	\$ 505,000	
ANNUAL PROVISIONAL														
21-26	Replacement	Annual Provisional Emergency Repairs	Unforeseen and unplanned emergency repairs can occur which require immediate attention.	\$ 5,000,000	Res	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 5,000,000	
23-06	Replacement	Annual Provisional Equipment Replacement	Replacement of end of service life, including valves, variable frequency drives, capacitors.	\$ 1,500,000	ERF	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,500,000	
23-08	New	Process & Mechanical Upgrades	Upgrades to the Core Area Wastewater Treatment and Conveyance infrastructure in order to optimize operations	\$ 4,250,000	Debt	\$ -	\$ -	\$ 850,000	\$ 850,000	\$ 850,000	\$ 850,000	\$ 850,000	\$ 4,250,000	
23-09	New	Safety & Security Upgrades	Upgrades to the Core Area Wastewater Treatment and Conveyance infrastructure to improve worker health and safety	\$ 2,400,000	Debt	\$ -	\$ -	\$ 600,000	\$ 600,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,400,000	
OUTFALLS / OVERFLOWS														
24-08	Renewal	Clover Point Outfall Retrofit	The existing Clover outfall is no longer operated on a regular basis since wastewater is now conveyed to McLoughlin WWTP, but it must be ready for operation during peak storm events. As a result, the existing outfall will need to be assessed for best operational and maintenance practices based on limited use.	\$ 500,000	Debt	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	
25-02	Renewal	Macaulay Point Outfall Retrofit	A section of casing the emergency short outfall has failed and the pipe is corroding, and the long outfall needs to be modified to suit reduced usage. This project is to repair the casing, provide shoreline protection, and prepare a plan to maintain the deep outfall based on limited use.	\$ 750,000	Debt	\$ -	\$ -	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ 750,000	
27-02	Renewal	Broom Overflow Pipe Rehabilitation	Overflow pipe is cracked and severed in multiple locations and H2S gases and odours are present.	\$ 575,000	Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 500,000	\$ 575,000	
RESIDUAL SOLIDS														
24-09	New	Centrate Return Line Automated Monitoring	Installation of level transducer at manhole 48 to monitor the centrate line level to avoid surcharging of the man hole and potential spill.	\$ 175,000	Debt	\$ -	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ 175,000	
24-16	New	Biosolids Particle Size Optimization	Installation of equipment to ensure biosolids particle size meets reuse option specifications.	\$ 250,000	Debt	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000	
DCC PROJECTS														
GRAND TOTAL				\$ 578,660,000			\$ 9,503,000	\$ 32,769,000	\$ 19,790,000	\$ 7,475,000	\$ 12,025,000	\$ 12,150,000	\$ 84,209,000	

Service: **3.798C** **Debt - Core Area Wastewater Treatment Program**

Project Number 21-01

Capital Project Title Lang Cove Electrical and Building Upgrades

Capital Project Description

Renewals based upon Delcan's condition assessment and EIC inspections. Work includes electrical (replace PLC, SCADA pack, communications), and building upgrades.

Project Rationale Renewals based upon Delcan's 2013 condition assessments and revised inspections. Work includes electrical (replace PLC, SCADA pack, communications), and building upgrades.

Project Number 21-02

Capital Project Title Marigold Electrical and Building Upgrades

Capital Project Description

Renewals are based upon Delcan's condition assessment and EIC inspections. Work includes electrical (replace MCC, PLC, VFD's, 480v to 600v upgrade, etc), and building upgrades.

Project Rationale Renewals are based upon Delcan's 2013 condition assessments and revised inspections. Work includes electrical (replace MCC, PLC, VFD's, 480v to 600v upgrade, etc), and building upgrades. Tendering was conducted in 2023, combined with Currie Major PS (21-03) works but the Marigold portion of the scope far exceeded available budget. Re-tendering will be conducted in 2024 with additional budget added.

Project Number 21-03

Capital Project Title Currie Major Electrical and Seismic Upgrades

Capital Project Description

Renewals based upon Delcan's condition assessment and EIC inspections. Work includes electrical (replace VFDs, PLC, SCADA pack, communications), seismic upgrades and driveway repairs.

Project Rationale Renewals based upon Delcan's 2013 condition assessments and revised inspections. Work includes electrical (replace VFDs, PLC, SCADA pack, communications), seismic upgrades and driveway repairs. A tender was conducted in 2023, combined with Marigold PS (21-02) works but the Marigold component came in well over budget. Re-tendering will be conducted in 2024 with additional budget added for Marigold.

Project Number 21-05

Capital Project Title Harling PS - Complete Replacement

Capital Project Description

Based on Delcan's condition assessment and the age of this facility, replacement of Harling Point PS is required.

Project Rationale Replacement of Harling Point PS is based on Delcan's 2013 condition assessment. The preliminary design was completed in 2018. CRD has progressed a scope of work for a Consultant to provide detailed design and construction support services. Design work is expected to be completed in 2024 with Construction likely to extend into 2025.

Service: **3.798C** **Debt - Core Area Wastewater Treatment Program**

Project Number	22-01	Capital Project Title	Odour Control HVAC Testing and Balancing	Capital Project Description	Based upon KWL's 2018 condition assessment review, upgrades are required to several odour control facilities (ie. carbon scrubbers, bioxide injection, etc). In addition, HVAC testing & balancing and process narratives are required
Project Rationale	Based upon KWL's 2018 condition assessment review, upgrades are required to several odour control facilities (ie. carbon scrubbers, bioxide injection, etc). In addition, HVAC testing & balancing and process narratives are required.				

Project Number	22-05	Capital Project Title	Lang Cove Discharge Isolation Valves	Capital Project Description	Replace seized, direct buried isolation valves on at the Lang Cove pump station with new valves in a manhole.
Project Rationale	An isolation valve on the discharge force main of the Lang Cove pump station has failed, with no way of isolating the pump station for maintenance or an emergency. Additionally, there currently is no way to bypass the force main. Funds are required to design a bypass outlet, plan valve replacement, bypass pump the failed valve and replace the valve.				

Project Number	24-01	Capital Project Title	Trent PLC Upgrade	Capital Project Description	The Programmable Logic Controller needs to be upgraded to meet new software standards.
Project Rationale	The PLC needs to be upgraded to meet new software standards and maintain reliability.				

Project Number	24-02	Capital Project Title	Hood Mechanical and Electrical Renewal	Capital Project Description	Upgrades are based upon Delcan's condition assessment and EIC inspections. The work includes pump replacement, installation of a new valve chamber, RTU upgrade, and site improvements.
Project Rationale	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes pump replacement, installation of a new valve chamber, RTU upgrade, and site improvements.				

Service: 3.798C Debt - Core Area Wastewater Treatment Program

Project Number	24-03	Capital Project Title	Currie Minor Mechanical and Electrical Renewal	Capital Project Description	Upgrades are based upon Delcan's condition assessment and recent inspections. The work includes pump and valve replacement.
Project Rationale	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes pump and valve replacement.				

Project Number	24-04	Capital Project Title	Humber Electrical and Mechanical Renewal	Capital Project Description	Upgrades are based upon Delcan's condition assessment and EIC inspections. The work includes pump and valve replacements, PLC/RTU upgrade and site improvements.
Project Rationale	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes pump and valve replacements, PLC/RTU upgrade and site improvements.				

Project Number	24-05	Capital Project Title	Rutland Electrical and Mechanical Renewal	Capital Project Description	Upgrades are based upon Delcan's condition assessment and EIC inspections. The work includes pump and valve replacements, PLC/RTU upgrade and site improvements.
Project Rationale	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes pump and valve replacements, PLC/RTU upgrade and site improvements.				

Project Number	24-06	Capital Project Title	Penrhyn Electrical and Mechanical Renewal	Capital Project Description	Upgrades are based upon Delcan's condition assessment and EIC inspections. The work includes electrical (replace PLC and MCC), mechanical (replace pumps and upgrade HVAC), and structural/building upgrades.
Project Rationale	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes electrical (replace PLC and MCC), mechanical (replace pumps and upgrade HVAC), and structural/building upgrades. This project will also need to look at the Dosing Valve/Actuator as it has had recent signs of pending failure.				

Project Number	21-06	Capital Project Title	Shoreline Trunk Sewer Upgrade	Capital Project Description	The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Shoreline Trunk must be twinned to prevent overflows into Portage Inlet during peak storm events.
Project Rationale	The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Shoreline Trunk must be twinned to prevent overflows into Portage Inlet.				

Service: 3.798C Debt - Core Area Wastewater Treatment Program

Project Number	21-07	Capital Project Title	Western Trunk Sewer Twinning	Capital Project Description	The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Western Trunk Sewer must be twinned from Aldeane to Craigflower PS to prevent overflows upstream of Parson's siphon during peak storm events.
Project Rationale	The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Western Trunk Sewer must be twinned from Aldeane to Craigflower PS to prevent overflows upstream of Parson's siphon.				

Project Number	24-17	Capital Project Title	Sewer Cleaning and Inspection	Capital Project Description	Core Area sewers should be cleaned and inspected on a 5-year cycle. This program will support that continued cycle.
Project Rationale	Core Area sewers should be cleaned and inspected on a 5-year cycle. This program will support that continued cycle.				

Project Number	21-11	Capital Project Title	Manhole Repairs and Replacement	Capital Project Description	Based upon CCTV and staff inspections on manholes, there are a number of deteriorated MH's that require repair or replacement.
Project Rationale	Based upon CCTV and staff inspections on manholes, high priority repairs and replacement of deteriorated MH's.				

Project Number	23-01	Capital Project Title	Cecelia Ravine Pipe Protection	Capital Project Description	Based on geotechnical review, a section of the exposed NWT in Cecelia Ravine should be covered & protected from falling rocks upslope from the pipe.
Project Rationale	Based on geotechnical review, a section of the exposed NWT in Cecelia Ravine should be covered & protected from falling rocks upslope from the pipe. This project is currently being delayed for future coordination with works that CRD Parks is expected to be doing on the Galloping Goose Trail.				

Project Number	24-10	Capital Project Title	East Coast Interceptor and Bowker Sewer Rehabilitation Ph2	Capital Project Description	Based on results of CCTV inspection about 2,000m of sewer needs to be relined along Beach Dr (from Bowker to Windsor) and along Doncastor Dr., Shelbourne St. and Kings Rd.
Project Rationale	Based on results of CCTV inspection about 2,000m of sewer along Beach Dr (from Bowker to Broom) and along Doncastor and Transit Roads needs to be relined. This work is scheduled to be tendered in 2024.				

Service: **3.798C** **Debt - Core Area Wastewater Treatment Program**

Project Number	24-11	Capital Project Title	Western Trunk Grit Chamber Repairs	Capital Project Description	The Western Trunk (Island Highway) Grit Chamber is badly corroded and requires repairs before extensive structural damage occurs.
Project Rationale	Repairs to Western Trunk Grit Chamber at Island Highway. Chamber is badly corroded and requires repair.				

Project Number	26-01	Capital Project Title	NWT Sewer Replacement at Alpha-Terrace	Capital Project Description	A 5m long section of old concrete pipe downstream of Boundary Transition Chamber is badly corroded and needs to be replaced with new PVC pipe.
Project Rationale	Pipe segment replacement required prior to failure.				

