

**REPORT TO THE ELECTORAL AREAS COMMITTEE
MEETING OF WEDNESDAY, OCTOBER 13, 2021**

SUBJECT **2022 Preliminary Electoral Area Budget Review**

ISSUE SUMMARY

To present the 2022 Electoral Area budgets and obtain recommendation from the Electoral Areas Committee (EAC) to forward the budgets, along with the list of initiatives for implementation as of January 1, 2022, for provisional approval, to the Capital Regional District Board (Board).

BACKGROUND

The Capital Regional District (CRD) provides a range of regional, sub-regional, and local services to the community. Regional services are provided to the entire region, sub-regional services are provided to groups of participating Municipalities, First Nations and Electoral Areas, and Local Services are provided to individual Municipalities, Electoral Areas or to groups of residents within local service areas. It is estimated that the CRD currently provides services to 22,000 Electoral Area residents.¹

Budgets herein presented for review are only Electoral Area (EA) services in the Juan de Fuca EA (JDF), the Salt Spring Island EA (SSI), and the Southern Gulf Islands EA (SGI).

The Electoral Area services delivered are established by the *Local Government Act and Service Establishment Bylaws*, the Board strategic plan, and corporate service plans.

Budget Approval Process

Under the budget direction provided by the Board, review and recommendation for approval of all Electoral Area service budgets, including local services commission budgets, is delegated to the EAC. These budgets will be included in the preliminary 2022 CRD Financial Plan to be presented to the CRD Board on October 27, 2021. Also, on this date regional and sub-regional budgets will be presented for all participants to review and approve.

Review and approval of the budgets by the EA commissions will take place between September to November 2021 consistent with commission bylaws and handbook guidelines. Any changes from the commission reviews are included for Board approval at provisional and/or at final approval in March.

Budget Planning Overview

The budgets have been prepared by CRD Staff with input and approval from the commissions and committees where applicable. Budget development is based on resources required for delivery of the core services, impacts of new initiatives, proposed capital programs, and other cost pressures such as inflation and contractual agreements.

¹ 2020 CRD Regional Planning data

Service budgets include operating budgets and capital plans in addition to changes in reserve funds. A detailed discussion on main budget drivers for each EA is included in Appendices A–C.

ALTERNATIVES

Alternative 1

The Electoral Areas Committee recommends to the Capital Regional District Board:

1. That the 2022 Electoral Area Services Budgets be given provisional approval as presented, and
2. That the new initiatives identified in Appendix D for January 1, 2022, implementation be approved for expenditure.

Alternative 2

The Electoral Areas Committee recommends to the Capital Regional District Board:

1. That the 2022 Electoral Area Services Budgets be given provisional approval with specific direction on amendments; and
2. That the new initiatives identified in Appendix D for January 1, 2022, implementation be approved with specific direction on amendments.

IMPLICATIONS

Financial Implications

Tax Requisition

Table 1 summarizes the change in tax requisition from 2021 final to 2022 provisional for each EA.

Table 1: 2022 Provisional vs 2021 Final Requisition

	2022 Provisional Requisition		2021 Final Requisition		\$M Change		% Change
	\$M	\$ Per HH	\$M	\$ Per HH	\$M	\$ Per HH	Per HH
Juan de Fuca	2.5	609	2.5	599	.04	10	1.73%
Salt Spring Island	7.1	1,067	6.8	1,034	.22	34	3.25%
Southern Gulf Island	3.4	497	3.3	481	.11	16	3.25%

The requisition increase includes changes in regional, sub-regional, joint EA, services impacting each EA as a whole, and the Capital Regional Hospital District (CRHD). The requisition excludes changes in local/specified/defined area services within each EA. It should also be noted that regional and sub-regional service budgets may change as service plans and budgets are deliberated through committees, Committee of the Whole, and ultimately the Board at the end of October.

The actual change in tax rates residents see on their annual bill will vary depending on the local/specified/defined service areas in which they reside and their individual 2022 property assessment values. The 2022 preliminary requisition impact shown above in Table 1 reflects the 2021 assessment values. New assessment information will be incorporated when revised data is released by BC Assessments in early February 2022 for inclusion in the final budget.

Detailed budget summaries by service area are included in Appendix A-1 (JDF), Appendix B-1 (SSI), and Appendix C-1 (SGI).

Operating Budget Overview–Gross Expenditure

Table 2 summarizes the change in gross expenditures for each EA in the 2022 provisional budget compared to the 2021 final budget, for EA budgets only.

Table 2: Summary of Operating Budget (in \$ millions) by EA

Electoral Area	2022 Provisional Plan \$M	2021 Financial Plan \$M*	\$M Change	% Change
Juan de Fuca	4.3	4.4	(.04)	(0.9%)
Salt Spring Island	9.8	9.4	.40	4.2%
Southern Gulf Islands	7.3	7.1	.14	2.0%
Total	21.4	20.9	0.50	2.4%

*Based on Amendment Financial Plan (Bylaw No. 4436)

The increase in overall expenditures is primarily attributable to core service delivery, contractual agreements and inflationary pressure. Staff have reviewed and rebalanced the ongoing service delivery to mitigate inflationary impacts.

The following tables show the year over year changes by expenditure type for each EA (for EA budgets only excluding Regional, Sub-regional and CRHD services):

Table 2a: Summary of JDF Operating Budget (in \$ millions)

Expenditure Type	2022 Provisional Plan \$M	2021 Financial Plan \$M	\$M Change	% Change
Operations	3.42	3.43	(.01)	(0.3%)
Capital Funding	0.02	0.02	(.00)	(4.0%)
Debt Servicing	0.29	0.34	(.05)	(13.4%)
Transfer to Reserves	0.59	0.57	.02	(3.2%)
Total	4.32	4.36	(.04)	(0.9%)

The total decrease of \$0.04M in JDF is primarily due to decreases in debt servicing and operating costs. Increases in transfers to reserves were also notable, offsetting operating and debt decreases. The main drivers of the decrease in operating expenses are one-time and cyclical expenditures in 2021, funded through grant funding or reserves that will not reoccur in 2022. There is little change to capital funding expenditures. The decrease in debt servicing costs is due to lower estimated borrowing rate on behalf of Vancouver Island Regional Library (the “Library”), which has no impact on JDF requisition as the actual debt cost is fully recovered from the Library. Transfers to reserves have increased in support of lifecycle replacement estimates and capital programs. The notable changes in expenditures by service are included in Appendix A-2 (JDF).

Table 2b: Summary of SSI Operating Budget (in \$ millions)

Expenditure Type	2022 Provisional Plan \$M	2021 Financial Plan \$M	\$M Change	% Change
Operations	8.29	7.89	.40	5.1%
Capital Funding	-	-	-	-
Debt Servicing	0.70	0.79	(.09)	(11.3%)
Transfer to Reserves	0.84	0.75	.09	11.1%
Total	9.83	9.43	.40	4.2%

The total increase of \$0.40M in SSI is primarily due to increases in operating expenditures and transfers to reserves partially offset by lower debt servicing costs. The main budget drivers for the operation expenditure increase include salary and wages for the SSI Pool Service as service delivery returns to pre-pandemic levels, costs to administer and operate the new SSI Community Centre, and contract for services. The reduction in debt servicing costs is mainly due to debt retirement or debt refinancing. Transfers to reserves have increased primarily in support of lifecycle replacement estimates and capital programs. The notable changes in expenditures by service are included in Appendix B-2 (SSI).

Table 2c: Summary of SGI Operating Budget (in \$ millions)

Expenditure Type	2022 Provisional Plan \$M	2021 Financial Plan \$M	\$M Change	% Change
Operations	5.60	5.61	(.01)	(0.2%)
Capital Funding	0.02	0.02	(.00)	(8.7%)
Debt Servicing	0.90	0.75	.15	21.3%
Transfer to Reserves	0.77	0.77	(.00)	(0.4%)
Total	7.29	7.15	.14	2.0%

The total increase of \$0.14M in SGI is due primarily to increases in debt servicing costs partially offset by lower operating expenditures. The main budget drivers in the operating expenditure decrease include one-time and cyclical expenditures in 2021 funded through grant funding or reserves that will not reoccur in 2022, partially offset by inflationary increase. The increase in debt servicing costs is mainly due to \$6M of new debt for the Wastewater Treatment Plan Upgrade for Magic Lake Estates Sewer Utility. There is little change to capital funding expenditures and transfers to reserves. The notable changes in expenditures by service are included in Appendix C-2 (SGI).

Capital Budget Overview

The capital plan highlights, identifying major capital projects over \$100,000 for each EA, are shown in Appendix A-3 (JDF), Appendix B-3 (SSI) and Appendix C-3 (SGI).

Capital plans are developed through a process of reviewing:

- Projects already in progress
- Condition of existing assets and infrastructure
- Regulatory, environmental, risk, and health and safety factors
- New or renewal projects prioritized by the communities

The following Table 3 summarizes the capital plan by Electoral Area.

Table 3 - Summary of Capital Plan by Electoral Area (in \$ millions)

Electoral Area	2022 Capital Plan \$M	2021 Capital Plan \$M *	\$M Change	% Change
Juan de Fuca	1.3	1.1	0.2	18.8%
Salt Spring Island	5.6	5.2	0.4	8.0%
Southern Gulf Islands	7.2	12.7	(5.5)	(43.3%)
Total	14.1	19.0	(4.9)	(16.5%)

*Based on Amendment Financial Plan (Bylaw No. 4436)

- JDF: The provisional 2022 capital plan is \$1.3 million, an increase of \$0.2 million from 2021. The increase is primarily due to new projects in 2022, including the Otter Point Ground Water Study in JDF Community Planning \$100K; the replacement of SCBA packs for Otter Point Fire Protection \$130K; and Water Tender (transport) Vehicle Replacement for East Sooke Fire Protection \$150K. The increase is offset by decreases from some major projects anticipated to be completed or substantially completed by the end of 2021, including the Port Renfrew Tennis Court Resurfacing \$(120K) and the Fire Tanker Truck Replacement for Otter Point Fire Protection \$(257K).
- SSI: The provisional 2022 capital plan is \$5.6 million, an increase of \$0.4 million from 2021. The increase is primarily due to new projects in 2022, including SSI Recreation Center Expansion \$1.2M; the Sport Field Development \$400K; Centennial Parks Upgrades \$600K. The increase is offset by decreases from some major projects anticipated to be substantially completed by the end of 2021, including North Ganges Transportation plan and Pathway Booth Canal to Vesuvius.
- SGI: The provisional 2022 capital plan is \$7.2 million, a decrease of \$5.5 million from 2021. The decrease is primarily due to changes in the timing of spending for Magic Lake Estates Wastewater Treatment Plant Upgrade, now planned over multiple years. Additional decreases in 2021 include expenditures for the Anson Road Facility in SGI Small Craft Harbour \$(970K), with construction expected to continue into 2022, and the South Galiano Fire Hall \$(600K), which is anticipated to be complete by the end of 2021.

The 2022 Capital Plan Summary overview for each EA is shown in Appendix A-4 (JDF), Appendix B-4 (SSI) and Appendix C-4 (SGI).

Capital projects are typically funded by annual contributions from operating, grant, reserves and/or long-term debt. Grant funding can have a significant impact on the implementation of the plan as grant application results are unknown.

Advanced Approvals

Advanced approval is requested in specific situations where the commencement of work before March 2022 is considered necessary to address operational needs for meeting work plans or efficiency of work plans. These are often related to items that have regulatory compliance implications, grant deadlines and capital projects for which tenders must be issued and where a delay in commencement of work can have negative impact on service delivery timing and

effectiveness. Items identified as necessary activities to begin in advance of the March deadline are listed in Appendix D.

SUMMARY

The attached 2022 EA budget packages in Appendix A (JDF), Appendix B (SSI) and Appendix C (SGI), which include operating and capital, are provided for provisional approval. Appendix D contains the items that, as a result of business requirements, need to be implemented as early as January 1, 2022, in advance of the March final budget approval.

The provisional budget is subject to change as a result of the final 2021 surplus/deficits, receipt of revised assessment and any adjustments recommended by the respective Commissions and the Electoral Area directors prior to final approval of the Financial Plan Bylaw by March 31, as outlined in the *Local Government Act*.

CONCLUSION

The 2022 Electoral Area budgets have been delegated to the EAC by the CRD Board for review and preliminary approval. Overall, the 2022 Electoral Area preliminary budget has been prepared based on the service plans and provide ongoing CRD services that respond to the varying needs of the three Electoral Area communities.

RECOMMENDATION

The Electoral Areas Committee recommends to the Capital Regional District Board:

1. That the 2022 Electoral Area Services Budgets be given provisional approval as presented, and
2. That the new initiatives identified in Appendix D for January 1, 2022, implementation be approved for expenditure.

Submitted by:	Rianna Lachance, BCom, CPA, CA, Senior Manager, Financial Services
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

ATTACHMENT(S)

- Appendix A: Budget Packages – Juan de Fuca
- Appendix B: Budget Packages – Salt Spring Island
- Appendix C: Budget Packages – Southern Gulf Islands
- Appendix D: January 2022 Approvals

Appendix A-1: Requisition Summary (JDF)

Electoral Area Juan de Fuca	Cost per Avg. Res Asst/ Parcel		Cost per Avg. Res Asst/ Parcel		Difference Increase/ (Decrease)	Change in cost per avg household/Parcel	
	2022	2021	2021	2021		\$	%
1.010 Legislative & General Government	175,499	42.53	144,193	34.94	31,306	7.59	21.71%
1.101 G.I.S.	1,998	0.48	1,078	0.26	919	0.22	85.27%
1.224 Community Health - Homeless Sec.	10,285	2.49	9,894	2.40	391	0.09	3.95%
1.280 Regional Parks	256,714	62.21	183,606	44.49	73,108	17.72	39.82%
1.280A Regional Parks - Land Acquisition	1,329	0.32	66,921	16.22	(65,592)	(15.89)	-98.01%
1.309 Climate Action and Adaptation	7,092	1.72	6,756	1.64	336	0.08	4.97%
1.310 Land Banking & Housing	23,997	5.81	22,221	5.38	1,776	0.43	7.99%
1.324 Regional Planning Service	19,796	4.80	19,408	4.70	388	0.09	2.00%
1.335 Geo-Spatial Referencing System	2,633	0.64	2,722	0.66	(90)	(0.02)	-3.29%
1.374 Regional Emergency Program Support	1,943	0.47	1,905	0.46	38	0.01	2.00%
1.375 Hazardous Material Incident Response	4,763	1.15	4,670	1.13	93	0.02	2.00%
1.911 Call Answer	2,268	0.55	1,973	0.48	296	0.07	14.99%
1.921 Regional CREST Contribution	21,438	5.19	21,026	5.09	412	0.10	1.96%
21.ALL Feasibility Study Reserve Fund - ALL	-	-	2,502	0.61	(2,502)	(0.61)	-100.00%
Total Regional	\$529,754	\$128.37	\$488,873	\$118.46	\$40,880	\$9.91	8.36%
1.126 Victoria Family Court Committee	229	0.06	229	0.06	-	-	0.00%
1.128 Greater Victoria Police Victim Services	775	1.58	755	1.53	20	0.04	2.65%
1.230 Traffic Safety Commission	1,260	0.31	1,235	0.30	25	0.01	1.99%
1.313 Animal Care Services	65,768	15.94	63,544	15.40	2,224	0.54	3.50%
1.330 Regional Growth Strategy	5,208	1.26	5,208	1.26	-	-	0.00%
1.913 Fire Dispatch	34,665	8.40	43,672	10.58	(9,007)	(2.18)	-20.62%
3.701 Millstream Remediation	4,470	1.08	7,220	1.75	(2,749)	(0.67)	-38.08%
Total Sub-Regional	\$112,375	\$28.62	\$121,862	\$30.88	(\$9,487)	(\$2.26)	-7.33%
1.103 Elections	14,707	3.56	5,614	1.36	9,093	2.20	161.98%
1.104 U.B.C.M.	2,697	0.65	1,758	0.43	939	0.23	53.40%
1.318 Building Inspection	104,606	25.35	100,777	24.42	3,830	0.93	3.80%
1.320 Noise Control	9,153	2.22	8,962	2.17	192	0.05	2.14%
1.322 Nuisances & Unsanitary Premises	12,230	2.96	11,912	2.89	318	0.08	2.67%
1.372 Electoral Area Emergency Program	34,068	8.26	33,400	8.09	668	0.16	2.00%
Total Joint Electoral Area	\$177,461	\$43.00	\$162,422	\$39.36	\$15,039	\$3.64	9.26%
1.109 Electoral Area Admin Exp-JDF	54,842	13.29	56,682	13.74	(1,840)	(0.45)	-3.25%
1.114 Grants in Aid - Juan de Fuca	-	-	-	-	-	-	0.00%
1.317 JDF Building Numbering	13,038	3.16	12,789	3.10	249	0.06	1.95%
1.319 Soil Deposit Removal	5,682	1.38	5,621	1.36	61	0.01	1.09%
1.325 Electoral Area Services - Planning	697,706	169.07	684,025	165.75	13,681	3.32	2.00%
1.340 JDF Livestock Injury Compensation	3,150	0.76	-	-	3,150	0.76	0.00%
1.370 Juan de Fuca Emergency Program	88,593	21.47	86,603	20.99	1,990	0.48	2.30%
1.377 JDF Search and Rescue	69,952	16.95	68,663	16.64	1,289	0.31	1.88%
1.405 JDF EA - Community Parks	193,301	46.84	190,175	46.08	3,126	0.76	1.64%
1.924 Emergency Comm - Crest - J.D.F.	123,582	29.95	121,249	29.38	2,333	0.57	1.92%
Total JDF Electoral Area	\$1,249,846	\$302.86	\$1,225,807	\$297.04	\$24,039	\$5.83	1.96%
Total Capital Regional District	\$2,069,436	\$502.85	\$1,998,965	\$485.74	\$70,471	\$17.11	3.52%
CRHD Capital Regional Hospital District	439,489	106.50	467,460	113.27	(27,970)	(6.78)	-5.98%
Total CRD and CRHD	\$2,508,925	\$609.35	\$2,466,424	\$599.01	\$42,501	\$10.33	1.73%

Average residential assessment - 2021

\$625,349

\$625,349

Major Impacts (changes > +/- \$1.00)

Change in Cost per Average Household

	\$ Change	% of Total Increase
REGIONAL		
Legislative & General Government	7.59	1.27%
Regional Parks	17.72	2.96%
Regional Parks - Land Acquisition	(15.89)	-2.65%
SUB-REGIONAL		
Fire Dispatch	(2.18)	-0.36%
JOINT EA		
Elections	2.20	0.37%
JDF EA		
Electoral Area Services - Planning	3.32	0.55%
Capital Regional Hospital District	(6.78)	-1.13%
Other (changes < +/- \$1.00)	4.37	0.73%
Total	\$10.33	1.73%

Juan de Fuca Local/Specified/Defined Services		Cost per Avg.		Cost per Avg.		Difference Increase/ (Decrease)	Change in cost per avg	
		2022	Res Asst/ Parcel	2021	Res Asst/ Parcel		\$	%
1.119	Vancouver Island Regional Library	317,088	87.19	310,394	85.35	6,694	1.84	2.16%
1.121	Sooke Regional Museum	73,166	20.12	71,735	19.73	1,431	0.39	2.00%
1.133	Langford E.A. - Greater Victoria Public Library	31,502	64.05	30,985	63.00	517	1.05	1.67%
1.232	Port Renfrew Street Lighting	3,644	43.59	3,321	39.72	323	3.86	9.73%
1.350	Willis Point Fire Protection	135,748	577.37	136,054	578.67	(307)	(1.30)	-0.23%
1.353	Otter Point Fire Protection	539,791	482.03	520,055	464.41	19,736	17.62	3.79%
1.354	Malahat Fire Protection	65,601	691.94	63,810	673.05	1,791	18.89	2.81%
1.355	Durrance Road Fire Protection	3,020	353.17	2,990	349.66	30	3.51	1.00%
1.357	East Sooke Fire Protection	479,537	547.84	429,942	491.18	49,595	56.66	11.54%
1.358	Port Renfrew Fire Protection	94,802	245.33	92,301	238.86	2,501	6.47	2.71%
1.360	Shirley Fire Protection	164,317	497.65	162,040	490.75	2,277	6.90	1.41%
1.40X	SEAPARC	736,347	224.95	687,297	209.97	49,050	14.98	7.14%
1.408	JDF EA - Community Recreation	69,508	19.11	68,310	18.78	1,198	0.33	1.75%
1.523	Port Renfrew Refuse Disposal	33,865	87.45	33,324	86.06	541	1.40	1.62%
2.650	Port Renfrew Water	70,008	373.88	60,016	320.52	9,992	53.36	16.65%
2.691	Wilderness Mountain	69,981	898.23	59,520	763.96	10,461	134.27	17.58%
3.700	Septage Disposal - JDF Service Area	303	0.08	297	0.08	6	0.00	2.00%
3.755	Regional Source Control - Port Renfrew Sewer	712	7.77	698	7.62	14	0.15	2.00%
3.850	Port Renfrew Sewer	62,525	748.63	59,456	711.88	3,069	36.75	5.16%
Total JdF Local/Specified/Defined Requisition		\$2,951,464		\$2,792,545		\$158,920		

Appendix A-2

Juan de Fuca - Operating Budget Highlights - Gross Expenditure (+/- 2.0% and +/- \$20,000)

JDF Services +/- 2.0% and +/- \$20,000	Gross Expenditure 2022	Gross Expenditure 2021	Changes \$	Changes %	Main Budget Driver
1.114 - Grant-in-Aid - Juan de Fuca	53,908	98,311	(44,403)	-45.2%	• One-time COVID 19 Safe Restart grant in 2021
1.325 - Electoral Area Services - Planning	800,730	866,356	(65,626)	-7.6%	• One-time Port Renfrew CCDP Review in 2021 \$(50)k - funded by CWF grant • One-time orthophotos purchase in 2021 \$(14)k - funded by Operating Reserve Fund(ORF)
Total Juan de Fuca Electoral Area	854,638	964,667	(110,029)	-11.4%	
1.357 - East Sooke Fire Protection	556,654	516,620	40,034	7.7%	• Increased salary costs for a paid part-time fire chief
2.650 - Port Renfrew Water	145,106	121,108	23,998	19.8%	• Increased transfer to Capital Reserve Fund (CRF) to support capital program \$8k • Tree clearing around high voltage power lines (4 to 5-year rotation) \$13k
2.691 - Wilderness Mountain Water Service	188,247	149,544	38,703	25.9%	• Increased transfer to Capital Reserve Fund (CRF) to support capital program \$25k • Cyclical maintenance program for reservoir cleaning in 2022 \$10k - funded by ORF
Total Local/Specified/Defined Area	890,007	787,272	102,735	13.0%	
Other (Services not meeting criteria above)	2,576,106	2,609,507	(33,401)	-1.3%	
Total Juan de Fuca	4,320,751	4,361,446	(40,695)	-0.9%	

Appendix A-3

Juan de Fuca 2022 Major Capital Projects ≥ \$100,000

SERVICE AREA	\$('000)	FUNDING SOURCE
1.325 Community Planning		
Otter Point Ground Water Study (for OCP)	100	Grants
Protective Services		
1.353 Otter Point Fire Protection		
Replace SCBA packs	130	Reserves
1.357 East Sooke Fire Protection		
Water tender Replacement	150	Reserves

Total Projects ≥ \$100K	380
Total Projects < \$100K	944
Total 2022 Capital Projects	1,324

Appendix A-4

CAPITAL REGIONAL DISTRICT - CAPITAL EXPENDITURE PLAN - JDF 2022													Schedule B - Extract	
Service #	Service Name	CAPITAL EXPENDITURE					TOTAL	SOURCE OF FUNDING					TOTAL	
		Equipment	Vehicles	Buildings	Engineered Structures	Land		Capital Funds on Hand	Debt	Equipment Repl Fund	Grants	Capital Reserves		Other
1.109	JDF Admin. Expenditures	2,000					2,000			2,000				2,000
1.318	Building Inspection	18,147					18,147			18,147				18,147
1.325	Community Planning	45,000			100,000		145,000			45,000	100,000			145,000
1.350	Willis Point Fire	167,865		13,000			180,865			126,000	41,865	13,000		180,865
1.353	Otter Point Fire	141,000		60,000			201,000			141,000		60,000		201,000
1.357	East Sooke Fire	27,044	150,000	55,000			232,044	11,000		166,044		55,000		232,044
1.358	Port Renfrew Fire	10,000					10,000			10,000				10,000
1.360	Shirley Fire Department	10,000					10,000			10,000				10,000
1.369	Electoral Area Fire Services	73,211					73,211					73,211		73,211
1.370	JDF Emergency Program	11,710					11,710			11,710				11,710
1.405	JDF EA Community Parks & Recreation				215,000	50,000	265,000				265,000			265,000
1.523	Port Renfrew Refuse Disposal				25,000		25,000					25,000		25,000
2.650	Port Renfrew Water	10,000					10,000					10,000		10,000
2.691	Wilderness Mountain Water Service				65,000		65,000					65,000		65,000
3.850	Port Renfrew Sewer				75,000		75,000				60,000	15,000		75,000
	TOTAL	515,977	150,000	128,000	480,000	50,000	1,323,977	11,000	-	529,901	466,865	316,211	-	1,323,977

Appendix A-5: JDF Service Budgets

JOINTLY FUNDED SERVICES

1.103 Elections

1.104 UBCM

1.318 Building Inspection

1.320 Noise Control

1.322 Nuisance & Unsightly Premises

1.372 EA Emergency Coordination

JUAN DE FUCA

1.109 Administration

1.114 Grants in Aid

1.119 Vancouver Island Regional Library

1.121 Sooke Museum

1.129 Vancouver Island Regional Library-Debt

1.133 Greater Victoria Public Library

1.232 Port Renfrew Street Lighting

1.317 JDF Building Numbering

1.319 Soil Deposit and Removal

1.325 Community Planning

1.340 Livestock Injury Compensation

1.350 Willis Point Fire

1.353 Otter Point Fire

Appendix A-5: JDF Service Budgets

1.354 Malahat Fire

1.355 Durrance Road Fire

1.357 East Sooke Fire

1.358 Port Renfrew Fire

1.360 Shirley Fire

1.369 EA Fire Services - JDF & SGI

1.370 Emergency Program

1.377 Search and Rescue

1.405 Community Parks

1.408 Community Recreation

1.523 Port Renfrew Refuse Disposal

1.924 Emergency Communications – CREST

2.650 Port Renfrew Water

2.691 Wilderness Mountain Water

3.850 Port Renfrew Sewer

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Elections

EAC REVIEW

OCTOBER 2021

Service: 1.103 Elections

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

No limit

FUNDING:

Requisition and contribution from Islands Trust.

Change in Budget 2021 to 2022

Service: 1.103 Elections

Total Expenditure**Comments****2021 Budget****25,070**

Non-election year, budget is solely for ORF transfer

Change in Salaries:

Base salary change

-

Inclusive of estimated collective agreement changes

Step increase/paygrade change

-

Other (explain as necessary)

-

Total Change in Salaries

-

Other Changes:

Electoral Area Elections Expenditure:

122,500

EA Election Costs

40,000

IBC-15d-2 EA Elections - To contract a Chief Election Officer (CEO) to coordinate the EA elections

Islands Trust

74,900

Island Trust Election - Full recovery from Island Trust

Other

462

Total Other Changes

237,862

2022 Budget**262,932**

% expense increase from 2021:

948.8%

% Requisition increase from 2021 (if applicable):

162.0%

Requisition funding is 27.6% of service revenue

Overall 2021 Budget Performance

(expected variance to budget and surplus treatment)

No major variance is expected. Any minor variance will be adjusted to the ORF transfer at year end.

1.103 - Elections	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Electoral Area Elections	-	-	122,500	-	40,000	162,500	-	-	-	175,895
Islands Trust	-	-	74,900	-	-	74,900	-	-	-	81,074
Allocations and Insurance	37	37	32	-	-	32	32	32	32	32
TOTAL OPERATING COSTS	37	37	197,432	-	40,000	237,432	32	32	32	257,001
*Percentage Increase over prior year										
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	25,033	25,033	25,500	-	-	25,500	45,000	45,000	45,000	45,000
TOTAL COSTS	25,070	25,070	222,932	-	40,000	262,932	45,032	45,032	45,032	302,001
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	-	-	(122,457)	-	-	(122,457)	-	-	-	(175,895)
Recovery from Islands Trust	-	-	(74,900)	-	-	(74,900)	-	-	-	(81,074)
Other Income	(66)	(66)	(70)	-	-	(70)	(70)	(70)	(70)	(70)
TOTAL REVENUE	(66)	(66)	(197,427)	-	-	(197,427)	(70)	(70)	(70)	(257,039)
REQUISITION	(25,004)	(25,004)	(25,505)	-	(40,000)	(65,505)	(44,962)	(44,962)	(44,962)	(44,962)
*Percentage increase over prior year Requisition										
			2.0%			162.0%	-31.4%	0.0%	0.0%	0.0%

Reserve Schedule

Reserve Fund: 1.103 Elections - Operating Reserve Fund

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

Reserve Cash Flow

Fund: Fund Centre:	1500 105515	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		76,873	102,647	5,690	50,690	95,690	140,690
Transfer from Op Budget		25,033	25,500	45,000	45,000	45,000	45,000
Transfer to Op Budget		-	(122,457)	-	-	-	(175,895)
Transfer from ERF		41	-	-	-	-	-
Interest Income		700	-	-	-	-	-
Ending Balance \$		102,647	5,690	50,690	95,690	140,690	9,795

Assumptions/Background:

Budgeted transfers to reserve will provide funding for elections in 2022 at an estimated cost of \$120,000 - \$140,000

CAPITAL REGIONAL DISTRICT

2022 Budget

UBCM

EAC REVIEW

OCTOBER 2021

Service: 1.104 Union of B.C. Municipalities

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

No limit

FUNDING:

Requisition

GENERAL INFORMATION:

Association of Vancouver Island and Coastal Communities (AVICC)

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

1.104 - UBCM	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Membership Fee	12,893	11,748	12,945	-	-	12,945	13,198	13,461	13,724	13,998
TOTAL COSTS	12,893	11,748	12,945	-	-	12,945	13,198	13,461	13,724	13,998
*Percentage Increase over prior year						0.4%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	1,145	(1,145)	-	-	(1,145)	-	-	-	-
Balance c/fwd from 2020 to 2021	(5,169)	(5,169)	-	-	-	-	-	-	-	-
Other Revenue	(97)	(97)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(5,266)	(4,121)	(1,245)	-	-	(1,245)	(100)	(100)	(100)	(100)
REQUISITION	(7,627)	(7,627)	(11,700)	-	-	(11,700)	(13,098)	(13,361)	(13,624)	(13,898)
*Percentage increase over prior year Requisition						53.4%	11.9%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Building Inspection

EAC Review

OCTOBER 2021

Service: 1.318 Building Inspection

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

All Electoral Areas on the basis of converted hospital assessments.

MAXIMUM LEVY:

Not stated.

FUNDING:

Fees and charges and requisition to all Electoral Areas

Change in Budget 2021 to 2022
Service: 1.318 Building Inspection

Total Expenditure

Comments

2021 Budget

1,653,290

Change in Salaries:

Base salary change	6,603	Inclusive of estimated collective agreement changes
Step increase/paygrade change	(768)	
0.5 FTE Administrative Clerk	38,204	2022 IBC: 11c-2 Building Inspection Information Services
Total Change in Salaries	44,039	

Other Changes:

Standard Overhead Allocation	17,580	Increase due to 2021 operating cost increase and 4th year of new OH model implementation
Building Occupancy Allocation	41,952	Increased due to office space change, facility reserve contributions, loss revenue from rental and extended rental space for temporary swing office space
Human Resources Allocation	5,178	New Corporate Safety Resources
Bylaw Enforcement Labour Charge Out	5,000	Cost recovery from Bylaw services to issue building fines for building infractions
Real Estate Services Labour Charge Out	3,000	Labour charges from Real Estates Services to review land covenants
Staff Training and Development	4,500	Increased required training for Building Inspectors for WETT Certification
Transfer to Equipment Replacement Fund	10,000	Increase ERF contribution to fund 7 new workstations at Fisgard office and vehicle replacement
Other	4,895	
Total Other Changes	92,105	

2022 Budget

1,789,434

% Expense increase from 2021:	8.2%
% Requisition increase from 2021:	3.8%

Requisition funding is 25.4% of service revenue

Overall 2021 Budget Performance

(expected variance to budget and surplus treatment)

Permit fee revenues are projected at \$180,859 (17.75%) higher than budget as we have experienced higher permit fee revenue in 2021. Total expenditures are projected at \$75,990 (-4.7%) lower than budget mainly due to staff vacancies. \$256,849 surplus in 2021 is projected to be balanced on increased transfers to the Operating Reserve Fund (\$182,849) and Equipment Replacement Fund (\$74,000).

1.318 - Building Inspection	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Salaries & Wages	1,151,316	1,088,446	1,157,151	38,204	-	1,195,355	1,220,911	1,247,014	1,273,685	1,300,932
Telecommunications	35,890	35,890	36,610	-	-	36,610	37,340	38,090	38,850	39,630
Legal Expenses	10,390	10,390	10,600	-	-	10,600	10,810	11,030	11,250	11,480
Building Rent	34,450	34,450	34,880	-	-	34,880	35,610	36,350	37,110	37,860
Supplies	16,380	16,380	16,700	-	-	16,700	17,040	17,380	17,720	18,080
Allocations	225,494	227,634	298,869	-	-	298,869	303,484	309,401	315,451	321,620
Other Operating Expenses	146,070	130,810	153,120	-	-	153,120	156,220	159,410	162,660	165,960
TOTAL OPERATING COSTS	1,619,990	1,544,000	1,707,930	38,204	-	1,746,134	1,781,415	1,818,675	1,856,726	1,895,562
*Percentage Increase over prior year						7.8%	2.0%	2.1%	2.1%	2.1%
<u>CAPITAL / RESERVES</u>										
Transfer to Equipment Replacement Fund	10,000	84,000	20,000	-	-	20,000	20,000	20,000	20,000	20,000
Transfer to Operating Reserve Fund	-	182,849	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	10,000	266,849	20,000	-	-	20,000	20,000	20,000	20,000	20,000
Building Borrowing Repayment to Facilities Reserve	23,300	23,300	23,300	-	-	23,300	23,300	23,300	23,300	23,300
TOTAL COSTS	1,653,290	1,834,149	1,751,230	38,204	-	1,789,434	1,824,715	1,861,975	1,900,026	1,938,862
Internal Recoveries	(29,486)	(29,486)	(30,076)	-	-	(30,076)	(30,678)	(31,290)	(31,916)	(32,555)
TOTAL COSTS LESS INTERNAL RECOVERIES	1,623,804	1,804,663	1,721,154	38,204	-	1,759,358	1,794,037	1,830,685	1,868,110	1,906,307
<u>FUNDING SOURCES (REVENUE)</u>						8.3%	2.0%	2.0%	2.0%	2.0%
Transfer from Operating Reserve Fund	(126,400)	(126,400)	(63,668)	-	-	(63,668)	(56,280)	(49,695)	(42,697)	(35,245)
Permit Fees Revenue	(1,019,141)	(1,200,000)	(1,200,000)	-	-	(1,200,000)	(1,224,000)	(1,248,480)	(1,273,450)	(1,298,920)
Contract Revenue	(36,781)	(36,781)	(37,510)	-	-	(37,510)	(38,250)	(39,020)	(39,800)	(40,590)
Grants in Lieu of Taxes	(1,656)	(1,656)	(1,690)	-	-	(1,690)	(1,720)	(1,750)	(1,790)	(1,830)
Revenue - Other	(2,562)	(2,562)	(2,610)	-	-	(2,610)	(2,660)	(2,710)	(2,760)	(2,820)
TOTAL REVENUE	(1,186,540)	(1,367,399)	(1,305,478)	-	-	(1,305,478)	(1,322,910)	(1,341,655)	(1,360,497)	(1,379,405)
REQUISITION	(437,264)	(437,264)	(415,676)	(38,204)	-	(453,880)	(471,127)	(489,030)	(507,613)	(526,902)
*Percentage increase over prior year										
Requisition			-4.9%	8.7%		3.8%	3.8%	3.8%	3.8%	3.8%
<u>AUTHORIZED POSITIONS</u>										
Salaried FTE	9.7		9.7	0.5		10.2	10.2	10.2	10.2	10.2

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

Service No.	1.318	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Building Inspection							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$78,900	\$6,000	\$5,500	\$4,500	\$6,000	\$100,900
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$50,000	\$0	\$0	\$50,000	\$100,000
		\$0	\$78,900	\$56,000	\$5,500	\$4,500	\$56,000	\$200,900
		\$0	\$78,900	\$56,000	\$5,500	\$4,500	\$56,000	\$200,900

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$78,900	\$56,000	\$5,500	\$4,500	\$56,000	\$200,900
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$78,900	\$56,000	\$5,500	\$4,500	\$56,000	\$200,900
		\$0	\$78,900	\$56,000	\$5,500	\$4,500	\$56,000	\$200,900

Service: 1.318 Building Inspection

Project Number 18-01 **Capital Project Title** Vehicle Replacement **Capital Project Description** Vehicle Replacement

Project Rationale Replaces vehicles with substantial miles that are used by the Building Inspectors to travel to remote locations in the Southern Gulf Islands and Juan de Fuca to carry out building inspections.

Project Number 19-01 **Capital Project Title** Computer Replacement **Capital Project Description** Replacement of Computer equipment

Project Rationale As per IT's replacement schedule for department computers.

Project Number 22-01 **Capital Project Title** Phone System **Capital Project Description** Salt Spring Island phone system replacement

Project Rationale Replace 20 year-old phone system that is antiquated, has insufficient number of phones lines and no voicemail. Telus has advised parts are no longer available.

Project Number 22-02 **Capital Project Title** New Furniture - Fisgard **Capital Project Description** 7 furniture workstations for Fisgard department move to new location (Starbucks)

Project Rationale Department has been reassigned to a new locaton on the first floor at Fisgard and advised that new furniture is required to fit the dimensions of the new area.

Project Number	22-03	Capital Project Title	Microfiche Computer	Capital Project Description	New pc and monitor for microfiche reader used for FOI requests at Fisgard
Project Rationale	Add new pc for microfiche reader used for FOI requests at Fisgard. Volume of FOI's have substantially increased that a stand-alone pc is required.				

Project Number	22-04	Capital Project Title	JDF Printer	Capital Project Description	Replacement of shared printer
Project Rationale	Building Inspection JDF office shares a printer with the Planning Department. Expected replacement of printer in 2022.				

Building Inspection
Reserve Summary Schedule
2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	247,741	184,073	127,793	78,098	35,401	156
Equipment Replacement Fund	106,605	47,705	11,705	26,205	41,705	5,705
Total	354,346	231,778	139,498	104,303	77,106	5,861

Reserve Schedule

Reserve Fund: 1.318 Building Inspection - Operating Reserve Fund

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

Reserve Cash Flow

Fund: Fund Centre:	1500 105544	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		189,592	247,741	184,073	127,793	78,098	35,401
Transfer from Ops Budget		182,849	-	-	-	-	-
Expenditures		(126,400)	(63,668)	(56,280)	(49,695)	(42,697)	(35,245)
Interest Income		1,700					
Ending Balance \$		247,741	184,073	127,793	78,098	35,401	156

Assumptions/Background:

Reserve Schedule

Reserve Fund: 1.318 Building Inspection - Equipment Replacement Fund

ERF Group: BLDINS.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101425	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		77,605	106,605	47,705	11,705	26,205	41,705
Transfer from Ops Budget		84,000	20,000	20,000	20,000	20,000	20,000
Planned Purchase		(55,000)	(78,900)	(56,000)	(5,500)	(4,500)	(56,000)
Interest Income		-					
Ending Balance \$		106,605	47,705	11,705	26,205	41,705	5,705

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

CAPITAL REGIONAL DISTRICT

2022 BUDGET

NOISE CONTROL

EAC REVIEW

OCTOBER 2021

Service: 1.320 Noise Control

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

All Electoral Areas, based on converted hospital assessments.

MAXIMUM LEVY:

\$ 0.50 / \$1,000

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

MAXIMUM CAPITAL DEBT:

Nil

COMMISSION:

FUNDING:

Requisition

1.320 - NOISE CONTROL	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Legal	6,900	6,900	6,900	-	-	6,900	7,040	7,180	7,320	7,470
Allocations	2,304	2,304	2,597	-	-	2,597	2,646	2,696	2,747	2,798
Internal Time Charges	29,876	29,876	30,474	-	-	30,474	31,068	31,673	32,290	32,921
Other Operating Expenses	60	80	50	-	-	50	50	50	50	50
TOTAL OPERATING COSTS	39,140	39,160	40,021	-	-	40,021	40,804	41,599	42,407	43,239
*Percentage Increase over prior year						2.3%	2.0%	1.9%	1.9%	2.0%
Transfer to Operating Reserve Fund	-	30	-	-	-	-	-	-	-	-
TOTAL COSTS	39,140	39,190	40,021	-	-	40,021	40,804	41,599	42,407	43,239
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(155)	(155)	(155)	-	-	(155)	(155)	(155)	(155)	(155)
Revenue - Other	(100)	(150)	(150)	-	-	(150)	(150)	(150)	(150)	(150)
TOTAL REVENUE	(255)	(305)	(305)	-	-	(305)	(305)	(305)	(305)	(305)
REQUISITION	(38,885)	(38,885)	(39,716)	-	-	(39,716)	(40,499)	(41,294)	(42,102)	(42,934)
*Percentage increase over prior year Requisition						2.1%	2.0%	2.0%	2.0%	2.0%

Reserve Schedule

Reserve Fund: 1.320 Noise Control - Operating Reserve Fund - Bylaw 4146
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<p>- 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.</p>
--

Reserve Cash Flow

Fund: 1500	Fund Centre: 105406	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		8,977	9,061	9,061	9,061	9,061	9,061
Transfer from Ops Budget		-	-	-	-	-	-
Planned Purchase		-	-	-	-	-	-
Interest Income		84					
Ending Balance \$		9,061	9,061	9,061	9,061	9,061	9,061

<p><u>Assumptions/Background:</u> Maintain balance at reasonable level to cover unexpected operating expenses such as legal. * 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.</p>
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CAPITAL REGIONAL DISTRICT

2022 BUDGET

Nuisance & Unsightly Premises

EAC REVIEW

OCTOBER 2021

Service: 1.322 Nuisance & Unsightly Premises

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

All Electoral Areas, based on converted hospital assessments.

MAXIMUM LEVY:

\$ 0.50 / \$1,000

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

FUNDING:

Requisition

1.322 - Nuisance & Unsightly Premises	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Legal	2,085	2,085	2,130	-	-	2,130	2,170	2,210	2,250	2,300
Allocations	2,825	2,825	3,240	-	-	3,240	3,301	3,365	3,429	3,494
Internal Time Charges	46,750	46,750	47,685	-	-	47,685	48,615	49,562	50,528	51,515
Other Operating Expenses	330	330	320	-	-	320	320	320	320	320
TOTAL OPERATING COSTS	51,990	51,990	53,375	-	-	53,375	54,406	55,457	56,527	57,629
*Percentage Increase over prior year						2.7%	1.9%	1.9%	1.9%	1.9%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVE	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	51,990	51,990	53,375	-	-	53,375	54,406	55,457	56,527	57,629
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(206)	(206)	(210)	-	-	(210)	(210)	(210)	(210)	(210)
Transfer from Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
Other Revenue	(100)	(100)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(306)	(306)	(310)	-	-	(310)	(310)	(310)	(310)	(310)
REQUISITION	(51,684)	(51,684)	(53,065)	-	-	(53,065)	(54,096)	(55,147)	(56,217)	(57,319)
*Percentage increase over prior year Requisition						2.7%	1.9%	1.9%	1.9%	2.0%

Reserve Schedule

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

For unforeseen legal expenses

Reserve Cash Flow

Fund: Fund Centre:	1500 105403	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		2,234	2,256	2,256	2,256	2,256	2,256
Transfer from Ops Budget		-	-	-	-	-	-
Transfer to Ops Budget		-	-	-	-	-	-
Interest Income		21					
Ending Balance \$		2,256	2,256	2,256	2,256	2,256	2,256

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Electora Area Emergency Planning Coordination

EAC REVIEW

OCTOBER 2021

Service: 1.372 Emergency Planning Coordination

Committee: Planning, Transportation & Protective Services

DEFINITION:

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

SERVICE DESCRIPTION:

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

FUNDING:

Allocations from protection services and requisition.

1.372 - Electora Area Emergency Planning Coordination	2021		BUDGET REQUEST				FUTURE PROJECTIONS					
	BOARD BUDGET*	ESTIMATED ACTUAL	2022				2023	2024	2025	2026		
			CORE BUDGET	ONGOING	ONE-TIME	TOTAL						
<u>OPERATING COSTS</u>												
Salaries	532,583	511,000	538,896	-	-	538,896	550,487	562,330	574,420	586,772		
Contract for Services	-	-	-	-	-	-	-	-	-	-		
Travel Expenses	1,820	1,000	1,860	-	-	1,860	1,900	1,940	1,980	2,020		
Telecommunications	6,810	6,810	6,950	-	-	6,950	7,090	7,230	7,370	7,520		
Staff Training & Development	1,620	1,620	1,650	-	-	1,650	1,680	1,710	1,740	1,770		
Supplies	2,010	2,010	2,050	-	-	2,050	2,090	2,130	2,170	2,210		
Allocations	59,170	59,170	62,608	-	-	62,608	63,862	65,141	66,440	67,769		
Other Operating Expenses	8,630	8,630	8,750	-	-	8,750	8,930	9,110	9,290	9,470		
TOTAL OPERATING COSTS	612,643	590,240	622,764	-	-	622,764	636,039	649,591	663,410	677,531		
*Percentage Increase over prior year						1.7%	2.1%	2.1%	2.1%	2.1%		
<u>CAPITAL / RESERVES</u>												
Transfer to Operating Reserve Fund	-	22,693	-	-	-	-	-	-	-	-		
Transfer to Equipment Replacement Fund	7,324	7,324	7,500	-	-	7,500	7,500	7,500	7,500	7,500		
TOTAL CAPITAL / RESERVES	7,324	30,017	7,500	-	-	7,500	7,500	7,500	7,500	7,500		
TOTAL COSTS	619,967	620,257	630,264	-	-	630,264	643,539	657,091	670,910	685,031		
Internal Recoveries	(459,671)	(459,671)	(468,860)	-	-	(468,860)	(478,240)	(487,801)	(497,561)	(507,510)		
OPERATING COSTS LESS INTERNAL RECOVERIES	160,296	160,586	161,404	-	-	161,404	165,299	169,290	173,349	177,521		
<u>FUNDING SOURCES (REVENUE)</u>												
Estimated Balance c/fwd from 2021 to 2022	-	-	-	-	-	-	-	-	-	-		
Balance c/fwd from 2020 to 2021	(14,486)	(14,486)	-	-	-	-	-	-	-	-		
Transfer from Operating Reserve Fund	-	-	(12,674)	-	-	(12,674)	(10,639)	(8,460)	(6,099)	(3,601)		
Grants in Lieu of Taxes	(578)	(578)	(590)	-	-	(590)	(600)	(610)	(620)	(630)		
Revenue - Other	(310)	(600)	(320)	-	-	(320)	(330)	(340)	(350)	(360)		
TOTAL REVENUE	(15,374)	(15,664)	(13,584)	-	-	(13,584)	(11,569)	(9,410)	(7,069)	(4,591)		
REQUISITION	(144,922)	(144,922)	(147,820)	-	-	(147,820)	(153,730)	(159,880)	(166,280)	(172,930)		
*Percentage increase over prior year Requisition						2.0%	4.0%	4.0%	4.0%	4.0%		
AUTHORIZED POSITIONS												
Salaried FTE	4.0		4.0			4.0	4.0	4.0	4.0	4.0		

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

Service No.	1.372 Emergency Planning Coordination	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
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EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$0	\$0	\$2,500	\$0	\$0	\$2,500
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$0	\$0	\$2,500	\$0	\$0	\$2,500
		\$0	\$0	\$0	\$2,500	\$0	\$0	\$2,500

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$2,500	\$0	\$0	\$2,500
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$0	\$0	\$2,500	\$0	\$0	\$2,500
		\$0	\$0	\$0	\$2,500	\$0	\$0	\$2,500

Electora Area Emergency Planning Coordination
 Reserve Summary Schedule
 2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	59,344	46,670	36,031	27,571	21,472	17,871
Equipment Replacement Fund	7,494	14,994	22,494	27,494	34,994	42,494
Total	66,838	61,664	58,525	55,065	56,466	60,365

Reserve Schedule

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

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

Reserve Cash Flow

Fund: Fund Centre:	1500 105545	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		36,311	59,344	46,670	36,031	27,571	21,472
Transfer from Ops Budget		22,693	-	-	-	-	-
Transfer to Ops Budget		-	(12,674)	(10,639)	(8,460)	(6,099)	(3,601)
Interest Income		340					
Ending Balance \$		59,344	46,670	36,031	27,571	21,472	17,871

Assumptions/Background:

Reserve Schedule

Reserve Fund: 1.372 Emergency Planning Coordination - Equipment Replacement Fund

ERF Group: EMERGCOORD.ERF

Reserve Cash Flow

Fund:	1022	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101985						
Beginning Balance		2,670	7,494	14,994	22,494	27,494	34,994
Transfer from Op Budget		7,324	7,500	7,500	7,500	7,500	7,500
Planned Purchase		(2,500)	-	-	(2,500)	-	-
Interest Income		-					
Ending Balance \$		7,494	14,994	22,494	27,494	34,994	42,494

Assumptions/Background:

ERF to fund future replacement of vehicles and equipment.

CAPITAL REGIONAL DISTRICT

2022 Budget

Admin. Expenditures (JDF)

EAC REVIEW

OCTOBER 2021

Service: 1.109 JDF Admin. Expenditures

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

Electoral Area of Juan de Fuca

MAXIMUM LEVY:

None Stated

FUNDING:

Requisition

1.109 - Admin. Expenditures (JDF)	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Director's Remuneration	46,978	46,978	47,494	-	-	47,494	48,440	49,410	50,400	51,410
Travel	1,680	1,680	1,710	-	-	1,710	1,740	1,770	1,810	1,850
Allocations	5,819	5,819	3,038	-	-	3,038	3,099	3,161	3,224	3,289
Contingency	3,000	-	3,000	-	-	3,000	-	-	-	-
Other Operating Expenses	3,290	2,720	3,300	-	-	3,300	3,360	3,420	3,480	3,540
TOTAL OPERATING COSTS	60,767	57,197	58,542	-	-	58,542	56,639	57,761	58,914	60,089
*Percentage Increase over prior year						-3.7%	-3.3%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	3,570	(3,570)	-	-	(3,570)	-	-	-	-
Balance c/fwd from 2020 to 2021	(3,952)	(3,952)	-	-	-	-	-	-	-	-
Revenue - Other	(133)	(133)	(130)	-	-	(130)	(130)	(130)	(130)	(130)
TOTAL REVENUE	(4,085)	(515)	(3,700)	-	-	(3,700)	(130)	(130)	(130)	(130)
REQUISITION	(56,682)	(56,682)	(54,842)	-	-	(54,842)	(56,509)	(57,631)	(58,784)	(59,959)
*Percentage increase over prior year Requisition						-3.2%	3.0%	2.0%	2.0%	2.0%

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

Service No.	1.109	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	JDF Admin. Expenditures							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$2,000	\$0	\$0	\$0	\$0	\$2,000
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$2,000	\$0	\$0	\$0	\$0	\$2,000

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$2,000	\$0	\$0	\$0	\$0	\$2,000
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$2,000	\$0	\$0	\$0	\$0	\$2,000

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

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

Service #: 1.109

Service Name: JDF Admin. Expenditures

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
19-01	Replacement	Computer	Computer Replacement	\$2,000	E	ERF	\$0	\$2,000	\$0	\$0	\$0	\$0	\$2,000
GRAND TOTAL				\$2,000			\$0	\$2,000	\$0	\$0	\$0	\$0	\$2,000

Reserve Schedule

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

ERF Group: JDFADMIN.ERF

Reserve Cash Flow

Fund:	1022	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101839						
Beginning Balance		5,665	5,665	3,665	3,665	3,665	3,665
Transfer from Ops Budget		-	-	-	-	-	-
Planned Purchase		-	(2,000)	-	-	-	-
Interest Income		-					
Ending Balance \$		5,665	3,665	3,665	3,665	3,665	3,665

Assumptions/Background:
 Fund Balance should remain between \$5,000 and \$10,000.

CAPITAL REGIONAL DISTRICT

2022 Budget

Grant-in-Aid (JDF)

EAC REVIEW

OCTOBER 2021

Service: 1.114 JDF Grants in Aid

Committee: Electoral Area

DEFINITION:

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

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

Juan de Fuca Electoral Area.

MAXIMUM LEVY:

Greater of \$65,484 or \$0.05 / \$1,000 on basis of converted hospital assessed value of land and improvements. To a maximum of \$109,863.

COMMISSION:

Committee: Electoral Areas Committee

FUNDING:

Requisition

1.114 - Grant-in-Aid (JDF)	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Grants in Aid	96,453	42,837	32,150	-	18,505	50,655	20,000	20,000	20,000	20,000
Allocations	1,858	1,858	3,253	-	-	3,253	3,318	3,384	3,452	3,521
Other Operating Expenses	-	-	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	98,311	44,695	35,403	-	18,505	53,908	23,318	23,384	23,452	23,521
*Percentage Increase over prior year						-45.2%	-56.7%	0.3%	0.3%	0.3%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	53,618	(35,113)	-	(18,505)	(53,618)	-	-	-	-
Balance c/fwd from 2020 to 2021	(36,941)	(36,941)	-	-	-	-	-	-	-	-
Provincial Grant	(61,078)	(61,078)	-	-	-	-	-	-	-	-
Other Income	(292)	(294)	(290)	-	-	(290)	(290)	(290)	(290)	(290)
TOTAL REVENUE	(98,311)	(44,695)	(35,403)	-	(18,505)	(53,908)	(290)	(290)	(290)	(290)
REQUISITION	-	-	-	-	-	-	(23,028)	(23,094)	(23,162)	(23,231)
*Requisition increase over prior year						N/A	N/A	0.3%	0.3%	0.3%

CAPITAL REGIONAL DISTRICT

2022 Budget

Vancouver Island Regional Library

EAC REVIEW

OCTOBER 2021

Service: 1.119 Van. Island Regional Library

Committee: Electoral Area

2020 Budget

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

Westerly portion of Juan de Fuca Electoral Area.

MAXIMUM LEVY:

No limit

FUNDING:

Requisition

1.119 - Vancouver Island Regional Library	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Payments to Vancouver Island Regional Library	304,095	304,095	310,180	-	-	310,180	316,380	322,710	329,160	335,740
Allocations	5,562	5,562	6,218	-	-	6,218	6,342	6,469	6,599	6,730
Other Operating Expenses	1,240	1,240	1,240	-	-	1,240	1,240	1,240	1,240	1,240
TOTAL COSTS	310,897	310,897	317,638	-	-	317,638	323,962	330,419	336,999	343,710
*Percentage Increase over prior year						2.2%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2020 to 2021	46	46	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(299)	(299)	(300)	-	-	(300)	(300)	(300)	(300)	(300)
Other Revenue	(250)	(250)	(250)	-	-	(250)	(250)	(250)	(250)	(250)
TOTAL REVENUE	(503)	(503)	(550)	-	-	(550)	(550)	(550)	(550)	(550)
REQUISITION	(310,394)	(310,394)	(317,088)	-	-	(317,088)	(323,412)	(329,869)	(336,449)	(343,160)
*Percentage increase over prior year Requisition						2.2%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Sooke Regional Museum

EAC REVIEW

OCTOBER 2021

Service: 1.121

Sooke Regional Museum

Committee: Electoral Area

DEFINITION:

A specified area established to provide annual financial assistance to the Sooke Regional 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 \$337,790.

FUNDING:

Requisition

1.121 - Sooke Regional Museum	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Payments to Sooke Regional Museum	192,630	192,630	196,480	-	-	196,480	200,410	204,420	208,510	212,680
Allocations	3,903	3,903	3,932	-	-	3,932	4,010	4,091	4,173	4,256
Other Operating Expenses	60	60	60	-	-	60	60	60	60	60
TOTAL COSTS	196,593	196,593	200,472	-	-	200,472	204,480	208,571	212,743	216,996
*Percentage Increase over prior year						2.0%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2020 to 2021	(44)	(44)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(332)	(332)	(340)	-	-	(340)	(350)	(360)	(370)	(380)
Other Revenue	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(376)	(376)	(340)	-	-	(340)	(350)	(360)	(370)	(380)
REQUISITION	(196,217)	(196,217)	(200,132)	-	-	(200,132)	(204,130)	(208,211)	(212,373)	(216,616)
*Percentage increase over prior year Requisition						2.0%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Vancouver Island Regional Library-Debt

EAC REVIEW

OCTOBER 2021

CAPITAL REGIONAL DISTRICT

2022 Budget

Langford EA - GVPL

EAC REVIEW

OCTOBER 2021

Service: 1.133 Langford EA - GVPL

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

A portion of the Electoral Area of Juan de Fuca.

MAXIMUM LEVY:

Greater of \$183,000 or \$0.33 / \$1,000 of actual assessed value of land and improvements.

FUNDING:

Requisition

1.133 - Langford EA - GVPL	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Payments to Greater Victoria Public Library	30,350	30,350	30,960	-	-	30,960	31,580	32,210	32,850	33,510
Allocations	726	726	622	-	-	622	634	647	660	673
Other Operating Expenses	10	10	10	-	-	10	10	10	10	10
TOTAL OPERATING COSTS	31,086	31,086	31,592	-	-	31,592	32,224	32,867	33,520	34,193
*Percentage Increase over prior year						1.6%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2020 to 2021	(9)	(9)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(92)	(92)	(90)	-	-	(90)	(90)	(90)	(90)	(90)
Interest Income	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(101)	(101)	(90)	-	-	(90)	(90)	(90)	(90)	(90)
REQUISITION	(30,985)	(30,985)	(31,502)	-	-	(31,502)	(32,134)	(32,777)	(33,430)	(34,103)
*Percentage increase over prior year Requisition						1.7%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Port Renfrew Street Lighting

EAC REVIEW

OCTOBER 2021

Service: 1.232 Port Renfrew Street Lighting

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

Greater of \$7,500 or \$3.42 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$109,123.

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

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

USER CHARGE:

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

PARCEL TAX:

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

1.232 - Port Renfrew Street Lighting	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Electricity	7,150	7,000	7,240	-	-	7,240	7,380	7,530	7,680	7,830
Allocations	425	425	444	-	-	444	453	462	471	480
Contingency	1,200	-	1,200	-	-	1,200	1,200	1,200	1,200	1,200
Other Operating Expenses	100	100	100	-	-	100	100	100	100	100
TOTAL COSTS	8,875	7,525	8,984	-	-	8,984	9,133	9,292	9,451	9,610
*Percentage Increase over prior year						1.2%	1.7%	1.7%	1.7%	1.7%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	1,350	(1,350)	-	-	(1,350)	-	-	-	-
Balance c/fwd from 2020 to 2021	(2,148)	(2,148)	-	-	-	-	-	-	-	-
User Charges	(3,070)	(3,070)	(3,654)	-	-	(3,654)	(4,400)	(4,480)	(4,560)	(4,640)
Grants in Lieu of Taxes	(86)	(86)	(86)	-	-	(86)	(86)	(86)	(86)	(86)
Revenue - Other	(250)	(250)	(250)	-	-	(250)	(250)	(250)	(250)	(250)
TOTAL REVENUE	(5,554)	(4,204)	(5,340)	-	-	(5,340)	(4,736)	(4,816)	(4,896)	(4,976)
REQUISITION - PARCEL TAX	(3,321)	(3,321)	(3,644)	-	-	(3,644)	(4,397)	(4,476)	(4,555)	(4,634)
*Percentage increase over prior year										
User Fee						19.0%	20.4%	1.8%	1.8%	1.8%
Requisition						9.7%	20.7%	1.8%	1.8%	1.7%
Combined						14.2%	20.5%	1.8%	1.8%	1.7%

CAPITAL REGIONAL DISTRICT

2022 Budget

JDF Building Numbering

EAC REVIEW

OCTOBER 2021

Service: 1.317 JDF Building Numbering

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

Juan de Fuca Electoral Area.

MAXIMUM LEVY:

None stated

FUNDING:

Requisition

1.317 - JDF Building Numbering	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Building Inspection	11,797	11,797	12,033	-	-	12,033	12,274	12,519	12,769	13,025
Allocations	673	673	645	-	-	645	658	671	684	698
Other Operating Expenses	430	410	420	-	-	420	430	440	450	460
TOTAL COSTS	12,900	12,880	13,098	-	-	13,098	13,362	13,630	13,903	14,183
*Percentage Increase over prior year						1.5%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	20	(20)	-	-	(20)	-	-	-	-
Balance c/fwd from 2020 to 2021	(73)	(73)	-	-	-	-	-	-	-	-
Other Income	(38)	(38)	(40)	-	-	(40)	(40)	(40)	(40)	(40)
TOTAL REVENUE	(111)	(91)	(60)	-	-	(60)	(40)	(40)	(40)	(40)
REQUISITION	(12,789)	(12,789)	(13,038)	-	-	(13,038)	(13,322)	(13,590)	(13,863)	(14,143)
*Percentage increase over prior year Requisition						1.9%	2.2%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Soil Deposit and Removal

EAC REVIEW

OCTOBER 2021

Service: 1.319 Soil Deposit and Removal

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

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

Participants Electoral Area	2000 est	Percentage
JDF EA	1	100%

MAXIMUM LEVY:

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

FUNDING:

Requisition

1.319 - Soil Deposit and Removal	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Allocations	1,233	1,233	1,206	-	-	1,206	1,227	1,249	1,271	1,293
Internal Time Charges	4,398	4,398	4,486	-	-	4,486	4,573	4,663	4,753	4,846
Other Operating Expenses	30	30	30	-	-	30	30	30	30	30
TOTAL OPERATING COSTS	5,661	5,661	5,722	-	-	5,722	5,830	5,942	6,054	6,169
*Percentage Increase over prior year						1.1%	1.9%	1.9%	1.9%	1.9%
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	5,661	5,661	5,722	-	-	5,722	5,830	5,942	6,054	6,169
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2020 to 2021	-	-	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
Interest Income	(40)	(40)	(40)	-	-	(40)	(40)	(40)	(40)	(40)
TOTAL REVENUE	(40)	(40)	(40)	-	-	(40)	(40)	(40)	(40)	(40)
REQUISITION	(5,621)	(5,621)	(5,682)	-	-	(5,682)	(5,790)	(5,902)	(6,014)	(6,129)
*Percentage increase over prior year Requisition						1.1%	1.9%	1.9%	1.9%	1.9%

Reserve Schedule

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

Reserve Cash Flow

Fund:	1500	Estimated	Budget				
Fund Centre:	105405	2021	2022	2023	2024	2025	2026
Beginning Balance		67,073	67,673	67,673	67,673	67,673	67,673
Transfer from Ops Budget		-	-	-	-	-	-
Expenditures		-	-	-	-	-	-
Interest Income		600					
Ending Balance \$		67,673	67,673	67,673	67,673	67,673	67,673

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 Budget

Community Planning (JDF)

EAC REVIEW

OCTOBER 2021

Service: 1.325 Community Planning

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

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

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

PARTICIPATION:

JDF Electoral Area on the basis of converted hospital assessments.

MAXIMUM LEVY:

None stated.

FUNDING:

Requisition and user fees.

Change in Budget 2021 to 2022
Service: 1.325 Community Planning

Total Expenditure

Comments

2021 Budget

866,356

Change in Salaries:

Base salary change	2,066	Inclusive of estimated collective agreement changes
Other Wages and Benefits	(5,500)	Realignment of budget based on previous actual expenses
Total Change in Salaries	(3,434)	

Other Changes:

Consultants	(50,000)	One-time Port Renfrew CCDP Review in 2021 funded by grant
LIDAR Photography	(13,550)	Orthophotos purchased every other year funded by ORF, budget in year 2021, 2023, 2025
Supplies	(8,570)	One-time supplies in 2021 to A/V equipment for meeting room funded by COVID Safe Restart funding
Standard Overhead Allocation	2,577	Increase to Standard OH Allocation due to the combination of 2021 operating cost increase and 4th year of new OH model implementation
Human Resources Allocation	2,195	New Corporate Safety Resource
Land Use and Advisory Planning Cttees	1,532	
Other	3,624	Software licences; postage & freight; and telecommunications
Total Other Changes	(62,192)	

2022 Budget

800,730

% Expense decrease from 2021:	-7.6%	
% Requisition increase from 2021:	2.0%	Requisition funding is 89% of service revenue

Overall 2021 Budget Performance
 (expected variance to budget and surplus treatment)

Fee revenues are projected at \$28,000 (88%) higher than budget and we also project to recover \$24,000 in salary costs from CRD Regional Parks. Total expenditures are projected at \$17,802 (-2.1%) lower than budget primarily due to reductions in auxiliary salary costs, legal services, and advertising. The projected \$69,802 surplus will be balanced on a reduced transfer from the Operating Reserve Fund, which has an expected year end balance of \$156,197 before this transfer.

1.325 - Community Planning (JDF)

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Salaries & Wages	460,293	454,733	456,859	-	-	456,859	466,483	476,311	486,350	496,612
Consultants	55,080	55,080	5,180	-	-	5,180	5,280	5,380	5,480	5,580
Legal Expenses	10,000	5,000	10,000	-	-	10,000	10,200	10,400	10,610	10,820
LIDAR Photography	13,550	13,550	-	-	-	-	13,500	-	13,770	-
Supplies	17,590	17,590	9,020	-	-	9,020	9,200	9,390	9,580	9,770
Land Use and Advisory Planning Cttees	13,808	11,416	15,340	-	-	15,340	15,460	15,590	15,720	15,850
Allocations	131,304	131,304	136,578	-	-	136,578	139,338	142,158	145,034	147,974
Labour Charges	31,451	31,451	32,083	-	-	32,083	32,714	33,361	34,016	34,690
Other Operating Expenses	57,510	52,660	59,900	-	-	59,900	61,180	62,470	63,800	65,160
TOTAL OPERATING COSTS	790,586	772,784	724,960	-	-	724,960	753,355	755,060	784,360	786,456
*Percentage Increase over prior year						-8.3%	3.9%	0.2%	3.9%	0.3%
<u>CAPITAL / RESERVES</u>										
Transfer to Equipment Replacement Fund	5,000	5,000	5,000	-	-	5,000	5,000	5,000	5,000	5,000
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	5,000	5,000	5,000	-	-	5,000	5,000	5,000	5,000	5,000
Building Borrowing Repayment to Facilities Reserve	70,770	70,770	70,770	-	-	70,770	70,770	70,770	70,770	70,770
TOTAL COSTS	866,356	848,554	800,730	-	-	800,730	829,125	830,830	860,130	862,226
Internal Recoveries	(17,798)	(17,798)	(18,150)	-	-	(18,150)	(18,510)	(18,880)	(19,260)	(19,650)
OPERATING COSTS LESS INTERNAL RECOVERIES	848,558	830,756	782,580	-	-	782,580	810,615	811,950	840,870	842,576
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(71,248)	(1,446)	(37,329)	-	-	(37,329)	(49,424)	(32,782)	(43,277)	(26,741)
Processing Fee Revenue	(32,000)	(60,000)	(45,000)	-	-	(45,000)	(45,000)	(45,000)	(45,000)	(45,000)
Community Works Funding	(50,000)	(50,000)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(965)	(965)	(965)	-	-	(965)	(965)	(965)	(965)	(965)
Provincial Grant	(8,750)	(8,750)	-	-	-	-	-	-	-	-
Revenue - Other	(1,570)	(25,570)	(1,580)	-	-	(1,580)	(1,590)	(1,600)	(1,610)	(1,620)
TOTAL REVENUE	(164,533)	(146,731)	(84,874)	-	-	(84,874)	(96,979)	(80,347)	(90,852)	(74,326)
REQUISITION	(684,025)	(684,025)	(697,706)	-	-	(697,706)	(713,636)	(731,603)	(750,018)	(768,250)
*Percentage increase over prior year Requisition						2.0%	2.3%	2.5%	2.5%	2.4%
<u>AUTHORIZED POSITIONS</u>										
Salaried	3.7		3.7			3.7	3.7	3.7	3.7	3.7

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

Service No.	1.325 Community Planning	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
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EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$45,000	\$2,650	\$4,300	\$3,200	\$0	\$0	\$55,150
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$145,000	\$2,650	\$4,300	\$3,200	\$0	\$0	\$155,150

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$45,000	\$2,650	\$4,300	\$3,200	\$0	\$0	\$55,150
Grants (Federal, Provincial)	Grant	\$0	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$145,000	\$2,650	\$4,300	\$3,200	\$0	\$0	\$155,150

Service:

1.325

Community Planning

Project Number	22-02	Capital Project Title	Otter Point Ground Water Study (for OCP)	Capital Project Description	Study of ground water availability to aid in land use decision making and support OCP policy
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Project Rationale A number of recent subdivision and development proposals have raised concern in the community that there is insufficient ground water resources to support both existing development and new development. The OCP supports development in rural areas where there are sufficient ground water resources and the development will not put resources at risk of contamination or depletion. The study will provide information to help determine this. The study may lead to further studies and monitoring.