Project Number	21-12	Capital Project Title	Gorge Siphon Inlet Chamber Upgrade	Capital Project Description	The concrete chamber is badly corroded and the control gates are seized on this chamber and they need to be replaced so that the individual siphons can be isolated or activated.
Project Rationale	The control gates are seized on this chamber and they need to be replaced so that the individual siphons can be isolated or activated.				

Project Number	21-13	Capital Project Title	Craigflower Forcemain Twinning	Capital Project Description	The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Craigflower Forcemain must be twinned to prevent overflows into Portage Inlet during peak storm events.
Project Rationale	The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Craigflower Forcemain must be twinned to prevent overflows into Portage Inlet.				

Service: 3.798C Debt - Core Area Wastewater Treatment Program

Project Number	23-02	Capital Project Title	Penrhyn Siphon Assessment	Capital Project Description	The Penrhyn Siphon is PVC pipe, and has never been flushed or assessed. Flushing and assessment of the pipe is required.
Project Rationale	The Penrhyn Siphon is PVC pipe, and has never been flushed or assessed. Flushing and assessment of the pipe is required.				

Project Number	24-07	Capital Project Title	Parsons Siphon Assessment	Capital Project Description	The Parsons Siphons are PVC and steel pipe, and have never been flushed or assessed. Flushing and assessment of the pipe is required.
Project Rationale	The Parsons Siphons are PVC and steel pipe, and have never been flushed or assessed. Flushing and assessment of the pipe is required.				

Project Number	25-01	Capital Project Title	Admirals Siphon Assessment	Capital Project Description	The Admirals Siphon is PVC pipe, and has never been flushed or assessed. Flushing and assessment of the pipe is required.
Project Rationale	The Admirals Siphon is PVC pipe, and has never been flushed or assessed. Flushing and assessment of the pipe is required.				

Project Number	24-12	Capital Project Title	Harriet Siphon Cleaning and Assessment	Capital Project Description	Specialized flushing and cleaning to remove solids from both 400m siphons.
Project Rationale	The Harriet Siphons were unable to be inspected in 2023 as they are 50% full of solids. The siphons need to be flushed or they will continue to accumulate solids and be completely plugged. Special flushing and cleaning equipment is required to clean both of these 400m long siphons.				

Project Number	24-13	Capital Project Title	Craigflower Inlet Reconfiguration	Capital Project Description	Increasing flows and off-gassing from the vortex drop are generating odours and causing corrosion. Re-alignment of the influent sewer is required to mitigate odours, corrosion and address health and safety concerns.
Project Rationale	Increasing flows and off-gassing from the vortex drop are generating odours and causing corrosion. Re-alignment of the influent sewer is required to mitigate odours, corrosion and address health and safety concerns.				

Service: **3.798C** **Debt - Core Area Wastewater Treatment Program**

Project Number	24-14	Capital Project Title	Parsons Siphon/Bridge Connection Repairs	Capital Project Description	The siphon pipe support connections to the Parsons Bridge require repairs.
Project Rationale	The siphon pipe support connections to the Parsons Bridge require repairs.				

Project Number	25-03	Capital Project Title	Harriet Siphon Inlet Chamber Upgrade	Capital Project Description	Assess concrete corrosion and replace seized control gates.
Project Rationale	The concrete chamber is badly corroded and the control gates are seized on this chamber and they need to be replaced so that the individual siphons can be isolated or activated.				

Project Number	27-01	Capital Project Title	Forcemain Pipe Assessment Study	Capital Project Description	There are several forcemain pipes downstream from each pump station that have never been assessed. A study is proposed to investigate various technologies to evaluate the condition of the pipes.
Project Rationale	There are several forcemain pipes downstream from each pump station that have never been assessed. A study is proposed to investigate various technologies to evaluate the condition of the pipes.				

Project Number	21-15	Capital Project Title	Parsons Meter Replacement	Capital Project Description	Based on KWL's 2018-19 Flow Meter Audit review, Parsons meter is to be replaced with two doppler meters and one magmeter on Wilfert PS (includes install of meters, kiosk and conduit).
Project Rationale	Based on KWL's 2018-19 Flow Meter Audit review, Parsons meter is to be replaced with two doppler meters and one magmeter on Wilfert PS (includes install of meters, kiosk and conduit).				

Project Number	21-16	Capital Project Title	Gorge & Chapman Meter	Capital Project Description	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flodar meter to measure the unmetred Gorge and Chapman catchments. Includes installation of new metering manhole.
Project Rationale	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flodar meter to measure the unmetred Gorge and Chapman catchments. Includes installation of new metering manhole.				

Service: 3.798C Debt - Core Area Wastewater Treatment Program

Project Number 21-17 **Capital Project Title** Esquimalt Nation Meter **Capital Project Description** Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new custom weir, kiosk and conduit to measure the unmetered Esquimalt Nation catchment.

Project Rationale Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new custom weir, kiosk and conduit to measure the unmetered Esquimalt Nation catchment.

Project Number 21-18 **Capital Project Title** #N/A **Capital Project Description** #N/A

Project Rationale Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flodar meter to measure the unmetered Shoreline catchment. Includes installation of FloDar meter, kiosk and conduit.

Project Number 21-19 **Capital Project Title** Selkirk Meter **Capital Project Description** Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flume meter to measure the unmetered Selkirk catchment (install weir, kiosk and conduit).

Project Rationale Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flume meter to measure the unmetered Selkirk catchment (install weir, kiosk and conduit).

Project Number 21-22 **Capital Project Title** Asset Management Plan Update **Capital Project Description** Previous condition assessment studies will be updated and incorporated into a long-term asset management plan to meet expected level-of-service requirements.

Project Rationale Previous condition assessment studies will be updated and incorporated into a long-term asset management plan to meet expected level-of-service requirements.

Project Number 21-23 **Capital Project Title** DCC Program Development **Capital Project Description** With the completion of CAWTP and amendment of the Service Establishment Bylaw, it was noted that a DCC Program would be established to fund future wastewater projects related to growth. This project is to create the program, consult with stakeholders and prepare a new DCC bylaw.

Project Rationale With the completion of CAWTP and amendment of the Service Establishment Bylaw, it was noted that a DCC Program would be established to fund future wastewater projects related to growth. This project is to create the program, consult with stakeholders and prepare a new DCC bylaw.

Service: **3.798C** **Debt - Core Area Wastewater Treatment Program**

Project Number	21-24	Capital Project Title	Record Drawing and Wastewater Agreement Updates	Capital Project Description	The old as-built drawings, connection points and wastewater agreements with the contributing municipalities has not been updated in many years. Updates are required to reflect changes in the system, identify clear demarcation points, and reflect updates in the LWMP.
Project Rationale	The old as-built drawings, connection points and wastewater agreements with the contributing municipalities has not been updated in many years. Updates are required to reflect changes in the system, identify clear demarcation points, and reflect updates in the LWMP.				

Project Number	21-25	Capital Project Title	SCADA and Radio Assessment	Capital Project Description	Majority of the radio and SCADA equipment are nearing end of life, technological advances do not allow for straight replacements, funding is required for assessments of existing equipment and site requirements.
Project Rationale	Majority of the radio and SCADA equipment are nearing end of life, technological advances do not allow for straight replacements, funding is required for assessments of existing equipment and site requirements.				

Project Number	22-03	Capital Project Title	Acquisition of Outstanding Right-of-Ways	Capital Project Description	Some of the infrastructure is located on privately owned land that do not have rights-of-way. A plan is being developed to acquire SRW's for all infrastructure over time. Initial spending requires a study and plan prior to acquisition.
Project Rationale	Some of the infrastructure is located on privately owned land that do not have right-of-ways. A plan is being developed to acquire SRW's for all infrastructure over time. Initial spending requires a study and plan prior to acquisition.				

Project Number	21-27	Capital Project Title	New Infrastructure Optimization	Capital Project Description	Unforeseen and unplanned optimization at a number of new facilities to improve operation and health and safety requirements.
Project Rationale	Unforeseen and unplanned optimization at a number of new facilities to improve operation and health and safety requirements.				

Service: **3.798C** **Debt - Core Area Wastewater Treatment Program**

Project Number	22-04	Capital Project Title	Microwave Radio Upgrades	Capital Project Description	To provide a high bandwidth communications backbone to the CAWWT system, a microwave communications system will be installed.
Project Rationale	Multiple facilities throughout the CRD RWS system require additional bandwidth to allow for proper monitoring and control. This project will enable the initial design and preliminary installation of a high bandwidth microwave backbone that will be able to be leveraged by multiple CRD operational groups. The installation of this backbone will be coordinated with the other IWS service areas.				

Project Number	23-07	Capital Project Title	Enterprise Data Historian Management System	Capital Project Description	A data historian is required to store large amounts of data that is required for compliance reporting to regulators, operational performance reports, cost allocation, and engineering analysis.
Project Rationale	A data historian is required to store large amounts of data that is required for compliance reporting to regulators, operational performance reports, cost allocation, and engineering analysis.				

Project Number	28-01	Capital Project Title	Marigold Surge Tank Deconstruction	Capital Project Description	The old Mariogld Surge Tank has been abandond for many years, is becoming a safety concern for youth, a needs to be removed.
Project Rationale	Future assessment and decommissioning.				

Project Number	24-15	Capital Project Title	IT Core Infrastructure Replacement	Capital Project Description	Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life
Project Rationale	CAWW portion of Core IT Infrastructure. Program to be managed by CRD IT.				

Project Number	21-26	Capital Project Title	Annual Provisional Emergency Repairs	Capital Project Description	Unforeseen and unplanned emergency repairs can occur which require immediate attention.
Project Rationale	Funds are required for unforeseen and unplanned emergency repairs can occur which require immediate attention.				

Service: 3.798C Debt - Core Area Wastewater Treatment Program

Project Number	23-06	Capital Project Title	Annual Provisional Equipment Replacement	Capital Project Description	Replacement of at end of service life, including valves, variable frequency drives, capacitors.
Project Rationale	Replacement of equipment at end of service life, including valves, variable frequency drives, capacitors.				

Project Number	23-08	Capital Project Title	Process & Mechanical Upgrades	Capital Project Description	Upgrades to the Core Area Wastewater Treatment and Conveyance infrastructure in order to optimize operations
Project Rationale	Annual Provisional account for upgrades to the Core Area Wastewater Treatment and Conveyance infrastructure in order to optimize operations in order to improve compliance with regulatory requirements, improve equipment and process efficiency, and reduce risk of pre-mature equipment failure.				

Project Number	23-09	Capital Project Title	Safety & Security Upgrades	Capital Project Description	Upgrades to the Core Area Wastewater Treatment and Conveyance infrastructure to improve worker health and safety
Project Rationale	Annual Provisional Account for upgrades to the Core Area Wastewater Treatment and Conveyance infrastructure to improve worker health and safety. This includes constructing safe access platforms to complete maintenance at equipment that present a fall from heights risk and other items that are flagged as health and safety concerns.				

Project Number	24-08	Capital Project Title	Clover Point Outfall Retrofit	Capital Project Description	The existing Clover outfall is no longer operated on a regular basis since wastewater is now conveyed to McLoughlin WWTP, but it must be ready for operation during peak storm events. As a result, the existing outfall will need to be assessed for best operational and maintenance practices based on limited use.
Project Rationale	The existing outfall will see a significant reduction in usage once the Clover Point Pump Station is commissioned and wastewater flows up to 3 times ADWF are redirected to the McLoughlin WWTP. As a result, the existing outfall will need to be assessed for best operational and maintenance practices based on expected limited use instead of current continuous use.				