Project Number	19-01	Capital Project Title	Multi Function Printer	Capital Project Description	Printer/Copier
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Project Rationale

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

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

Community Planning (JDF)
 Reserve Summary Schedule
 2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	225,999	188,670	139,246	106,464	63,187	36,446
Equipment Replacement Fund	107,652	67,652	70,002	70,702	72,502	77,502
Total	333,651	256,322	209,248	177,166	135,689	113,948

Reserve Schedule

Reserve Fund: 1.325 Community Planning - Operating Reserve Fund

Reserve Cash Flow

Fund:	1500	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	105408						
Beginning Balance		225,059	225,999	188,670	139,246	106,464	63,187
Transfer from Ops Budget		-	-	-	-	-	-
Transfer to Ops Budget		(1,446)	(37,329)	(49,424)	(32,782)	(43,277)	(26,741)
Interest Income		2,386					
Ending Balance \$		225,999	188,670	139,246	106,464	63,187	36,446

Assumptions/Background:
 For unforeseen legal expenses; ongoing air photo updates; election expenses

Reserve Schedule

Reserve Fund: 1.325 Community Planning - Equipment Replacement Fund

ERF Group: CMPLAN.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101428	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		114,482	107,652	67,652	70,002	70,702	72,502
Transfer from Ops Budget		5,000	5,000	5,000	5,000	5,000	5,000
Planned Purchase		(11,830)	(45,000)	(2,650)	(4,300)	(3,200)	-
Interest Income		-					
Ending Balance \$		107,652	67,652	70,002	70,702	72,502	77,502

Assumptions/Background:

Maintain balance sufficient to fund required asset replacements

CAPITAL REGIONAL DISTRICT

2022 Budget

JDF Livestock Injury Compensation

EAC REVIEW

OCTOBER 2021

Service: 1.340 JDF Livestock Injury Compensation

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

Juan de Fuca Electoral Area.

MAXIMUM LEVY:

None stated

FUNDING:

Requisition

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

CAPITAL REGIONAL DISTRICT

2022 Budget

Willis Point Fire Protection & Recreation

EAC REVIEW

OCTOBER 2021

Service: 1.350 Willis Point Fire

Committee: Electoral Area

DEFINITION:

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

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

PARTICIPATION:

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

COMMISSION:

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

MAXIMUM LEVY:

Bylaw No. 1951 states "Greater of \$41,000 or \$1.71 / \$1,000" to a maximum of \$338,813.

FUNDING:

Requisition

1.350 - Willis Point Fire Protection & Recreation	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
<u>Fire Protection Costs</u>										
Travel - Vehicles	12,200	12,200	12,440	-	-	12,440	12,690	12,940	13,200	13,460
Insurance	7,470	7,470	7,970	-	-	7,970	8,240	8,510	8,800	9,110
Utilities	12,150	12,150	12,300	-	-	12,300	12,550	12,800	13,060	13,320
Staff Development	24,080	24,080	24,570	-	-	24,570	25,060	25,560	26,060	26,580
Allocations	6,487	6,487	6,174	-	-	6,174	6,298	6,424	6,552	6,683
Operating - Other	38,950	38,950	32,370	-	-	32,370	33,020	33,670	34,330	35,000
TOTAL FIRE PROTECTION COSTS	101,337	101,337	95,824	-	-	95,824	97,858	99,904	102,002	104,153
<u>Recreation Costs:</u>										
Recreation Expenses	29,372	29,372	23,020	-	-	23,020	15,730	10,950	11,170	11,390
TOTAL OPERATING COSTS	130,709	130,709	118,844	-	-	118,844	113,588	110,854	113,172	115,543
*Percentage Increase over prior year						-5.4%	2.1%	2.1%	2.1%	2.1%
<u>CAPITAL / RESERVES / DEBT</u>										
Capital Equipment Purchases	6,300	6,300	6,430	-	-	6,430	6,560	6,690	6,820	6,960
Transfer to Equipment Replacement Fund	39,110	39,110	45,000	-	-	45,000	50,000	40,000	40,000	40,000
Transfer to Reserve Fund	7,500	7,500	7,500	-	-	7,500	5,000	5,000	5,000	5,000
MFA Debt Reserve Fund	-	-	-	-	-	-	2,750	-	-	-
MFA Debt Principal	-	-	-	-	-	-	-	15,902	15,902	15,902
MFA Debt Interest	-	-	-	-	-	-	1,994	7,975	7,975	7,975
TOTAL CAPITAL / RESERVES / DEBT	52,910	52,910	58,930	-	-	58,930	66,304	75,567	75,697	75,837
TOTAL COSTS	183,619	183,619	177,774	-	-	177,774	179,892	186,421	188,869	191,380
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2020 to 2021	(14,582)	(14,582)	-	-	-	-	-	-	-	-
Rental Revenue	(29,020)	(29,020)	(45,530)	-	-	(45,530)	(45,540)	(45,550)	(45,560)	(45,570)
Provincial Grant-Safe Restart	(7,220)	(7,220)	-	-	-	-	-	-	-	-
Other Revenue	(3,855)	(3,855)	(3,865)	-	-	(3,865)	(3,875)	(3,885)	(3,895)	(3,905)
TOTAL REVENUE	(54,677)	(54,677)	(49,395)	-	-	(49,395)	(49,415)	(49,435)	(49,455)	(49,475)
REQUISITION	(128,942)	(128,942)	(128,379)	-	-	(128,379)	(130,477)	(136,986)	(139,414)	(141,905)
*Percentage increase over prior year Requisition						-0.4%	1.6%	5.0%	1.8%	1.8%

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

Service No.	1.350							
	Willis Point Fire	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL

EXPENDITURE

Buildings	B	\$13,000	\$13,000	\$5,000	\$3,500	\$0	\$0	\$21,500
Equipment	E	\$161,865	\$167,865	\$60,000	\$0	\$50,000	\$0	\$277,865
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$650,000	\$0	\$0	\$0	\$650,000
		\$174,865	\$180,865	\$715,000	\$3,500	\$50,000	\$0	\$949,365

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt (New Debt Only)	Debt	\$0	\$0	\$275,000	\$0	\$0	\$0	\$275,000
Equipment Replacement Fund	ERF	\$120,000	\$126,000	\$435,000	\$0	\$50,000	\$0	\$611,000
Grants (Federal, Provincial)	Grant	\$41,865	\$41,865	\$0	\$0	\$0	\$0	\$41,865
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$13,000	\$13,000	\$5,000	\$3,500	\$0	\$0	\$21,500
		\$174,865	\$180,865	\$715,000	\$3,500	\$50,000	\$0	\$949,365

**Willis Point Fire Protection & Recreation
Reserves Summary Schedule
2022 - 2026 Financial Plan**

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Capital Reserve Fund	145,393	139,893	139,893	141,393	146,393	151,393
Equipment Replacement Fund	513,524	432,524	47,524	87,524	77,524	117,524
Total	658,917	572,417	187,417	228,917	223,917	268,917

Reserve Schedule

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

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

Reserve Cash Flow

Fund: Fund Centre:	1014 101358	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		161,449	145,393	139,893	139,893	141,393	146,393
Transfer from Ops Budget		7,500	7,500	5,000	5,000	5,000	5,000
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(25,000)	(13,000)	(5,000)	(3,500)	-	-
Interest Income		1,445					
Ending Balance \$		145,393	139,893	139,893	141,393	146,393	151,393

Assumptions/Background:

Reserve Schedule

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

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

Reserve Cash Flow

Fund: Fund Centre:	1022 101429	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		479,422	513,524	432,524	47,524	87,524	77,524
Transfer from Ops Budget		39,110	45,000	50,000	40,000	40,000	40,000
Expenditures		(5,008)	(126,000)	(435,000)	-	(50,000)	-
Interest Income		-					
Ending Balance \$		513,524	432,524	47,524	87,524	77,524	117,524

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 Budget

Otter Point Fire

EAC REVIEW

OCTOBER 2021

Service: 1.353 Otter Point Fire

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

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

COMMISSION:

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

MAXIMUM LEVY:

Bylaw No. 2042 states "Greater of \$125,000 or \$2.50 / \$1,000" to a maximum of \$1,465,080.

FUNDING:

Requisition

1.353 - Otter Point Fire	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Fire Chief Salary and Honorariums	77,750	77,750	79,310	-	-	79,310	80,890	82,500	84,140	85,820
Travel & Vehicles	23,100	23,100	23,560	-	-	23,560	24,030	24,510	25,000	25,500
Contract for Services	114,000	114,000	116,280	-	-	116,280	118,610	120,980	123,400	125,870
Insurance	10,010	10,010	12,170	-	-	12,170	12,580	13,010	13,460	13,930
Staff Training	24,000	24,000	24,480	-	-	24,480	24,970	25,470	25,980	26,500
Recruiting and Retention	15,000	15,000	15,300	-	-	15,300	15,610	15,920	16,240	16,560
Maintenance	19,160	19,160	19,540	-	-	19,540	19,930	20,320	20,720	21,140
Internal Allocations	13,715	13,715	17,108	-	-	17,108	17,450	17,799	18,155	18,518
Operating - Supplies	25,160	22,160	18,890	-	-	18,890	19,270	19,650	20,040	20,440
Operating - Other	27,740	27,740	28,220	-	-	28,220	28,790	29,370	29,960	30,560
TOTAL OPERATING COSTS	349,635	346,635	354,858	-	-	354,858	362,130	369,529	377,095	384,838
*Percentage Increase over prior year						1.5%	2.0%	2.0%	2.0%	2.1%
<u>CAPITAL / RESERVES</u>										
Capital Equipment Purchases	5,090	5,090	5,500	-	-	5,500	5,610	5,725	5,850	5,770
Transfer to Capital Reserve Fund	40,000	43,000	40,800	-	-	40,800	41,620	42,450	43,300	44,170
Transfer to Equipment Replacement Fund	110,000	110,000	115,000	-	-	115,000	117,300	119,700	122,100	124,550
Transfer to General Capital Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	155,090	158,090	161,300	-	-	161,300	164,530	167,875	171,250	174,490
TOTAL COSTS	504,725	504,725	516,158	-	-	516,158	526,660	537,404	548,345	559,328
<u>FUNDING SOURCES (REVENUE)</u>										
Provincial Grants-Safe Restart	(7,480)	(7,480)	-	-	-	-	-	-	-	-
Revenue - Other	(310)	(310)	(320)	-	-	(320)	(330)	(340)	(350)	(360)
TOTAL REVENUE	(7,790)	(7,790)	(320)	-	-	(320)	(330)	(340)	(350)	(360)
REQUISITION	(496,935)	(496,935)	(515,838)	-	-	(515,838)	(526,330)	(537,064)	(547,995)	(558,968)
*Percentage increase over prior year Requisition						3.8%	2.0%	2.0%	2.0%	2.0%

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

Service No.	1.353	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Otter Point Fire							

EXPENDITURE

Buildings	B	\$0	\$60,000	\$40,000	\$40,000	\$40,000	\$40,000	\$220,000
Equipment	E	\$0	\$141,000	\$28,300	\$15,000	\$15,000	\$20,000	\$219,300
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$201,000	\$68,300	\$55,000	\$55,000	\$60,000	\$439,300

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$141,000	\$28,300	\$15,000	\$15,000	\$20,000	\$219,300
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$60,000	\$40,000	\$40,000	\$40,000	\$40,000	\$220,000
		\$0	\$201,000	\$68,300	\$55,000	\$55,000	\$60,000	\$439,300

Otter Point Fire
Summary Schedule
2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Capital Reserve Fund	22,401	3,201	4,821	7,271	10,571	14,741
Equipment Replacement Fund	98,645	72,645	161,645	266,345	373,445	477,995
Total	121,046	75,846	166,466	273,616	384,016	492,736

Reserve Schedule

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

For improvements, repairs and replacement of Firehall and training centre

Reserve Cash Flow

Fund:	1090	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	102164						
Beginning Balance		19,366	22,401	3,201	4,821	7,271	10,571
Transfer from Ops Budget		43,000	40,800	41,620	42,450	43,300	44,170
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(40,000)	(60,000)	(40,000)	(40,000)	(40,000)	(40,000)
Interest Income		34					
Ending Balance \$		22,401	3,201	4,821	7,271	10,571	14,741

Assumptions/Background:

Reserve Schedule

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

ERF Group: OTTERFIRE.ERF

Reserve Cash Flow

Fund:	1022	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101432						
Beginning Balance		245,337	98,645	72,645	161,645	266,345	373,445
Transfer from Ops Budget		110,000	115,000	117,300	119,700	122,100	124,550
Expenditures		(256,692)	(141,000)	(28,300)	(15,000)	(15,000)	(20,000)
Interest Income		-					
Ending Balance \$		98,645	72,645	161,645	266,345	373,445	477,995

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

CAPITAL REGIONAL DISTRICT

2022 Budget

Malahat Fire Protection

EAC REVIEW

OCTOBER 2021

Service: 1.354 Malahat Fire

Committee: Electoral Area

DEFINITION:

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

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

ANNUAL LEVY:

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

MAXIMUM LEVY:

Greater of \$22,400 or \$1.28 / \$1,000 to a maximum of \$93,004.

FUNDING:

Requisition

1.354 - Malahat Fire Protection	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Payment to Cowichan Valley Regional District	61,172	61,172	62,400	-	-	62,400	63,650	64,920	66,220	67,540
Other Operating Expenses	2,642	2,642	3,201	-	-	3,201	3,265	3,330	3,396	3,464
TOTAL COSTS	63,814	63,814	65,601	-	-	65,601	66,915	68,250	69,616	71,004
*Percentage Increase over prior year						2.8%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2020 to 2021	(4)	(4)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(4)	(4)	-	-	-	-	-	-	-	-
REQUISITION	(63,810)	(63,810)	(65,601)	-	-	(65,601)	(66,915)	(68,250)	(69,616)	(71,004)
*Percentage increase over prior year Requisition						2.8%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Durrance Road Fire Protection

EAC REVIEW

OCTOBER 2021

Service: 1.355 Durrance Road Fire

Committee: Electoral Area

DEFINITION:

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

MAXIMUM LEVY:

Greater of \$1,350 or \$0.70 / \$1,000 to maximum of \$4,122.

FUNDING:

Parcel Tax

1.355 - Durrance Road Fire Protection	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Payment to District of Saanich	2,500	2,500	2,500	-	-	2,500	2,500	2,500	2,500	2,500
Other Operating Expenses	270	270	219	-	-	219	221	224	227	230
TOTAL OPERATING COSTS	2,770	2,770	2,719	-	-	2,719	2,721	2,724	2,727	2,730
*Percentage Increase over prior year						-1.8%	0.1%	0.1%	0.1%	0.1%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve	220	220	301	-	-	301	299	300	301	300
TOTAL COSTS	2,990	2,990	3,020	-	-	3,020	3,020	3,024	3,028	3,030
*Percentage Increase over prior year						1.0%	0.0%	0.1%	0.1%	0.1%
<u>FUNDING SOURCES (REVENUE)</u>										
REQUISITION - PARCEL TAX	(2,990)	(2,990)	(3,020)	-	-	(3,020)	(3,020)	(3,024)	(3,028)	(3,030)
*Percentage increase over prior year Requisition						1.0%	0.0%	0.0%	0.1%	0.1%

Reserve Schedule

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

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

Reserve Cash Flow

Fund: Fund Centre:	1500 105400	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		2,211	2,452	2,753	3,052	3,352	3,653
Transfer from Op Budget		220	301	299	300	301	300
Planned Payments		-	-	-	-	-	-
Interest Income		21					
Ending Balance \$		2,452	2,753	3,052	3,352	3,653	3,953

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2022 Budget

East Sooke Fire Protection

EAC REVIEW

OCTOBER 2021

Service: 1.357 East Sooke Fire

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

Bylaw No. 3390 (amended by Bylaw 3862, 2013) states "greater of \$550,000 or \$1.310 / \$1,000" of actual assessments. To a maximum of \$866,151.

COMMISSION:

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

MAXIMUM CAPITAL DEBT:

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

1.357 - East Sooke Fire Protection

	2021		BUDGET REQUEST			FUTURE PROJECTIONS				
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Salaries and Wages	15,030	17,326	75,330	-	-	75,330	76,840	78,380	79,950	81,550
Travel - Vehicles	32,850	37,086	33,510	-	-	33,510	34,180	34,870	35,570	36,280
Insurance	7,170	5,299	5,625	-	-	5,625	5,855	6,090	6,340	6,600
Contract for Service/Legal Expenses	10,320	10,748	10,520	-	-	10,520	10,740	10,960	11,180	11,410
Maintenance	6,110	9,954	11,730	-	-	11,730	11,960	12,200	12,450	12,700
Staff Training	18,860	13,732	19,240	-	-	19,240	19,620	20,010	20,410	20,820
Internal Allocations	9,603	9,603	11,367	-	-	11,367	11,594	11,826	12,063	12,304
Operating - Supplies	35,790	26,954	29,160	-	-	29,160	29,740	30,340	30,950	31,570
Contingency	15,000	2,000	15,300	-	-	15,300	15,610	15,920	16,240	16,560
Operating - Other	37,630	39,478	39,100	-	-	39,100	39,880	40,670	41,480	42,300
TOTAL FIRE DEP OPERATING COSTS	188,363	172,180	250,882	-	-	250,882	256,019	261,266	266,633	272,094
*Percentage Increase over prior year						33.2%	2.0%	2.0%	2.1%	2.0%
TOTAL COMMUNITY HALL OPERATING COSTS	45,678	19,053	55,213	-	-	55,213	25,140	25,640	26,150	26,670
TOTAL OPERATING COSTS	234,041	191,233	306,095	-	-	306,095	281,159	286,906	292,783	298,764
Percentage Increase over prior year										
<u>CAPITAL / RESERVE</u>										
Transfer to Capital Reserve Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	126,970	133,970	95,000	-	-	95,000	96,900	98,838	100,815	102,834
TOTAL CAPITAL / RESERVES	126,970	133,970	95,000	-	-	95,000	96,900	98,838	100,815	102,834
<u>DEBT SERVICING</u>										
MFA Debt Reserve Fund	500	500	450	-	-	450	450	450	450	450
Principal Payment	97,959	97,959	97,959	-	-	97,959	97,959	97,959	97,959	97,959
Interest Payment	57,150	57,150	57,150	-	-	57,150	57,150	57,150	57,150	57,150
TOTAL DEBT SERVICING	155,609	155,609	155,559	-	-	155,559	155,559	155,559	155,559	155,559
TOTAL COSTS	516,620	480,812	556,654	-	-	556,654	533,618	541,303	549,157	557,157
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	30,563	(30,563)	-	-	(30,563)	-	-	-	-
Balance c/fwd from 2020 to 2021	(21,058)	(21,058)	-	-	-	-	-	-	-	-
District of Sooke (for Silver Spray)	(56,010)	(46,827)	(45,000)	-	-	(45,000)	(45,900)	(46,820)	(47,760)	(48,720)
MFA Debt Reserve Fund Earning	(500)	(500)	(450)	-	-	(450)	(450)	(450)	(450)	(450)
Provincial Grant-Safe Restart	(10,890)	(10,890)	-	-	-	-	-	-	-	-
Rental Revenue	(20,930)	(24,620)	(24,650)	-	-	(24,650)	(25,140)	(25,640)	(26,150)	(26,670)
Other Income	(1,040)	(1,288)	(1,060)	-	-	(1,060)	(1,080)	(1,100)	(1,120)	(1,140)
TOTAL REVENUE	(110,428)	(74,620)	(101,723)	-	-	(101,723)	(72,570)	(74,010)	(75,480)	(76,980)
REQUISITION	(406,192)	(406,192)	(454,931)	-	-	(454,931)	(461,048)	(467,293)	(473,677)	(480,177)
*Percentage increase over prior year Requisition						12.0%	1.3%	1.4%	1.4%	1.4%

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

Service No.	1.357	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	East Sooke Fire							

EXPENDITURE

Buildings	B	\$10,000	\$55,000	\$0	\$0	\$0	\$0	\$55,000
Equipment	E	\$11,000	\$27,044	\$16,295	\$16,551	\$19,512	\$41,578	\$120,980
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$150,000	\$0	\$160,000	\$0	\$0	\$310,000
		\$21,000	\$232,044	\$16,295	\$176,551	\$19,512	\$41,578	\$485,980

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$11,000	\$11,000	\$0	\$0	\$0	\$0	\$11,000
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$166,044	\$16,295	\$176,551	\$19,512	\$41,578	\$419,980
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$10,000	\$55,000	\$0	\$0	\$0	\$0	\$55,000
		\$21,000	\$232,044	\$16,295	\$176,551	\$19,512	\$41,578	\$485,980

Service: 1.357 East Sooke Fire

Project Number 17-05 Capital Project Title Turn out Gear Capital Project Description Turn out Gear

Project Rationale Replacement of 4 sets of turnout gear. Turnout gear expires after 10 years.

Project Number 18-01 Capital Project Title Tender 2 Capital Project Description Tender 2 Replacement

Project Rationale Replacement for our 1998 Tender 2 . The plan is to replace the vehicle with a used 10-year old truck.

Project Number 19-01 Capital Project Title Squad Car Capital Project Description Replace Squad Car 1999 Vehicle

Project Rationale Replacement for our 1999 Squad1 (FR vehicle)

Project Number 20-01 Capital Project Title Fire Hall Energy Renovation Capital Project Description Propane conversion; The installation of the fuel lines, equipment and the tank.

Project Rationale Propane conversion; The installation of the fuel lines, equipment and the tank.

Project Number 21-03 Capital Project Title Extrication gear Capital Project Description Replacement of extrication gear (jaws of life)

Project Rationale Replacement of extrication gear (jaws of life)

Project Number 21-05 Capital Project Title Roof seal replacement Capital Project Description Roof seal replacement

Project Rationale Replacement of Roof seals (recommended every 5 years)

Project Number 21-04 Capital Project Title Landscaping Capital Project Description ESVFD yard

Project Rationale New station. Landscape around it needs to be set up.

Project Number 22-01 Capital Project Title Pagers Capital Project Description Replacement of old pagers

Project Rationale Replacement of old and defective pagers

Project Number 22-02 Capital Project Title Hoses Capital Project Description Replacement of structure fire hoses

Project Rationale Replacement of structure fire hoses

Project Number 21-02 Capital Project Title Roof for training area Capital Project Description Roof snow guards

Project Rationale Installation of snow guards for safety

Project Number 22-03 Capital Project Title SPU Completion Capital Project Description Structure Protection Unit completion

Project Rationale To complete the East sooke's existing SPU to a full Type 2 unit to BCWS standards.

East Sooke Fire Protection
Reserve Summary Schedule
2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Capital Reserve Fund	30,835	20,835	20,835	20,835	20,835	20,835
Equipment Replacement Fund	521,227	405,183	485,788	408,075	489,378	550,634
Total	552,062	426,018	506,623	428,910	510,213	571,469

Reserve Schedule

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

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

Reserve Cash Flow

Fund: Fund Centre:	1079 101309	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		24,485	30,835	20,835	20,835	20,835	20,835
Transfer from Ops Budget		-	-	-	-	-	-
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(14,000)	(55,000)	-	-	-	-
Transfer from ERF		20,000	45,000	-	-	-	-
Interest Income		350					
Ending Balance \$		30,835	20,835	20,835	20,835	20,835	20,835

Assumptions/Background:

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

Reserve Schedule

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

ERF Group: ESOKFIRE.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101948	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		417,897	521,227	405,183	485,788	408,075	489,378
Transfer from Ops Budget		126,970	95,000	96,900	98,838	100,815	102,834
Planned Purchase		(3,640)	(166,044)	(16,295)	(176,551)	(19,512)	(41,578)
Transfer to CRF		(20,000)	(45,000)	-	-	-	-
Interest Income		-					
Ending Balance \$		521,227	405,183	485,788	408,075	489,378	550,634

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2022 Budget

Port Renfrew Fire

EAC REVIEW

OCTOBER 2021

Service: 1.358 Port Renfrew Fire

Committee: Electoral Area

DEFINITION:

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

MAXIMUM LEVY:

Greater of \$10,000 or \$2.52 / \$1,000 to a maximum of \$281,651.

COMMISSION:

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

MAXIMUM CAPITAL DEBT:

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

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

FUNDING:

User fee and requisition.

1.358 - Port Renfrew Fire	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Salaries, Wages, Benefits	35,800	35,800	36,510	-	-	36,510	37,240	37,980	38,740	39,510
Labour Charge Out Alloc	-	-	-	-	-	-	-	-	-	-
Contracted Services	-	-	-	-	-	-	-	-	-	-
Materials and Supplies	25,510	25,510	17,600	-	-	17,600	17,950	18,300	18,670	19,040
Repairs and Maintenance	2,320	2,320	2,360	-	-	2,360	2,410	2,460	2,510	2,560
Utilities	13,470	13,470	13,750	-	-	13,750	14,030	14,310	14,600	14,900
Grant and Other Contrib Allocations	5,401	5,401	6,029	-	-	6,029	6,150	6,273	6,398	6,526
Other Operating Expense	46,330	46,330	47,500	-	-	47,500	48,530	49,570	50,650	51,740
TOTAL OPERATING COSTS	128,831	128,831	123,749	-	-	123,749	126,310	128,893	131,568	134,276
*Percentage Increase over prior year						-3.9%	2.1%	2.0%	2.1%	2.1%
<u>CAPITAL / RESERVES</u>										
Transfer to Capital Reserve Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	24,660	24,660	25,000	-	-	25,000	25,000	25,000	25,000	25,000
TOTAL CAPITAL / RESERVES	24,660	24,660	25,000	-	-	25,000	25,000	25,000	25,000	25,000
TOTAL FIRE OPERATING COSTS	153,491	153,491	148,749	-	-	148,749	151,310	153,893	156,568	159,276
Debt Charges	2,908	2,908	2,908	-	-	2,908	2,908	2,908	10	10
TOTAL COSTS	156,399	156,399	151,657	-	-	151,657	154,218	156,801	156,578	159,286
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(934)	(934)	(934)	-	-	(934)	(934)	(934)	(934)	(934)
Provincial Grants-Safe Restart	(8,260)	(8,260)	-	-	-	-	-	-	-	-
User Charge	(59,230)	(59,230)	(60,410)	-	-	(60,410)	(61,600)	(62,830)	(63,000)	(63,500)
Other Revenue	(210)	(210)	(210)	-	-	(210)	(210)	(210)	(210)	(210)
TOTAL REVENUE	(68,634)	(68,634)	(61,554)	-	-	(61,554)	(62,744)	(63,974)	(64,144)	(64,644)
REQUISITION	(87,765)	(87,765)	(90,103)	-	-	(90,103)	(91,474)	(92,827)	(92,434)	(94,642)
*Percentage increase over prior year Requisition						2.7%	1.5%	1.5%	-0.4%	2.4%

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

Service No.	1.358							
	Port Renfrew Fire	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$10,000
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$10,000

SOURCE OF FUNDS

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

Port Renfrew Fire
Reserve Summary Schedule
2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Capital Reserve Fund	47,129	47,129	47,129	47,129	47,129	47,129
Equipment Replacement Fund	151,084	166,084	191,084	216,084	241,084	266,084
Total	198,213	213,213	238,213	263,213	288,213	313,213

Reserve Schedule

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

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

Reserve Cash Flow

Fund: Fund Centre:	1089 102161	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		46,689	47,129	47,129	47,129	47,129	47,129
Transfer from Ops Budget		-	-	-	-	-	-
Transfer to Cap Fund		-	-	-	-	-	-
Interest Income		440					
Ending Balance \$		47,129	47,129	47,129	47,129	47,129	47,129

Assumptions/Background:

Reserve Schedule

Reserve Fund: 1.358 Port Renfrew Fire - Equipment Replacement Fund

ERF Group: PTRENFIRE.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101434	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		126,424	151,084	166,084	191,084	216,084	241,084
Transfer from Ops Budget		24,660	25,000	25,000	25,000	25,000	25,000
Planned Purchase		-	(10,000)	-	-	-	-
Interest Income		-					
Ending Balance \$		151,084	166,084	191,084	216,084	241,084	266,084

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2022 Budget

Shirley Fire Protection

EAC REVIEW

OCTOBER 2021

Service: 1.360 Shirley Fire Department

Committee: Electoral Area

DEFINITION:

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

MAXIMUM LEVY:

Greater of \$18,200 or \$1.31 / \$1,000 to a maximum of \$282,254.

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

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

FUNDING:

Requisition

1.360 - Shirley Fire Protection	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Honoraria	8,440	8,440	8,610	-	-	8,610	8,780	8,960	9,140	9,320
Travel - Vehicles	6,040	6,040	6,160	-	-	6,160	6,280	6,410	6,540	6,670
Insurance	7,380	7,380	7,800	-	-	7,800	8,050	8,300	8,560	8,830
Maintenance	9,770	9,770	9,970	-	-	9,970	10,170	10,370	10,570	10,790
Staff Development	6,870	6,870	7,010	-	-	7,010	7,150	7,290	7,440	7,590
Internal Allocations	3,973	3,973	4,159	-	-	4,159	4,242	4,327	4,414	4,502
Operating - Supplies	28,980	28,980	22,220	-	-	22,220	22,670	23,130	23,600	24,070
Contingency	3,000	3,000	3,000	-	-	3,000	3,000	3,000	3,000	3,000
Purchases - Equipment	10,000	10,000	10,000	-	-	10,000	10,000	10,000	10,000	10,000
Operating - Other	15,930	15,930	16,210	-	-	16,210	16,520	16,830	17,150	17,480
TOTAL OPERATING COSTS	100,383	100,383	95,139	-	-	95,139	96,862	98,617	100,414	102,252
*Percentage Increase over prior year						-5.2%	1.8%	1.8%	1.8%	1.8%
<u>CAPITAL / RESERVES</u>										
Transfer to Equipment Replacement Fund	35,910	35,910	36,000	-	-	36,000	36,000	36,000	36,000	36,000
Transfer to Capital Reserve Fund	25,060	25,060	25,000	-	-	25,000	25,000	25,000	25,000	25,000
TOTAL CAPITAL / RESERVES	60,970	60,970	61,000	-	-	61,000	61,000	61,000	61,000	61,000
TOTAL COSTS	161,353	161,353	156,139	-	-	156,139	157,862	159,617	161,414	163,252
<u>FUNDING SOURCES (REVENUE)</u>										
Provincial Grants-Safe Restart	(7,200)	(7,200)	-	-	-	-	-	-	-	-
Interest Income	(200)	(200)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
TOTAL REVENUE	(7,400)	(7,400)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
REQUISITION	(153,953)	(153,953)	(155,939)	-	-	(155,939)	(157,662)	(159,417)	(161,214)	(163,052)
*Percentage increase over prior year Requisition						1.3%	1.1%	1.1%	1.1%	1.1%

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

Service No.	1.360							
	Shirley Fire Department	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000

SOURCE OF FUNDS

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

Shirley Fire Protection
Summary Schedule
2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Capital Reserve Fund	103,770	128,770	153,770	178,770	203,770	228,770
Equipment Replacement Fund	260,519	286,519	322,519	358,519	394,519	430,519
Total	364,289	415,289	476,289	537,289	598,289	659,289

Reserve Schedule

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

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

Reserve Cash Flow

Fund:	1062	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101701						
Beginning Balance		77,974	103,770	128,770	153,770	178,770	203,770
Transfer from Ops Budget		25,060	25,000	25,000	25,000	25,000	25,000
Transfer to Cap Fund		-	-	-	-	-	-
Interest Income		736					
Ending Balance \$		103,770	128,770	153,770	178,770	203,770	228,770

Assumptions/Background:

Transfers in accordance with long term capital plan

Reserve Schedule

Reserve Fund: 1.360 Shirley Fire Protection - Equipment Replacement Fund

ERF Group: SHIRFIRE.ERF

Reserve Cash Flow

Fund:	1022	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101436						
Beginning Balance		234,609	260,519	286,519	322,519	358,519	394,519
Transfer from Ops Budget		35,910	36,000	36,000	36,000	36,000	36,000
Planned Purchase		(10,000)	(10,000)	-	-	-	-
Interest Income		-					
Ending Balance \$		260,519	286,519	322,519	358,519	394,519	430,519

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 Budget

Electoral Area Fire Services

EAC REVIEW

OCTOBER 2021

Service: 1.369 Electoral Area Fire Services

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

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

CAPITAL DEBT:

N/A

COMMISSION:

N/A

MAXIMUM LEVY:

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

FUNDING:

Requisition

1.369 - Electoral Area Fire Services

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Contract for Services	80,330	61,330	15,640	-	70,270	85,910	87,630	16,270	16,600	16,930
Staff Training & Development	5,110	5,110	5,210	-	-	5,210	5,310	5,420	5,530	5,640
Software Licenses	11,607	11,607	11,840	-	-	11,840	12,080	12,320	12,570	12,820
Allocation to Finance & Corp	9,244	9,244	9,414	-	-	9,414	9,602	9,794	9,990	10,190
Allocation to Emergency Coordination	74,862	74,862	76,359	-	-	76,359	77,886	79,443	81,033	82,653
Contingency	4,060	2,030	2,070	-	-	2,070	2,110	2,150	2,190	2,230
Operating - Other	3,060	3,060	3,120	-	5,000	8,120	8,280	2,160	2,200	2,240
TOTAL OPERATING COSTS	188,273	167,243	123,653	-	75,270	198,923	202,898	127,557	130,113	132,703
*Percentage Increase over prior year						5.7%	2.0%	-37.1%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Equipment Purchases	7,370	3,685	3,760	-	-	3,760	3,840	3,920	4,000	4,080
Transfer to Operating Reserve Fund	11,647	17,362	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVE	19,017	21,047	3,760	-	-	3,760	3,840	3,920	4,000	4,080
TOTAL COSTS	207,290	188,290	127,413	-	75,270	202,683	206,738	131,477	134,113	136,783
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(65,000)	(46,000)	-	-	(55,270)	(55,270)	(54,018)	-	-	-
Interest Income	(100)	(100)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(65,100)	(46,100)	(100)	-	(55,270)	(55,370)	(54,118)	(100)	(100)	(100)
REQUISITION	(142,190)	(142,190)	(127,313)	-	(20,000)	(147,313)	(152,620)	(131,377)	(134,013)	(136,683)
*Percentage increase over prior year Requisition						3.6%	3.6%	-13.9%	2.0%	2.0%

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

Service No.	1.369	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Electoral Area Fire Services							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$156,300	\$156,300	\$0	\$0	\$0	\$0	\$156,300
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$156,300	\$156,300	\$0	\$0	\$0	\$0	\$156,300

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$156,300	\$156,300	\$0	\$0	\$0	\$0	\$156,300
		\$156,300	\$156,300	\$0	\$0	\$0	\$0	\$156,300

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

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

Service #: 1.369

Service Name: Electoral Area Fire Services

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
22-01	Study	Structure Protection Unit (Sprinkler trailer)	Provision of capacity to protect infrastructure and structures from wildfire	\$156,300	E	Res	\$156,300	\$156,300	\$0	\$0	\$0	\$0	\$156,300
GRAND TOTAL				\$156,300			\$156,300	\$156,300	\$0	\$0	\$0	\$0	\$156,300

Reserve Schedule

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

For Consulting, FDM Upgrades, Training

Reserve Cash Flow

Fund: Fund Centre:	1500 105404	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		316,689	285,016	73,446	19,428	19,428	19,428
Transfer from Ops Budget		11,647	-	-	-	-	-
Transfer to Ops Budget		(46,000)	(55,270)	(54,018)	-	-	-
Planned Expenditures		-	(156,300)	-	-	-	-
Interest Income		2,680					
Ending Balance \$		285,016	73,446	19,428	19,428	19,428	19,428

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 Budget

Emergency Program (JDF)

EAC REVIEW

OCTOBER 2021

Service: 1.370 JDF Emergency Program

Committee: Electoral Area

DEFINITION:

To provide an Emergency Program as an Extended Service under the Emergency Program Act.
Establishment Bylaw No. 2109 (April 28, 1993). Repealed and replaced by Bylaw No. 2268 (December 14, 1994).
Order in Council #287 provides the CRD with the same powers as a local authority under the Emergency Program Act.

SERVICE DESCRIPTION:

Governed by Bylaw #3444, this service provides planning and management of an emergency response plan for the Juan de Fuca (JdF) Electoral Area, including Port Renfrew, Willis Point and the Malahat. The emergency response plan involves response to, and recovery from, a community disaster or emergency.

The Planning and Protective Services department has administrative responsibility for the service and the Senior Manager of Protective Services has immediate operational responsibility. The Juan de Fuca Emergency Management Commission (JDFEMC) administers the service.

PARTICIPATION:

Electoral Area of Juan de Fuca.

LEVY:

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

MAXIMUM LEVY:

None stated.

FUNDING:

Requisition

1.370 - Emergency Program (JDF)

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Travel Expense	4,970	4,722	5,070	-	-	5,070	5,170	5,270	5,380	5,490
Contract for Services	22,080	20,976	22,500	-	-	22,500	22,950	23,410	23,880	24,360
Neighbourhood Program	1,450	1,379	1,480	-	-	1,480	1,510	1,540	1,570	1,600
Emergency Social Services	5,160	4,904	5,270	-	-	5,270	5,380	5,490	5,610	5,730
Staff Training & Development	2,980	2,831	3,040	-	-	3,040	3,100	3,160	3,220	3,280
Supplies	9,080	8,627	4,160	-	-	4,160	4,240	4,320	4,410	4,500
Allocations	12,935	12,935	13,773	-	-	13,773	14,053	14,341	14,633	14,932
Other Operating Expenses	18,290	17,425	17,640	-	-	17,640	18,010	18,390	18,770	19,160
TOTAL OPERATING COSTS	76,945	73,799	72,933	-	-	72,933	74,413	75,921	77,473	79,052
*Percentage Increase over prior year						-5.2%	2.0%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	4,000	7,740	4,000	-	-	4,000	4,000	4,000	4,000	4,000
TOTAL CAPITAL / RESERVE	4,000	7,740	4,000	-	-	4,000	4,000	4,000	4,000	4,000
Building Borrowing Repayment to Facilities Reserve	11,880	11,286	11,880	-	-	11,880	11,880	11,880	11,880	11,880
TOTAL COSTS	92,825	92,825	88,813	-	-	88,813	90,293	91,801	93,353	94,932
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance C/FW from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Balance C/FW from 2020 to 2021	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(6,122)	(6,122)	(120)	-	-	(120)	(120)	(120)	(120)	(120)
Revenue - Other	(100)	(100)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(6,222)	(6,222)	(220)	-	-	(220)	(220)	(220)	(220)	(220)
REQUISITION	(86,603)	(86,603)	(88,593)	-	-	(88,593)	(90,073)	(91,581)	(93,133)	(94,712)
*Percentage increase over prior year Requisition						2.3%	1.7%	1.7%	1.7%	1.7%

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

Service No.	1.370 JDF Emergency Program	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
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EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$11,710	\$7,470	\$0	\$0	\$0	\$19,180
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$11,710	\$7,470	\$0	\$0	\$0	\$19,180

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$11,710	\$7,470	\$0	\$0	\$0	\$19,180
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$11,710	\$7,470	\$0	\$0	\$0	\$19,180

Reserve Schedule

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

ERF Group: JDFEMERG.ERF

Reserve Cash Flow

Fund:	1022	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101785						
Beginning Balance		77,183	76,213	68,503	65,033	69,033	73,033
Transfer from Ops Budget		4,000	4,000	4,000	4,000	4,000	4,000
Expenditures		(4,970)	(11,710)	(7,470)	-	-	-
Interest Income		-					
Ending Balance \$		76,213	68,503	65,033	69,033	73,033	77,033

Assumptions/Background:

Balance of \$15 - \$20k required for maintenance of equipment inventory

CAPITAL REGIONAL DISTRICT

2022 Budget

Search and Rescue (JDF)

EAC REVIEW

OCTOBER 2021

Service: 1.377 JDF Search and Rescue

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

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

PARTICIPATION:

The Electoral Area of Juan de Fuca.

MAXIMUM LEVY:

Greater of \$62,000 or \$0.102 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$224,121.

FUNDING:

Requisition

1.377 - Search and Rescue (JDF)	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Contract for Services	8,190	8,190	8,350	-	-	8,350	8,520	8,690	8,860	9,040
Building Rent	23,090	23,090	23,550	-	-	23,550	24,020	24,500	24,990	25,490
Staff Training & Development	16,420	8,190	16,750	-	-	16,750	17,090	17,430	17,780	18,140
Supplies	11,700	17,700	11,930	-	-	11,930	12,160	12,410	12,660	12,920
Allocations	3,689	3,689	4,244	-	-	4,244	4,329	4,415	4,504	4,594
Other Operating Expenses	21,790	25,388	22,250	-	-	22,250	22,720	23,190	23,670	24,160
TOTAL OPERATING COSTS	84,879	86,247	87,074	-	-	87,074	88,839	90,635	92,464	94,344
*Percentage Increase over prior year						2.6%	2.0%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	-	-	2,500	-	-	2,500	4,000	4,000	4,000	4,000
TOTAL CAPITAL / RESERVE	-	-	2,500	-	-	2,500	4,000	4,000	4,000	4,000
TOTAL COSTS	84,879	86,247	89,574	-	-	89,574	92,839	94,635	96,464	98,344
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance CFW from 2021 to 2022	-	(1,468)	1,468	-	-	1,468	-	-	-	-
Balance CFW from 2020 to 2021	4,465	4,465	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(91)	(91)	(90)	-	-	(90)	(90)	(90)	(90)	(90)
Revenue - Other	(20,590)	(20,490)	(21,000)	-	-	(21,000)	(21,420)	(21,850)	(22,280)	(22,720)
TOTAL REVENUE	(16,216)	(17,584)	(19,622)	-	-	(19,622)	(21,510)	(21,940)	(22,370)	(22,810)
REQUISITION	(68,663)	(68,663)	(69,952)	-	-	(69,952)	(71,329)	(72,695)	(74,094)	(75,534)
*Percentage increase over prior year Requisition						1.9%	2.0%	1.9%	1.9%	1.9%

Reserve Schedule

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

ERF Group: JDFSAR.ERF

Reserve Cash Flow

Fund:	1022	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101986						
Beginning Balance		27,116	27,116	29,616	33,616	37,616	41,616
Transfer from Ops Budget		-	2,500	4,000	4,000	4,000	4,000
Expenditures		-	-	-	-	-	-
Interest Income		-					
Ending Balance \$		27,116	29,616	33,616	37,616	41,616	45,616

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 Budget

EA - Community Parks (JDF)

EAC REVIEW

OCTOBER 2021

Service: 1.405 JDF EA Community Parks & Recreation

Committee: Juan De Fuca Electoral Area Parks & Rec

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

Electoral Area of Juan de Fuca

MAXIMUM LEVY:

Greater of \$227,173 or \$0.15 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$329,590.
(Bylaw 4087, Amend bylaw 245, March, 2016)

COMMISSION:

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

AUTHORITY:

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

FUNDING:

Requisition

1.405 - EA - Community Parks (JDF)

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Salaries & Wages	96,264	75,480	97,316	-	-	97,316	99,349	101,428	103,554	105,718
Contract for Services	20,340	28,796	20,750	-	-	20,750	21,170	21,590	22,020	22,460
Vehicles	5,090	14,894	5,190	-	-	5,190	5,290	5,400	5,510	5,620
Supplies	8,140	9,410	8,300	-	-	8,300	8,470	8,640	8,810	8,990
Allocations	30,109	30,109	31,365	-	-	31,365	31,995	32,635	33,286	33,949
Other Operating Expenses	18,150	17,231	11,170	-	-	11,170	11,410	11,650	11,890	12,140
TOTAL OPERATING COSTS	178,093	175,920	174,091	-	-	174,091	177,684	181,343	185,070	188,877
*Percentage Increase over prior year						-2.2%	2.1%	2.1%	2.1%	2.1%
<u>CAPITAL / RESERVES</u>										
Transfer to Capital Reserve Fund	12,000	16,383	12,000	-	-	12,000	12,000	12,000	12,000	12,000
Transfer to Equipment Replacement Fund	8,000	8,000	8,000	-	-	8,000	8,000	8,000	8,000	8,000
TOTAL CAPITAL / RESERVES	20,000	24,383	20,000	-	-	20,000	20,000	20,000	20,000	20,000
TOTAL COSTS	198,093	200,303	194,091	-	-	194,091	197,684	201,343	205,070	208,877
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(268)	(268)	(270)	-	-	(270)	(280)	(270)	(280)	(290)
Provincial Grants-Safe Restart	(7,140)	(7,140)	-	-	-	-	-	-	-	-
Revenue - Other	(510)	(2,720)	(520)	-	-	(520)	(530)	(540)	(550)	(560)
TOTAL REVENUE	(7,918)	(10,128)	(790)	-	-	(790)	(810)	(810)	(830)	(850)
REQUISITION	(190,175)	(190,175)	(193,301)	-	-	(193,301)	(196,874)	(200,533)	(204,240)	(208,027)
*Percentage increase over prior year Requisition						1.6%	1.8%	1.9%	1.8%	1.9%
<u>AUTHORIZED POSITIONS</u>										
Salaried FTE	0.42	0.42	0.42			0.42	0.42	0.42	0.42	0.42

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

Service No.	1.405	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	JDF EA Community Parks & Recre:							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	L	\$50,000	\$50,000	\$50,000	\$0	\$0	\$0	\$100,000
Engineered Structures	S	\$30,000	\$215,000	\$0	\$0	\$0	\$0	\$215,000
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$80,000	\$265,000	\$50,000	\$0	\$0	\$0	\$315,000

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	Grant	\$80,000	\$265,000	\$50,000	\$0	\$0	\$0	\$315,000
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$80,000	\$265,000	\$50,000	\$0	\$0	\$0	\$315,000

EA - Community Parks (JDF)
 Reserve Summary Schedule
 2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Capital Reserve Fund	604,273	616,273	628,273	640,273	652,273	664,273
Equipment Replacement Fund	109,650	117,650	125,650	133,650	141,650	149,650
Total	713,924	733,924	753,924	773,924	793,924	813,924

Reserve Schedule

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

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

Reserve Cash Flow

Fund: Fund Centre:	1034 101378	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		586,733	604,273	616,273	628,273	640,273	652,273
Transfer from Ops Budget		12,000	12,000	12,000	12,000	12,000	12,000
Transfer to Cap Fund		-	-	-	-	-	-
Interest Income*		5,540					
Ending Balance \$		604,273	616,273	628,273	640,273	652,273	664,273

Assumptions/Background:

\$100,000 was received from Orveas Bay Subdivision in 2011.

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

Reserve Schedule

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

ERF Group: JDFEAPRK.ERF

Reserve Cash Flow

Fund:	1022	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	102158						
Beginning Balance		101,650	109,650	117,650	125,650	133,650	141,650
Transfer from Parks Ops Budget		8,000	8,000	8,000	8,000	8,000	8,000
Expenditures		-	-	-	-	-	-
Interest Income		-					
Ending Balance \$		109,650	117,650	125,650	133,650	141,650	149,650

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2022 Budget

EA - Community Recreation (JDF)

EAC REVIEW

OCTOBER 2021

Service: 1.408 JDF EA Community Recreation

Committee: Juan De Fuca Electoral Area Parks & Rec

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

Electoral Area of Juan de Fuca

MAXIMUM LEVY:

\$0.063 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$115,765.

COMMISSION:

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

FUNDING:

Requisition

1.408 - EA - Community Recreation (JDF)	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Salaries & Wages	43,722	43,632	44,214	-	-	44,214	45,132	46,082	47,043	48,026
Recreation Programs	15,000	15,000	14,300	-	-	14,300	14,590	14,880	15,180	15,480
Maintenance	4,070	1,770	4,150	-	-	4,150	4,230	4,310	4,400	4,490
Utilities & fuel	6,100	6,640	6,220	-	-	6,220	6,340	6,460	6,590	6,720
Supplies	910	250	930	-	-	930	950	970	990	1,010
Allocations	11,424	11,424	12,584	-	-	12,584	12,837	13,095	13,360	13,631
Other Operating Expenses	7,300	3,780	7,730	-	-	7,730	7,940	8,150	8,370	8,600
TOTAL OPERATING COSTS	88,526	82,496	90,128	-	-	90,128	92,019	93,947	95,933	97,957
*Percentage Increase over prior year						1.8%	2.1%	2.1%	2.1%	2.1%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	-	10,164	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVE	-	10,164	-	-	-	-	-	-	-	-
TOTAL COSTS	88,526	92,660	90,128	-	-	90,128	92,019	93,947	95,933	97,957
<u>FUNDING SOURCES (REVENUE)</u>										
Provincial Grant	(3,982)	(3,982)	-	-	-	-	-	-	-	-
Rentals	(16,018)	(20,142)	(20,400)	-	-	(20,400)	(20,810)	(21,230)	(21,650)	(22,080)
Revenue - Other	(216)	(226)	(220)	-	-	(220)	(220)	(220)	(220)	(220)
TOTAL REVENUE	(20,216)	(24,350)	(20,620)	-	-	(20,620)	(21,030)	(21,450)	(21,870)	(22,300)
REQUISITION	(68,310)	(68,310)	(69,508)	-	-	(69,508)	(70,989)	(72,497)	(74,063)	(75,657)
*Percentage increase over prior year Requisition						1.8%	2.1%	2.1%	2.2%	2.2%
AUTHORIZED POSITIONS										
Salaried FTE	0.18	0.18	0.18			0.18	0.18	0.18	0.18	0.18

CAPITAL REGIONAL DISTRICT

2022 Budget

Port Renfrew Refuse Disposal

EAC REVIEW

OCTOBER 2021

Service: 1.523 Port Renfrew Refuse Disposal

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

\$15.18 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$1,705,387.

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

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

RESERVE FUND:

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

1.523 - Port Renfrew Refuse Disposal	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Contract for Services	25,170	25,170	26,000	-	-	26,000	26,520	27,050	27,590	28,140
Contracts	47,520	47,520	49,220	-	-	49,220	50,200	51,210	52,230	53,280
Allocations	3,867	3,867	4,037	-	-	4,037	4,118	4,200	4,284	4,370
Electricity	1,150	1,150	1,170	-	-	1,170	1,190	1,210	1,230	1,250
Other Operating Expenses	3,030	2,811	3,070	-	-	3,070	3,130	3,190	3,250	3,320
TOTAL OPERATING COSTS	80,737	80,518	83,497	-	-	83,497	85,158	86,860	88,584	90,360
*Percentage Increase over prior year						3.4%	2.0%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVES</u>										
Transfer to Equipment Replacement Fund	2,000	4,179	2,000	-	-	2,000	2,000	2,000	2,000	2,000
Transfer to Capital Reserve Fund	4,000	4,000	4,000	-	-	4,000	4,000	4,000	4,000	4,000
TOTAL CAPITAL / RESERVES	6,000	8,179	6,000	-	-	6,000	6,000	6,000	6,000	6,000
TOTAL COSTS	86,737	88,697	89,497	-	-	89,497	91,158	92,860	94,584	96,360
Internal Recovery	(15,590)	(15,590)	(17,000)	-	-	(17,000)	(17,340)	(17,687)	(18,041)	(18,402)
NET COSTS	71,147	73,107	72,497	-	-	72,497	73,818	75,173	76,543	77,958
<u>FUNDING SOURCES (REVENUE)</u>										
Sale - Recyclables	(4,000)	(6,000)	(4,000)	-	-	(4,000)	(4,080)	(4,162)	(4,245)	(4,330)
Recovery Cost	(33,439)	(33,439)	(34,248)	-	-	(34,248)	(34,677)	(35,314)	(35,957)	(36,622)
Grants in Lieu of Taxes	(334)	(334)	(334)	-	-	(334)	(334)	(334)	(334)	(334)
Other Revenue	(50)	(10)	(50)	-	-	(50)	(50)	(50)	(50)	(50)
TOTAL REVENUE	(37,823)	(39,783)	(38,632)	-	-	(38,632)	(39,141)	(39,860)	(40,586)	(41,336)
REQUISITION	(33,324)	(33,324)	(33,865)	-	-	(33,865)	(34,677)	(35,313)	(35,957)	(36,622)
*Percentage increase over prior year Requisition						1.6%	2.4%	1.8%	1.8%	1.8%

Service:

1.523

Port Renfrew Refuse Disposal

Project Number 19-02

Capital Project Title Fencing

Capital Project Description Replace aged site fencing

Project Rationale Fencing for the transfer station.

Port Renfrew Refuse Disposal
Reserve Summary Schedule
2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Capital Reserve Fund	54,984	33,984	37,984	41,984	45,984	49,984
Equipment Replacement Fund	39,222	41,222	43,222	45,222	47,222	49,222
Total	94,206	75,206	81,206	87,206	93,206	99,206

Reserve Schedule

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

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

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

Reserve Cash Flow

Fund:	1021	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101365						
Beginning Balance		73,400	54,984	33,984	37,984	41,984	45,984
Transfer from Ops Budget		4,000	4,000	4,000	4,000	4,000	4,000
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(23,000)	(25,000)	-	-	-	-
Interest Income*		584					
Ending Balance \$		54,984	33,984	37,984	41,984	45,984	49,984

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.

Reserve Schedule

Reserve Fund: 1.523 Port Renfrew Refuse Disposal - Equipment Replacement Fund

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

Reserve Cash Flow

Fund:	1022	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101448						
Beginning Balance		37,222	39,222	41,222	43,222	45,222	47,222
Transfer from Ops Budget		2,000	2,000	2,000	2,000	2,000	2,000
Transfer from Cap Fund		-	-	-	-	-	-
Planned Purchase		-	-	-	-	-	-
Interest Income		-					
Ending Balance \$		39,222	41,222	43,222	45,222	47,222	49,222

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CAPITAL REGIONAL DISTRICT

2022 Budget

Emergency Comm - CREST (JDF)

EAC REVIEW

OCTOBER 2021

Service: 1.924 JDF Emergency Comm. - CREST

Committee: Governance & Finance

DEFINITION:

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

PARTICIPATION:

The Electoral Area of Juan de Fuca.

MAXIMUM LEVY:

None stated.

FUNDING:

Requisition

1.924 - Emergency Comm - CREST (JDF)	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Payments to CREST	110,982	110,982	113,148	-	-	113,148	115,410	117,720	120,070	122,470
Allocations	2,064	2,064	2,387	-	-	2,387	2,434	2,483	2,533	2,583
Other Operating Expenses	6,290	6,857	7,700	-	-	7,700	7,840	7,980	8,130	8,280
TOTAL OPERATING COSTS	119,336	119,903	123,235	-	-	123,235	125,684	128,183	130,733	133,333
*Percentage Increase over prior year						3.3%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated balance C/fwd from 2021 to 2022	-	(567)	567	-	-	567	-	-	-	-
Balance C/fwd from 2020 to 2021	2,134	2,134	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(151)	(151)	(150)	-	-	(150)	(150)	(150)	(150)	(150)
Revenue-Other	(70)	(70)	(70)	-	-	(70)	(70)	(70)	(70)	(70)
TOTAL REVENUE	1,913	1,346	347	-	-	347	(220)	(220)	(220)	(220)
REQUISITION	(121,249)	(121,249)	(123,582)	-	-	(123,582)	(125,464)	(127,963)	(130,513)	(133,113)
*Percentage increase over prior year Requisition						1.9%	1.5%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Port Renfrew Water

EAC REVIEW

OCTOBER 2021

Service: 2.650 Port Renfrew Water

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

Local Service Area #5, E(762)

MAXIMUM LEVY:

Greater of \$40,000 or \$18.28 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$1,683,478.

COMMISSION:

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

FUNDING:

User Charge:

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

Parcel Tax:

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

Connection Charges:

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

RESERVE FUND:

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

2.650 - Port Renfrew Water	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Repairs & Maintenance	8,560	8,500	8,730	-	-	8,730	8,900	9,070	9,250	9,430
Allocations - Operations	77,724	77,724	79,280	-	-	79,280	80,870	82,490	84,140	85,820
Allocations - Other	9,054	9,054	8,932	-	-	8,932	9,089	9,256	9,425	9,597
Electricity	4,680	4,680	4,770	-	-	4,770	4,870	4,970	5,070	5,170
Supplies	3,090	4,670	3,310	-	-	3,310	3,370	3,430	3,490	3,550
Other Operating Expenses	4,000	10,086	5,084	-	13,000	18,084	5,210	5,340	5,470	6,100
TOTAL OPERATING COSTS	107,108	114,714	110,106	-	13,000	123,106	112,309	114,556	116,845	119,667
*Percentage Increase over prior year						14.9%	-8.8%	2.0%	2.0%	2.4%
<u>DEBT / RESERVES</u>										
Transfer to Operating Reserve Fund	2,000	2,000	2,000	-	-	2,000	5,000	5,000	5,000	5,000
Transfer to Capital Reserve Fund	12,000	4,375	20,000	-	-	20,000	30,000	25,000	5,000	15,000
MFA Debt Reserve Fund	-	-	-	-	-	-	500	4,500	-	2,000
Interest Payments	-	-	-	-	-	-	-	4,713	14,500	15,950
Principal Payments	-	-	-	-	-	-	-	2,839	28,394	28,394
TOTAL DEBT / RESERVES	14,000	6,375	22,000	-	-	22,000	35,500	42,052	52,894	66,344
TOTAL COSTS	121,108	121,089	132,106	-	13,000	145,106	147,809	156,608	169,739	186,011
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	-	-	-	-	(4,000)	(4,000)	-	-	-	(500)
User Charges	(60,009)	(60,200)	(65,508)	-	(4,500)	(70,008)	(73,355)	(77,749)	(84,310)	(92,191)
Other Revenue	(1,083)	(873)	(1,090)	-	-	(1,090)	(1,100)	(1,110)	(1,120)	(1,130)
TOTAL REVENUE	(61,092)	(61,073)	(66,598)	-	(8,500)	(75,098)	(74,455)	(78,859)	(85,430)	(93,821)
REQUISITION - PARCEL TAX	(60,016)	(60,016)	(65,508)	-	(4,500)	(70,008)	(73,354)	(77,749)	(84,309)	(92,190)
*Percentage increase over prior year										
User Fees			9.2%			16.7%	4.8%	6.0%	8.4%	9.3%
Requisition			9.2%			16.6%	4.8%	6.0%	8.4%	9.3%
Combined			9.2%			16.7%	4.8%	6.0%	8.4%	9.3%

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

Service No.	2.650	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Port Renfrew Water							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$10,000	\$10,000	\$260,000	\$10,000	\$10,000	\$300,000	\$300,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$1,638,918	\$200,000	\$0	\$200,000	\$2,038,918	\$2,038,918
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$10,000	\$1,648,918	\$460,000	\$10,000	\$210,000	\$2,338,918	\$2,338,918

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$50,000	\$450,000	\$0	\$200,000	\$700,000	\$700,000
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$1,573,918	\$0	\$0	\$0	\$1,573,918	\$1,573,918
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$10,000	\$25,000	\$10,000	\$10,000	\$10,000	\$65,000	\$65,000
	\$0	\$10,000	\$1,648,918	\$460,000	\$10,000	\$210,000	\$2,338,918	\$2,338,918

Service:

2.650

Port Renfrew Water

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

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

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

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

Service:

2.650

Port Renfrew Water

Project Number 23-03

Capital Project Title Miscellaneous Repairs & Replacements

Capital Project Description

Replacement of SCADA equipment before equipment failure, and replacement of the water treatment roof

Project Rationale

The SCADA equipment is nearing its end of life and requires replacement before the equipment fails. The water treatment roof has had some minor repairs to address leaks, but requires replacement.

Port Renfrew Water
Reserve Summary Schedule
2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	4,041	2,041	7,041	12,041	17,041	21,541
Capital Reserve Fund	75,936	85,936	90,936	105,936	100,936	105,936
Total	79,978	87,978	97,978	117,978	117,978	127,478

Reserve Schedule

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

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

Reserve Cash Flow

Fund: 1500 Fund Centre: 105536	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	2,021	4,041	2,041	7,041	12,041	17,041
Transfer from Ops Budget	2,000	2,000	5,000	5,000	5,000	5,000
Transfer to Ops Budget	-	(4,000)	-	-	-	(500)
Interest Income	20					
Ending Balance \$	4,041	2,041	7,041	12,041	17,041	21,541

Assumptions/Background:

Reserve Schedule

Reserve Fund: 2.650 Port Renfrew Water - Capital Reserve Fund - Bylaw 2577

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

Reserve Cash Flow

Fund: Fund Centre:	1026 101370	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		80,799	75,936	85,936	90,936	105,936	100,936
Transfer from Ops Budget		4,375	20,000	30,000	25,000	5,000	15,000
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(10,000)	(10,000)	(25,000)	(10,000)	(10,000)	(10,000)
Interest Income*		763					
Ending Balance \$		75,936	85,936	90,936	105,936	100,936	105,936

Assumptions/Background:

-Transfer as much as operating budget will allow.

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

CAPITAL REGIONAL DISTRICT

2022 Budget

Wilderness Mountain Water

EAC REVIEW

OCTOBER 2021

Service: 2.691 Wilderness Mountain Water Service

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

Wilderness Mountain Local Service Area

MAXIMUM LEVY:

Greater of \$130,000 or \$3.27/ \$1,000 of actual assessed value of land and improvements. To a maximum of \$227,007.

MAXIMUM CAPITAL DEBT:

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

COMMISSION:

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

FUNDING:

Consumption Charge:

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

User Charge:

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

Parcel Tax:

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

RESERVE FUND # 1075:

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

2.691 - Wilderness Mountain Water

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Contract for Services	900	100	900	-	-	900	920	940	960	980
Allocations	9,187	9,187	9,700	-	-	9,700	9,889	10,083	10,290	10,500
Electricity	6,470	6,600	6,700	-	-	6,700	6,830	6,970	7,110	7,250
Supplies	22,160	29,010	23,860	-	-	23,860	24,340	24,830	25,320	25,830
Labour Charges	69,970	65,500	70,000	-	10,000	80,000	71,900	76,830	74,280	75,770
Insurance	1,250	1,250	1,460	-	-	1,460	1,530	1,600	1,680	1,760
Other Operating Expenses	10,940	8,844	10,970	-	-	10,970	11,180	11,390	11,610	11,840
TOTAL OPERATING COSTS	120,877	120,491	123,590	-	10,000	133,590	126,589	132,643	131,250	133,930
*Percentage Increase over prior year			2.24%			10.5%	-5.2%	4.8%	-1.1%	2.0%
<u>DEBT / RESERVES</u>										
Transfer to Capital Reserve Fund	-	-	25,000	-	-	25,000	25,000	25,000	25,000	25,000
Transfer to Operating Reserve Fund	5,000	6,523	6,000	-	-	6,000	6,000	6,000	6,000	6,000
MFA Debt Reserve Fund	80	80	70	-	-	70	5,070	70	70	70
MFA Debt Principal	14,033	14,033	14,033	-	-	14,033	14,033	42,428	42,428	42,428
MFA Debt Interest	9,554	9,554	9,554	-	-	9,554	13,179	24,054	24,054	24,054
TOTAL DEBT / RESERVES	28,667	30,190	54,657	-	-	54,657	63,282	97,552	97,552	97,552
TOTAL COSTS	149,544	150,681	178,247	-	10,000	188,247	189,871	230,195	228,802	231,482
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	-	-	-	-	(10,000)	(10,000)	(500)	(4,000)	-	-
Balance c/fwd from 2020 to 2021	(2,932)	(2,932)	-	-	-	-	-	-	-	-
User Charges	(69,442)	(70,239)	(90,386)	-	-	(90,386)	(100,491)	(116,763)	(119,370)	(122,050)
Sale - Water	(17,520)	(17,760)	(17,760)	-	-	(17,760)	(17,760)	(17,760)	(17,760)	(17,760)
Other Revenue	(130)	(230)	(120)	-	-	(120)	(120)	(120)	(120)	(120)
TOTAL REVENUE	(90,024)	(91,161)	(108,266)	-	(10,000)	(118,266)	(118,871)	(138,643)	(137,250)	(139,930)
REQUISITION - PARCEL TAX	(59,520)	(59,520)	(69,981)	-	-	(69,981)	(71,000)	(91,552)	(91,552)	(91,552)
*Percentage increase over prior year										
User Charge						30.2%	11.2%	16.2%	2.2%	2.2%
Water Sale						1.4%	0.0%	0.0%	0.0%	0.0%
Requisition						17.6%	1.5%	28.9%	0.0%	0.0%
Combined						21.6%	6.2%	19.5%	1.2%	1.2%

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

Service No.	2.691	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Wilderness Mountain Water Service							

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	\$65,000	\$500,000	\$0	\$0	\$0	\$0	\$565,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$65,000	\$500,000	\$0	\$0	\$0	\$0	\$565,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$500,000	\$0	\$0	\$0	\$0	\$500,000
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	\$65,000	\$0	\$0	\$0	\$0	\$0	\$65,000
	\$0	\$65,000	\$500,000	\$0	\$0	\$0	\$0	\$565,000

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

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

Service #: 2.691

Service Name: Wilderness Mountain Water Service

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
22-01	New	Alternative Approval Process	Undertake an Alternative Approval Process to borrow funds for water treatment plant upgrades.	\$15,000	S	Res	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000
22-02	New	Water Treatment Plant Conceptual Design	Conceptually design the water treatment plant upgrades	\$50,000	S	Res	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000
23-01	New	Water Treatment Plant Upgrades	Water Treatment Plant Upgrades	\$500,000	S	Debt	\$0	\$0	\$500,000	\$0	\$0	\$0	\$500,000
GRAND TOTAL				\$565,000			\$0	\$65,000	\$500,000	\$0	\$0	\$0	\$565,000

**Wilderness Mountain Reserves
 Summary Schedule
 2022 - 2026 Financial Plan**

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	8,195	4,195	9,695	11,695	17,695	23,695
Capital Reserve Fund	46,590	6,590	31,590	56,590	81,590	106,590
Total	54,785	10,785	41,285	68,285	99,285	130,285

Reserve Schedule

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

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

Reserve Cash Flow

Fund:	1500	Estimated	Budget				
Fund Centre:	105540	2021	2022	2023	2024	2025	2026
Beginning Balance		1,657	8,195	4,195	9,695	11,695	17,695
Transfer from Ops Budget		6,523	6,000	6,000	6,000	6,000	6,000
Transfer to Ops Budget		-	(10,000)	(500)	(4,000)	-	-
Planned Maintenance Activity			Reservoir Cleaning and Inspection	PRV Maintenance	Distribution System Flushing, Valve Exercising		
Interest Income*		15					
Ending Balance \$		8,195	4,195	9,695	11,695	17,695	23,695

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: 2.691 Wilderness Mountain Water - Capital Reserve Fund - Bylaw 3535

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

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

Reserve Cash Flow

Fund:	1075	Estimated	Budget				
Fund Centre:	101994	2021	2022	2023	2024	2025	2026
Beginning Balance		50,130	46,590	6,590	31,590	56,590	81,590
Transfer from Ops Budget		-	25,000	25,000	25,000	25,000	25,000
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(4,000)	(65,000)	-	-	-	-
Interest Income*		460					
Ending Balance \$		46,590	6,590	31,590	56,590	81,590	106,590

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2022 Budget

Port Renfrew Sewer

EAC REVIEW

OCTOBER 2021

Service: 3.850 Port Renfrew Sewer

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

Local Service Area C(762) LSA#2.