Project Number	25-02	Capital Project Title	Macaulay Point Outfall Retrofit	Capital Project Description	A section of coating the emergency short outfall has failed and the pipe is corroding, and the long outfall needs to be modified to suit reduced usage. This project is to repair the coating, provide shoreline protection, and prepare a plan to maintain the deep outfall based on limited use.
Project Rationale	A section of coating the emergency short outfall has failed, the pipe is corroding, and the long outfall needs to be assessed/modified to suit reduced usage. This project is to repair the coating, provide shoreline protection, and modify the deep outfall.				

Service: **3.798C** **Debt - Core Area Wastewater Treatment Program**

Project Number	27-02	Capital Project Title	Broom Overflow Pipe Rehabilitation	Capital Project Description	Overflow pipe is cracked and severed in multiple locations and H2S gases and odours are present.
Project Rationale	A section of coating the emergency short outfall has failed and the pipe is corroding, and the long outfall needs to be modified to suit reduced usage. This project is to repair the coating, provide shoreline protection, and modify the deep outfall.				

Project Number	24-09	Capital Project Title	Centrate Return Line Automated Monitoring	Capital Project Description	Installation of level transducer at manhole 48 to monitor the centrate line level to avoid surcharging of the man hole and potential spill.
Project Rationale	This project is held for potential future works if deemed operationally necessary between CRD and HRMG. Upgrades, may include installation of level transducer at manhole 48 to monitor the centrate line level to avoid surcharging of the man hole and potential spill.				

Project Number	24-16	Capital Project Title	Biosolids Particle Size Optimization	Capital Project Description	Installation of equipment to ensure biosolids particle size meets reuse option specifications.
Project Rationale	Biosolids beneficial reuse options are evolving. There is potential that a new end use may come into play in 2024, requiring the need to install new equipment to ensure required particle size.				

**3.798C Debt - Core Area Wastewater Capital Asset and Reserve Summary
Summary Schedule
2024 - 2028 Financial Plan**

Reserve Schedule Summary

Core Area Wastewater

The Wastewater Treatment Project (WTP) provides tertiary treatment for wastewater from the core area municipalities of Victoria, Esquimalt, Saanich, Oak Bay, View Royal, Langford and Colwood, and the Esquimalt and Songhees Nations. The WTP is built to meet the provincial and federal regulations for treatment at December 31, 2020. The Project consists of three main elements: McLoughlin Point Wastewater Treatment Plant, Residuals Treatment Facility, and the Conveyance System

Reserve/Fund Summary

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Capital Reserve Fund	17,884,574	16,183,652	18,304,771	20,425,890	22,547,009	25,668,128
Capital Reserve Fund-Western Community	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Debt Reserve Fund	12,738,360	18,569,970	24,661,141	31,020,178	37,655,653	34,292,859
Total	32,622,934	36,753,622	44,965,912	53,446,068	62,202,662	61,960,987

See attached reserve schedules for projected annual cash flows.

Capital Reserve Fund Schedule Core Area Wastewater

Bylaw 4378 - The capital reserve fund was established to provide funding for capital expenditures in respect of capital projects including but not limited to, land, machinery or equipment necessary for the replacement, extension or renewal of existing capital works and related debt servicing payments

Capital Reserve Schedule

Capital Reserve Fund

Fund: 1092

Fund Centre: 102227

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	5,743,431	17,884,574	16,183,652	18,304,771	20,425,890	22,547,009
Planned Purchase (Based on Capital Plan)	(318,234)	(3,318,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
Surplus from CAWTP Proj	9,186,912					
Transfer IN (from Ops Budget)	3,121,119	1,617,078	3,121,119	3,121,119	3,121,119	4,121,119
Transfer IN (North East Trunk CRF)						
Surplus/Deficit	(198,421)					
Interest Income*	349,767					
Ending Balance \$	17,884,574	16,183,652	18,304,771	20,425,890	22,547,009	25,668,128

Assumptions/Background:

The funding strategy for the capital reserve fund is based upon the 25 year replacement plan as by Stantec during the construction of the Core Area Wastewater Treatment Project

* 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.

Bylaw 4378 - The capital reserve fund was established to serve both the Core Area and Western Communities. The reserve schedule below is committed to advancing studies for a wastewater treatment proposal in Colwood.

Colwood Treatment Project -Capital Reserve Schedule

Capital Reserve Fund

Fund: 1092

Fund Centre: 102277

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	-	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Surplus from CAWTP Project	2,000,000					
Interest Income*						
Ending Balance \$	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000

Assumptions/Background:

Based on the Colwood news release, on December 15, 2016, CAWTP project board approved the transfer of \$2 millions once the project is closed. The funds are to be set aside in a separate reserve fund center.

* 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. which is not included.

Debt Reserve Fund Schedule Core Area Wastewater

Bylaw 4377 - The debt reserve fund was established for the specified purpose of funding future debt servicing payments or debt retirements. Monies in the debt repayment reserve will fund debt servicing and early repayment of debts issued to fund the Core Area Wastewater Treatment Project

Debt Reserve Schedule

Debt Reserve Fund Fund: 1093 Fund Center: 102228	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	11,488,501	12,738,360	18,569,970	24,661,141	31,020,178	37,655,653
Debt Payment	(4,341,430)	-	-	-	-	(10,283,553)
Transfer from Ops Budget	5,037,525	5,346,360	5,418,160	5,489,960	5,561,760	5,633,560
Interest Income*	553,764	485,250	673,011	869,077	1,073,715	1,287,199
Ending Balance \$	12,738,360	18,569,970	24,661,141	31,020,178	37,655,653	34,292,859

Assumptions/Background:

The funding strategy for the debt reserve fund is based upon the project's financing plan as approved during the construction of the Core Area Wastewater Treatment Project. Repayment anticipated by 2031.

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

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Environmental Services - Operations

FINAL BUDGET

MARCH 2024

Service: 1.577 Environmental Services - Operations

Committee: Environmental Services

DEFINITION:

To provide operations services to all water and wastewater functions of the Capital Regional District. Cost of this service is totally allocated to functions using Operations Division.

PARTICIPATION:

Method of cost allocation is on an hourly basis for services rendered to water and wastewater functions.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

N/A

COST RECOVERY:

A mixture of allocations and time charges to Water and Wastewater services of the CRD.

1.577 - Environmental Services - Operations	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2024			2025	2026	2027	2028
				ONGOING	ONE-TIME	TOTAL				
<u>OPERATING COSTS</u>										
Salaries & Wages	10,728,626	9,841,118	10,871,160	-	-	10,871,160	11,127,633	11,390,008	11,658,430	11,933,036
Allocation - Standard Overhead	597,416	597,415	658,478	-	-	658,478	671,648	685,080	698,782	712,758
Allocation - Human Resources	274,947	274,946	380,958	-	-	380,958	412,525	425,667	426,101	436,539
Allocation - Operations	522,290	641,054	553,564	-	-	553,564	566,100	579,122	592,431	604,599
Operating - Other	1,471,280	1,252,047	1,100,780	-	475,000	1,575,780	1,212,810	1,145,240	1,168,160	1,191,520
TOTAL OPERATING COSTS	13,594,559	12,606,581	13,564,940	-	475,000	14,039,940	13,990,716	14,225,117	14,543,904	14,878,452
*Percentage Increase over prior year		-7.27%	-0.22%			3.28%	-0.35%	1.68%	2.24%	2.30%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	280,661	280,661	492,797	-	-	492,797	527,560	541,100	554,710	568,380
Transfer to Operating Reserve Fund	-	-	16,780	-	-	16,780	45,044	-	-	-
TOTAL CAPITAL / RESERVES	280,661	280,661	509,577	-	-	509,577	572,604	541,100	554,710	568,380
TOTAL COSTS	13,875,220	12,887,242	14,074,517	-	475,000	14,549,517	14,563,320	14,766,217	15,098,614	15,446,832
*Percentage Increase over prior year		-7.12%	1.44%			4.86%	0.09%	1.39%	2.25%	2.31%
Internal Recoveries	(13,306,880)	(12,776,160)	(14,074,517)	-	-	(14,074,517)	(14,380,920)	(14,673,817)	(15,006,214)	(15,354,432)
OPERATING COSTS LESS INTERNAL RECOVERIES	568,340	111,082	0	-	475,000	475,000	182,400	92,400	92,400	92,400
*Percentage Increase over prior year		-3.99%	5.77%			5.77%	2.18%	2.04%	2.27%	2.32%
<u>SOURCES OF FUNDING (REVENUE)</u>										
Surplus / (Deficit)										
Funds Carried Forward	-	-	-	-	-	-	-	-	-	-
Transfer from Own Funds	(475,940)	(110,940)	-	-	(475,000)	(475,000)	(90,000)	-	-	-
Recovery other	(92,400)	(142)	-	-	-	-	(92,400)	(92,400)	(92,400)	(92,400)
TOTAL REVENUE	(568,340)	(111,082)	-	-	(475,000)	(475,000)	(182,400)	(92,400)	(92,400)	(92,400)
REQUISITION	-	-	-	-	-	-	-	-	-	-
*Percentage increase over prior year			5.77%			5.77%	2.18%	2.04%	2.27%	2.32%
PARTICIPANTS: Costs recovered internally										
AUTHORIZED POSITIONS: IWS Operations	75.00	75.00	75.00	-	-	75.00	75.00	75.00	75.00	75.00

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.577	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
	IW - Environmental Operations							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$10,000	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$500,000	\$1,000,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$902,500	\$1,614,000	\$683,500	\$630,000	\$615,000	\$615,000	\$340,000	\$3,882,500
	\$912,500	\$1,739,000	\$808,500	\$755,000	\$740,000	\$740,000	\$840,000	\$4,882,500

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	\$912,500	\$1,739,000	\$808,500	\$755,000	\$740,000	\$740,000	\$840,000	\$4,882,500
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
	\$912,500	\$1,739,000	\$808,500	\$755,000	\$740,000	\$740,000	\$840,000	\$4,882,500

Service: 1.577 IW - Environmental Operations

Project Number	18-02	Capital Project Title	Replace Computer Equipment	Capital Project Description	Computer replacements per IT cycle.
Project Rationale	Replace Computer Equipment - Computer replacements per IT cycle.				