MAXIMUM LEVY:

Greater of \$40,000 or \$18.28 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$583,265.

MAXIMUM CAPITAL DEBT:

Nil

COMMISSION:

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

FUNDING:

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

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

Connection Charge: Based on actual cost.

RESERVE FUND:

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

3.850 - Port Renfrew Sewer

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Grit Disposal	9,250	9,250	9,441	-	-	9,441	9,625	9,801	9,990	10,127
Electricity	6,820	6,400	6,900	-	-	6,900	7,040	7,180	7,320	7,470
Supplies	2,440	2,440	2,580	-	-	2,580	2,630	2,680	2,730	2,780
Allocations - Operations	56,791	60,740	57,925	-	-	57,925	59,080	60,265	61,471	62,697
Allocations - Other	16,097	16,097	17,224	-	-	17,224	17,477	17,806	18,139	18,478
Other Operating Expenses	9,430	11,027	10,290	-	-	10,290	10,500	10,710	10,930	11,160
TOTAL OPERATING COSTS	100,828	105,954	104,360	-	-	104,360	106,352	108,442	110,580	112,712
*Percentage Increase over prior year			3.5%			3.5%	1.9%	2.0%	2.0%	1.9%
<u>DEBT / RESERVES</u>										
Transfer to Capital Reserve	13,000	8,934	18,000	-	-	18,000	18,000	18,000	18,000	18,000
Transfer to Operating Reserve	2,000	2,000	4,000	-	-	4,000	4,000	4,000	4,000	4,000
MFA Debt Reserve Fund	-	-	-	-	-	-	1,500	13,500	4,000	-
MFA Debt Principal	-	-	-	-	-	-	-	4,680	46,830	59,318
MFA Debt Interest	-	-	-	-	-	-	1,238	16,088	52,800	62,700
TOTAL DEBT / RESERVES	15,000	10,934	22,000	-	-	22,000	24,738	56,268	125,630	144,018
TOTAL COSTS	115,828	116,888	126,360	-	-	126,360	131,090	164,710	236,210	256,730
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2020 to 2021	2,202	2,202	-	-	-	-	-	-	-	-
User Charges	(57,309)	(57,309)	(62,595)	-	-	(62,595)	(64,915)	(81,715)	(117,455)	(127,705)
Grants in Lieu of Taxes	(1,115)	(1,115)	(1,140)	-	-	(1,140)	(1,160)	(1,180)	(1,200)	(1,220)
Other Revenue	(150)	(1,210)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
Provincial Grants	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(56,372)	(57,432)	(63,835)	-	-	(63,835)	(66,175)	(82,995)	(118,755)	(129,025)
REQUISITION - PARCEL TAX	(59,456)	(59,456)	(62,525)	-	-	(62,525)	(64,915)	(81,715)	(117,455)	(127,705)
*Percentage increase over prior year										
User Fees						9.2%	3.7%	25.9%	43.7%	8.7%
Requisition						5.2%	3.8%	25.9%	43.7%	8.7%
Combined						7.2%	3.8%	25.9%	43.7%	8.7%

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

Service No.	3.850							
	Port Renfrew Sewer	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$75,000	\$150,000	\$1,350,000	\$400,000	\$0	\$1,975,000	
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
		\$0	\$75,000	\$150,000	\$1,350,000	\$400,000	\$0	\$1,975,000	

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt (New Debt Only)	Debt	\$0	\$0	\$150,000	\$1,350,000	\$400,000	\$0	\$1,900,000
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	Grant	\$0	\$60,000	\$0	\$0	\$0	\$0	\$60,000
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000
		\$0	\$75,000	\$150,000	\$1,350,000	\$400,000	\$0	\$1,975,000

Service: 3.850 Port Renfrew Sewer

Project Number	22-01	Capital Project Title	Genset Upgrade	Capital Project Description	A new genset is required to provide standby power for the whole WWTP.
Project Rationale	The existing genset only provides standby power for the influent pumps. During a power outage the blowers do not operate and this is out of compliance with the regulations. A new genset is required to provide standby power for the whole WWTP.				

Project Number	22-02	Capital Project Title	Alternative Approval Process	Capital Project Description	Based on information in the Options Study (21-02), carry out an alternative approval process in order to borrow funds for required system renewal (one or multiple phases).
Project Rationale	Based on information in the Options Study (21-02), carry out an alternative approval process in order to borrow funds for required system renewal (one or multiple phases).				

Project Number	23-01	Capital Project Title	Phase 1 - System Renewal - Outfall and Sewer Replacement	Capital Project Description	Design and install new, deeper, longer outfall into the ocean away from the mouth of the San Juan River. In addition, acquire/rezone land for new WWTP location and replace leaky/failed sewers to
Project Rationale	Install new, deeper, longer outfall into the ocean away from the mouth of the San Juan River. In addition, acquire/rezone land for new WWTP location and replace leaky/failed sewers to lower inflow and infiltration. Design the outfall/sewer upgrades and obtain regulatory and First Nation approvals in 2023, and install the outfall/sewers in 2024.				

Project Number	25-01	Capital Project Title	Phase 2 - System Renewal - New WWTP and Pump Station	Capital Project Description	Design a new packaged WWTP out of the Tsunami Zone to meet regulatory requirements and upgrade the Beach Camp Pump Station to pump to the new WWTP (design completed in 2025,
Project Rationale	Install a new packaged WWTP out of the Tsunami Zone to meet regulatory requirements and upgrade the Beach Camp Pump Station to pump to the new WWTP. The plant is to be designed so that additional modules can be added for increased capacity as the septic systems are converted into the sewer service and the community grows. Commence with design in 2025 and construction in 2027 or when grants and funds from developers are received.				

Port Renfrew Sewer
Reserve Summary Schedule
2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	2,328	6,328	10,328	14,328	18,328	22,328
Capital Reserve Fund	10,542	13,542	31,542	49,542	67,542	85,542
Total	12,869	19,869	41,869	63,869	85,869	107,869

Reserve Schedule

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

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

Reserve Cash Flow

Fund: Fund Centre:	1500 105537	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		21	2,328	6,328	10,328	14,328	18,328
Transfer from Ops Budget		2,000	4,000	4,000	4,000	4,000	4,000
Transfer from ERF		305	-	-	-	-	-
Transfer to Ops Budget		-	-	-	-	-	-
Interest Income		2					
Ending Balance \$		2,328	6,328	10,328	14,328	18,328	22,328

Assumptions/Background:

Reserve Schedule

Reserve Fund: 3.850 Port Renfrew Sewer - Capital Reserve Fund - Bylaw 2139

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

Reserve Cash Flow

Fund: Fund Centre:	1044 101388	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		21,548	10,542	13,542	31,542	49,542	67,542
Transfer from Ops Budget		8,934	18,000	18,000	18,000	18,000	18,000
Transfer to Cap Fund		(20,000)	(15,000)	-	-	-	-
Transfer from Cap Fund		-	-	-	-	-	-
Interest Income		60					
Ending Balance \$		10,542	13,542	31,542	49,542	67,542	85,542

Assumptions/Background:

Transfer as much as operating budget will allow.

Appendix B-1: Requisition Summary (SSI)

Electoral Area Salt Spring Island	Cost per Avg. Res Asst/ Parcel		Cost per Avg. Res Asst/ Parcel		Difference Increase/ (Decrease)	Change in cost per avg household/Parcel	
	2022	2021	2022	2021		\$	%
1.010 Legislative & General Government	337,980	50.44	277,690	41.45	60,289	9.00	21.71%
1.101 G.I.S.	3,847	0.57	2,076	0.31	1,771	0.26	85.27%
1.224 Community Health - Homeless Sec.	19,807	2.96	19,053	2.84	754	0.11	3.95%
1.280 Regional Parks	494,387	73.79	353,593	52.77	140,794	21.01	39.82%
1.280A Regional Parks - Land Acquisition	2,559	0.38	128,879	19.24	(126,319)	(18.85)	-98.01%
1.309 Climate Action and Adaptation	14,138	2.11	13,469	2.01	669	0.10	4.97%
1.310 Land Banking & Housing	46,213	6.90	42,793	6.39	3,420	0.51	7.99%
1.324 Regional Planning Service	38,123	5.69	37,376	5.58	748	0.11	2.00%
1.335 Geo-Spatial Referencing System	5,070	0.76	5,242	0.78	(173)	(0.03)	-3.29%
1.374 Regional Emergency Program Support	3,873	0.58	3,798	0.57	76	0.01	2.00%
1.375 Hazardous Material Incident Response	9,495	1.42	9,309	1.39	186	0.03	2.00%
1.911 Call Answer	4,720	0.70	4,105	0.61	615	0.09	14.99%
1.921 Regional CREST Contribution	44,612	6.66	43,755	6.53	858	0.13	1.96%
21.ALL Feasibility Study Reserve Fund - ALL	-	-	4,818	0.72	(4,818)	(0.72)	-100.00%
Total Regional	\$1,024,825	\$152.96	\$945,955	\$141.18	\$78,869	\$11.77	8.34%
1.230 Traffic Safety Commission	2,426	0.36	2,378	0.35	47	0.01	1.99%
1.311 Regional Housing Trust Fund	33,308	4.97	34,896	5.21	(1,588)	(0.24)	-4.55%
1.313 Animal Care Services	126,657	18.90	122,374	18.26	4,283	0.64	3.50%
1.913 Fire Dispatch	72,138	10.77	90,881	13.56	(18,743)	(2.80)	-20.62%
Total Sub-Regional	\$234,529	\$35.00	\$250,529	\$37.39	(\$16,000)	(\$2.39)	-6.39%
1.103 Elections	28,323	4.23	10,811	1.61	17,512	2.61	161.98%
1.104 U.B.C.M.	5,193	0.78	3,385	0.51	1,808	0.27	53.40%
1.318 Building Inspection	201,453	30.07	194,078	28.97	7,375	1.10	3.80%
1.320 Noise Control	17,628	2.63	17,259	2.58	369	0.06	2.14%
1.322 Nuisances & Unightly Premises	23,553	3.52	22,940	3.42	613	0.09	2.67%
1.372 Electoral Area Emergency Program	65,609	9.79	64,323	9.60	1,286	0.19	2.00%
Total Joint Electoral Area	\$341,759	\$51.01	\$312,796	\$46.69	\$28,963	\$4.32	9.26%
1.111 Electoral Area Admin Exp-SSI	517,459	77.23	517,576	77.25	(117)	(0.02)	-0.02%
1.116 Grants in Aid - Salt Spring Island	50,052	7.47	50,052	7.47	-	-	0.00%
1.124 SSI Economic Development Commission	98,232	14.66	77,008	11.49	21,224	3.17	27.56%
1.141 Salt Spring Island Public Library	663,579	99.04	661,352	98.71	2,227	0.33	0.34%
1.236 Salt Spring Island Fernwood Dock	25,677	4.63	31,283	5.64	(5,606)	(1.01)	-17.92%
1.238A Community Transit (S.S.I.)	197,332	29.45	182,252	27.20	15,080	2.25	8.27%
1.238B Community Transportation (S.S.I.)	171,036	25.53	170,232	25.41	804	0.12	0.47%
1.299 Salt Spring Island Arts	120,120	17.93	118,512	17.69	1,608	0.24	1.36%
1.316 SSI House Numbering	9,567	1.43	9,458	1.41	109	0.02	1.15%
1.342 SSI Livestock Injury Compensation	3,150	0.47	-	-	3,150	0.47	0.00%
1.371 S.S.I. Emergency Program	127,913	19.09	127,913	19.09	-	-	0.00%
1.378 SSI Search and Rescue	24,955	3.72	23,336	3.48	1,619	0.24	6.94%
1.455 Salt Spring Island Community Parks	458,070	68.37	417,511	62.31	40,559	6.05	9.71%
1.458 Salt Spring Island Community Rec	54,580	8.15	53,511	7.99	1,069	0.16	2.00%
1.459 Salt Spring Island Park, Land & Rec Prog	1,547,913	231.03	1,468,919	219.24	78,994	11.79	5.38%
1.535 Stormwater Quality Management - S.S.I.	27,940	4.17	27,500	4.10	440	0.07	1.60%
1.925 Emergency Comm - Crest - S.S.I.	145,874	21.77	141,771	21.16	4,103	0.61	2.89%
3.705 S.S.I. Liquid Waste Disposal	375,745	67.94	356,696	64.50	19,049	3.44	5.34%
Total SSI Electoral Area	\$4,619,194	\$702.08	\$4,434,882	\$674.14	\$184,312	\$27.94	4.14%
Total Capital Regional District	\$6,220,307	\$941.04	\$5,944,162	\$899.40	\$276,144	\$41.64	4.63%
CRHD Capital Regional Hospital District	846,378	126.32	900,244	\$134.36	(53,866)	(8.04)	-5.98%
Total CRD and CRHD	\$7,066,685	\$1,067.37	\$6,844,407	\$1,033.76	\$222,278	\$33.60	3.25%

Average residential assessment - 2021

\$741,764

\$741,764

Major Impacts (changes > +/- \$1.00)

Change in Cost per Average Household

	\$ Change	% of Total Increase
REGIONAL		
Legislative & General Government	9.00	0.87%
Regional Parks	21.01	2.03%
Regional Parks - Land Acquisition	(18.85)	-1.82%
SUB-REGIONAL		
Fire Dispatch	(2.80)	-0.27%
JOINT EA		
Elections	2.61	0.25%
Building Inspection	1.10	0.11%
SSI EA		
SSI Economic Development Commission	3.17	0.31%
Salt Spring Island Fernwood Dock	(1.01)	-0.10%
Community Transit (S.S.I.)	2.25	0.22%
Salt Spring Island Community Parks	6.05	0.59%
Salt Spring Island Park, Land & Rec Prog	11.79	1.14%
S.S.I. Liquid Waste Disposal**	3.44	0.33%
Capital Regional Hospital District	(8.04)	-0.78%
Other (changes < +/- \$1.00)	3.87	0.37%
Total	\$33.60	3.25%

Salt Spring Island Local/Specified/Defined Services		Cost per Avg.		Cost per Avg.		Difference Increase/ (Decrease)	Change in cost per avg	
		2022	Res Asst/ Parcel	2021	Res Asst/ Parcel		\$	%
1.234	Salt Spring Island Street Lighting	25,912	3.97	22,527	3.45	3,385	0.52	15.03%
2.620	SSI Highland Water System	30,861	127.88	31,119	128.95	(258)	(1.07)	-0.83%
2.621	Highland / Fernwood Water - SSI	75,000	237.06	75,000	237.06	-	-	0.00%
2.624	Beddis Water	74,960	575.88	73,470	564.43	1,490	11.45	2.03%
2.626	Fulford Water	47,500	490.16	37,500	386.97	10,000	103.19	26.67%
2.628	Cedar Lane Water	15,000	426.69	10,024	285.14	4,976	141.55	49.64%
2.660	Fernwood Water	14,427	192.21	13,493	179.76	934	12.44	6.92%
3.755	Regional Source Control - Maliview Estates / Ganges Sewer	6,395	15.04	6,270	14.75	125	0.29	2.00%
3.810	Ganges Sewer	58,140	146.74	57,000	143.86	1,140	2.88	2.00%
3.820	Maliview Estates Sewer System	4,760	50.49	4,670	49.54	90	0.95	1.93%
Total Local/Specified/Defined Services		352,955		331,073		21,882		

Appendix B-2

Salt Spring Island - Operating Budget Highlights - Gross Expenditure (+/- 2.0% and +/- \$20,000)

JDF Services +/- 2.0% and +/- \$20,000	Gross Expenditure 2022	Gross Expenditure 2021	Changes \$	Changes %	Main Budget Driver
1.124 - SSI Economic Development Commission	100,822	132,588	(31,766)	-24.0%	• One-time initiative in 2021 for Economic Development Officer(EDO) - funded by COVID 19 Safe Restart grant and external contribution
1.455 - Salt Spring Island - Community Parks	1,009,096	975,615	33,481	3.4%	• IBC 6c-1.3 Crime Prevention in Community Parks for Bylaw Enforcement • Increased transfer to Capital Reserve Fund (CRF) to fund capital program
1.459 - Salt Spring Is- Pool, Parks, Land, Art & Rec. Prog	1,988,640	1,759,079	229,561	13.1%	• Increase auxiliary staffing for Aquatic Program Workers \$133k • IBC 13a-1.5: SSI Community Centre for additional recreation program \$130k • Decrease in debt servicing cost due to debt retirement in 2021 \$(28k)
1.535 - Stormwater Quality Management - S.S.I.	47,970	27,528	20,442	74.3%	• One-time project in 2022 for Option Analysis on island-wide drinking water and wastewater protection - funded by Operating Reserve Fund (ORF)
3.705 - S.S.I. Liquid Waste Disposal	991,525	897,276	94,249	10.5%	• Sludge hauling costs \$80k due to increase in volume and rate • Increased transfer to Capital Reserve Fund (CRF) to fund capital program \$10k
Total Salt Spring Island Electoral Area	4,138,053	3,792,086	345,967	9.1%	
2.626 - Fulford Water	248,329	207,368	40,961	19.8%	• Increased transfer to Capital Reserve Fund (CRF) to fund capital program
3.810 - Ganges Sewer	1,085,199	1,059,376	25,823	2.4%	• Cyclical maintenance program for Outfall Inspection in 2022 \$10k - funded by ORF • Increased transfer to Operating Reserve Fund (ORF) \$2k
Total Local/Specified/Defined Area	1,333,528	1,266,744	66,784	5.3%	
Other (Services not meeting criteria above)	4,350,682	4,368,141	(17,459)	-0.4%	
Total Salt Spring Island	9,822,263	9,426,971	395,292	4.2%	

Appendix B-3

Salt Spring Islands 2022 Major Capital Projects ≥ \$100,000

SERVICE AREA	\$('000)	FUNDING SOURCE
Planning & Development		
1.238B SSI Community Transportation		
Construction Program for Pathway Network	220	Grants, Reserve
Recreation & Cultural Services		
1.455 SSI Community Parks		
Centennial Park upgrades	600	Grants
1.459 SSI Park Land & Rec		
Sport Field Development	450	Grants, Reserve
Expand or upgrade Trail Network and parking	100	Grants, Reserve
Design and construction of a new park maintenance facility	100	Reserves
Recreation Centre Expansion	1,203	Grants, Reserve
Water		
2.621 Highland/Fernwood Water		
Construct new intake and screen	110	Grants, Reserve
Sewer		
3.810 Ganges Sewer		
Construction of WWTP Chemical storage, lab, crew room facilities	200	Reserves
Aeration system improvement construction	100	Grants
3.820 Maliview Estates Sewer		
Upgrade current RBC process WWTP to MBBR process	300	Debt

Total Projects ≥ \$100K	3,383
Total Projects < \$100K	2,194
Total 2022 Capital Projects	5,577

Appendix B-4

CAPITAL REGIONAL DISTRICT - CAPITAL EXPENDITURE PLAN - SSI 2022													Schedule B - Extract		
Service #	Service Name	CAPITAL EXPENDITURE					TOTAL	SOURCE OF FUNDING						TOTAL	
		Equipment	Vehicles	Buildings	Engineered Structures	Land		Capital Funds on Hand	Debt	Equipment Repl Fund	Grants	Capital Reserves	Other		
1.111	SSI Admin. Expenditures	11,080					11,080			11,080					11,080
1.141	SSI Public Library			120,000			120,000				110,000	10,000			120,000
1.236	SSI Small Craft Harbour (Fernwood Dock)				47,500		47,500						47,500		47,500
1.238A	Community Transit (SSI)						-								-
1.238B	Community Transportation (SSI)				445,000		445,000				260,000	185,000			445,000
1.318	Building Inspection	35,032					35,032			35,032					35,032
1.455	SSI Community Parks	85,000	170,000		750,000		1,005,000			55,000	730,000	150,000	70,000		1,005,000
1.458	SSI Community Recreation	5,000			30,000		35,000			5,000		30,000			35,000
1.459	SSI Park Land & Rec Programs	70,000		1,427,735	450,000	200,002	2,147,737			70,000	1,542,862	534,875			2,147,737
2.620	Highland Water (SSI)				98,792		98,792	98,792							98,792
2.621	Highland & Fernwood Water (SSI)	64,000			140,000		204,000				140,000	64,000			204,000
2.622	Cedars of Tuam Water (SSI)	5,000			5,000		10,000					10,000			10,000
2.624	Beddis Water (SSI)	30,000					30,000					30,000			30,000
2.626	Fulford Water (SSI)	38,000			190,000		228,000				70,000	148,000	10,000		228,000
2.628	Cedar Lane Water (SSI)				30,000		30,000					30,000			30,000
3.705	SSI Septage / Composting				152,500		152,500				75,000	77,500			152,500
3.810	Ganges Sewer Utility (SSI)	190,000			487,500		677,500				140,000	537,500			677,500
3.820	Maliview Sewer Utility (SSI)				300,000		300,000			300,000					300,000
TOTAL		533,112	170,000	1,547,735	3,126,292	200,002	5,577,141	98,792	300,000	176,112	3,067,862	1,854,375	80,000		5,577,141

Appendix B-5: SSI Service Budgets

JOINTLY FUNDED SERVICES

1.103 Elections

1.104 UBCM

1.318 Building Inspection

1.320 Noise Control

1.322 Nuisance & Unsightly Premises

1.372 EA Emergency Coordination

SALT SPRING ISLANDS

1.111 Administration

1.116 Grants in Aid

1.124 Economic Development

1.141 SSI Public Library

1.234 Street Lighting

1.236 Fernwood Dock

1.238A Community Transit

1.238B Community Transportation

1.299 SSI Arts

1.316 Building Numbering

1.342 Livestock Injury Compensation

1.371 Emergency Program

1.378 Search and Rescue

Appendix B-5: SSI Service Budgets

1.455 SSI Parks

1.458 SSI Recreation

1.459 SSI Pool & Parks Land

1.535 Stormwater Quality Management

1.925 SSI Emergency Comm-CREST

2.620 Highland Water

2.621 Highland/Fernwood Water

2.622 Cedars of Tuam Water

2.624 Beddis Water

2.626 Fulford Water

2.628 Cedar Lane Water

2.660 Fernwood Water

3.705 Septage/Composting

3.810 Ganges Sewer

3.820 Maliview Sewer

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Elections

EAC REVIEW

OCTOBER 2021

Service: 1.103 Elections

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

No limit

FUNDING:

Requisition and contribution from Islands Trust.

Change in Budget 2021 to 2022

Service: 1.103 Elections

Total Expenditure

Comments

2021 Budget

25,070

Non-election year, budget is solely for ORF transfer

Change in Salaries:

Base salary change

-

Inclusive of estimated collective agreement changes

Step increase/paygrade change

-

Other (explain as necessary)

-

Total Change in Salaries

-

Other Changes:

Electoral Area Elections Expenditure:

122,500

EA Election Costs

40,000

IBC-15d-2 EA Elections - To contract a Chief Election Officer (CEO) to coordinate the EA elections

Islands Trust

74,900

Island Trust Election - Full recovery from Island Trust

Other

462

Total Other Changes

237,862

2022 Budget

262,932

% expense increase from 2021:

948.8%

% Requisition increase from 2021 (if applicable):

162.0%

Requisition funding is 27.6% of service revenue

Overall 2021 Budget Performance

(expected variance to budget and surplus treatment)

No major variance is expected. Any minor variance will be adjusted to the ORF transfer at year end.

1.103 - Elections	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Electoral Area Elections	-	-	122,500	-	40,000	162,500	-	-	-	175,895
Islands Trust	-	-	74,900	-	-	74,900	-	-	-	81,074
Allocations and Insurance	37	37	32	-	-	32	32	32	32	32
TOTAL OPERATING COSTS	37	37	197,432	-	40,000	237,432	32	32	32	257,001
*Percentage Increase over prior year										
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	25,033	25,033	25,500	-	-	25,500	45,000	45,000	45,000	45,000
TOTAL COSTS	25,070	25,070	222,932	-	40,000	262,932	45,032	45,032	45,032	302,001
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	-	-	(122,457)	-	-	(122,457)	-	-	-	(175,895)
Recovery from Islands Trust	-	-	(74,900)	-	-	(74,900)	-	-	-	(81,074)
Other Income	(66)	(66)	(70)	-	-	(70)	(70)	(70)	(70)	(70)
TOTAL REVENUE	(66)	(66)	(197,427)	-	-	(197,427)	(70)	(70)	(70)	(257,039)
REQUISITION	(25,004)	(25,004)	(25,505)	-	(40,000)	(65,505)	(44,962)	(44,962)	(44,962)	(44,962)
*Percentage increase over prior year Requisition										
			2.0%			162.0%	-31.4%	0.0%	0.0%	0.0%

Reserve Schedule

Reserve Fund: 1.103 Elections - Operating Reserve Fund

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

Reserve Cash Flow

Fund: Fund Centre:	1500 105515	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		76,873	102,647	5,690	50,690	95,690	140,690
Transfer from Op Budget		25,033	25,500	45,000	45,000	45,000	45,000
Transfer to Op Budget		-	(122,457)	-	-	-	(175,895)
Transfer from ERF		41	-	-	-	-	-
Interest Income		700	-	-	-	-	-
Ending Balance \$		102,647	5,690	50,690	95,690	140,690	9,795

Assumptions/Background:

Budgeted transfers to reserve will provide funding for elections in 2022 at an estimated cost of \$120,000 - \$140,000

CAPITAL REGIONAL DISTRICT

2022 Budget

UBCM

EAC REVIEW

OCTOBER 2021

Service: 1.104 Union of B.C. Municipalities

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

No limit

FUNDING:

Requisition

GENERAL INFORMATION:

Association of Vancouver Island and Coastal Communities (AVICC)

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

1.104 - UBCM	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Membership Fee	12,893	11,748	12,945	-	-	12,945	13,198	13,461	13,724	13,998
TOTAL COSTS	12,893	11,748	12,945	-	-	12,945	13,198	13,461	13,724	13,998
*Percentage Increase over prior year						0.4%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	1,145	(1,145)	-	-	(1,145)	-	-	-	-
Balance c/fwd from 2020 to 2021	(5,169)	(5,169)	-	-	-	-	-	-	-	-
Other Revenue	(97)	(97)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(5,266)	(4,121)	(1,245)	-	-	(1,245)	(100)	(100)	(100)	(100)
REQUISITION	(7,627)	(7,627)	(11,700)	-	-	(11,700)	(13,098)	(13,361)	(13,624)	(13,898)
*Percentage increase over prior year Requisition						53.4%	11.9%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Building Inspection

EAC Review

OCTOBER 2021

Service: 1.318 Building Inspection

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

All Electoral Areas on the basis of converted hospital assessments.

MAXIMUM LEVY:

Not stated.

FUNDING:

Fees and charges and requisition to all Electoral Areas

Change in Budget 2021 to 2022
Service: 1.318 Building Inspection

Total Expenditure

Comments

2021 Budget

1,653,290

Change in Salaries:

Base salary change	6,603	Inclusive of estimated collective agreement changes
Step increase/paygrade change	(768)	
0.5 FTE Administrative Clerk	38,204	2022 IBC: 11c-2 Building Inspection Information Services

Total Change in Salaries 44,039

Other Changes:

Standard Overhead Allocation	17,580	Increase due to 2021 operating cost increase and 4th year of new OH model implementation
Building Occupancy Allocation	41,952	Increased due to office space change, facility reserve contributions, loss revenue from rental and extended rental space for temporary swing office space
Human Resources Allocation	5,178	New Corporate Safety Resources
Bylaw Enforcement Labour Charge Out	5,000	Cost recovery from Bylaw services to issue building fines for building infractions
Real Estate Services Labour Charge Out	3,000	Labour charges from Real Estates Services to review land covenants
Staff Training and Development	4,500	Increased required training for Building Inspectors for WETT Certification
Transfer to Equipment Replacement Fund	10,000	Increase ERF contribution to fund 7 new workstations at Fisgard office and vehicle replacement
Other	4,895	

Total Other Changes 92,105

2022 Budget

1,789,434

% Expense increase from 2021: **8.2%**

% Requisition increase from 2021: **3.8%**

Requisition funding is 25.4% of service revenue

Overall 2021 Budget Performance

(expected variance to budget and surplus treatment)

Permit fee revenues are projected at \$180,859 (17.75%) higher than budget as we have experienced higher permit fee revenue in 2021. Total expenditures are projected at \$75,990 (-4.7%) lower than budget mainly due to staff vacancies. \$256,849 surplus in 2021 is projected to be balanced on increased transfers to the Operating Reserve Fund (\$182,849) and Equipment Replacement Fund (\$74,000).

1.318 - Building Inspection	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Salaries & Wages	1,151,316	1,088,446	1,157,151	38,204	-	1,195,355	1,220,911	1,247,014	1,273,685	1,300,932
Telecommunications	35,890	35,890	36,610	-	-	36,610	37,340	38,090	38,850	39,630
Legal Expenses	10,390	10,390	10,600	-	-	10,600	10,810	11,030	11,250	11,480
Building Rent	34,450	34,450	34,880	-	-	34,880	35,610	36,350	37,110	37,860
Supplies	16,380	16,380	16,700	-	-	16,700	17,040	17,380	17,720	18,080
Allocations	225,494	227,634	298,869	-	-	298,869	303,484	309,401	315,451	321,620
Other Operating Expenses	146,070	130,810	153,120	-	-	153,120	156,220	159,410	162,660	165,960
TOTAL OPERATING COSTS	1,619,990	1,544,000	1,707,930	38,204	-	1,746,134	1,781,415	1,818,675	1,856,726	1,895,562
*Percentage Increase over prior year						7.8%	2.0%	2.1%	2.1%	2.1%
<u>CAPITAL / RESERVES</u>										
Transfer to Equipment Replacement Fund	10,000	84,000	20,000	-	-	20,000	20,000	20,000	20,000	20,000
Transfer to Operating Reserve Fund	-	182,849	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	10,000	266,849	20,000	-	-	20,000	20,000	20,000	20,000	20,000
Building Borrowing Repayment to Facilities Reserve	23,300	23,300	23,300	-	-	23,300	23,300	23,300	23,300	23,300
TOTAL COSTS	1,653,290	1,834,149	1,751,230	38,204	-	1,789,434	1,824,715	1,861,975	1,900,026	1,938,862
Internal Recoveries	(29,486)	(29,486)	(30,076)	-	-	(30,076)	(30,678)	(31,290)	(31,916)	(32,555)
TOTAL COSTS LESS INTERNAL RECOVERIES	1,623,804	1,804,663	1,721,154	38,204	-	1,759,358	1,794,037	1,830,685	1,868,110	1,906,307
<u>FUNDING SOURCES (REVENUE)</u>										
						8.3%	2.0%	2.0%	2.0%	2.0%
Transfer from Operating Reserve Fund	(126,400)	(126,400)	(63,668)	-	-	(63,668)	(56,280)	(49,695)	(42,697)	(35,245)
Permit Fees Revenue	(1,019,141)	(1,200,000)	(1,200,000)	-	-	(1,200,000)	(1,224,000)	(1,248,480)	(1,273,450)	(1,298,920)
Contract Revenue	(36,781)	(36,781)	(37,510)	-	-	(37,510)	(38,250)	(39,020)	(39,800)	(40,590)
Grants in Lieu of Taxes	(1,656)	(1,656)	(1,690)	-	-	(1,690)	(1,720)	(1,750)	(1,790)	(1,830)
Revenue - Other	(2,562)	(2,562)	(2,610)	-	-	(2,610)	(2,660)	(2,710)	(2,760)	(2,820)
TOTAL REVENUE	(1,186,540)	(1,367,399)	(1,305,478)	-	-	(1,305,478)	(1,322,910)	(1,341,655)	(1,360,497)	(1,379,405)
REQUISITION	(437,264)	(437,264)	(415,676)	(38,204)	-	(453,880)	(471,127)	(489,030)	(507,613)	(526,902)
*Percentage increase over prior year										
Requisition			-4.9%	8.7%		3.8%	3.8%	3.8%	3.8%	3.8%
<u>AUTHORIZED POSITIONS</u>										
Salaried FTE	9.7		9.7	0.5		10.2	10.2	10.2	10.2	10.2

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

Service No.	1.318	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Building Inspection							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$78,900	\$6,000	\$5,500	\$4,500	\$6,000	\$100,900
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$50,000	\$0	\$0	\$50,000	\$100,000
		\$0	\$78,900	\$56,000	\$5,500	\$4,500	\$56,000	\$200,900
		\$0	\$78,900	\$56,000	\$5,500	\$4,500	\$56,000	\$200,900

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$78,900	\$56,000	\$5,500	\$4,500	\$56,000	\$200,900
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$78,900	\$56,000	\$5,500	\$4,500	\$56,000	\$200,900
		\$0	\$78,900	\$56,000	\$5,500	\$4,500	\$56,000	\$200,900

Service: 1.318 Building Inspection

Project Number 18-01 Capital Project Title Vehicle Replacement Capital Project Description Vehicle Replacement

Project Rationale Replaces vehicles with substantial miles that are used by the Building Inspectors to travel to remote locations in the Southern Gulf Islands and Juan de Fuca to carry out building inspections.

Project Number 19-01 Capital Project Title Computer Replacement Capital Project Description Replacement of Computer equipment

Project Rationale As per IT's replacement schedule for department computers.

Project Number 22-01 Capital Project Title Phone System Capital Project Description Salt Spring Island phone system replacement

Project Rationale Replace 20 year-old phone system that is antiquated, has insufficient number of phones lines and no voicemail. Telus has advised parts are no longer available.

Project Number 22-02 Capital Project Title New Furniture - Fisgard Capital Project Description 7 furniture workstations for Fisgard department move to new location (Starbucks)

Project Rationale Department has been reassigned to a new locaton on the first floor at Fisgard and advised that new furniture is required to fit the dimensions of the new area.

Project Number	22-03	Capital Project Title	Microfiche Computer	Capital Project Description	New pc and monitor for microfiche reader used for FOI requests at Fisgard
Project Rationale	Add new pc for microfiche reader used for FOI requests at Fisgard. Volume of FOI's have substantially increased that a stand-alone pc is required.				

Project Number	22-04	Capital Project Title	JDF Printer	Capital Project Description	Replacement of shared printer
Project Rationale	Building Inspection JDF office shares a printer with the Planning Department. Expected replacement of printer in 2022.				

Building Inspection
Reserve Summary Schedule
2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	247,741	184,073	127,793	78,098	35,401	156
Equipment Replacement Fund	106,605	47,705	11,705	26,205	41,705	5,705
Total	354,346	231,778	139,498	104,303	77,106	5,861

Reserve Schedule

Reserve Fund: 1.318 Building Inspection - Operating Reserve Fund

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

Reserve Cash Flow

Fund: Fund Centre:	1500 105544	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		189,592	247,741	184,073	127,793	78,098	35,401
Transfer from Ops Budget		182,849	-	-	-	-	-
Expenditures		(126,400)	(63,668)	(56,280)	(49,695)	(42,697)	(35,245)
Interest Income		1,700					
Ending Balance \$		247,741	184,073	127,793	78,098	35,401	156

Assumptions/Background:

Reserve Schedule

Reserve Fund: 1.318 Building Inspection - Equipment Replacement Fund

ERF Group: BLDINS.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101425	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		77,605	106,605	47,705	11,705	26,205	41,705
Transfer from Ops Budget		84,000	20,000	20,000	20,000	20,000	20,000
Planned Purchase		(55,000)	(78,900)	(56,000)	(5,500)	(4,500)	(56,000)
Interest Income		-					
Ending Balance \$		106,605	47,705	11,705	26,205	41,705	5,705

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

CAPITAL REGIONAL DISTRICT

2022 BUDGET

NOISE CONTROL

EAC REVIEW

OCTOBER 2021

Service: 1.320 Noise Control

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

All Electoral Areas, based on converted hospital assessments.

MAXIMUM LEVY:

\$ 0.50 / \$1,000

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

MAXIMUM CAPITAL DEBT:

Nil

COMMISSION:

FUNDING:

Requisition

1.320 - NOISE CONTROL	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Legal	6,900	6,900	6,900	-	-	6,900	7,040	7,180	7,320	7,470
Allocations	2,304	2,304	2,597	-	-	2,597	2,646	2,696	2,747	2,798
Internal Time Charges	29,876	29,876	30,474	-	-	30,474	31,068	31,673	32,290	32,921
Other Operating Expenses	60	80	50	-	-	50	50	50	50	50
TOTAL OPERATING COSTS	39,140	39,160	40,021	-	-	40,021	40,804	41,599	42,407	43,239
*Percentage Increase over prior year						2.3%	2.0%	1.9%	1.9%	2.0%
Transfer to Operating Reserve Fund	-	30	-	-	-	-	-	-	-	-
TOTAL COSTS	39,140	39,190	40,021	-	-	40,021	40,804	41,599	42,407	43,239
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(155)	(155)	(155)	-	-	(155)	(155)	(155)	(155)	(155)
Revenue - Other	(100)	(150)	(150)	-	-	(150)	(150)	(150)	(150)	(150)
TOTAL REVENUE	(255)	(305)	(305)	-	-	(305)	(305)	(305)	(305)	(305)
REQUISITION	(38,885)	(38,885)	(39,716)	-	-	(39,716)	(40,499)	(41,294)	(42,102)	(42,934)
*Percentage increase over prior year Requisition						2.1%	2.0%	2.0%	2.0%	2.0%

Reserve Schedule

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

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

Reserve Cash Flow

Fund: Fund Centre:	1500 105406	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		8,977	9,061	9,061	9,061	9,061	9,061
Transfer from Ops Budget		-	-	-	-	-	-
Planned Purchase		-	-	-	-	-	-
Interest Income		84					
Ending Balance \$		9,061	9,061	9,061	9,061	9,061	9,061

Assumptions/Background:
 Maintain balance at reasonable level to cover unexpected operating expenses such as legal.
 * Interest should be included in determining the estimated ending balance for the current year. Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Nuisance & Unsightly Premises

EAC REVIEW

OCTOBER 2021

Service: 1.322 Nuisance & Unsightly Premises

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

All Electoral Areas, based on converted hospital assessments.

MAXIMUM LEVY:

\$ 0.50 / \$1,000

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

FUNDING:

Requisition

1.322 - Nuisance & Unsightly Premises	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Legal	2,085	2,085	2,130	-	-	2,130	2,170	2,210	2,250	2,300
Allocations	2,825	2,825	3,240	-	-	3,240	3,301	3,365	3,429	3,494
Internal Time Charges	46,750	46,750	47,685	-	-	47,685	48,615	49,562	50,528	51,515
Other Operating Expenses	330	330	320	-	-	320	320	320	320	320
TOTAL OPERATING COSTS	51,990	51,990	53,375	-	-	53,375	54,406	55,457	56,527	57,629
*Percentage Increase over prior year						2.7%	1.9%	1.9%	1.9%	1.9%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVE	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	51,990	51,990	53,375	-	-	53,375	54,406	55,457	56,527	57,629
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(206)	(206)	(210)	-	-	(210)	(210)	(210)	(210)	(210)
Transfer from Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
Other Revenue	(100)	(100)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(306)	(306)	(310)	-	-	(310)	(310)	(310)	(310)	(310)
REQUISITION	(51,684)	(51,684)	(53,065)	-	-	(53,065)	(54,096)	(55,147)	(56,217)	(57,319)
*Percentage increase over prior year Requisition						2.7%	1.9%	1.9%	1.9%	2.0%

Reserve Schedule

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

For unforeseen legal expenses

Reserve Cash Flow

Fund: Fund Centre:	1500 105403	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		2,234	2,256	2,256	2,256	2,256	2,256
Transfer from Ops Budget		-	-	-	-	-	-
Transfer to Ops Budget		-	-	-	-	-	-
Interest Income		21					
Ending Balance \$		2,256	2,256	2,256	2,256	2,256	2,256

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Electora Area Emergency Planning Coordination

EAC REVIEW

OCTOBER 2021

Service: 1.372 Emergency Planning Coordination

Committee: Planning, Transportation & Protective Services

DEFINITION:

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

SERVICE DESCRIPTION:

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

FUNDING:

Allocations from protection services and requisition.

1.372 - Electora Area Emergency Planning Coordination	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET*	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Salaries	532,583	511,000	538,896	-	-	538,896	550,487	562,330	574,420	586,772
Contract for Services	-	-	-	-	-	-	-	-	-	-
Travel Expenses	1,820	1,000	1,860	-	-	1,860	1,900	1,940	1,980	2,020
Telecommunications	6,810	6,810	6,950	-	-	6,950	7,090	7,230	7,370	7,520
Staff Training & Development	1,620	1,620	1,650	-	-	1,650	1,680	1,710	1,740	1,770
Supplies	2,010	2,010	2,050	-	-	2,050	2,090	2,130	2,170	2,210
Allocations	59,170	59,170	62,608	-	-	62,608	63,862	65,141	66,440	67,769
Other Operating Expenses	8,630	8,630	8,750	-	-	8,750	8,930	9,110	9,290	9,470
TOTAL OPERATING COSTS	612,643	590,240	622,764	-	-	622,764	636,039	649,591	663,410	677,531
*Percentage Increase over prior year						1.7%	2.1%	2.1%	2.1%	2.1%
<u>CAPITAL / RESERVES</u>										
Transfer to Operating Reserve Fund	-	22,693	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	7,324	7,324	7,500	-	-	7,500	7,500	7,500	7,500	7,500
TOTAL CAPITAL / RESERVES	7,324	30,017	7,500	-	-	7,500	7,500	7,500	7,500	7,500
TOTAL COSTS	619,967	620,257	630,264	-	-	630,264	643,539	657,091	670,910	685,031
Internal Recoveries	(459,671)	(459,671)	(468,860)	-	-	(468,860)	(478,240)	(487,801)	(497,561)	(507,510)
OPERATING COSTS LESS INTERNAL RECOVERIES	160,296	160,586	161,404	-	-	161,404	165,299	169,290	173,349	177,521
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2020 to 2021	(14,486)	(14,486)	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	-	-	(12,674)	-	-	(12,674)	(10,639)	(8,460)	(6,099)	(3,601)
Grants in Lieu of Taxes	(578)	(578)	(590)	-	-	(590)	(600)	(610)	(620)	(630)
Revenue - Other	(310)	(600)	(320)	-	-	(320)	(330)	(340)	(350)	(360)
TOTAL REVENUE	(15,374)	(15,664)	(13,584)	-	-	(13,584)	(11,569)	(9,410)	(7,069)	(4,591)
REQUISITION	(144,922)	(144,922)	(147,820)	-	-	(147,820)	(153,730)	(159,880)	(166,280)	(172,930)
*Percentage increase over prior year Requisition						2.0%	4.0%	4.0%	4.0%	4.0%
AUTHORIZED POSITIONS										
Salaried FTE	4.0		4.0			4.0	4.0	4.0	4.0	4.0

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

Service No.	1.372	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Emergency Planning Coordination							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$0	\$0	\$2,500	\$0	\$0	\$2,500
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$0	\$0	\$2,500	\$0	\$0	\$2,500
		\$0	\$0	\$0	\$2,500	\$0	\$0	\$2,500

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$2,500	\$0	\$0	\$2,500
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$0	\$0	\$2,500	\$0	\$0	\$2,500
		\$0	\$0	\$0	\$2,500	\$0	\$0	\$2,500

Electora Area Emergency Planning Coordination
 Reserve Summary Schedule
 2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	59,344	46,670	36,031	27,571	21,472	17,871
Equipment Replacement Fund	7,494	14,994	22,494	27,494	34,994	42,494
Total	66,838	61,664	58,525	55,065	56,466	60,365

Reserve Schedule

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

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

Reserve Cash Flow

Fund:	1500	Estimated	Budget				
Fund Centre:	105545	2021	2022	2023	2024	2025	2026
Beginning Balance		36,311	59,344	46,670	36,031	27,571	21,472
Transfer from Ops Budget		22,693	-	-	-	-	-
Transfer to Ops Budget		-	(12,674)	(10,639)	(8,460)	(6,099)	(3,601)
Interest Income		340					
Ending Balance \$		59,344	46,670	36,031	27,571	21,472	17,871

Assumptions/Background:

Reserve Schedule

Reserve Fund: 1.372 Emergency Planning Coordination - Equipment Replacement Fund

ERF Group: EMERGCOORD.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101985	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		2,670	7,494	14,994	22,494	27,494	34,994
Transfer from Op Budget		7,324	7,500	7,500	7,500	7,500	7,500
Planned Purchase		(2,500)	-	-	(2,500)	-	-
Interest Income		-					
Ending Balance \$		7,494	14,994	22,494	27,494	34,994	42,494

Assumptions/Background:

ERF to fund future replacement of vehicles and equipment.

CAPITAL REGIONAL DISTRICT

2022 Budget

Admin Expenditures (SSI)

EAC REVIEW

OCTOBER 2021

Service: 1.111 SSI Admin. Expenditures

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

Electoral Area of Salt Spring Island

MAXIMUM LEVY:

None Stated

FUNDING:

Requisition and internal allocation

1.111 - Admin Expenditures (SSI) Director & Management	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Director Admin	101,718	81,668	86,837	-	15,000	101,837	88,594	90,386	92,218	94,070
Management Services	900,180	876,254	886,608	-	-	886,608	917,396	924,539	959,084	964,089
TOTAL OPERATING COSTS	1,001,898	957,922	973,445	-	15,000	988,445	1,005,990	1,014,925	1,051,302	1,058,159
*Percentage Increase over prior year						-1.3%	1.8%	0.9%	3.6%	0.7%
<u>CAPITAL / RESERVES</u>										
Transfer to Equipment Replacement Fund	5,500	26,761	500	-	-	500	5,500	5,500	5,500	5,500
TOTAL CAPITAL / RESERVES	5,500	26,761	500	-	-	500	5,500	5,500	5,500	5,500
TOTAL COSTS	1,007,398	984,683	973,945	-	15,000	988,945	1,011,490	1,020,425	1,056,802	1,063,659
Labour Recovery	(240,729)	(240,729)	(245,510)	-	-	(245,510)	(254,613)	(258,104)	(266,025)	(269,270)
Internal Allocations	(199,482)	(196,817)	(205,206)	-	-	(205,206)	(215,574)	(213,770)	(225,822)	(222,691)
TOTAL RECOVERIES	(440,211)	(437,546)	(450,716)	-	-	(450,716)	(470,187)	(471,874)	(491,847)	(491,961)
COSTS LESS INTERNAL RECOVERIES	567,187	547,137	523,229	-	15,000	538,229	541,303	548,551	564,955	571,698
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated balance C/F from 2021 to 2022	-	20,050	(5,050)	-	(15,000)	(20,050)	-	-	-	-
Balance C/F from 2020 to 2021	(37,102)	(37,102)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(399)	(399)	(400)	-	-	(400)	(370)	(380)	(390)	(400)
Provincial Grant	(11,800)	(11,800)	-	-	-	-	-	-	-	-
Other Income	(310)	(310)	(320)	-	-	(320)	(330)	(340)	(350)	(360)
TOTAL REVENUE	(49,611)	(29,561)	(5,770)	-	(15,000)	(20,770)	(700)	(720)	(740)	(760)
REQUISITION	(517,576)	(517,576)	(517,459)	-	-	(517,459)	(540,603)	(547,831)	(564,215)	(570,938)
*Percentage increase over prior year Requisition						0.0%	4.5%	1.3%	3.0%	1.2%
FTE's	5.8	5.8	5.8			5.8	5.8	5.8	5.8	5.8

1.111 - Admin Expenditures (SSI) Director Admin	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Salaries and Wages	55,772	55,772	55,829	-	-	55,829	56,964	58,124	59,310	60,510
Contract for Services	15,000	-	-	-	15,000	15,000	-	-	-	-
Allocations	11,936	11,936	11,843	-	-	11,843	12,080	12,322	12,568	12,820
Travel & Training	5,550	5,000	5,660	-	-	5,660	5,770	5,890	6,010	6,130
Building Rental	6,840	6,840	7,045	-	-	7,045	7,190	7,330	7,480	7,630
Operating - Other	6,620	2,120	6,460	-	-	6,460	6,590	6,720	6,850	6,980
TOTAL OPERATING COSTS	101,718	81,668	86,837	-	15,000	101,837	88,594	90,386	92,218	94,070
*Percentage Increase over prior year						0.1%	-13.0%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVES</u>										
Transfer to Equipment Replacement Fund	500	500	500	-	-	500	500	500	500	500
TOTAL CAPITAL / RESERVES	500	500	500	-	-	500	500	500	500	500
TOTAL COSTS	102,218	82,168	87,337	-	15,000	102,337	89,094	90,886	92,718	94,570
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated balance C/F from 2021 to 2022	-	20,050	(5,050)	-	(15,000)	(20,050)	-	-	-	-
Balance C/F from 2020 to 2021	(15,000)	(15,000)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(69)	(69)	(70)	-	-	(70)	(70)	(70)	(70)	(70)
Other Income	(310)	(310)	(320)	-	-	(320)	(330)	(340)	(350)	(360)
TOTAL REVENUE	(15,379)	4,671	(5,440)	-	(15,000)	(20,440)	(400)	(410)	(420)	(430)
REQUISITION	(86,839)	(86,839)	(81,897)	-	-	(81,897)	(88,694)	(90,476)	(92,298)	(94,140)
*Percentage increase over prior year Requisition						-5.7%	8.3%	2.0%	2.0%	2.0%

1.111 - Admin Expenditures (SSI) Management Services	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Salaries and Wages	705,780	696,000	697,281	-	-	697,281	712,288	727,610	743,264	759,256
Allocations	46,720	46,720	50,527	-	-	50,527	51,538	52,569	53,620	54,693
Vehicles & Travel	9,000	6,500	9,060	-	-	9,060	9,240	9,420	9,600	9,790
Legal Expenses	5,000	-	5,000	-	-	5,000	5,100	5,200	5,300	5,410
Staff Training, Moving & Dues	13,700	1,327	14,000	-	-	14,000	14,280	14,560	14,840	15,140
Operating - Other	119,980	125,707	110,740	-	-	110,740	124,950	115,180	132,460	119,800
TOTAL OPERATING COSTS	900,180	876,254	886,608	-	-	886,608	917,396	924,539	959,084	964,089
*Percentage Increase over prior year						-1.5%	3.5%	0.8%	3.7%	0.5%
<u>CAPITAL / RESERVES</u>										
Transfer to Equipment Replacement Fund	5,000	26,261	-	-	-	-	5,000	5,000	5,000	5,000
TOTAL CAPITAL / RESERVES	5,000	26,261	-	-	-	-	5,000	5,000	5,000	5,000
TOTAL COSTS	905,180	902,515	886,608	-	-	886,608	922,396	929,539	964,084	969,089
Labour Recovery	(240,729)	(240,729)	(245,510)	-	-	(245,510)	(254,613)	(258,104)	(266,025)	(269,270)
Internal Allocations	(199,482)	(196,817)	(205,206)	-	-	(205,206)	(215,574)	(213,770)	(225,822)	(222,691)
TOTAL RECOVERIES	(440,211)	(437,546)	(450,716)	-	-	(450,716)	(470,187)	(471,874)	(491,847)	(491,961)
COSTS LESS INTERNAL RECOVERIES	464,969	464,969	435,892	-	-	435,892	452,209	457,665	472,237	477,128
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated balance C/F from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Balance C/F from 2020 to 2021	(22,102)	(22,102)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(330)	(330)	(330)	-	-	(330)	(300)	(310)	(320)	(330)
Provincial Grant	(11,800)	(11,800)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(34,232)	(34,232)	(330)	-	-	(330)	(300)	(310)	(320)	(330)
REQUISITION	(430,737)	(430,737)	(435,562)	-	-	(435,562)	(451,909)	(457,355)	(471,917)	(476,798)
*Percentage increase over prior year Requisition						1.1%	3.8%	1.2%	3.2%	1.0%
FTE's	5.8	5.8	5.8			5.8	5.8	5.8	5.8	5.8

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

Service No.	1.111	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	SSI Admin. Expenditures							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$11,080	\$1,650	\$5,400	\$2,750	\$8,900	\$29,780
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$11,080	\$1,650	\$5,400	\$2,750	\$8,900	\$29,780
		\$0	\$11,080	\$1,650	\$5,400	\$2,750	\$8,900	\$29,780

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$11,080	\$1,650	\$5,400	\$2,750	\$8,900	\$29,780
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$11,080	\$1,650	\$5,400	\$2,750	\$8,900	\$29,780
		\$0	\$11,080	\$1,650	\$5,400	\$2,750	\$8,900	\$29,780

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

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

Service #: 1.111
Service Name: SSI Admin. Expenditures

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
22-01	Replacement	Computer	Computer Replacement - Admin 1.11	\$27,300	E	ERF	\$0	\$8,600	\$1,650	\$5,400	\$2,750	\$8,900	\$27,300
22-02	Replacement	Computer	Computer Replacement - Director	\$2,480	E	ERF	\$0	\$2,480	\$0	\$0	\$0	\$0	\$2,480
			GRAND TOTAL	\$29,780			\$0	\$11,080	\$1,650	\$5,400	\$2,750	\$8,900	\$29,780

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

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Equipment Replacement Funds	46,763	36,183	40,033	40,133	42,883	39,483
Total	46,763	36,183	40,033	40,133	42,883	39,483

Reserve Schedule

Reserve Fund: 1.111 Admin Expenditures (SSI) - Equipment Replacement Fund - Management

ERF Group: EASSIMGMT.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 102119	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		17,053	37,104	26,024	29,374	28,974	31,224
Transfer from Ops Budget		26,261	-	5,000	5,000	5,000	5,000
Planned Purchase		(6,210)	(11,080)	(1,650)	(5,400)	(2,750)	(8,900)
Interest Income		-					
Ending Balance \$		37,104	26,024	29,374	28,974	31,224	27,324

Assumptions/Background:

Office equipment, computers, and vehicle replacement

Reserve Schedule

Reserve Fund: 1.111 Admin Expenditures (SSI) - Equipment Replacement Fund - Director

ERF Group: SSIADMIN.ERF

Reserve Cash Flow

Fund:	1022	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101837						
Beginning Balance		9,159	9,659	10,159	10,659	11,159	11,659
Transfer from Ops Budget		500	500	500	500	500	500
Planned Purchase		-					
Interest Income		-					
Ending Balance \$		9,659	10,159	10,659	11,159	11,659	12,159

Assumptions/Background:
Office equipment, computers, and vehicle replacement

CAPITAL REGIONAL DISTRICT

2021 Budget

SSI Grant-in-Aid

EAC REVIEW

OCTOBER 2021

Service: 1.116 SSI Grants in Aid

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

Salt Spring Island Electoral Area.

MAXIMUM LEVY:

Greater of \$152,452 or \$0.05 / \$1,000 on basis of converted hospital assessed value of land and improvements. To a maximum of \$235,427.

COMMISSION:

Committee: Electoral Areas Committee

FUNDING:

Requisition

1.116 - SSI Grants in Aid	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2022	2023	2024	2025
<u>OPERATING COSTS</u>										
Grants in Aid	79,398	59,951	51,905	-	15,000	66,905	48,399	49,361	50,342	51,342
Allocations	2,287	2,287	2,834	-	-	2,834	2,891	2,949	3,008	3,068
Payments to 3rd parties	-	-	-	-	-	-	-	-	-	-
Other Expenses	-	-	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	81,685	62,238	54,739	-	15,000	69,739	51,290	52,310	53,350	54,410
*Percentage Increase over prior year						-14.6%	-26.5%	2.0%	2.0%	2.0%
<u>TRANSFERS</u>										
Transfer to General Capital Funds	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	81,685	62,238	54,739	-	15,000	69,739	51,290	52,310	53,350	54,410
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	19,447	(4,447)	-	(15,000)	(19,447)	-	-	-	-
Balance c/fwd from 2020 to 2021	(6,398)	(6,398)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(35)	(35)	(40)	-	-	(40)	(40)	(40)	(40)	(40)
Other Grants	(25,000)	(25,000)	-	-	-	-	-	-	-	-
Other Revenue	(200)	(200)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
TOTAL REVENUE	(31,633)	(12,186)	(4,687)	-	(15,000)	(19,687)	(240)	(240)	(240)	(240)
REQUISITION	(50,052)	(50,052)	(50,052)	-	-	(50,052)	(51,050)	(52,070)	(53,110)	(54,170)
*Percentage increase over prior year Requisition						0.0%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

SSI Economic Development Commission

EAC REVIEW

OCTOBER 2021

Service: 1.124 SSI Economic Development

Committee: Electoral Area

DEFINITION:

Economic Development Commission Establishing Bylaw No. 3727, with authority to offer an economic development service under Section 774.2 of the Local Government Act.

SERVICE DESCRIPTION:

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

PARTICIPATION:

Levy on basis of converted hospital assessed value of land and improvements for the Electoral Area of Salt Spring Island.

MAXIMUM LEVY:

\$0.063 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$313,105.

COMMISSION:

Not less than 7 and no more than 9 members.

FUNDING:

Requisition

1.124 - SSI Economic Development Commission

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Contract for Services	15,000	15,000	15,000	10,000	-	25,000	75,500	77,010	78,550	80,120
Website Maintenance	15,000	15,000	15,000	-	-	15,000	15,000	15,000	15,000	15,000
Project Costs	60,286	52,986	20,000	-	-	20,000	28,400	20,000	20,000	20,000
Third Payment Payments	20,000	20,000	20,000	-	-	20,000	20,000	20,000	20,000	20,000
Internal Allocations	9,992	9,992	11,642	-	-	11,642	12,092	12,066	12,583	12,507
Operating - Other	9,750	12,050	9,180	-	-	9,180	9,370	9,560	9,750	9,950
TOTAL OPERATING COSTS	130,028	125,028	90,822	10,000	-	100,822	160,362	153,636	155,883	157,577
*Percentage Increase over prior year						-22.5%	59.1%	-4.2%	1.5%	1.1%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	2,560	2,560	-	-	-	-	-	1,000	1,000	1,000
TOTAL COSTS	132,588	127,588	90,822	10,000	-	100,822	160,362	154,636	156,883	158,577
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(20,000)	(20,000)	(2,000)	-	-	(2,000)	-	-	-	-
Grants in Lieu of Taxes	(60)	(60)	(60)	-	-	(60)	(60)	(60)	(60)	(60)
Provincial Grants-Safe Restart	(10,000)	(10,000)	-	-	-	-	-	-	-	-
Contributions from Chamber of Commerce	(25,000)	(20,000)	-	-	-	-	-	-	-	-
Other Income	(520)	(520)	(530)	-	-	(530)	(540)	(550)	(560)	(570)
TOTAL REVENUE	(55,580)	(50,580)	(2,590)	-	-	(2,590)	(600)	(610)	(620)	(630)
REQUISITION	(77,008)	(77,008)	(88,232)	(10,000)	-	(98,232)	(159,762)	(154,026)	(156,263)	(157,947)
*Percentage increase over prior year Requisition			14.6%			27.6%	62.6%	-3.6%	1.5%	1.1%

Reserve Schedule

Reserve Fund: 1.124 SSI Economic Development - Operating Reserve Fund - Bylaw 4243

To help offset fluctuations in operating revenues, special projects, and cover operational expenditures as required

Reserve Cash Flow

Fund:	1500	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	105534						
Beginning Balance		30,181	13,021	11,021	11,021	12,021	13,021
Transfer from Ops Budget		2,560	-	-	1,000	1,000	1,000
Transfer to Ops Budget		(20,000)	(2,000)	-	-	-	-
Planned Maintenance Activity		Phase 2: Regulatory Road Map	Transfer to support core budget				
Interest Income		280					
Ending Balance \$		13,021	11,021	11,021	12,021	13,021	14,021

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 Budget

SSI Public Library

EAC REVIEW

OCTOBER 2021

Service: 1.141 SSI Public Library

Committee: Electoral Area

DEFINITION:

To establish a service for the purpose of contributing to the cost of maintaining, equipping and operating the Salt Spring Island Public Library service by Bylaw No. 2725 adopted November 1999 and amended December 2009.

SERVICE DESCRIPTION:

This service makes an annual contribution to the Salt Spring Island Public Library Association to provide public library service for Salt Spring Island Electoral Area. In recent years in response to a drive for a new library, the CRD has passed loan authorization bylaws – one for the purchase of land (2006), the other for construction of a building (2009). Both transactions are supported by referendums. SSI Library was grandfathered in being allowed to own its own library, but under provincial legislation cannot build or acquire a new building. The new library building construction, completed in 2013, is owned by the CRD, and was funded two thirds by federal/provincial infrastructure grants.

PARTICIPATION:

The Electoral Area of Salt Spring Island.

MAXIMUM LEVY:

Greater of \$600,000 or \$0.186 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$875,789.

MAXIMUM CAPITAL DEBT:

AUTHORIZED:	LA Bylaw No. 3308 (2005)	\$ 600,000
AUTHORIZED:	LA Bylaw No. 3613 (2006)	2,100,000
BORROWED:	S.I. Bylaw No. 3308 (2006, 4.43%)	(350,000)
	S.I. Bylaw No. 3613 (2011, 3.25%)	(2,000,000)
	S.I. Bylaw No. 3613 (2013, 3.85%)	(100,000)
EXPIRED:	LA Bylaw No. 3308 (2005)	(250,000)
REMAINING AUTHORIZATION		<u>\$ -</u>

FUNDING:

Requisition

1.141 - SSI Public Library	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Contribution to Library	425,850	425,850	434,370	11,480	-	445,850	454,770	463,870	473,150	482,610
Allocations	20,217	20,217	30,138	-	-	30,138	30,741	31,356	31,983	32,622
Insurance	5,840	5,840	7,170	-	-	7,170	7,530	7,910	8,300	8,710
Other Operating Expenses	10,908	10,908	6,573	-	-	6,573	6,648	6,728	6,808	6,888
Contingency	2,520	2,520	2,500	-	-	2,500	2,500	2,500	2,500	2,500
TOTAL OPERATING COSTS	465,335	465,335	480,751	11,480	-	492,231	502,189	512,364	522,741	533,330
*Percentage Increase over prior year						5.8%	2.0%	2.0%	2.0%	2.0%
<u>DEBT / RESERVE</u>										
Transfer to Capital Reserve Fund	-	-	26,780	-	-	26,780	30,107	33,482	36,925	40,426
MFA Debt Reserve Fund	730	730	650	-	-	650	650	650	650	650
MFA Principal Payment	122,355	122,355	112,357	-	-	112,357	112,357	112,357	112,357	112,357
MFA Interest Payment	74,975	74,975	33,250	-	-	33,250	33,250	33,250	33,250	33,250
TOTAL DEBT / RESERVE	198,060	198,060	173,037	-	-	173,037	176,364	179,739	183,182	186,683
TOTAL COSTS	663,395	663,395	653,788	11,480	-	665,268	678,553	692,103	705,923	720,013
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(513)	(513)	(513)	-	-	(513)	(513)	(513)	(513)	(513)
MFA Debt reserve fund earnings	(730)	(730)	(650)	-	-	(650)	(650)	(650)	(650)	(650)
Other Income	(800)	(800)	(526)	-	-	(526)	(540)	(550)	(560)	(570)
TOTAL REVENUE	(2,043)	(2,043)	(1,689)	-	-	(1,689)	(1,703)	(1,713)	(1,723)	(1,733)
REQUISITION	(661,352)	(661,352)	(652,099)	(11,480)	-	(663,579)	(676,850)	(690,390)	(704,200)	(718,280)
*Percentage increase over prior year Requisition						0.3%	2.0%	2.0%	2.0%	2.0%

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

Service No.	1.141	Carry						
	SSI Public Library	Forward	2022	2023	2024	2025	2026	TOTAL
		from 2021						

EXPENDITURE

Buildings	B	\$15,000	\$120,000	\$0	\$0	\$0	\$0	\$120,000
Equipment	E	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$15,000	\$120,000	\$0	\$0	\$0	\$0	\$120,000

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	Grant	\$15,000	\$110,000	\$0	\$0	\$0	\$0	\$110,000
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000
		\$15,000	\$120,000	\$0	\$0	\$0	\$0	\$120,000

Reserve Schedule

Reserve Fund: 1.141 SSI Public Library - Capital Reserve Fund - Bylaw 3940

-Capital Reserve Fund for SSI Library was established in 2014 under Bylaw No. 3940.
 -Surplus monies from the operation of the service may be paid from time to time into the reserve fund.
 -Monies in the reserve fund will be used to provide for new capital works and extension or renewal of existing capital works, including the planning, study, design, construction of facilities, land acquisition, as well as machinery or equipment necessary for capital works and related debt servicing payments.

Reserve Cash Flow

Fund:	1084	Estimated	Budget				
Fund Centre:	102136	2021	2022	2023	2024	2025	2026
Beginning Balance		63,136	43,736	60,516	90,623	124,105	161,030
Transfer from Ops Budget		-	26,780	30,107	33,482	36,925	40,426
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(20,000)	(10,000)	-	-	-	-
Interest Income		600					
Ending Balance \$		43,736	60,516	90,623	124,105	161,030	201,456

Assumptions/Backgrounds:

Building and capital reserve fund are new. Fund should be maintained at level required to pay for capital improvements and repairs.

CAPITAL REGIONAL DISTRICT

2022 Budget

SSI Street Lighting

EAC REVIEW

OCTOBER 2021

Service: 1.234 SSI Street Lighting

Committee: Electoral Area

DEFINITION:

To provide street lighting on Salt Spring Island.
Bylaw No. 3746, December 14, 2011.

PARTICIPATION:

Salt Spring Island Electoral Area # 65, 2(764).
Order in Council No. 444, September 16, 2011.

MAXIMUM LEVY:

Greater of \$24,370 or \$0.0075 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$34,538.

FUNDING:

Requisition

1.234 - SSI Street Lighting	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Electricity	24,648	24,400	24,900	-	-	24,900	25,400	25,910	26,430	26,960
Allocations	1,347	1,347	1,300	-	-	1,300	1,326	1,352	1,379	1,407
Other Operating Expenses	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	25,995	25,747	26,200	-	-	26,200	26,726	27,262	27,809	28,367
*Percentage Increase over prior year						0.8%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	248	(248)	-	-	(248)	-	-	-	-
Balance c/fwd from 2020 to 2021	(3,428)	(3,428)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(20)	(20)	(20)	-	-	(20)	(20)	(20)	(20)	(20)
Revenue - Other	(20)	(20)	(20)	-	-	(20)	(20)	(20)	(20)	(20)
TOTAL REVENUE	(3,468)	(3,220)	(288)	-	-	(288)	(40)	(40)	(40)	(40)
REQUISITION	(22,527)	(22,527)	(25,912)	-	-	(25,912)	(26,686)	(27,222)	(27,769)	(28,327)
*Percentage increase over prior year Requisition						15.0%	3.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Fernwood Dock (SSI)

EAC REVIEW

OCTOBER 2021

Service: 1.236 SSI Small Craft Harbour (Fernwood Dock)

Committee: Salt Spring Island Parks & Recreation

DEFINITION:

A local service area to establish, acquire and operate a service of small craft harbour facilities.
Bylaw No. 3030, November 27, 2002.

SERVICE DESCRIPTION:

This is a service for funding and operating the Fernwood Dock, a small craft harbour facility on Salt Spring Island. This dock was divested to the CRD from the Department of Transportation in 2002. The Federal Government provided one-time funding of approximately \$280,000 for dock rehabilitation. This service is administered by the Salt Spring Island Parks and Recreation Commission.

PARTICIPATION:

Salt Spring Island Electoral Area.

MAXIMUM LEVY:

Greater of \$162,800 or \$0.05 / \$1,000 on hospital assessments for the Electoral Area of Salt Spring Island. To a maximum of \$235,427.