Project Number	18-03	Capital Project Title	Replace ERF Equipment	Capital Project Description	End of life replacement equipment; Gas techs, SCADA/Controls
Project Rationale	Replace ERF Equipment - Gas Tech Replacements Core and Saan Pen				

Project Number	19-01	Capital Project Title	Replace IWOps Vehicle FQS014	Capital Project Description	Vehicle replacement - end of life
Project Rationale	Replace IWOps Vehicle FQS014 - Vehicle replacement - end of life				

Project Number	19-02	Capital Project Title	Replace IWOps Vehicle F00932	Capital Project Description	Vehicle replacement - end of life
Project Rationale	Replace IWOps Vehicle F00932 - Vehicle replacement - end of life				

Service: 1.577 IW - Environmental Operations

Project Number 19-03

Capital Project Title Replace IWOps Vehicle F00994 Bobcat

Capital Project Description Vehicle replacement - end of life

Project Rationale Replace IWOps Vehicle F00994 - Vehicle replacement - end of life

Project Number 19-05

Capital Project Title Replace IWOps Vehicle FQP081 Renfrew

Capital Project Description Vehicle replacement - end of life

Project Rationale Replace IWOps Vehicle F01081 - Vehicle replacement - end of life

Project Number 19-07

Capital Project Title Furniture and Office Equipment Replacement

Capital Project Description End of life replacement of furniture and office equipment

Project Rationale End of life replacement of furniture and office equipment

Project Number 20-02

Capital Project Title Replace IWOps Vehicle F11030

Capital Project Description Vehicle replacement - end of life

Project Rationale Replace IWOps Vehicle F11030 - Vehicle replacement - end of life

Service: 1.577 IW - Environmental Operations

Project Number	20-04	Capital Project Title	Replace IWOps Vehicle F12009	Capital Project Description	Vehicle replacement - end of life
Project Rationale	Replace IWOps Vehicle F12009 - Vehicle replacement - end of life				

Project Number	20-05	Capital Project Title	Replace IWOps Vehicle F12024	Capital Project Description	Vehicle replacement - end of life
Project Rationale	Replace IWOps Vehicle F12024 - Vehicle replacement - end of life				

Project Number	20-06	Capital Project Title	Replace IWOps Vehicle F12002	Capital Project Description	Vehicle replacement - end of life
Project Rationale	End of life replacement				

Project Number	20-11	Capital Project Title	Replace IWOps Vehicle F01080	Capital Project Description	Vehicle replacement - end of life
Project Rationale	End of life replacement				

1.577 Environmental Services - Operations Asset and Reserve Summary
Summary Schedule
2024 - 2028 Financial Plan

Reserve Schedule Summary

IW Environmental Operations

Assets held by the IW Environmental Operations consist of vehicles and equipment including mechanical, electronic, gas detectors, flow monitors, radio equipment, SCADA hardware and computers.

Reserve/Fund Summary

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Equipment Replacement Fund	2,662,138	1,415,935	1,134,995	921,095	735,805	464,185
Operating Reserve Fund	1,036,927	578,707	533,751	533,751	533,751	533,751
Total	3,699,065	1,994,642	1,668,746	1,454,846	1,269,556	997,936

See attached reserve schedules for projected annual cash flows.

ERF Reserve Fund Schedule IWS Operations

Assets held by the IW Environmental Operations consist of vehicles and equipment including mechanical, electronic, gas detectors, flow monitors, radio equipment, SCADA hardware and computers. ent

Equipment Reserve Schedule

Equipment Replacement Fund Fund: 1022 Fund Center: 101451	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	3,158,474	2,662,138	1,415,935	1,134,995	921,095	735,805
Planned Purchase (Based on Capital Plan)	(817,030)	(1,739,000)	(808,500)	(755,000)	(740,000)	(840,000)
Transfer IN (from Ops Budget)	280,661	492,797	527,560	541,100	554,710	568,380
Proceeds of Disposal	13,439					
Interest Income*	26,594					
Ending Balance \$	2,662,138	1,415,935	1,134,995	921,095	735,805	464,185

Assumptions/Background:

ERF Reserve to fund replacement of equipment, and vehicles of the IW Operations Division.

* 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.

ORF Reserve Fund Schedule IWS Operations

IW ES Operations

Established by Bylaw No. 4147 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105516	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	1,007,205	1,036,927	578,707	533,751	533,751	533,751
Planned Purchase	(20,000)	(475,000)	(90,000)	-	-	-
Transfer from Ops Budget	-	16,780	45,044	-	-	-
Interest Income*	48,549					
Surplus	1,173					
Ending Balance \$	1,036,927	578,707	533,751	533,751	533,751	533,751

Assumptions/Background:

Funds are retained in the reserve for charge-out rate stabilization

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

CAPITAL REGIONAL DISTRICT

2024 BUDGET

I & I Enhancement Program

FINAL BUDGET

MARCH 2024

Service: 3.709 I & I Enhancement Program

Committee: Core Area Liquid Waste Management

DEFINITION:

The Inflow and Infiltration (I&I) Program engages with Core area and Peninsula municipalities and First Nations to identify and reduce the amount of rain and ground water that enters the sanitary sewer system

SERVICE DESCRIPTION:

Requirement of the Core Area Liquid Waste Management Plan (LWMP).

Primary program goals include:

- manage and/or reduce Inflow & Infiltration (I&I) and overflows in accordance with LWMP and Municipal Sewage Regulation
- minimize conveyance, treatment and disposal costs

PARTICIPATION:

Core Area Sewer Participants (LWMP)

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Core Area Liquid Waste Committee

FUNDING:

Funded by Core Area Wastewater Treatment Operations Budget

3.709 - I & I ENHANCEMENT PROGRAM

			BUDGET REQUEST							
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
<u>OPERATING COSTS:</u>										
Allocations - RW Eng	260,346	302,558	267,150	-	-	267,150	272,498	277,954	283,519	289,182
Allocations - Epro	5,655	5,655	5,853	-	-	5,853	5,970	6,089	6,211	6,335
Program Development	140,000	89,288	142,800	-	-	142,800	145,660	148,570	151,540	154,580
Contract For Services	-	8,500	-	-	-	-	-	-	-	-
Operating - Other Costs	2,000	2,000	2,040	-	-	2,040	2,076	2,117	2,160	2,203
TOTAL OPERATING COSTS	408,001	408,001	417,843	-	-	417,843	426,204	434,730	443,430	452,300
*Percentage Increase over prior year		0.0%	2.4%	0.0%	0.0%	2.4%	2.0%	2.0%	2.0%	2.0%
TOTAL COSTS	408,001	408,001	417,843	-	-	417,843	426,204	434,730	443,430	452,300
*Percentage Increase over prior year		0.0%	2.4%	0.0%	0.0%	2.4%	2.0%	2.0%	2.0%	2.0%
Internal Recoveries	(408,001)	(408,001)	(417,843)	-	-	(417,843)	(426,204)	(434,730)	(443,430)	(452,300)
OPERATING COSTS LESS INTERNAL RECOVERIES	-	0	-	-	-	-	-	-	-	-
*Percentage Increase over prior year		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	-	-	-	-	-	-	-	-	-	-
REQUISITION	-	(0)	-	-	-	-	-	-	-	-
*Percentage Increase over prior year		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
PARTICIPANTS: Saanich, Victoria, Oak Bay, Esquimalt, View Royal Indian Affairs/Songhees, DND, Langford, Colwood										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Saanich Peninsula Water Supply

FINAL BUDGET

MARCH 2024

Service: 2.610

Saanich Peninsula Water Supply

Committee: Saanich Peninsula Water

DEFINITION:

To purchase water and to acquire, design, construct, reconstruct, purchase, maintain and operate facilities and to acquire property easements, licences and authorities for the supply of water to Central Saanich, North Saanich, and Sidney, for distribution by the municipalities. Letters Patent, December 22, 1976; revised Sept. 27, 1984. Amended SLP April 27, 1978 and March 19, 1986.

SERVICE DESCRIPTION:

This service provides for the purchase of bulk water for supply to Central Saanich, North Saanich, and Sidney, for distribution within their municipalities. Included in the program is the responsibility to provide design, construction, operation and maintenance, licenses, and water quality monitoring to the service area.

PARTICIPATION:

Central Saanich / North Saanich / Sidney

MAXIMUM LEVY:

MAXIMUM CAPITAL DEBT:

As established by Inspector of Municipalities.

COMMISSION:

Saanich Peninsula Water Commission established by Letters Patent to advise the Board with respect to this function.

FUNDING:

Costs are recovered through the sale of bulk water.

CAPITAL DEBT:

Authorized:	\$12,900,000	2021 - (MFA Bylaw No. 4411 - Saanich Peninsula Water Supply Water Works)
Borrowed:	\$0	
Remaining:	\$12,900,000	

CAPITAL REGIONAL DISTRICT

Program Group: CRD-Saanich Peninsula Water Supply

SUMMARY	2024 BUDGET REQUEST						FUTURE PROJECTIONS			
	2023 BOARD BUDGET	2023 ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	TOTAL (COL 4, 5 & 6)	2025	2026	2027	2028
1	2	3	4	5	6	7	8	9	10	11
<u>OPERATING EXPENDITURES:</u>										
ALLOCATION - OPERATIONS	1,110,880	1,084,410	1,171,082	-	-	1,171,082	1,194,502	1,218,388	1,242,755	1,267,612
UTILITIES	225,129	225,000	231,205	-	-	231,205	237,443	242,191	247,035	251,976
OPERATING - OTHER COSTS	183,910	208,790	189,748	-	-	189,748	194,541	200,100	205,531	211,153
ALLOCATION - STANDARD OVERHEAD	160,795	160,795	168,071	-	-	168,071	171,433	174,861	178,359	181,926
TOTAL OPERATING EXPENDITURES	1,680,714	1,678,995	1,760,106	-	-	1,760,106	1,797,919	1,835,540	1,873,680	1,912,667
*Percentage increase over prior year board budget			4.72%			4.72%	2.15%	2.09%	2.08%	2.08%
TOTAL BULK WATER EXPENDITURES	4,876,683	5,080,680	5,180,160	-	-	5,180,160	5,618,595	6,093,100	6,730,125	7,470,540
<u>CAPITAL EXPENDITURES & TRANSFERS</u>										
TRANSFER TO CAPITAL RESERVE FUND	800,000	900,565	800,000	-	-	800,000	400,000	400,000	400,000	400,000
TRANSFER TO EQUIPMENT REPLACEMENT FUND	50,000	50,000	50,000	-	-	50,000	100,000	150,000	150,000	200,000
TOTAL CAPITAL EXPENDITURES & TRANSFERS	850,000	950,565	850,000	-	-	850,000	500,000	550,000	550,000	600,000
<u>DEBT SERVICING</u>										
DEBT-INTEREST & PRINCIPAL	-	-	102,000	-	-	102,000	674,950	953,426	1,142,301	1,186,796
TOTAL DEBT EXPENDITURES	-	-	102,000	-	-	102,000	674,950	953,426	1,142,301	1,186,796
TOTAL EXPENDITURES	7,407,397	7,710,240	7,892,266	-	-	7,892,266	8,591,464	9,432,066	10,296,106	11,170,003
<u>SOURCES OF FUNDING-OPERATIONS</u>										
REVENUE -WATER SALES	(7,246,597)	(7,549,740)	(7,665,966)	-	-	(7,665,966)	(8,386,794)	(9,223,666)	(10,108,094)	(10,981,330)
REVENUE -OTHER	(160,800)	(160,500)	(226,300)	-	-	(226,300)	(204,670)	(208,400)	(188,012)	(188,673)
TOTAL SOURCES OF FUNDING FROM OPERATIONS	(7,407,397)	(7,710,240)	(7,892,266)	-	-	(7,892,266)	(8,591,464)	(9,432,066)	(10,296,106)	(11,170,003)
<u>SOURCES OF FUNDING-REQUISITION</u>										
PROPERTY TAX REQUISITION FOR DEBT	-	-	-	-	-	-	-	-	-	-
TOTAL REQUISITION	-	-	-	-	-	-	-	-	-	-
TRANSFER FROM PRIOR YEAR	-	-	-	-	-	-	-	-	-	-
TRANSFER TO FOLLOWING YEAR	-	-	-	-	-	-	-	-	-	-
TOTAL CARRY FORWARD (SURPLUS)/ DEFICIT	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCES OF ALL FUNDING	(7,407,397)	(7,710,240)	(7,892,266)	-	-	(7,892,266)	(8,591,464)	(9,432,066)	(10,296,106)	(11,170,003)
Percentage increase over prior year's board budget			6.55%			6.55%	8.86%	9.78%	9.16%	8.49%
Water Rate \$ per cu. m.	\$ 1.1439					\$ 1.1978	\$ 1.3003	\$ 1.4190	\$ 1.5432	\$ 1.6638
Percentage increase	5.08%					4.71%	8.55%	9.13%	8.75%	7.82%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	2.610	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
	Saanich Peninsula Water Supply							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$500,000	\$850,000	\$300,000	\$300,000	\$100,000	\$0	\$1,550,000	
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Engineered Structures	\$4,213,028	\$11,013,028	\$4,404,000	\$3,400,000	\$1,000,000	\$850,000	\$20,667,028	
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$4,713,028	\$11,863,028	\$4,704,000	\$3,700,000	\$1,100,000	\$850,000	\$22,217,028	