COMMISSION:

Fernwood Dock Management Commission (Bylaw # 3030, Nov 2002, Amendment Bylaw # 3762, Feb 2011).
Salt Spring Island Parks and Recreation Commission (Bylaw #4293 No.1, 2019)

FUNDING:

Parcel Tax

1.236 - Fernwood Dock (SSI)	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Repairs & Maintenance	9,150	2,500	3,500	-	-	3,500	3,570	3,640	3,710	3,780
Insurance	3,244	3,244	3,220	-	-	3,220	3,380	3,550	3,720	3,900
Supplies	745	725	760	-	-	760	770	780	790	800
Allocations	3,846	6,346	6,177	-	-	6,177	6,460	6,740	7,030	7,330
Other Operating Expenses	2,158	1,400	2,190	-	-	2,190	2,230	2,270	2,310	2,350
TOTAL OPERATING COSTS	19,143	14,215	15,847	-	-	15,847	16,410	16,980	17,560	18,160
*Percentage Increase over prior year						-17.2%	3.6%	3.5%	3.4%	3.4%
<u>CAPITAL / RESERVE</u>										
Transfer to Capital Reserve Fund	12,310	17,238	10,000	-	-	10,000	9,950	9,900	9,850	9,790
TOTAL CAPITAL / RESERVE	12,310	17,238	10,000	-	-	10,000	9,950	9,900	9,850	9,790
TOTAL COSTS	31,453	31,453	25,847	-	-	25,847	26,360	26,880	27,410	27,950
<u>FUNDING SOURCES (REVENUE)</u>										
Interest Income	(130)	(130)	(130)	-	-	(130)	(130)	(130)	(130)	(130)
Grants in Lieu of Taxes	(40)	(40)	(40)	-	-	(40)	(40)	(40)	(40)	(40)
TOTAL REVENUE	(170)	(170)	(170)	-	-	(170)	(170)	(170)	(170)	(170)
REQUISITION - PARCEL TAX	(31,283)	(31,283)	(25,677)	-	-	(25,677)	(26,190)	(26,710)	(27,240)	(27,780)
*Percentage increase over prior year Requisition						-17.9%	2.0%	2.0%	2.0%	2.0%

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

Service No.	1.236	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	SSI Small Craft Harbour (Fernwood							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$2,500	\$47,500	\$150,000	\$0	\$0	\$0	\$197,500
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$2,500	\$47,500	\$150,000	\$0	\$0	\$0	\$197,500

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debtenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	Grant	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$2,500	\$47,500	\$100,000	\$0	\$0	\$0	\$147,500
		\$2,500	\$47,500	\$150,000	\$0	\$0	\$0	\$197,500

Service: 1.236 SSI Small Craft Harbour (Fernwood Dock)

Project Number 21-02 **Capital Project Title** Painting and Repairs **Capital Project Description** Paint and replace rotten deck boards, float rail and antislip gangway.
Project Rationale Repairs and maintenance identified in 2020 dock inspection report

Project Number 21-01 **Capital Project Title** Rub Boards **Capital Project Description** Replace rub boards as identified in 2019 condition assessment
Project Rationale Replacement of rub boards as recommended in 2019 assessment report

Project Number 22-01 **Capital Project Title** Anticipated work from 2019 inspection **Capital Project Description** Replace and repair damaged sections
Project Rationale Anticipated work from 2019 condition assessment report

Reserve Schedule

Reserve Fund: 1.236 Fernwood Dock (SSI) - Capital Reserve Fund - Bylaw 3808

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

Reserve Cash Flow

Fund: Fund Centre:	1080 102111	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		168,345	176,743	139,243	49,193	59,093	68,943
Transfer from Ops Budget		12,310	10,000	9,950	9,900	9,850	9,790
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(5,500)	(47,500)	(100,000)	-	-	-
Interest Income		1,588					
Ending Balance \$		176,743	139,243	49,193	59,093	68,943	78,733

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 Budget

Community Transit (SSI)

EAC REVIEW

OCTOBER 2021

Service: 1.238 SSI Community Transit & Transportation
1.238A Community Transit (SSI)

Commission: SSI Community Transit & Transportation

SERVICE DESCRIPTION:

Established by Bylaw #3438 the Salt Spring Island Transit and Transportation Service provides a public transportation system on Salt Spring Island, carries out transportation studies, provides for the construction, installation, maintenance and regulation of sidewalks and bicycle paths, parking facilities, pedestrian and safety and traffic calming facilities and implements transportation demand management programs.

PARTICIPATION:

The Electoral Area of Salt Spring Island

MAXIMUM LEVY:

Greater of \$71,750 or \$0.026 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$357,849.

COMMISSION:

Salt Spring Island Community Transit & Transportation Commission.

FUNDING:

The transit service is funded by Transit Fare Revenue and requisition.

1.238A - Community Transit (SSI)

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Gross Municipal Obligation	420,259	405,451	448,618	26,339	-	474,957	489,647	499,440	509,429	519,618
Allocations	21,216	21,216	22,625	-	-	22,625	23,077	23,538	24,009	24,490
Other Operating Expenses	820	820	1,000	-	-	1,000	1,050	1,100	1,150	1,200
TOTAL OPERATING COSTS	442,295	427,487	472,243	26,339	-	498,582	513,774	524,078	534,588	545,308
*Percentage Increase over prior year						12.7%	3.0%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVES</u>										
Transfer to Capital Reserve Fund	10,000	25,783	10,000	5,000	-	15,000	30,000	35,000	35,000	35,000
Transfer to Operating Reserve Fund	53,880	53,880	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	63,880	79,663	10,000	5,000	-	15,000	30,000	35,000	35,000	35,000
TOTAL COSTS	506,175	507,150	482,243	31,339	-	513,582	543,774	559,078	569,588	580,308
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	-	-	(130,000)	-	-	(130,000)	(111,203)	(44,816)	(13,237)	-
Transit Pass Revenue	(126,922)	(127,897)	(147,294)	(10,232)	-	(157,526)	(189,467)	(231,813)	(236,450)	(241,178)
Safe Restart Funding Allocation (2021)	(196,310)	(196,310)	(28,044)	-	-	(28,044)	-	-	-	-
Other Income	(510)	(510)	(520)	-	-	(520)	(530)	(540)	(550)	(560)
Grants in Lieu of Taxes	(181)	(181)	(160)	-	-	(160)	(160)	(160)	(160)	(160)
TOTAL REVENUE	(323,923)	(324,898)	(306,018)	(10,232)	-	(316,250)	(301,360)	(277,329)	(250,397)	(241,898)
REQUISITION	(182,252)	(182,252)	(176,225)	(21,107)	-	(197,332)	(242,414)	(281,749)	(319,191)	(338,410)
*Percentage increase over prior year Requisition						-3.31%	22.8%	16.2%	13.3%	6.0%

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

Service No.	1.238A Community Transit (SSI)	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
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EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$40,000	\$40,000	\$40,000	\$40,000	\$160,000
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$0	\$40,000	\$40,000	\$40,000	\$40,000	\$160,000

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	Grant	\$0	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$20,000
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$0	\$35,000	\$35,000	\$35,000	\$35,000	\$140,000
		\$0	\$0	\$40,000	\$40,000	\$40,000	\$40,000	\$160,000

Community Transit (SSI)
 Reserve Summary Schedule
 2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	300,256	170,256	59,053	14,237	1,000	1,000
Capital Reserve Fund	38,774	53,774	48,774	48,774	48,774	48,774
Total	339,030	224,030	107,827	63,011	49,774	49,774

Reserve Schedule

Reserve Fund: 1.238A SSI Transit - Operating Reserve Fund - Bylaw 4146

Reserve Cash Flow

Fund: Fund Centre:	1500 105409	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		244,072	300,256	170,256	59,053	14,237	1,000
Transfer from Ops Budget		53,880	-	-	-	-	-
Transfer to Ops Budget		-	(130,000)	(111,203)	(44,816)	(13,237)	-
Interest Income		2,304					
Ending Balance \$		300,256	170,256	59,053	14,237	1,000	1,000

Assumptions/Background:

To fund service expansions & bus leasing costs

Reserve Schedule

Reserve Fund: 1.238A SSI Transit - Capital Reserve Fund - Bylaw 4214

Monies in the reserve fund will be used to provide for new capital works and extension or renewal of existing capital works, including the planning, study, design, construction of facilities, land acquisition, as well as machinery or equipment necessary for capitalworks and related debt servicing payments.

Reserve Cash Flow

Fund: Fund Centre:	1091 102201	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		52,495	38,774	53,774	48,774	48,774	48,774
Transfer from Ops Budget		25,783	15,000	30,000	35,000	35,000	35,000
Planned Purchase		(40,000)	-	(35,000)	(35,000)	(35,000)	(35,000)
Interest Income		496					
Ending Balance \$		38,774	53,774	48,774	48,774	48,774	48,774

Assumptions/Background:

Capital Reserve Fund for new capital works, extension or renewal of capital works, planning, study, design, construction of facilities, land acquisition as well as machinery or equipment necessary for capital works and related dept servicing.

CAPITAL REGIONAL DISTRICT

2022 Budget

Community Transportation (SSI)

EAC REVIEW

OCTOBER 2021

Service: 1.238 SSI Community Transit & Transportation
1.238B Community Transportation (SSI)

Commission: SSI Community Transit & Transportation

SERVICE DESCRIPTION:

Established by Bylaw #3438 the Salt Spring Island Transit and Transportation Service provides a public transportation system on Salt Spring Island, carries out transportation studies, provides for the construction, installation, maintenance and regulation of sidewalks and bicycle paths, parking facilities, pedestrian and safety and traffic calming facilities and implements transportation demand management programs.

PARTICIPATION:

The Electoral Area of Salt Spring Island

MAXIMUM LEVY:

Greater of \$146,250 or \$0.044 / \$1,000 of actual assesses value of land and improvements. To a maximum of \$207,176.

COMMISSION:

Salt Spring Island Community Transit & Transportation Commission.

FUNDING:

Requisition

1.238B - Community Transportation (SSI)

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Pathway Maintenance	6,000	6,000	-	-	-	-	-	-	-	-
Allocations	59,637	59,637	59,274	-	-	59,274	61,827	61,762	64,693	64,355
Labour Cost	8,008	8,008	8,127	13,185	-	21,312	21,848	22,220	22,756	23,131
Other Operating Expenses	1,620	1,370	1,620	-	-	1,620	1,660	1,700	1,740	1,780
TOTAL OPERATING COSTS	75,265	75,015	69,021	13,185	-	82,206	85,335	85,682	89,189	89,266
*Percentage Increase over prior year						9.2%	3.8%	0.4%	4.1%	0.1%
<u>DEBT / RESERVE</u>										
Transfer to Capital Reserve Fund	91,117	91,367	85,000	-	-	85,000	90,000	90,000	90,000	90,000
Transfer to Operating Reserve Fund	5,000	5,000	5,000	-	-	5,000	5,000	5,000	5,000	5,000
TOTAL DEBT / RESERVES	96,117	96,367	90,000	-	-	90,000	95,000	95,000	95,000	95,000
TOTAL COSTS	171,382	171,382	159,021	13,185	-	172,206	180,335	180,682	184,189	184,266
<u>FUNDING SOURCES (REVENUE)</u>										
Other Income	(1,020)	(1,020)	(1,040)	-	-	(1,040)	(1,060)	(1,080)	(1,100)	(1,120)
Grants in Lieu of Taxes	(130)	(130)	(130)	-	-	(130)	(130)	(130)	(130)	(130)
TOTAL REVENUE	(1,150)	(1,150)	(1,170)	-	-	(1,170)	(1,190)	(1,210)	(1,230)	(1,250)
REQUISITION	(170,232)	(170,232)	(157,851)	(13,185)	-	(171,036)	(179,145)	(179,472)	(182,959)	(183,016)
*Percentage increase over prior year Requisition						-7.3%	4.7%	0.2%	1.9%	0.0%

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

Service No.	1.238B Community Transportation (SSI)	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
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EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$445,000	\$431,500	\$96,000	\$106,000	\$118,000	\$1,196,500
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$445,000	\$431,500	\$96,000	\$106,000	\$118,000	\$1,196,500
		\$0	\$445,000	\$431,500	\$96,000	\$106,000	\$118,000	\$1,196,500

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	Grant	\$0	\$260,000	\$365,000	\$60,000	\$60,000	\$80,000	\$825,000
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$185,000	\$66,500	\$36,000	\$46,000	\$38,000	\$371,500
		\$0	\$445,000	\$431,500	\$96,000	\$106,000	\$118,000	\$1,196,500
		\$0	\$445,000	\$431,500	\$96,000	\$106,000	\$118,000	\$1,196,500

**Community Transportation (SSI)
Reserve Summary Schedule
2022 - 2026 Financial Plan**

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	15,192	20,192	25,192	30,192	35,192	40,192
Pathways CRF	111,692	38,852	62,352	116,352	160,352	212,352
Sidewalks CRF	27,160	-	-	-	-	-
North Ganges Transportation Plan	6,117	6,117	6,117	6,117	6,117	6,117
Total	160,161	65,161	93,661	152,661	201,661	258,661

Reserve Schedule

Reserve Fund: 1.238B Transportation (SSI) - Operating Reserve Fund - Bylaw 4146

For non-recurring repairs and maintenance on paths and trails

Reserve Cash Flow

Fund:	1500	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	105539						
Beginning Balance		10,144	15,192	20,192	25,192	30,192	35,192
Transfer from Ops Budget		5,000	5,000	5,000	5,000	5,000	5,000
Interest Income		48					
Ending Balance \$		15,192	20,192	25,192	30,192	35,192	40,192

Assumptions/Background:

Reserve Schedule

Reserve Fund: 1.238B Transportation (SSI) - Capital Reserve Fund - Bylaw 3943

For Pathway and Bike Lane infrastructure

Reserve Cash Flow

Fund: Fund Centre:	1086 102142	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		20,229	111,692	38,852	62,352	116,352	160,352
Transfer from Ops Budget		91,367	85,000	90,000	90,000	90,000	90,000
Planned Purchase		-	(157,840)	(66,500)	(36,000)	(46,000)	(38,000)
Interest Income		95					
Ending Balance \$		111,692	38,852	62,352	116,352	160,352	212,352

Assumptions/Background:

Fund balance to provide for capital expenditures for or in respect of capital projects, land, machinery or equipment for them and extension or renewal of existing capital works and related debt servicing payments. Should allow for CRD to participate in partnership with Island Pathways on planned projects

Reserve Schedule

Reserve Fund: 1.238B Transportation (SSI) - Capital Reserve Fund

Bylaw 3943

Reserve Cash Flow

Fund: Fund Centre:	1086 102147	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		27,032	27,160	-	-	-	-
Transfer from Ops Budget			-	-	-	-	-
Planned Purchase		-	(27,160)	-	-	-	-
Interest Income		128					
Ending Balance \$		27,160	-	-	-	-	-

Assumptions/Background:

Funds received from property owners for sidewalks in front of their properties

Reserve Schedule

Reserve Fund: 1.238B Transportation (SSI) - Capital Reserve Fund

Bylaw 3943

Reserve Cash Flow

Fund: Fund Centre:	1086 102148	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		6,088	6,117	6,117	6,117	6,117	6,117
Transfer from Ops Budget		-	-	-	-	-	-
Planned Purchase		-	-	-	-	-	-
Amended Planned Purchase		-	-	-	-	-	-
Interest Income		29					
Ending Balance \$		6,117	6,117	6,117	6,117	6,117	6,117

Assumptions/Background:

\$250,000 per year transferred from requisition in accordance with Bylaw 3956 (four years 2015-2018)

CAPITAL REGIONAL DISTRICT

2022 Budget

Salt Spring Island Arts

EAC REVIEW

OCTOBER 2021

Service: 1.299 SSI Arts

Committee: Electoral Area

DEFINITION:

To establish a service for the purpose of contributing to the cost of maintaining, equipping and operating the ArtSpring Theatre and contributing to arts programming through the Gulf Islands Community Arts Council (Bylaw No. 3116, January 29, 2004).

SERVICE DESCRIPTION:

This is a service for the contribution to the operation of the ArtSpring Theatre and the arts programs on Salt Spring Island. ArtSpring Theatre is operated by the Island Arts Centre Society. The arts programs are run by the Gulf Islands Community Arts Council. The CRD owns the land that the ArtSpring Theatre is situated on and there is a 10 year license of occupation with the Island Arts Society. Funds provided to ArtSpring Theatre are for maintaining, equipping and operating the facility. Funds provided to the Community Arts Council are for arts programming.

PARTICIPATION:

Electoral Area of Salt Spring Island

MAXIMUM LEVY:

Greater of \$93,050 or \$0.031 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$145,965.

FUNDING:

Requisition

1.299 - Salt Spring Island Arts	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Art Centre Society	81,130	81,130	82,348	-	-	82,348	98,816	98,816	98,816	98,816
Gulf Islands Community Arts Council	34,770	34,770	35,292	-	-	35,292	42,350	42,350	42,350	42,350
Allocations	2,377	2,377	2,370	-	-	2,370	2,417	2,465	2,515	2,565
Other Operating Expenses	200	200	200	-	-	200	200	200	200	200
TOTAL COSTS	118,477	118,477	120,210	-	-	120,210	143,783	143,831	143,881	143,931
*Percentage Increase over prior year						1.5%	19.6%	0.0%	0.0%	0.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2020 to 2021	125	125	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(90)	(90)	(90)	-	-	(90)	(90)	(90)	(90)	(90)
TOTAL REVENUE	35	35	(90)	-	-	(90)	(90)	(90)	(90)	(90)
REQUISITION	(118,512)	(118,512)	(120,120)	-	-	(120,120)	(143,693)	(143,741)	(143,791)	(143,841)
*Percentage increase over prior year Requisition						1.4%	19.6%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

SSI Building Numbering

EAC REVIEW

OCTOBER 2021

Service: 1.316 SSI Building Numbering

Committee: Electoral Area

DEFINITION:

To provide the extended service of numbering of buildings within the Electoral Area of Salt Spring Island.
Bylaw No. 2082, adopted February 1993.

SERVICE DESCRIPTION:

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

PARTICIPATION:

The Electoral Area of Salt Spring Island.

MAXIMUM LEVY:

None stated.

FUNDING:

Requisition

1.316 - SSI Building Numbering	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Building Inspection	8,916	8,916	9,094	-	-	9,094	9,276	9,462	9,651	9,844
Allocations	514	514	473	-	-	473	482	492	501	511
Other Operating Expenses	20	20	20	-	-	20	20	20	20	20
TOTAL COSTS	9,450	9,450	9,587	-	-	9,587	9,778	9,974	10,172	10,375
*Percentage Increase over prior year						1.4%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2020 to 2021	28	28	-	-	-	-	-	-	-	-
Other Revenue	(20)	(20)	(20)	-	-	(20)	(20)	(20)	(20)	(20)
TOTAL REVENUE	8	8	(20)	-	-	(20)	(20)	(20)	(20)	(20)
REQUISITION	(9,458)	(9,458)	(9,567)	-	-	(9,567)	(9,758)	(9,954)	(10,152)	(10,355)
*Percentage increase over prior year Requisition						1.2%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

SSI Livestock Injury Compensation

EAC REVIEW

OCTOBER 2021

Service: 1.342 SSI Livestock Injury Compensation

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

Salt Spring Islands Electoral Area.

MAXIMUM LEVY:

None stated

FUNDING:

Requisition

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

CAPITAL REGIONAL DISTRICT

2022 Budget

SSI Emergency Program

EAC REVIEW

OCTOBER 2021

Service: 1.371 SSI Emergency Program

Committee: Electoral Area

DEFINITION:

To provide an Emergency Program as an Extended Service in preparation for emergencies.

Establishment Bylaw No. 2084 (December 16, 1992). Bylaw No. 2094 (February 1993), establishes the mode of operation and administration of the program.

Bylaw No. 2204 (April 27, 1994) and Bylaw No. 2205 (April 27, 1994) repeal and replace Bylaws 2084 and 2094 respectively.

Bylaw No. 2486 (March 26, 1997) establishes guidelines for the operation and administration of the SSI Program and repeals Bylaw No. 2205.

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

SERVICE DESCRIPTION:

Governed by Bylaw #3446, this service provides planning and management of community disaster emergency response and recovery plans for the communities of Salt Spring Island Electoral Area. The service was started in 1992 in response to the *Provincial Emergency Program Act*.

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

PARTICIPATION:

The service and participating area shall be coterminous with that of the Salt Spring Island Electoral Area.

LEVY:

The cost of providing the service established shall be recovered by requisition of money under Section 809.1 of the Municipal Act to be collected by a property value tax to be levied and collected under Section 810.1 of the Municipal Act.

FUNDING:

Requisition

1.371 - SSI Emergency Program

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Travel Expense	1,500	1,425	1,530	-	-	1,530	1,560	1,590	1,620	1,650
Contract for Services	79,969	75,971	78,510	-	-	78,510	80,080	81,680	83,320	84,990
Neighbourhood Program	4,400	4,180	4,490	-	-	4,490	4,580	4,670	4,760	4,850
Emergency Social Services	100	95	100	-	-	100	100	100	100	100
Building Rent	17,100	16,245	14,898	-	-	14,898	15,200	15,500	15,810	16,130
Staff Training & Development	2,000	1,900	2,040	-	-	2,040	2,080	2,120	2,160	2,200
Supplies	10,250	9,738	5,360	-	-	5,360	5,470	5,580	5,700	5,820
Allocations	4,821	4,821	6,955	-	-	6,955	7,094	7,236	7,381	7,528
Other Operating Expenses	18,960	18,094	16,220	-	-	16,220	16,580	16,950	17,320	17,710
TOTAL OPERATING COSTS	139,100	132,469	130,103	-	-	130,103	132,744	135,426	138,171	140,978
*Percentage Increase over prior year						-6.5%	2.0%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVES</u>										
Transfer to Operating Reserve Fund	-	2,131	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	2,131	-	-	-	-	-	-	-	-
TOTAL COSTS	139,100	134,600	130,103	-	-	130,103	132,744	135,426	138,171	140,978
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance C/FW from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Balance C/FW from 2020 to 2021	(6,000)	(6,000)	-	-	-	-	-	-	-	-
Transfer from Operating Reserve	(5,000)	-	(2,000)	-	-	(2,000)	(1,500)	(1,000)	(500)	-
Grants in Lieu of Taxes	(87)	(87)	(90)	-	-	(90)	(90)	(90)	(90)	(90)
Revenue - Other	(100)	(600)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(11,187)	(6,687)	(2,190)	-	-	(2,190)	(1,690)	(1,190)	(690)	(190)
REQUISITION	(127,913)	(127,913)	(127,913)	-	-	(127,913)	(131,054)	(134,236)	(137,481)	(140,788)
*Percentage increase over prior year Requisition						0.0%	2.5%	2.4%	2.4%	2.4%

SSI Emergency Program
 Reserve Summary Schedule
 2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Capital Reserve Fund	42,334	42,334	42,334	42,334	42,334	42,334
Operating Reserve Fund	29,039	27,039	25,539	24,539	24,039	24,039
Equipment Replacement Fund	3,483	3,483	3,483	3,483	3,483	3,483
Total	74,856	72,856	71,356	70,356	69,856	69,856

Reserve Schedule

Reserve Fund: 1.371 SSI Emergency Program - Capital Reserve Fund - Bylaw 3389

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

Reserve Cash Flow

Fund: Fund Centre:	1073 101949	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		41,934	42,334	42,334	42,334	42,334	42,334
Transfer from Ops Budget		-	-	-	-	-	-
Expenditures		-	-	-	-	-	-
Interest Income		400					
Ending Balance \$		42,334	42,334	42,334	42,334	42,334	42,334

Assumptions/Background:

Reserve Schedule

Reserve Fund: 1.371 SSI Emergency Program - Operating Reserve Fund - Bylaw 4146

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

Reserve Cash Flow

Fund: Fund Centre:	1500 105402	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		31,628	29,039	27,039	25,539	24,539	24,039
Transfer from Ops Budget		2,131	-	-	-	-	-
Transfer to Ops Budget		(5,000)	(2,000)	(1,500)	(1,000)	(500)	-
Interest Income		280					
Ending Balance \$		29,039	27,039	25,539	24,539	24,039	24,039

Assumptions/Background:

Reserve Schedule

Reserve Fund: 1.371 SSI Emergency Program - Equipment Replacement Fund

ERF Group: SSIEMERG.ERF

Reserve Cash Flow

Fund:	1022	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101437						
Beginning Balance		3,483	3,483	3,483	3,483	3,483	3,483
Transfer from Ops Budget		-	-	-	-	-	-
Planned Purchase		-	-	-	-	-	-
Interest Income		-					
Ending Balance \$		3,483	3,483	3,483	3,483	3,483	3,483

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 Budget

SSI Search and Rescue

EAC REVIEW

OCTOBER 2021

Service: 1.378 SSI Search and Rescue

Committee: Electoral Area

DEFINITION:

To establish a contribution to a search and rescue service in the Salt Spring Island Electoral Area.
Establishment Bylaw No. 3494 (Nov. 14, 2007).

SERVICE DESCRIPTION:

Governed by Bylaw #3494, the service provides cost coverage for overhead expenses for the Salt Spring Island Search and Rescue Society.

The CRD has no operational responsibility beyond payment for overhead.

PARTICIPATION:

The Electoral Area of Salt Spring Island

MAXIMUM LEVY:

Greater of \$15,000 or \$0.0053 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$24,955.

FUNDING:

Requisition

1.378 - SSI Search and Rescue	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Transfers to SSI SAR Society	26,980	22,956	27,661	-	-	27,661	23,609	23,580	23,550	23,520
Allocations	1,323	1,323	1,415	-	-	1,415	1,443	1,472	1,502	1,532
Other Expenses	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	28,303	24,279	29,076	-	-	29,076	25,052	25,052	25,052	25,052
*Percentage Increase over prior year						2.7%	-13.8%	0.0%	0.0%	0.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	4,024	(4,024)	-	-	(4,024)	-	-	-	-
Balance c/fwd from 2020 to 2021	(4,870)	(4,870)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(17)	(17)	(17)	-	-	(17)	(17)	(17)	(17)	(17)
Revenue - Other	(80)	(80)	(80)	-	-	(80)	(80)	(80)	(80)	(80)
TOTAL REVENUE	(4,967)	(943)	(4,121)	-	-	(4,121)	(97)	(97)	(97)	(97)
REQUISITION	(23,336)	(23,336)	(24,955)	-	-	(24,955)	(24,955)	(24,955)	(24,955)	(24,955)
*Percentage increase over prior year Requisition						6.9%	0.0%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Salt Spring Island Community Parks

EAC REVIEW

OCTOBER 2021

Service: 1.455 SSI Community Parks

Committee: Salt Spring Island Parks & Recreation

DEFINITION:

Supplementary Letters Patent - August, 1975 grants the power of acquiring, developing, operating and maintaining community parks. Bylaw No. 245 (Nov. 26, 1975); amended by Bylaw No. 461 (March 8, 1978) to add Salt Spring Island as a participant.

SERVICE DESCRIPTION:

This is a service for the provision of, parks, trails, Saturday market, disc golf course and playgrounds on Salt Spring Island.

PARTICIPATION:

Electoral Area of Salt Spring Island

MAXIMUM LEVY:

Greater of \$498,297 or \$0.15 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$706.281.

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

Salt Spring Island Parks and Recreation Advisory Commission
Continuation Bylaw #3763 (May 2011), an advisory commission for Parks and Recreation in the Salt Spring Island Electoral Area.
Original established by Bylaw (Bylaw No. 327 - January 12, 1977).

FUNDING:

Requisition

1.455 - Salt Spring Island Recreation - Community Parks	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Salaries	430,030	414,019	424,416	38,179	-	462,595	472,536	482,694	493,061	503,654
Maintenance, Security & Insurance	43,920	45,892	40,830	-	-	40,830	43,110	44,190	45,300	46,430
Internal Allocations	117,483	117,303	135,451	-	-	135,451	138,156	140,924	143,746	146,622
Utilities & Operating - Supplies	35,070	33,233	33,775	-	-	33,775	34,450	35,120	35,800	36,500
Contract for Services	33,100	34,911	31,150	-	-	31,150	31,770	32,400	33,040	33,700
Travel - Vehicles	17,800	28,530	25,060	-	-	25,060	25,560	26,070	26,590	27,120
Parks Maintenance Labour	186,207	200,677	208,370	-	-	208,370	193,730	197,605	201,557	205,589
Bylaw Labour	45,977	53,477	46,897	9,968	-	56,865	57,973	59,102	60,255	61,431
TOTAL OPERATING COSTS	909,587	928,042	945,949	48,147	-	994,096	997,285	1,018,105	1,039,349	1,061,046
*Percentage Increase						9.3%	0.3%	2.1%	2.1%	2.1%
<u>CAPITAL / RESERVES</u>										
Transfer to Equipment Replacement Fund	5,090	5,090	5,000	-	-	5,000	5,000	5,500	5,500	5,500
Transfer to Capital Reserve Fund	5,000	5,000	5,000	5,000	-	10,000	10,000	15,000	15,000	15,000
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	10,090	10,090	10,000	5,000	-	15,000	15,000	20,500	20,500	20,500
Debt	-	-	-	-	-	-	31,750	85,789	85,789	85,789
TOTAL COST	919,677	938,132	955,949	53,147	-	1,009,096	1,044,035	1,124,394	1,145,638	1,167,335
Internal Time Recovery	(356,700)	(356,700)	(397,958)	-	-	(397,958)	(387,274)	(395,166)	(403,222)	(411,445)
TOTAL COSTS NET OF RECOVERIES	562,977	581,432	557,991	53,147	-	611,138	656,761	729,228	742,416	755,890
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2020 to 2021	55,938	55,938	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
Rental Income	(45,170)	(70,525)	(117,200)	-	-	(117,200)	(119,540)	(121,930)	(124,360)	(126,850)
Grants in Lieu of Taxes	-	-	-	-	-	-	-	-	-	-
Provincial Grant	(125,938)	(125,938)	-	-	-	-	-	-	-	-
Other Grant	-	-	-	-	(9,968)	(9,968)	-	-	-	-
Revenue-Other	(30,296)	(23,396)	(25,900)	-	-	(25,900)	(26,020)	(26,140)	(26,270)	(26,400)
TOTAL REVENUE	(145,466)	(163,921)	(143,100)	-	(9,968)	(153,068)	(145,560)	(148,070)	(150,630)	(153,250)
REQUISITION	(417,511)	(417,511)	(414,891)	(53,147)	9,968	(458,070)	(511,201)	(581,158)	(591,786)	(602,640)
*Percentage increase over prior year requisition						9.7%	11.6%	13.7%	1.8%	1.8%
AUTHORIZED POSITIONS:										
Salaried	4.6	4.6	4.6	0.5	-	5.1	5.1	5.1	5.1	5.1
User Funding	8.02%					19.18%	18.20%	16.72%	16.75%	16.78%

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

Service No.	1.455	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	SSI Community Parks							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$75,000	\$85,000	\$15,000	\$5,000	\$5,000	\$5,000	\$115,000
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$750,000	\$1,170,000	\$100,000	\$85,000	\$90,000	\$2,195,000
Vehicles	V	\$65,000	\$170,000	\$0	\$0	\$55,000	\$0	\$225,000
		\$140,000	\$1,005,000	\$1,185,000	\$105,000	\$145,000	\$95,000	\$2,535,000

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$1,000,000	\$0	\$0	\$0	\$1,000,000
Equipment Replacement Fund	ERF	\$5,000	\$55,000	\$15,000	\$5,000	\$60,000	\$5,000	\$140,000
Grants (Federal, Provincial)	Grant	\$0	\$730,000	\$55,000	\$55,000	\$55,000	\$30,000	\$925,000
Donations / Third Party Funding	Other	\$70,000	\$70,000	\$0	\$0	\$0	\$0	\$70,000
Reserve Fund	Res	\$65,000	\$150,000	\$115,000	\$45,000	\$30,000	\$60,000	\$400,000
		\$140,000	\$1,005,000	\$1,185,000	\$105,000	\$145,000	\$95,000	\$2,535,000

Service: 1.455 SSI Community Parks

Project Number 20-08 **Capital Project Title** Centennial Park Upgrades **Capital Project Description** Upgrades or replacement of park features and amenities
Project Rationale Upgrades based on the 2016 Centennial Park Master Plan

Project Number 20-06 **Capital Project Title** Construction of Ganges Boardwalk **Capital Project Description** The construction of the Ganges boardwalk to connect the village core to the harbours end has been a long standing project. CWF have been allocated to design work. 5k from reserves is required to fund CRD staff time
Project Rationale Project is dependant on securing tenure along the foreshore

Project Number 19-07 **Capital Project Title** Improve Beach Accesses **Capital Project Description** Upgrades and improvements required for existing beach accesses on MOTI right of ways. 2022 Cusheon Lake.
Project Rationale

Project Number 20-04 **Capital Project Title** Rotary Dock Replacement **Capital Project Description** Replace rotary dock
Project Rationale Project is dependant on securing grant funding or donations.

Project Number 20-05 **Capital Project Title** Centennial Park Boardwalk Upgrades **Capital Project Description** Repair existing boardwalk & gazebo based on 2020 structural assessment
Project Rationale New vehicle to replace 2011 Chevy Colorado

Project Number 19-09 **Capital Project Title** ERF for maintenance equipment **Capital Project Description** Replace maintenance equipment
Project Rationale Replacement of equipment that has reached its end of life.

Project Number 21-06 **Capital Project Title** New mower **Capital Project Description** New EV mower for parks
Project Rationale New mower required for park maintenance. Green or electric options are to be considered.

Project Number 21-08 **Capital Project Title** New park maintenance truck **Capital Project Description** Partial funding for new EV truck. Additional funding in ParkLand CRF
Project Rationale Additional vehicle required for park maintenance

Project Number 21-01 **Capital Project Title** Linear Park Development **Capital Project Description** Trail and parking upgrades or development
Project Rationale Upgrade existing trail network, develop new trails, improve or expand parking

Project Number 21-02 **Capital Project Title** Centennial Park Playground - Donation **Capital Project Description** Centennial Park Playground - Donation
Project Rationale PARC has an opportunity to be granted a one-time donation gift of up to \$70,000 to add additional playground features to Centennial Park.

1.45X SSI Pool, Parks, Recreation and Parkland
Reserves Summary
2021 - 2025 Financial Plan

Reserve/Fund Summary

Reserve/Fund Summary Projected year end balance	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
1.45X - Equipment Replacement Funds	145,634	68,134	53,134	78,634	55,134	76,634
1.459 - Land Acquisition Reserve Fund	869,125	769,125	69,125	69,125	69,125	69,125
1.459 - Pool Facility Capital Reserve Fund	50,306	55,306	55,306	85,306	140,306	230,306
1.455 - Community Parks Reserve Fund	67,269	2,269	7,269	12,269	17,269	22,269
1.455/458 - Parks & Rec Reserve Funds	423,614	143,000	48,000	70,000	116,500	230,000
1.459 - 2nd Land Reserve Fund	1,392	1,392	1,392	1,392	1,392	1,392
1.455 - Community Parks Operating Reserve Fund	-	-	-	-	-	-
1.458 - Community Recreation Operating Reserve Fund	-	-	-	-	-	-
1.459 - Pool & Park Land Operating Reserve Fund	66,005	56,367	71,367	91,367	111,367	131,367
Total projected year end balance	1,623,346	1,095,594	305,594	408,094	511,094	761,094

ERF Summary

Fund: 1022 Fund Center: 101412/44/45 ERF Group: SSIPARC.ERF	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	128,044	145,634	68,134	53,134	78,634	55,134
Planned Purchase	55,090	52,500	67,500	70,500	71,500	71,500
Transfer from Operating Budget	(37,500)	(130,000)	(82,500)	(45,000)	(95,000)	(50,000)
Interest Income	-					
Ending Balance \$	145,634	68,134	53,134	78,634	55,134	76,634

Equipment Replacement Reserve Schedule

Reserve Fund: 1.455 SSI Parks

For replacement of equipment and vehicles belonging to SSI Parks.