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$6,000,000	\$3,000,000	\$3,000,000	\$600,000	\$300,000	\$12,900,000
Equipment Replacement Fund	\$0	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$4,713,028	\$5,663,028	\$1,504,000	\$500,000	\$300,000	\$350,000	\$8,317,028
	\$4,713,028	\$11,863,028	\$4,704,000	\$3,700,000	\$1,100,000	\$850,000	\$22,217,028

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 2.610

Service Name: Saanich Peninsula Water Supply

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total
SYSTEM UPGRADES AND REPLACEMENTS													
18-04	New	Post Disaster Emergency Water Supply	Identify and procure emergency systems for post disaster preparedness	\$ 1,200,000	S	Res	\$ 140,000	\$ 290,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 890,000
20-02	New	Hamsterly Pump Station Backup Power Generator	Addition of a backup power generator at the Hamsterly Pump Station	\$ 1,100,000	S	Res	\$ 1,050,000	\$ 1,050,000	\$ -	\$ -	\$ -	\$ -	\$ 1,050,000
21-01	New	Level of Service Agreement	Determine and develop appropriate level of service agreements with the participating municipalities for water supply.	\$ 75,000	S	Res	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
21-04	Renewal	SCADA Upgrades	SCADA upgrades and planning in conjunction with the Juan de Fuca Water Distribution, Saanich Peninsula Water and Wastewater, and Core Area Wastewater Services.	\$ 1,150,000	E	Res	\$ 500,000	\$ 700,000	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ 1,100,000
21-05	Renewal	SPW System Upgrade and Expansion	Upgrade vulnerable sections of the SPW system to a resilient system better able to withstand a seismic event, and extend sections of the system to have dual feed redundancy. Vulnerable sections are cement pipe material which are susceptible to failure during a seismic event. This is part of a project in partner with the RWS system.	\$ 14,700,000	S	Res	\$ 1,760,000	\$ 1,760,000	\$ -	\$ -	\$ -	\$ -	\$ 1,760,000
21-05	Renewal				S	Debt	\$ -	\$ 6,000,000	\$ 3,000,000	\$ 3,000,000	\$ 600,000	\$ 300,000	\$ 12,900,000
22-01	Study	Water Strategic Plan Update	Update the strategic plan to inform future works and identify hydraulic deficiencies.	\$ 116,972	S	Res	\$ 115,000	\$ 115,000	\$ -	\$ -	\$ -	\$ -	\$ 115,000
22-02	New	Microwave Radio Upgrades	To provide a high bandwidth communications backbone to the SPW/SPWW systems, a microwave communications system will be installed.	\$ 450,000	E	Res	\$ -	\$ 150,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 450,000
22-03	New	Keating Cross Road Water Main	MoTI driven project, MoTI has expectation of CRD contributing (TBD), approximately 500m of 500mm DI, agreement not in place yet	\$ 1,000,000	S	Res	\$ 990,000	\$ 990,000	\$ -	\$ -	\$ -	\$ -	\$ 990,000
23-01	Study	DCC Program Update	5-year update of the DCC program.	\$ 500	S	Res	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500
23-04	Renewal	RTU & PLC Upgrade and Replacement	Upgrade RTU programming within the SPWS service, upgrade the PLC at the Deep Cove pump station, and upgrade the telecommunications from the Hamsterly PS.	\$ 140,000	E	ERF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25-01	New	Hamsterly Pump Station Capacity Upgrade	Increase the capacity of the Hamsterly Pump Station to address increased water demand. This is the service's contribution to the DCC project.	\$ 6,040	S	Res	\$ -	\$ -	\$ 6,040	\$ -	\$ -	\$ -	\$ 6,040
24-01	Decommission	Dean Park Road Well Decommissioning	Decommissioning of a groundwater well at 1557 Dean Park Road.	\$ 250,000	S	Res	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 150,000	\$ 250,000
24-02	New	Reservoir Seismic Isolation Valves	Addition of seismic isolation valves at various Saanich Peninsula tanks.	\$ 800,000	S	Res	\$ -	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -	\$ 800,000
26-01	Decommission	Decommissioning of Various Sites/Components	Various existing facilities within SPWS have redundant valves and piping that require removal.	\$ 150,000	S	Res	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 150,000
Sub-Total System Upgrades and Replacements				\$ 21,138,512			\$ 4,630,500	\$ 11,580,500	\$ 3,906,040	\$ 3,500,000	\$ 900,000	\$ 650,000	\$ 20,536,540
ANNUAL PROVISIONAL ITEMS													
24-03	Renewal	Pump Station, Meter Station, Valve Repair, Transmission Main & Storage Tank Repairs, Replacements and decommissioning.	Planned and unplanned infrastructure and equipment renewal.	\$ 1,000,000	S	ERF	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
Sub-Total Annual Provisional Items				\$ 1,000,000			\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
DEVELOPMENT COST CHARGE (DCC) PROGRAM													
22-01	New	Water Strategic Plan Update	Update the strategic plan to inform future works and identify hydraulic deficiencies.	\$ 33,028	S	Res	\$ 33,028	\$ 33,028	\$ -	\$ -	\$ -	\$ -	\$ 33,028
23-01	New	DCC Program Update	5-year update of the DCC program.	\$ 49,500	S	Res	\$ 49,500	\$ 49,500	\$ -	\$ -	\$ -	\$ -	\$ 49,500
25-01	New	Hamsterly Pump Station Capacity Upgrade	Increase the capacity of the Hamsterly Pump Station to address increased water demand.	\$ 597,960	S	Res	\$ -	\$ -	\$ 597,960	\$ -	\$ -	\$ -	\$ 597,960
Sub-Total Development Cost Charge (DCC) Program				\$ 680,488			\$ 82,528	\$ 82,528	\$ 597,960	\$ -	\$ -	\$ -	\$ 680,488
GRAND TOTAL				\$ 22,819,000			\$ 4,713,028	\$ 11,863,028	\$ 4,704,000	\$ 3,700,000	\$ 1,100,000	\$ 850,000	\$ 22,217,028

Service: **2.610** **Saanich Peninsula Water Supply**

Project Number	18-04	Capital Project Title	Post Disaster Emergency Water Supply	Capital Project Description	Identify and procure emergency systems for post disaster preparedness
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Project Rationale In the event of a disaster, it is proposed to have in place the ability to source, treat (if required) and distribute drinking water during the initial and sustained response and recovery phases to the public. This item will see the study of the issue in 2017 and 2018 with the anticipated purchase of one or more emergency distribution systems in 2018 and beyond. Initial investigation has highlighted areas, such as having hardened hydrants/standpipes that the CRD should be investing in. Additional funds are required to start implementing these additional works.

Project Number	20-02	Capital Project Title	Hamsterly Pump Station Backup Power Generator	Capital Project Description	Addition of a backup power generator at the Hamsterly Pump Station
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Project Rationale From the 2018 DCC Update, KWL identified that the addition of backup power at the Hamsterly Pump Station is required. Funds are required to design and construct backup power for the Hamsterly Pump Station.

Project Number	21-01	Capital Project Title	Level of Service Agreement	Capital Project Description	Determine and develop appropriate level of service agreements with the participating municipalities for water supply.
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Project Rationale The SPW Service has numerous transfer points with the participating municipalities. Funding is required to determine the pressure and flow at transfer points with the participating municipalities for water supply.

Service: 2.610 Saanich Peninsula Water Supply

Project Number 21-04 **Capital Project Title** SCADA Upgrades **Capital Project Description** SCADA upgrades and planning in conjunction with the Juan de Fuca Water Distribution, Saanich Peninsula Water and Wastewater, and Core Area Wastewater Services.

Project Rationale The existing SCADA system is nearing end of life for equipment. The SCADA system provides vital operational monitoring and control information for the Saanich Peninsula Water System. Additionally, the Juan de Fuca Water Distribution, Saanich Peninsula Wastewater, Regional Water System, and Core Area Wastewater services require similar upgrades and integration. This project will be carried out with the other services so that an fully integrated system can be implemented.

Project Number 21-05 **Capital Project Title** SPW System Upgrade and Expansion **Capital Project Description** Upgrade vulnerable sections of the SPW system to a resilient system better able to withstand a seismic event, and extend sections of the system to have dual feed redundancy. Vulnerable sections are cement

Project Rationale This project is for design and replacement of cement pipe sections that are susceptible to failure during a seismic event. Funds are required for detailed design and construction of the Bear Hill section of transmission main from Mt Newton to the Dean Park Lower tank along East Saanich Road including a new PRV, detailed design of the transmission main from McTavish Tank to Mills Road. The budget breakdown of the works: Bear Hill Section design and construction of new transmission main and PRV station \$14,200,000; conceptual and detailed design of the transmission main from Mctavish Reservoir to Mills Road \$500,000. Budget also includes preliminary design for replacement of permastrand and AC pipe between Dean Park Feeder Main between Dean Park Lower and Dean Park Middle Tanks.

Project Number 22-01 **Capital Project Title** Water Strategic Plan Update **Capital Project Description** Update the strategic plan to inform future works and identify hydraulic deficiencies.

Project Rationale A water distribution system changes with development demand. A periodic update of the strategic plan to identify hydraulic deficiencies and inform future works is periodically required to ensure the level of service.

Project Number 22-02 **Capital Project Title** Microwave Radio Upgrades **Capital Project Description** To provide a high bandwidth communications backbone to the SPW/SPWW systems, a microwave communications system will be installed.

Project Rationale Multiple facilities throughout the CRD RWS system require additional bandwidth to allow for proper monitoring and control. This project will enable the initial design and preliminary installation of a high bandwidth microwave backbone that will be able to be leveraged by multiple CRD operational groups. The installation of this backbone will be coordinated with the other IWS service areas.

Service: **2.610** **Saanich Peninsula Water Supply**

Project Number 22-03

Capital Project Title Keating Cross Road Water Main

Capital Project Description

MoTI driven project, MoTI has expectation of CRD contributing (TBD), approximately 500m of 500mm DI, agreement not in place yet

Project Rationale MoTI driven project, MoTI has expectation of CRD contributing (TBD), approximately 500m of 500mm DI

Project Number 23-01

Capital Project Title DCC Program Update

Capital Project Description

5-year update of the DCC program.

Project Rationale Review of the DCC program and identify any projects that may require a full DCC update.

Project Number 23-04

Capital Project Title

RTU & PLC Upgrade and Replacement

Capital Project Description

Upgrade RTU programming within the SPWS service, upgrade the PLC at the Deep Cove pump station, and upgrade the telecommunications from the Hamsterly PS.

Project Rationale Equipment and programming upgrades are required system wide but specifically at the Deep Cove and Hamsterly pump stations to deal with equipment and technology nearing end of life.

Project Number 25-01

Capital Project Title

Hamsterly Pump Station Capacity Upgrade

Capital Project Description

Increase the capacity of the Hamsterly Pump Station to address increased water demand. This is the service's contribution to the DCC project.

Project Rationale In the 2018 KWL DCC Update report, the Hamsterly Pump Station was identified to require addition of a third pump to meet increased water demand. This is for the Saanich Peninsula Water service's contribution to the DCC project. Funds are required for the design and construction of the additional pump.

Service: **2.610** **Saanich Peninsula Water Supply**

Project Number	24-01	Capital Project Title	Dean Park Road Well Decommissioning	Capital Project Description	Decommissioning of a groundwater well at 1557 Dean Park Road.
Project Rationale	Decommissioning of a former groundwater well at 1557 Dean Park Road. Initial decommissioning may only including well sealing for compliance with provincial regulations but eventually the electrical and concrete structure will also need to be decommissioned.				

Project Number	24-02	Capital Project Title	Reservoir Seismic Isolation Valves	Capital Project Description	Addition of seismic isolation valves at various Saanich Peninsula tanks.
Project Rationale	Seismic valve upgrades at Cloake Hill, Bear Hill, Dawson and Lower Dean Tanks.				

Project Number	26-01	Capital Project Title	Decommissioning of Various Sites/Components	Capital Project Description	Various existing facilities within SPWS have redundant valves and piping that require removal.
Project Rationale	Various decommissioning. Also see See SPW020SOW and Drinking Water Safety Plan DWSP-SP-003.				

Project Number	24-03	Capital Project Title	Pump Station, Meter Station, Valve Repair, Transmission Main & Storage Tank Repairs, Replacements and decommissioning.	Capital Project Description	Planned and unplanned infrastructure and equipment renewal.
Project Rationale	Annual Provisional Account to address planned and unplanned infrastructure and equipment renewals.				

**2.610 Saanich Peninsula Water
Summary Schedule
2024 - 2028 Financial Plan**

Asset Profile

Saanich Peninsula Water

One of the 16 CRD drinking water systems across the region, Saanich Peninsula Water Supply obtains treated drinking water from the Regional Water Supply System and is responsible for the bulk trunk water supply systems for Central Saanich, Sidney & North Saanich. Assets include land, 46 kilometres of water supply mains, nine balancing reservoirs, nine pumping stations, two pressure reducing stations, nine supply meters and two rechlorination stations.

Reserve/Fund Summary

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
DCC Reserve Account	2,100,815	2,100,815	1,502,855	1,502,855	1,502,855	1,502,855
Equipment Replacement Fund	1,807,050	1,657,050	1,557,050	1,507,050	1,457,050	1,457,050
Capital Reserve	3,724,382	3,574,382	2,670,382	2,570,382	2,670,382	2,720,382
Total	7,632,247	7,332,247	5,730,287	5,580,287	5,630,287	5,680,287

**2.610 Saanich Peninsula Water
Development Cost Charges
2024 - 2028 Financial Plan**

Development Cost Charges Reserve Schedule

Reserve Fund: Saanich Peninsula Water Development Cost Charges (Bylaw # 3208)

Fund: 1009 Fund Center: 101353- DCC Water System only	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	2,087,316	2,100,815	2,100,815	1,502,855	1,502,855	1,502,855
Transfers to Reserve	-					
Transfers from Reserve based on DCC-capital plan	(49,500)	-	(597,960)	-		-
DCC's received from Member Municipalities						
Interest Income*	62,999					
Ending Balance \$	2,100,815	2,100,815	1,502,855	1,502,855	1,502,855	1,502,855

General Comments:

Saanich Peninsula Water Development Cost Charges (DCC's) was adopted in 2005 for the purpose of providing funds to assist with the capital costs of providing, constructing, altering or expanding the Districts water & wastewater systems that services the Member Municipalities.

The above cash flow only reflects DCC Reserve information for Water System only (Wastewater's information will be provided in the Wastewater budgets). These Reserve funds are received from member municipalities as Development Cost Charges (DCC's) to provide for the capital costs of water capacity system improvements within the service areas.

In December 2018 the bylaw was ammended to remove Development Cost Charges on new projects to recognize that the fund's balance exceeded the total of current development projects.

* 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.

**2.610 Saanich Peninsula Water
Equipment Replacement Reserve Schedule
2024 - 2028 Financial Plan**

Equipment Replacement Reserve Schedule

Reserve Fund: Saanich Peninsula Water-Equipment Replacement Reserve (covered by CRD-ERF Bylaw)

Fund: 1022 Fund Center: 101452	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	1,857,620	1,807,050	1,657,050	1,557,050	1,507,050	1,457,050
Equipment purchases (Based on Capital Plan)	(117,564)	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)
Transfer from Operating Budget	50,000	50,000	100,000	150,000	150,000	200,000
Interest Income*	16,995					
Ending Balance \$	1,807,050	1,657,050	1,557,050	1,507,050	1,457,050	1,457,050

General Comments: The fund is used to replace water system infrastructure throughout the system as failing components are identified and not funded through operating budgets.

* 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.

**2.610 Saanich Peninsula Water
Capital Reserve Fund
2024 - 2028 Financial Plan**

Capital Reserve Fund Schedule

Reserve Fund: Saanich Peninsula Water Capital Reserve Fund (Bylaw #1397)

Fund: 1009 Fund Center: 102159	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	3,330,527	3,724,382	3,574,382	2,670,382	2,570,382	2,670,382
Transfers from Reserve based on capital plan	(898,617)	(950,000)	(1,504,000)	(500,000)	(300,000)	(350,000)
Transfer from Capital Reserve (Unspent)	-	-	-	-	-	-
Transfer from Other (MFA etc.)	-	-	-	-	-	-
Transfer unspent capital funds from LA funds						
Transfer from Operating Budget	1,212,807	800,000	600,000	400,000	400,000	400,000
Interest Income*	79,665					
Ending Balance \$	3,724,382	3,574,382	2,670,382	2,570,382	2,670,382	2,720,382

General Comments:

Saanich Peninsula Water Capital Reserve Fund was adopted in 1985 for the purpose of capital payments including planning, engineering and legal costs for providing, latering or expanding water system infrastructure related to the Saanich Peninsula Water Supply System.

The fund is used for the purpose of funding the Service Capital infrastructure related directly or indirectly to water facilities, (excluding DCC) capital expenditures.

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

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Saanich Peninsula Wastewater

FINAL BUDGET

MARCH 2024

DEFINITION:

Provision of sewage treatment and disposal through treatment plant facilities and outfall for member participants.

SERVICE DESCRIPTION:

This program is for the provision of wastewater collection and treatment to the Saanich Peninsula municipalities of Central Saanich, North Saanich, and Sidney. Although the largest component of the program budget is for the operation and maintenance of the systems, many other key programs are funded through and support these budgets including engineering (capital projects), odour control, and marine monitoring and protection.

PARTICIPATION:

Operating costs to be recovered by requisition to all participating members based on measured flow from previous year.

MAXIMUM LEVY:

Establishment Bylaw No. 2388/2439 - Greater of \$5,663,000 or \$1.56 / \$1,000 of actual assessed value of land and improvements.

MAXIMUM CAPITAL DEBT:

See Debt Budget 3.775 - debt fully retired in 2016

SPWWS SEWER SYSTEM:

<u>Location</u>	<u>Allocation for 2024</u>
Airport	1.65%
Sidney	39.19%
Pauquachin	1.10%
Central Saanich	41.47%
North Saanich	16.02%
Tseycum	0.44%
IOS	0.13%
Total	100.00%

FUNDING:

Requisition

RESERVE FUND:

Saanich Peninsula Wastewater Commission approved that operating surpluses be transferred to capital reserve fund, starting with 2009 budget (approved Nov 6, 2008).

3.718 - Saanich Peninsula Wastewater	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
OPERATING COSTS										
Operating	2,812,580	2,763,810	2,816,880	-	180,000	2,996,880	2,955,459	3,130,286	3,086,336	3,248,726
Laboratory	178,305	178,305	179,180	-	-	179,180	182,761	186,409	190,128	193,917
Heat Recovery	117,080	111,720	125,753	-	-	125,753	128,262	130,840	133,449	136,116
Biosolids Mgmt.	1,020,070	587,000	1,021,700	-	(400,000)	621,700	1,024,140	1,026,622	1,029,146	1,031,732
Allocation - Standard Overhead	82,890	82,890	84,219	-	-	84,219	85,903	87,621	89,373	91,161
TOTAL OPERATING COSTS	4,210,925	3,723,725	4,227,733	-	(220,000)	4,007,733	4,376,525	4,561,778	4,528,432	4,701,652
*Percentage Increase over prior year		-11.57%	0.40%	0.00%	-5.22%	-4.83%	9.20%	4.23%	-0.73%	3.83%
CAPITAL / RESERVE										
Transfer to Operating Reserve Fund	50,640	310,640	75,690	-	-	75,690	75,170	85,480	95,790	106,100
Transfer to Equipment Replacement Fund	118,020	378,020	130,274	-	400,000	530,274	190,880	201,500	212,130	222,770
Transfer to Capital Reserve Fund	367,930	367,930	380,273	-	-	380,273	385,980	396,700	407,430	418,180
Debt Reserve Fund	-	-	-	-	-	-	36,000	11,200	4,000	26,000
MFA Principal Payment	-	-	-	-	-	-	-	125,997	165,196	179,196
MFA Interest Payment	-	-	-	-	-	-	38,700	166,840	207,260	248,110
TOTAL CAPITAL / RESERVES	536,590	1,056,590	586,237	-	400,000	986,237	726,730	987,717	1,091,806	1,200,356
TOTAL COSTS	4,747,515	4,780,315	4,813,969	-	180,000	4,993,969	5,103,255	5,549,495	5,620,238	5,902,008
*Percentage Increase over prior year		0.69%	1.40%	0.00%	3.79%	5.19%	2.19%	8.74%	1.27%	5.01%
Internal Recovery - Other	(134,320)	(167,120)	(154,483)	-	-	(154,483)	(157,580)	(160,730)	(163,950)	(167,220)
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	4,613,195	4,613,195	4,659,486	-	180,000	4,839,486	4,945,675	5,388,765	5,456,288	5,734,788
*Percentage Increase over prior year		0.00%	1.00%	0.00%	3.90%	4.91%	2.19%	8.96%	1.25%	5.10%
SOURCES OF FUNDING (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current Year										
Grants in Lieu of Taxes	(7,772)	(7,772)	(8,582)	-	-	(8,582)	(5,295)	(5,295)	(5,295)	(5,295)
Transfer from Own Funds	(192,523)	(192,523)	-	-	(180,000)	(180,000)	(20,000)	(135,000)	(30,000)	(130,000)
TOTAL REVENUE	(200,295)	(200,295)	(8,582)	-	(180,000)	(188,582)	(25,295)	(140,295)	(35,295)	(135,295)
REQUISITION	(4,412,900)	(4,412,900)	(4,650,904)	-	-	(4,650,904)	(4,920,380)	(5,248,470)	(5,420,993)	(5,599,493)
*Percentage increase over prior year		0.00%	5.39%	0.00%	0.00%	5.39%	5.79%	6.67%	3.29%	3.29%
PARTICIPANTS: C. Saanich, N. Saanich, Sidney, Airport, Pauquachin, Tseycum										

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	3.718	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
	Saanich Peninsula Wastewater							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$200,000	\$570,000	\$1,050,000	\$1,270,000	\$250,000	\$430,000	\$3,570,000	
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Engineered Structures	\$1,620,000	\$2,245,000	\$2,850,000	\$350,000	\$800,000	\$2,800,000	\$9,045,000	
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$1,820,000	\$2,815,000	\$3,900,000	\$1,620,000	\$1,050,000	\$3,230,000	\$12,615,000	

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$3,600,000	\$1,120,000	\$400,000	\$2,600,000	\$7,720,000
Equipment Replacement Fund	\$215,000	\$905,000	\$200,000	\$400,000	\$200,000	\$380,000	\$2,085,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$1,605,000	\$1,910,000	\$100,000	\$100,000	\$450,000	\$250,000	\$2,810,000
	\$1,820,000	\$2,815,000	\$3,900,000	\$1,620,000	\$1,050,000	\$3,230,000	\$12,615,000

Service #: 3.718

Service Name: Saanich Peninsula Wastewater

				PROJECT BUDGET & SCHEDULE										
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total	Cost Estimate Class
WASTEWATER TREATMENT PLANT														
20-02	Study	Oxidation Ditch Optimization	The WWTP was getting low dissolved oxygen during low flow, high load periods. Equipment is being optimized and reviewed for potential automation improvements.	\$ 200,000	E	Res	\$ 115,000	\$ 115,000	\$ -	\$ -	\$ -	\$ -	\$ 115,000	Class D (±50%)
23-03	Renewal	Odour Control Upgrade Construction	Odour control upgrades are required in numerous rooms and spaces at the treatment plant in order to meet health and safety requirements and prevent ongoing corrosion in some concrete tanks.	\$ 1,000,000	S	Res	\$ 1,000,000	\$ 1,000,000					\$ 1,000,000	
23-03	Renewal	Odour Control Upgrade Construction	Odour control upgrades are required in numerous rooms and spaces at the treatment plant in order to meet health and safety requirements and prevent ongoing corrosion in some concrete tanks.	\$ 1,500,000	S	Debt	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 1,500,000	Class D (±50%)
26-01	Renewal	Replace Covers on Primary Clarifiers	Replace covers over clarifiers to more easily removable geomembrane cover system.	\$ 200,000	E	ERF	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ 200,000	Class D (±50%)
23-04	Replacement	Replace SCADA Servers and Ethernet Upgrades	Existing servers are EOL and need to be replaced to meet current CRD specifications and standards	\$ 250,000	S	ERF	\$ 130,000	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 130,000	Class D (±50%)
24-01	Renewal	Sludge Tanks and Process Sump Cleaning and Repairs	Detailed Structural assessment of the primary clarifier No. 2 and sludge tanks to determine whether repairs are required. Cleaning, repair and apply protective coating on concrete surfaces inside of the sludge tanks and process sump is required to prevent ongoing corrosion and extensive structural damage.	\$ 500,000	S	Debt	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000	Class D (±50%)
27-01	Renewal	SPWWTP Road Upgrades	Construct drainage and pavement replacement on the SPWWTP access road.	\$ 300,000	S	Res	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ 300,000	Class D (±50%)
28-01	Study	Bazan Bay Outfall Inspection	Follow-up inspection of Bazan Bay Outfall	\$ 250,000	S	Res	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	Class D (±50%)
24-02	Replacement	Standby Power Assessment and Replacement	Original standby genset is nearing end of life and AECOM recommended completing a power load assessment and upgrading to a new genset that can provide standby power to the whole treatment plant.	\$ 30,000	E	Res	\$ -	\$ 30,000		\$ -	\$ -	\$ -	\$ 30,000	Class D (±50%)
24-02	Replacement	Standby Power Assessment and Replacement	Original standby genset is nearing end of life and AECOM recommended completing a power load assessment and upgrading to a new genset that can provide standby power to the whole treatment plant.	\$ 920,000	E	Debt			\$ 200,000	\$ 720,000			\$ 920,000	
24-03	Replacement	SCADA Equipment Replacement	Project to review and address the maturation of SCADA hardware throughout the service areas.	\$ 1,000,000	E	Debt	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,000,000	Class D (±50%)
24-04	Replacement	SPWWTP PLC Replacement	PLC and CPUs at SPWWTP are at the end of life and must be replaced. The Schneider product currently used at the SPWWTP was discontinued in 2018 and will no longer be supported as of 2026.	\$ 500,000	E	Debt	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000	Class D (±50%)
PUMP STATIONS														
21-02	Renewal	Sidney Pump Station Wet Well Upgrades	The existing inlet gate to the wet well and the foremain knife gate valves are seized and need to be replaced, and the catwalk in the wet well needs to be cleaned and painted to protect it from corrosion.	\$ 250,000	S	Debt	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ 250,000	Class D (±50%)
24-05	Replacement	Keating Pump Station - Pump Replacement	The existing pumps are nearing end of life and are becoming more difficult to maintain.	\$ 300,000	S	ERF	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000	Class D (±50%)
GENERAL														
19-06	Renewal	Odour Control Upgrades	Continuing on from the 2018 KWL Odour Control Program study, HDR has been retained to complete the detailed design of the odour control upgrades at SPWWTP.	\$ 575,000	S	Res	\$ 340,000	\$ 340,000	\$ -	\$ -	\$ -	\$ -	\$ 340,000	Class D (±50%)
21-04	Replacement	Voice Radio Replacement	Replacement of the voice radios, in coordination with the RWS, SPW, JDF, and Core Area services.	\$ 85,000	E	ERF	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000	Class D (±50%)
18-10	Replacement	Equipment Replacement - Annual Provisional	Funds are required for emergency replacement of equipment that is unplanned and outside maintenance contingencies.	\$ 1,000,000	S	ERF	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000	Class D (±50%)
22-02	New	Microwave Radio Upgrades	To provide a high bandwidth communications backbone to the SPW/SPWW systems, a microwave communications system will be installed.	\$ 350,000	E	Res	\$ -	\$ 150,000	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ 350,000	Class D (±50%)
23-02	Renewal	Electrical & Control Upgrades	Replacement of the Sidney PS PLC and RTUs before failure, and updating programming of facilities to supported hardware and operating systems. WWTP Capacitor replacement is planned for 2024.	\$ 275,000	E	ERF	\$ 55,000	\$ 230,000	\$ -	\$ -	\$ -	\$ -	\$ 230,000	Class C (±25-40%)
24-06	Replacement	IT Core Infrastructure Replacement	Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life	\$ 195,000	E	ERF	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ 180,000	\$ 195,000	Class D (±50%)
GRAVITY SEWERS & MANHOLES														
20-03	Renewal	Trunk Sewer Relining	Based upon CCTV inspection, high priority relining of about 1,300m of 500mm dia asbestos cement sewer will start in 2022. Another 1600m may need to be relined within the next 5 years.	\$ 1,100,000	S	Res	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000	Class D (±50%)
20-04	Renewal	Manhole Repairs and Replacement	Based upon inspections, high priority repairs and relining will start on some MH's in Central Saanich and Sidney. Repairs/relining will be scheduled in the next 5 years.	\$ 50,000	S	Res		\$ 50,000					\$ 50,000	
20-04	Renewal	Manhole Repairs and Replacement	Based upon inspections, high priority repairs and relining will start on some MH's in Central Saanich and Sidney. Repairs/relining will be scheduled in the next 5 years.	\$ 850,000	S	Debt	\$ -	\$ -	\$ 400,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 850,000	Class D (±50%)
27-02	Renewal	Trunk Sewer Relining - Ph2	Based upon CCTV inspection, about another 1600m of 500mm dia asbestos cement sewer should be lined in 2029.	\$ 2,200,000	S	Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,200,000	\$ 2,200,000	Class D (±50%)
27-03	Renewal	Flushing and CCTV Inspection	SPWW sewers should be cleaned and inspected on a 5-basis. The next 5-year inspection is planned for 2027.	\$ 150,000	S	Res	\$ -	\$ -	\$ -	\$ -	\$ 150,000		\$ 150,000	Class D (±50%)
PRESSURE PIPES & APPURTENANCES														
DEVELOPMENT COST CHARGE (DCC) PROJECTS														
23-01	Renewal	DCC Program - 5-year Update	5-year update of the DCC program.	\$ 75,000	S	Res	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000	Class D (±50%)
GRAND TOTAL				\$ 14,105,000			\$ 1,820,000	\$ 2,815,000	\$ 3,900,000	\$ 1,620,000	\$ 1,050,000	\$ 3,230,000	\$ 12,615,000	

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Project Number 20-02
Capital Project Title Oxidation Ditch Optimization
Capital Project Description The WWTP was getting low dissolved oxygen during low flow, high load periods. Equipment is being optimized and reviewed for potential automation improvements.

Project Rationale The current aerators were underperforming and needed to be assessed to improve performance. Preliminary studies have led to optimization with the existing equipment which may negate the need for full replacement in the near future. A consultant is finalizing a design report and recommendations.

Project Number 23-03
Capital Project Title Odour Control Upgrade Construction
Capital Project Description Odour control upgrades are required in numerous rooms and spaces at the treatment plant in order to meet health and safety requirements and prevent ongoing corrosion in some concrete tanks.

Project Rationale Construction improvements to be implemented based on recommendations made in the KWL report. Odour control upgrades are required in numerous rooms and spaces at the treatment plant in order to meet health and safety requirements and prevent ongoing corrosion in some concrete tanks.

Project Number 26-01
Capital Project Title Replace Covers on Primary Clarifiers
Capital Project Description Replace covers over clarifiers to more easily removable geomembrane cover system.

Project Rationale The existing aluminum checker plate covers on the clarifiers are difficult to remove. A more easily removeable geomembrane cover system will allow for better operation and maintenance of the clarifiers and prolong carbon life in the odour control system.

Project Number 23-04
Capital Project Title Replace SCADA Servers and Ethernet Upgrades
Capital Project Description Existing servers are EOL and need to be replaced to meet current CRD specifications and standards

Project Rationale Existing servers are End of life and need to be replaced prior to failure and to meet current CRD specifications and standards

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Project Number 24-01	Capital Project Title Sludge Tanks and Process Sump Cleaning and Repairs	Capital Project Description Detailed Structural assessment of the primary clarifier No. 2 and sludge tanks to determine whether repairs are required. Cleaning, repair and apply protective coating on concrete surfaces inside of the sludge tanks and process sump is required to prevent ongoing corrosion and extensive structural damage.
Project Rationale Primary Clarifier No. 1 and the oxidation tanks have had detailed structural assessments, funds are required to conduct a detailed assessment of primary clarifier No. 2 and the sludge tanks to determine whether concrete repairs are required similar to the oxidation tanks and primary clarifier No. 1.		

Project Number 27-01	Capital Project Title SPWWTP Road Upgrades	Capital Project Description Construct drainage and pavement replacement on the SPWWTP access road.
Project Rationale The access road to the SPWWTP will be 27 years old and is showing localized pavement failure. Additionally, the road drainage system requires some rehabilitation to maintain its function. Funds are required to design the drainage improvements and pavement repairs, and carry out the improvements.		

Project Number 28-01	Capital Project Title Bazan Bay Outfall Inspection	Capital Project Description Follow-up inspection of Bazan Bay Outfall
Project Rationale Follow up 2028 inspection of Bazan Bay outfall to meet MWR requirements for 5-years inspection frequencies following the 2023 inspection. Considerations for ROV, Electromagnetic and dye tracing.		

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Project Number	24-02	Capital Project Title	Standby Power Assessment and Replacement	Capital Project Description	Original standby genset is nearing end of life and AECOM recommended completing a power load assessment and upgrading to a new genset that can provide standby power to the whole treatment plant.
Project Rationale Original standby genset is nearing end of life and AECOM recommended completing a power load assessment and upgrading to a new genset that can provide standby power to the whole treatment plant.					

Project Number	24-03	Capital Project Title	SCADA Equipment Replacement	Capital Project Description	Project to review and address the maturation of SCADA hardware throughout the service areas.
Project Rationale Project to review and address the maturation of SCADA hardware throughout the service areas.					

Project Number	24-04	Capital Project Title	SPWWTP PLC Replacement	Capital Project Description	PLC and CPUs at SPWWTP are at the end of life and must be replaced. The Schneider product currently used at the SPWWTP was discontinued in 2018 and will no longer be supported as of 2026.
Project Rationale PLC and CPUs at SPWWTP are at the end of life and must be replaced. The Schneider product currently used at the SPWWTP was discontinued in 2018 and all support will be terminated in 2026.					

Project Number	21-02	Capital Project Title	Sidney Pump Station Wet Well Upgrades	Capital Project Description	The existing inlet gate to the wet well and the forcemain knife gate valves are seized and need to be replaced, and the catwalk in the wet well needs to be cleaned and painted to protect it from corrosion.
Project Rationale The existing inlet gate to the wet well and the forcemain knife gate valves are seized. Engineering and Operations are working together to determine whether maintenance improvements can extend the longevity or whether complete replacements will be required. Inlet isolation gates are required to function in order to conduct maintenance at the pump station wet well.					

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Project Number	24-05	Capital Project Title	Keating Pump Station - Pump Replacement	Capital Project Description	The existing pumps are nearing end of life and are becoming more difficult to maintain.
Project Rationale	Replacement of Keating PS pumps that are at end of life and beginning to result in maintenance issues.				

Project Number	19-06	Capital Project Title	Odour Control Upgrades	Capital Project Description	Continuing on from the 2018 KWL Odour Control Program study, HDR has been retained to complete the detailed design of the odour control upgrades at SPWWTP.
Project Rationale	In 2017 KWL was retained to conduct an audit of the odour control systems in the Core Area and Saanich Peninsula Wastewater systems. KWL made recommendations on remediation works include: SPWWTP odour control management study and Sidney and Keating PS ventilation study (2019); SPWWTP Odour Control Improvements Design; SPWWTP Odour Control Improvements Construction.				

Project Number	21-04	Capital Project Title	Voice Radio Replacement	Capital Project Description	Replacement of the voice radios, in coordination with the RWS, SPW, JDF, and Core Area services.
Project Rationale	End of life replacement of the voice radios, in coordination with the RWS, SPW, JDF, and Core Area services.				

Project Number	18-10	Capital Project Title	Equipment Replacement - Annual Provisional	Capital Project Description	Funds are required for emergency replacement of equipment that is unplanned and outside maintenance contingencies.
Project Rationale	Funds are required for emergency replacement of equipment that is unplanned and outside maintenance contingencies.				

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Project Number 22-02

Capital Project Title Microwave Radio Upgrades

Capital Project Description To provide a high bandwidth communications backbone to the SPW/SPWW systems, a microwave communications system will be installed.

Project Rationale Multiple facilities throughout the CRD RWS system require additional bandwidth to allow for proper monitoring and control. This project will enable the initial design and preliminary installation of a high bandwidth microwave backbone that will be able to be leveraged by multiple CRD operational groups. The installation of this backbone will be coordinated with the other IWS service areas.

Project Number 23-02

Capital Project Title Electrical & Control Upgrades

Capital Project Description Replacement of the Sidney PS PLC and RTUs before failure, and updating programming of facilities to supported hardware and operating systems. WWTP Capacitor replacement is planned for 2024.

Project Rationale The Sidney PS PLC and RTU have been discontinued by the manufacturer, leaving no support if they fail. Additionally, the Sidney PS, Keating PS and SPWWTP have control systems on outdated control software no longer supported by current hardware and operating systems. Funds are required to replace the Sidney PS PLC and RTU and update the programming of the control software to a supported hardware and operating system.

Project Number 24-06

Capital Project Title IT Core Infrastructure Replacement

Capital Project Description Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life

Project Rationale Project for IT Core Infrastructure Replacement associated with SPWWS. Program to be managed by IT.

Project Number 20-03

Capital Project Title Trunk Sewer Relining

Capital Project Description Based upon CCTV inspection, high priority relining of about 1,300m of 500mm dia asbestos cement sewer will start in 2022. Another 1600m may need to be relined within the next 5 years.

Project Rationale The trunk sewer mains were inspected in 2018-2019 resulting in approximately 1,300 m of 500 mm diameter asbestos cement sewer pipe requiring relining to maintain integrity. Funds are required to retain a contractor to conduct the pipe relining starting at the most northern section of the Sidney Trunk main. This project will be substantially complete in 2023 with only minor close out works expected to continue into 2024.

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Project Number 20-04 **Capital Project Title** Manhole Repairs and Replacement **Capital Project Description** Based upon inspections, high priority repairs and relining will start on some MH's in Central Saanich and Sidney. Repairs/relining will be scheduled in the next 5 years.

Project Rationale During the trunk sewer main inspections in 2018-2019, the manholes were inspected as well. A number of manholes were identified with major defects requiring repairs or relining, mostly in Central Saanich and Sidney. Funds are required to retain a contractor to carry out manhole repairs.

Project Number 27-02 **Capital Project Title** Trunk Sewer Relining - Ph2 **Capital Project Description** Based upon CCTV inspection, about another 1600m of 500mm dia asbestos cement sewer should be lined in 2029.

Project Rationale The trunk sewer mains were inspected in 2018-2019 resulting in approximately 800 m of 500 mm diameter asbestos cement sewer pipe requiring relining to maintain integrity. Funds are required to retain a contractor to conduct the pipe relining starting where Phase 1 left.

Project Number 27-03 **Capital Project Title** Flushing and CCTV Inspection **Capital Project Description** SPWW sewers should be cleaned and inspected on a 5-basis. The next 5-year inspection is planned for 2027.

Project Rationale Flushing and CCTV inspection program for pipe condition of SPWW sewers.

Project Number 23-01 **Capital Project Title** DCC Program - 5-year Update **Capital Project Description** 5-year update of the DCC program.

Project Rationale This item is for a planned review and update of the DCC Program.

Summary Schedule
2024 - 2028 Financial Plan

Asset Profile

Saanich Peninsula Wastewater Assets

Construction of the Saanich Peninsula Wastewater Treatment Plant (SPWWTP) was completed in January 2000 to provide wastewater service for Central Saanich, North Saanich and Sidney, as well as the local First Nations, Victoria Airport Authority, and the Institute of Ocean Sciences Centre. Annually, the SPWWTP produces on average 3,600 tonnes of sludge which is currently hauled being treated at the Residuals Treatment Facility at Hartland. The SPWWTP heat recovery system was commissioned in February 2011 and has supplied treatment plant effluent waste heat to the Panorama Recreation Center for heating its swimming pools since then. Assets in the Saanich Peninsula Wastewater System include land, the SPWWTP and a secondary treatment plant, three pumping stations, thermal recovery and other buildings, 14 kilometres of collections and conveyance (gravity & pressure) mains, and a marine outfalls.

Reserve/Fund Summary

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Capital Reserve Funds	910,943	1,156,216	1,612,196	2,078,896	2,206,326	2,544,506
Equipment Replacement Fund	1,486,717	1,326,991	1,317,871	1,119,371	1,131,501	974,271
Operating Reserve Fund	1,091,252	986,942	1,042,112	992,592	1,058,382	1,034,482
Total	3,488,912	3,470,149	3,972,179	4,190,859	4,396,209	4,553,259

See attached reserve schedules for projected annual cash flows.

ERF Reserve Fund Schedule SPWWTP

ERF: SPWWTP ERF or PERS Fund for Equipment

ERF Reserve to fund replacement of equipment that lasts less than 15 years in the NWT System. Also called PERS (Priority Equipment Replacement). Example motors, pumps... There are 2 PERS, Trunks and Treatment Plant; and 1 ERF for SPWWTP Lab Equipment

Equipment Replacement Fund- SPWWTP

Fund: 1022

Fund Center: 101700

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	1,167,388	1,486,717	1,326,991	1,317,871	1,119,371	1,131,501
Planned Purchase (Based on Capital Plan)	(153,608)	(690,000)	(200,000)	(400,000)	(200,000)	(380,000)
Estimated Surplus	345,887					
Transfer IN (from Ops Budget)	118,020	530,274	190,880	201,500	212,130	222,770
Interest Income*	9,030					
Ending Balance \$	1,486,717	1,326,991	1,317,871	1,119,371	1,131,501	974,271

The ERF funds the replacement or repair of equipment with a service life of 15 years or less. In the past the ERF has also been referred to as a Priority Equipment Replacement Strategy (PERS). There are three individual ERF funds; Wastewater Treatment Plant (E00561), Trunk Sewers (E00562) and Saanich Peninsula Laboratory Equipment (E00586)

* Interest in planning years nets against inflation which is not included.

Profile

Saanich Peninsula Wastewater

Starting in 2003, maintenance reserve accounts were established for operating and maintenance activities that typically do not occur annually. These maintenance activities are large expense and to and to avoid large swings in the operating budget, funds are set aside annually to undertake this maintenance. The maintenance activities are the replacement and disposal of the odour control carbon at the treatment plant approximately every 2 years, replacement and disposal of the odour control carbon at Keating Pump Station every 5 years, the regulatory inspection of the Bazan Bay marine outfall every 5 years and the cleaning and rebuild of the District Energy Sharing System heat exchanger every 5-8 years.

Operating Reserve Schedule

Operating Reserve Schedule
Fund: 1500 Fund Center: 105204

	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	658,259	1,091,252	986,942	1,042,112	992,592	1,058,382
Transfer In	10,000					
Planned Purchase		(180,000)	(20,000)	(135,000)	(30,000)	(130,000)
Estimated Surplus	345,887					
Transfer from Ops Budget	50,640	75,690	75,170	85,480	95,790	106,100
Interest Income*	26,466	-	-	-	-	-
Ending Balance \$	1,091,252	986,942	1,042,112	992,592	1,058,382	1,034,482

Assumptions/Background:

Maintenance Reserve Account: Outfall Inspection, Odour Control Carbon Replacement, Heat Recovery Exchange System Cleaning

* 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.