Reserve Cash Flow

Fund: Fund Centre:	1022 101444	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		87,153	97,243	54,743	54,743	65,243	21,743
Transfer from Ops Budget		15,090	12,500	15,000	15,500	16,500	16,500
Expenditures (Based on Capital Plan)		(5,000)	(55,000)	(15,000)	(5,000)	(60,000)	(5,000)
Interest Income		-					
Ending Balance \$		97,243	54,743	54,743	65,243	21,743	33,243

Assumptions/Background:

Maintain adequate funding for lifecycle replacement of maintenance equipment, machinery and vehicles.

Reserve Schedule

1.455 - Community Parks

Bylaw 3085

Reserve Cash Flow

Fund:	1064	Estimated	Budget				
Fund Centre:	101792	2021	2022	2023	2024	2025	2026
Beginning Balance		176,119	67,269	2,269	7,269	12,269	17,269
Transfer from Ops Budget		10,000	20,000	25,000	30,000	30,000	30,000
Expenditures (Based on Capital Plan)		(120,000)	(85,000)	(20,000)	(25,000)	(25,000)	(25,000)
Interest Income		1,150					
Ending Balance \$		67,269	2,269	7,269	12,269	17,269	22,269

Assumptions/Background:

Fund balance to provide for community park capital expenditures or in respect of capital projects, land, machinery or equipment and extension or renewal of existing capital works.

* 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

1.455 - Community Park Facilities

Bylaw 2859

Reserve Cash Flow

Fund:	1060	Estimated	Budget				
Fund Centre:	102030	2021	2022	2023	2024	2025	2026
Beginning Balance		21,766	46,900	6,900	11,900	16,900	36,900
Transfer from Ops Budget		20,000	25,000	25,000	25,000	25,000	25,000
Expenditures (Based on Capital Plan)		5,000	(65,000)	(20,000)	(20,000)	(5,000)	(35,000)
Interest Income		134					
Ending Balance \$		46,900	6,900	11,900	16,900	36,900	26,900

Assumptions/Background:

Fund balance to provide for community park facilities capital expenditures or in respect of capital projects and extension or renewal of existing facilities capital works.

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

CAPITAL REGIONAL DISTRICT

2022 Budget

Salt Spring Island - Community Recreation

EAC REVIEW

OCTOBER 2021

Service: 1.458 SSI Community Recreation

Committee: Salt Spring Island Parks & Recreation

DEFINITION:

Supplementary Letters Patent, Division XV, October 3, 1975 established to provide recreational programs for any Electoral Area. Bylaw No. 462 (March 8, 1978) to add Salt Spring Island as a participant.

SERVICE DESCRIPTION:

This is a service for the provision of recreation programs and day camps for youth on Salt Spring Island.

PARTICIPATION:

Electoral Area of Salt Spring Island

MAXIMUM LEVY:

\$0.063 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$296,638.

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

Salt Spring Island Parks and Recreation Advisory Commission
Continuation Bylaw #3763 (May 2011), an advisory commission for Parks and Recreation in the Salt Spring Island Electoral Area.
Original established by Bylaw (Bylaw No. 327 - January 12, 1977).

FUNDING:

1.458 - Salt Spring Island - Community Recreation Programs	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
OPERATING COSTS										
Salaries and Wages	136,993	103,704	118,098	-	-	118,098	120,550	123,054	125,607	128,218
Recreation Programs	74,910	65,532	95,004	-	-	95,004	97,310	99,260	101,240	103,270
Internal Allocations	36,287	11,948	38,131	-	-	38,131	43,649	44,526	45,417	46,325
Travel and Insurance	6,500	6,622	6,180	-	-	6,180	6,320	6,460	6,600	6,750
Other Operating	9,630	5,213	7,390	-	-	7,390	7,550	7,710	7,870	8,030
TOTAL OPERATING COSTS	264,320	193,019	264,803	-	-	264,803	275,379	281,010	286,734	292,593
*Percentage Increase						0.2%	4.0%	2.0%	2.0%	2.0%
TOTAL COSTS	264,320	193,019	264,803	-	-	264,803	275,379	281,010	286,734	292,593
FUNDING SOURCES (REVENUE)										
Estimated Balance c/fwd from 2020 to 2021	1,335	1,335	-	-	-	-	-	-	-	-
Revenue - Fees	(170,770)	(92,544)	(210,183)	-	-	(210,183)	(214,909)	(219,340)	(223,834)	(228,433)
Grants in Lieu of Taxes	(39)	(39)	(40)	-	-	(40)	(40)	(40)	(40)	(40)
Provincial Grant	(41,335)	(48,260)	-	-	-	-	-	-	-	-
Revenue - Other	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(210,809)	(139,508)	(210,223)	-	-	(210,223)	(214,949)	(219,380)	(223,874)	(228,473)
REQUISITION	(53,511)	(53,511)	(54,580)	-	-	(54,580)	(60,430)	(61,630)	(62,860)	(64,120)
*Percentage increase over prior year requisition						2.0%	10.7%	2.0%	2.0%	2.0%
AUTHORIZED POSITIONS:										
Salaried	0.7	0.7	0.7			0.7	0.7	0.7	0.7	0.7
User Funding %						79.4%	78.0%	78.1%	78.1%	78.1%

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

Service No.	1.458	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	SSI Community Recreation							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$30,000	\$300,000	\$5,000	\$0	\$5,000	\$340,000
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$35,000	\$305,000	\$10,000	\$5,000	\$10,000	\$365,000

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
Grants (Federal, Provincial)	Grant	\$0	\$0	\$200,000	\$0	\$0	\$0	\$200,000
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$30,000	\$100,000	\$5,000	\$0	\$5,000	\$140,000
		\$0	\$35,000	\$305,000	\$10,000	\$5,000	\$10,000	\$365,000

Service: 1.458 SSI Community Recreation

Project Number 21-09 **Capital Project Title** Replace Tennis Court #2,3,4 **Capital Project Description** Tennis court replacement required to mediate drainage issues and replace cracked pads
Project Rationale The existing court seface is at the end of its life and needs to be replaced.

Project Number 19-09 **Capital Project Title** Office and computer equipment **Capital Project Description** Upgrade and replace office and computer equipment
Project Rationale Equipment replacement for recreation programs and services

Project Number 21-07 **Capital Project Title** Tennis Court Upgrades **Capital Project Description** Resurface tennis courts
Project Rationale Cracks in tennis courts need to be filled and resurfaced

1.45X SSI Pool, Parks, Recreation and Parkland
 Reserves Summary
 2021 - 2025 Financial Plan

Reserve/Fund Summary

Reserve/Fund Summary Projected year end balance	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
1.45X - Equipment Replacement Funds	145,634	68,134	53,134	78,634	55,134	76,634
1.459 - Land Acquisition Reserve Fund	869,125	769,125	69,125	69,125	69,125	69,125
1.459 - Pool Facility Capital Reserve Fund	50,306	55,306	55,306	85,306	140,306	230,306
1.455 - Community Parks Reserve Fund	67,269	2,269	7,269	12,269	17,269	22,269
1.455/458 - Parks & Rec Reserve Funds	423,614	143,000	48,000	70,000	116,500	230,000
1.459 - 2nd Land Reserve Fund	1,392	1,392	1,392	1,392	1,392	1,392
1.455 - Community Parks Operating Reserve Fund	-	-	-	-	-	-
1.458 - Community Recreation Operating Reserve Fund	-	-	-	-	-	-
1.459 - Pool & Park Land Operating Reserve Fund	66,005	56,367	71,367	91,367	111,367	131,367
Total projected year end balance	1,623,346	1,095,594	305,594	408,094	511,094	761,094

ERF Summary

Fund: 1022 Fund Center: 101412/44/45 ERF Group: SSIPARC.ERF	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	128,044	145,634	68,134	53,134	78,634	55,134
Planned Purchase	55,090	52,500	67,500	70,500	71,500	71,500
Transfer from Operating Budget	(37,500)	(130,000)	(82,500)	(45,000)	(95,000)	(50,000)
Interest Income	-					
Ending Balance \$	145,634	68,134	53,134	78,634	55,134	76,634

Equipment Replacement Reserve Schedule

Reserve Fund: 1.458 SSI Recreation

For replacement of equipment and vehicles belonging to SSI Recreation services.

Reserve Cash Flow

Fund: Fund Centre:	1022 101445	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		14,643	14,643	14,643	14,643	14,643	14,643
Transfer from Ops Budget		5,000	5,000	5,000	5,000	5,000	5,000
Expenditures (Based on Capital Plan)		(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Interest Income		-					
Ending Balance \$		14,643	14,643	14,643	14,643	14,643	14,643

Assumptions/Background:

Maintain adequate funding for lifecycle replacement of computer equipment, furnishings, program supplies and equipment.

Reserve Schedule

1.458 - Community Recreation Facilities

Bylaw 2859

Reserve Cash Flow

Fund:	1060	Estimated	Budget				
Fund Centre:	101786	2021	2022	2023	2024	2025	2026
Beginning Balance		141,677	133,943	109,943	15,943	16,943	23,443
Transfer from Ops Budget		6,000	6,000	6,000	6,000	6,500	6,500
Expenditures (Based on Capital Plan)		(15,000)	(30,000)	(100,000)	(5,000)	-	(5,000)
Interest Income		1,266					
Ending Balance \$		133,943	109,943	15,943	16,943	23,443	24,943

Assumptions/Background:

Fund balance to provide for community recreation facilities capital expenditures or in respect of capital projects and extension or renewal of existing capital works.

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

CAPITAL REGIONAL DISTRICT

2022 Budget

Salt Spring Island - Pool & Park Land

EAC REVIEW

OCTOBER 2021

Service: 1.459 SSI Pool & Park Land

Committee: Salt Spring Island Parks & Recreation

DEFINITION:

A specified area established in 1972 to provide parks, recreation and related community programs, equipment, facilities and acquisition of real property. Bylaw No. 91(February 23, 1972). Since repealed, Bylaw No. 2422 (1996) and Bylaw No. 3183 (2004). Bylaw 4002 (2015) repeals bylaw 2422 and 3206.

SERVICE DESCRIPTION:

This is a service for the provision of general administrative services, water access points, active parks (playing fields) and overseeing facility upgrades, leisure brochures for Salt Spring Island.

PARTICIPATION:

Electoral Area of Salt Spring Island

MAXIMUM LEVY:

Greater of \$1,861,432 or \$0.6325 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$2,978,153.

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

Salt Spring Island Parks and Recreation Advisory Commission
Continuation Bylaw #3763 (May 2011), an advisory commission for Parks and Recreation in the Salt Spring Island Electoral Area.
Original established by Bylaw (Bylaw No. 327 - January 12, 1977).

FUNDING:

Requisition

Change in Budget 2021 to 2022

Service: 1.459 SSI Pool and Park Land

Total Expenditure

Comments

2021 Budget

1,759,079

Change in Salaries:

SSI Pool

Base salary change	(26,766)	Inclusive of estimated collective agreement changes
0.25 FTE Program Assistant	14,152	IBC 13a-1.5: SSI Community Centre
Other Wages and Benefits	132,846	Increase in auxiliary staffing: Aquatic Program Workers
0.5 FTE Facility Maintenance Worker	(38,179)	Realign budget to actual expenses by moving Facility Maintenance Worker to 1.455 SSI Parks

SSI Park Land

Base salary change	21,154	Inclusive of estimated collective agreement changes
0.175 FTE Program Assistant	11,114	IBC 13a-1.5: SSI Community Centre
0.5 FTE Facility Maintenance Worker	28,634	
Other Wages and Benefits	1,690	Auxiliary employees

Total Change in Salaries

144,645

Other Changes:

SSI Pool

Debt Charges	(27,716)	Debt retirement in 2021
Contract for Services	15,080	Pool Building Condition Assessment
Other	(271)	

SSI Park Land

Utilities	28,622	IBC 13a-1.5: SSI Community Centre
Maintenance, Disposal & Security	22,135	
Contract for Services, Rent & Legal	13,925	
Licenses, Fees & Insurance	11,550	
Internal Allocations	18,119	Standard OH, HR, SSI Admin
Reserve Transfers	(4,241)	Transfer to ERF \$(2,500), CRF \$(6,741), and ORF \$10,000
Other	7,713	

Total Other Changes

84,916

2022 Budget

1,988,640

% Expense increase from 2021:

13.1%

% Requisition increase from 2021:

5.4%

Requisition funding is 82% of service revenue

Overall 2021 Budget Performance

(expected variance to budget and surplus treatment)

Total Operating Costs are projected at \$25,936 (-1.6%) lower than budget mainly due to lower salaries and wages for the pool and lower parks maintenance labour costs. Total Revenue are projected at \$12,853 (-0.8%) lower than budget primarily due to lower pool fees. We project a \$13,083 surplus to be balanced on a transfer to the Pool Operating Reserve Fund which has an expected year-end balance of \$35,233 before this transfer.

1.459 - Salt Spring Island - Pool & Park Land	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Pool	809,271	764,460	929,312	(38,179)	15,000	906,133	913,791	932,504	951,588	971,087
Park Land	680,782	659,955	722,711	112,727	10,000	845,438	969,510	1,003,328	1,046,871	1,063,577
TOTAL OPERATING COSTS	1,490,053	1,424,415	1,652,023	74,548	25,000	1,751,571	1,883,301	1,935,832	1,998,459	2,034,664
*Percentage Increase						17.6%	7.5%	2.8%	3.2%	1.8%
<u>CAPITAL / RESERVES</u>										
Transfer to Pool CRF	65,000	65,000	65,000	-	-	65,000	70,000	80,000	85,000	90,000
Transfer to Pool ERF	35,000	35,000	35,000	-	-	35,000	47,500	50,000	50,000	50,000
Transfer to Pool ORF	-	13,083	-	-	-	-	-	-	-	-
Transfer to Park, Land & Recreation CRF	126,000	126,000	119,259	-	-	119,259	160,000	162,000	166,500	168,500
Transfer to Park, Land & Recreation ERF	15,000	15,000	12,500	-	-	12,500	15,000	15,000	16,000	16,000
Transfer to Park, Land & Recreation ORF	-	17,689	-	5,000	-	5,000	15,000	20,000	20,000	20,000
TOTAL CAPITAL / RESERVES	241,000	271,772	231,759	5,000	-	236,759	307,500	327,000	337,500	344,500
DEBT CHARGES	28,026	28,365	310	-	-	310	146,310	506,198	506,198	506,198
TOTAL COSTS	1,759,079	1,724,552	1,884,092	79,548	25,000	1,988,640	2,337,111	2,769,030	2,842,157	2,885,362
Internal Recoveries	(96,138)	(74,464)	(100,780)	-	-	(100,780)	(102,790)	(104,860)	(106,960)	(109,100)
OPERATING LESS RECOVERIES	1,662,941	1,650,088	1,783,312	79,548	25,000	1,887,860	2,234,321	2,664,170	2,735,197	2,776,262
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve	(8,500)	(8,500)	(13,083)	-	(15,000)	(28,083)	-	-	-	-
Pool Fees	(141,150)	(131,101)	(260,000)	-	-	(260,000)	(265,200)	(270,500)	(275,910)	(281,430)
Provincial Grant	(30,928)	(31,828)	-	-	-	-	-	-	-	-
Lease and Rental Income	(7,895)	(5,991)	(8,050)	(36,234)	-	(44,284)	(97,193)	(115,977)	(122,577)	(124,979)
Payments in Lieu	(1,199)	(1,199)	(1,230)	-	-	(1,230)	(1,250)	(1,270)	(1,290)	(1,310)
Revenue - Other	(4,350)	(2,550)	(5,310)	(1,040)	-	(6,350)	(9,570)	(13,996)	(14,266)	(14,549)
MFA Revenue	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(194,022)	(181,169)	(287,673)	(37,274)	(15,000)	(339,947)	(373,213)	(401,743)	(414,043)	(422,268)
REQUISITION	(1,468,919)	(1,468,919)	(1,495,639)	(42,274)	(10,000)	(1,547,913)	(1,861,108)	(2,262,427)	(2,321,154)	(2,353,994)
*Percentage increase over prior year requisition						5.4%	20.2%	21.6%	2.6%	1.4%
AUTHORIZED POSITIONS:										
Salaried	6.10	6.10	6.35	0.18		6.53	6.53	6.53	6.53	6.53
User Funding %	8.0%					13.1%	11.3%	9.8%	9.7%	9.8%

1.459 - Salt Spring Island Recreation - Swimming Pool	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
OPERATING COSTS										
Salaries & Wages	452,264	414,372	572,496	(38,179)	-	534,317	549,854	561,304	572,990	584,926
Contract for Services	4,070	4,400	4,150	-	15,000	19,150	4,230	4,310	4,400	4,490
Utilities	128,060	124,580	128,750	-	-	128,750	131,330	133,960	136,630	139,360
Supplies - Chemicals	50,940	51,000	51,960	-	-	51,960	53,000	54,060	55,140	56,240
Programs and Other Operating	59,701	62,372	64,317	-	-	64,317	65,590	66,890	68,210	69,570
Maintenance & Insurance	54,500	48,000	46,220	-	-	46,220	47,140	48,080	49,040	50,020
Internal Allocations	18,936	18,936	19,803	-	-	19,803	20,199	20,603	21,015	21,435
Parks Maintenance Labour	40,800	40,800	41,616	-	-	41,616	42,448	43,297	44,163	45,046
TOTAL OPERATING COSTS	809,271	764,460	929,312	(38,179)	15,000	906,133	913,791	932,504	951,588	971,087
*Percentage Increase						12.0%	0.8%	2.0%	2.0%	2.0%
CAPITAL / RESERVES										
Transfer to Capital Reserve Fund	65,000	65,000	65,000	-	-	65,000	70,000	80,000	85,000	90,000
Transfer to Operating Reserve Fund	-	13,083	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	35,000	35,000	35,000	-	-	35,000	47,500	50,000	50,000	50,000
DEBT CHARGES	28,026	28,365	310	-	-	310	146,310	506,198	506,198	506,198
TOTAL CAPITAL / RESERVES	128,026	141,448	100,310	-	-	100,310	263,810	636,198	641,198	646,198
TOTAL COSTS	937,297	905,908	1,029,622	(38,179)	15,000	1,006,443	1,177,601	1,568,702	1,592,786	1,617,285
Internal Recoveries	(20,440)	-	(20,850)	-	-	(20,850)	(21,270)	(21,700)	(22,130)	(22,570)
OPERATING LESS RECOVERIES	916,857	905,908	1,008,772	(38,179)	15,000	985,593	1,156,331	1,547,002	1,570,656	1,594,715
FUNDING SOURCES (REVENUE)										
Transfer from Operating Reserve	(8,500)	(8,500)	(13,083)	-	(15,000)	(28,083)	-	-	-	-
Revenue - Fees	(141,150)	(131,101)	(260,000)	-	-	(260,000)	(265,200)	(270,500)	(275,910)	(281,430)
Grants in Lieu of Taxes	(662)	(662)	(680)	-	-	(680)	(690)	(700)	(710)	(720)
Provincial Grant	(30,928)	(31,828)	-	-	-	-	-	-	-	-
Revenue - Other	(4,350)	(2,550)	(5,310)	-	-	(5,310)	(5,410)	(5,510)	(5,610)	(5,720)
MFA Revenue	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(185,590)	(174,641)	(279,073)	-	(15,000)	(294,073)	(271,300)	(276,710)	(282,230)	(287,870)
REQUISITION	(731,267)	(731,267)	(729,699)	38,179	-	(691,520)	(885,031)	(1,270,292)	(1,288,426)	(1,306,845)
*Percentage increase over prior year requisition						-5.4%	28.0%	43.5%	1.4%	1.4%
AUTHORIZED POSITIONS:										
Salaried	4.1	4.1	4.35	-0.50		3.85	3.85	3.85	3.85	3.85
User Funding %	15.1%					25.8%	22.5%	17.2%	17.3%	17.4%
User Funding excluding debt %	15.5%					25.8%	25.7%	25.5%	25.4%	25.3%

1.459 - Salt Spring Island - Park Land	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
OPERATING COSTS										
Salaries & Wages	256,590	259,280	279,434	39,748	-	319,182	378,220	386,301	394,554	402,980
Allocation to SSI Admin	132,744	135,510	140,051	-	-	140,051	147,108	145,933	154,134	152,063
Maintenance, Disposal & Security	24,200	23,354	24,985	21,350	-	46,335	68,200	86,364	104,541	106,631
Utilities	27,890	29,615	30,825	25,687	-	56,512	82,815	84,483	86,181	87,910
Contract for Services, Rent & Legal	31,040	29,877	32,465	2,500	10,000	44,965	38,110	38,860	39,632	40,416
Recreation Programs	-	-	-	-	-	-	-	-	-	-
Advertising, Promotion & Planning	7,250	5,000	6,250	3,000	-	9,250	10,380	10,590	10,802	11,015
Internal Allocations	75,438	75,447	76,308	9,942	-	86,250	93,276	95,980	98,722	100,693
Travel & Training	6,360	2,500	5,560	-	-	5,560	5,670	5,780	5,890	6,000
Licences, Fees & Insurance	15,510	19,429	22,060	5,000	-	27,060	27,860	28,810	29,792	30,806
Supplies & Other	13,620	11,812	12,830	5,500	-	18,330	24,090	24,570	25,054	25,543
Parks Maintenance Labour	87,750	65,741	89,505	-	-	89,505	91,296	93,123	94,986	96,886
Bylaw Labour	2,390	2,390	2,438	-	-	2,438	2,485	2,534	2,583	2,634
TOTAL OPERATING COSTS	680,782	659,955	722,711	112,727	10,000	845,438	969,510	1,003,328	1,046,871	1,063,577
*Percentage Increase						24.2%	14.7%	3.5%	4.3%	1.6%
CAPITAL / RESERVES										
Transfer to Equipment Replacement Fund	15,000	15,000	12,500	-	-	12,500	15,000	15,000	16,000	16,000
Transfer to Capital Reserve Fund - Pool	-	-	-	-	-	-	-	-	-	-
Transfer to Capital Reserve Fund - Parkland	126,000	126,000	119,259	-	-	119,259	160,000	162,000	166,500	168,500
Transfer to Operating Reserve Fund - Parkland	-	17,689	-	5,000	-	5,000	15,000	20,000	20,000	20,000
TOTAL CAPITAL / RESERVES	141,000	158,689	131,759	5,000	-	136,759	190,000	197,000	202,500	204,500
Debt Servicing	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	821,782	818,644	854,470	117,727	10,000	982,197	1,159,510	1,200,328	1,249,371	1,268,077
Internal Recoveries	(75,698)	(74,464)	(79,930)	-	-	(79,930)	(81,520)	(83,160)	(84,830)	(86,530)
OPERATING LESS RECOVERIES	746,084	744,180	774,540	117,727	10,000	902,267	1,077,990	1,117,168	1,164,541	1,181,547
FUNDING SOURCES (REVENUE)										
Estimated Balance c/fwd from 2020 to 2021	-	-	-	-	-	-	-	-	-	-
Transfer from Operating Reserve	-	-	-	-	-	-	-	-	-	-
Lease Income	-	-	-	(20,729)	-	(20,729)	(49,750)	(59,203)	(64,675)	(65,919)
Rental Income	(7,895)	(5,991)	(8,050)	(15,505)	-	(23,555)	(47,443)	(56,774)	(57,902)	(59,060)
Grants in Lieu of Taxes	(537)	(537)	(550)	-	-	(550)	(560)	(570)	(580)	(590)
Revenue - Other	-	-	-	(1,040)	-	(1,040)	(4,160)	(8,486)	(8,656)	(8,829)
TOTAL REVENUE	(8,432)	(6,528)	(8,600)	(37,274)	-	(45,874)	(101,913)	(125,033)	(131,813)	(134,398)
REQUISITION	(737,652)	(737,652)	(765,940)	(80,453)	(10,000)	(856,393)	(976,077)	(992,135)	(1,032,728)	(1,047,149)
*Percentage increase over prior year requisition			3.8%			16.1%	14.0%	1.6%	4.1%	1.4%
AUTHORIZED POSITIONS:										
Salaried	2.0	2.0	2.0	0.68		2.68	2.68	2.68	2.68	2.68
User Funding %	1.0%					2.4%	4.1%	4.7%	4.6%	4.7%

1.455 / 1.458 / 1.459 / 1.236

Salt Spring Island Recreation -
All Service Areas

OPERATING COSTS

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
Swimming Pool	809,271	764,460	929,312	(38,179)	15,000	906,133	913,791	932,504	951,588	971,087
Park Land	680,782	659,955	722,711	112,727	10,000	845,438	969,510	1,003,328	1,046,871	1,063,577
Community Recreation	264,320	193,019	264,803	-	-	264,803	275,379	281,010	286,734	292,593
Community Parks	909,587	928,042	945,949	48,147	-	994,096	997,285	1,018,105	1,039,349	1,061,046
Fernwood Dock	19,143	14,215	15,847	-	-	15,847	16,410	16,980	17,560	18,160

TOTAL OPERATING COSTS	2,683,103	2,559,691	2,878,622	122,695	25,000	3,026,317	3,172,375	3,251,927	3,342,102	3,406,463
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*Percentage Increase						12.8%	4.8%	2.5%	2.8%	1.9%
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CAPITAL / RESERVE

Swimming Pool	100,000	113,083	100,000	-	-	100,000	117,500	130,000	135,000	140,000
Park Land	141,000	158,689	131,759	5,000	-	136,759	190,000	197,000	202,500	204,500
Community Parks	10,090	10,090	10,000	5,000	-	15,000	15,000	20,500	20,500	20,500
Fernwood Dock	12,310	17,238	10,000	-	-	10,000	9,950	9,900	9,850	9,790

DEBT CHARGES	28,026	28,365	310	-	-	310	178,060	591,987	591,987	591,987
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TOTAL CAPITAL / RESERVES	291,426	327,465	252,069	10,000	-	262,069	510,510	949,387	959,837	966,777
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TOTAL COSTS	2,974,529	2,887,156	3,130,691	132,695	25,000	3,288,386	3,682,885	4,201,314	4,301,939	4,373,240
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Internal Recoveries	(452,838)	(431,164)	(498,738)	-	-	(498,738)	(490,064)	(500,026)	(510,182)	(520,545)
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OPERATING LESS RECOVERIES	2,521,691	2,455,992	2,631,953	132,695	25,000	2,789,648	3,192,821	3,701,288	3,791,757	3,852,695
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FUNDING SOURCES (REVENUE)

Balance c/fwd from 2020 to 2021	57,273	57,273	-	-	-	-	-	-	-	-
Swimming Pool	(185,590)	(174,641)	(279,073)	-	(15,000)	(294,073)	(271,300)	(276,710)	(282,230)	(287,870)
Park Land	(8,432)	(6,528)	(8,600)	(37,274)	-	(45,874)	(101,913)	(125,033)	(131,813)	(134,398)
Community Recreation	(212,144)	(140,843)	(210,223)	-	-	(210,223)	(214,949)	(219,380)	(223,874)	(228,473)
Community Parks	(201,404)	(219,859)	(143,100)	-	(9,968)	(153,068)	(145,560)	(148,070)	(150,630)	(153,250)
Fernwood Dock	(170)	(170)	(170)	-	-	(170)	(170)	(170)	(170)	(170)

TOTAL REVENUE	(550,467)	(484,768)	(641,166)	(37,274)	(24,968)	(703,408)	(733,892)	(769,363)	(788,717)	(804,161)
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REQUISITION	(1,971,224)	(1,971,224)	(1,990,787)	(95,421)	(32)	(2,086,240)	(2,458,929)	(2,931,925)	(3,003,040)	(3,048,534)
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*Percentage increase over prior year requisition			1.0%			5.8%	17.9%	19.2%	2.4%	1.5%
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AUTHORIZED POSITIONS:

Salaried	11.4	11.4	11.65	0.68		12.33	12.33	12.33	12.33	12.33
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1.236 - Fernwood Dock (SSI)

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
OPERATING COSTS										
Repairs & Maintenance	9,150	2,500	3,500	-	-	3,500	3,570	3,640	3,710	3,780
Insurance	3,244	3,244	3,220	-	-	3,220	3,380	3,550	3,720	3,900
Supplies	745	725	760	-	-	760	770	780	790	800
Allocations	3,846	6,346	6,177	-	-	6,177	6,460	6,740	7,030	7,330
Other Operating Expenses	2,158	1,400	2,190	-	-	2,190	2,230	2,270	2,310	2,350
	-	-	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	19,143	14,215	15,847	-	-	15,847	16,410	16,980	17,560	18,160
*Percentage Increase over prior year						-17.2%	3.6%	3.5%	3.4%	3.4%
CAPITAL / RESERVE										
Transfer to Capital Reserve Fund	12,310	17,238	10,000	-	-	10,000	9,950	9,900	9,850	9,790
TOTAL CAPITAL / RESERVE	12,310	17,238	10,000	-	-	10,000	9,950	9,900	9,850	9,790
TOTAL COSTS	31,453	31,453	25,847	-	-	25,847	26,360	26,880	27,410	27,950
FUNDING SOURCES (REVENUE)										
Interest Income	(130)	(130)	(130)	-	-	(130)	(130)	(130)	(130)	(130)
Grants in Lieu of Taxes	(40)	(40)	(40)	-	-	(40)	(40)	(40)	(40)	(40)
TOTAL REVENUE	(170)	(170)	(170)	-	-	(170)	(170)	(170)	(170)	(170)
REQUISITION - PARCEL TAX	(31,283)	(31,283)	(25,677)	-	-	(25,677)	(26,190)	(26,710)	(27,240)	(27,780)
*Percentage increase over prior year Requisition						-17.9%	2.0%	2.0%	2.0%	2.0%

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

Service No.	1.459	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	SSI Park Land & Rec Programs							

EXPENDITURE

Buildings	B	\$0	\$1,427,735	\$8,215,000	\$2,625,000	\$55,000	\$25,000	\$12,347,735	
Equipment	E	\$0	\$70,000	\$62,500	\$35,000	\$40,000	\$40,000	\$247,500	
Land	L	\$0	\$200,002	\$700,000	\$0	\$100,000	\$0	\$1,000,002	
Engineered Structures	S	\$0	\$450,000	\$90,000	\$50,000	\$0	\$0	\$590,000	
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			\$0	\$2,147,737	\$9,067,500	\$2,710,000	\$195,000	\$65,000	\$14,185,237
			\$0	\$2,147,737	\$9,067,500	\$2,710,000	\$195,000	\$65,000	\$14,185,237

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$8,000,000	\$2,500,000	\$0	\$0	\$10,500,000	
Equipment Replacement Fund	ERF	\$0	\$70,000	\$62,500	\$35,000	\$30,000	\$40,000	\$237,500	
Grants (Federal, Provincial)	Grant	\$0	\$1,542,862	\$75,000	\$25,000	\$25,000	\$25,000	\$1,692,862	
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Reserve Fund	Res	\$0	\$534,875	\$930,000	\$150,000	\$140,000	\$0	\$1,754,875	
			\$0	\$2,147,737	\$9,067,500	\$2,710,000	\$195,000	\$65,000	\$14,185,237
			\$0	\$2,147,737	\$9,067,500	\$2,710,000	\$195,000	\$65,000	\$14,185,237

Service: 1.459 SSI Park Land & Rec Programs

Project Number 20-10 **Capital Project Title** Sport Field Development **Capital Project Description** Develop additional sports fields for youth and adults
Project Rationale Limited playing field options on Salt Spring Island

Project Number 19-12 **Capital Project Title** Expand or upgrade Trail Network and parking **Capital Project Description** Upgrade Drake Road to Bishops walk Trail
Project Rationale Upgrades to existing trail required to address drainage issues

Project Number 19-13 **Capital Project Title** Purchase Additional Parkland **Capital Project Description** The purchase of additional parkland for community parks, trails, water front accesses and sportsfields
Project Rationale Additional parkland required to build additional sports fields

Project Number 19-14 **Capital Project Title** Portlock Park Upgrades **Capital Project Description** Community consultation, conceptual designs, detailed designs and construction
Project Rationale Upgrades to existing infrastructure that is at or near its end of lif

Project Number 20-14 **Capital Project Title** Park Maintenance Facility **Capital Project Description** Fesability study, design and construction of a new park maintenance facility.
Project Rationale

Project Number 18-01 **Capital Project Title** Repairs to Pool Building **Capital Project Description** Repairs to doors, windows, pipes, fencing and other building components as the facility reaches its tenth year.
Project Rationale Capital improvements to pool building

Project Number 20-01 **Capital Project Title** Pool site master plan **Capital Project Description** A site master plan is required prior to a facility expansion
Project Rationale Master plan to inform future capital improvements

Project Number 20-02 **Capital Project Title** Pool Electrical Equipment Repair and Replacement **Capital Project Description** A condition assessment of the Rainbow Road pool found the electrical infrastructure in a state of urgent repair and replacement.
Project Rationale A condition assessment of the Rainbow Road pool found the electrical infrastructure in a state of urgent repair and replacement.

Project Number 21-01 **Capital Project Title** Recreation Centre Expansion **Capital Project Description** Facility expansion for Multipurpose Room and additional funding for bus
Project Rationale Facility expansion to meet growing community needs

Project Number 21-02 **Capital Project Title** Pool expansion **Capital Project Description** Funding & designs for public referendum for pool expansion
Project Rationale

Project Number 20-03 **Capital Project Title** Replace Pool Flooring **Capital Project Description** Replacement of pool lobby flooring and re-routing of pool tile bottom
Project Rationale Lobby flooring is reaching end of useful life

Project Number 22-04 **Capital Project Title** Upgrade Pool Parking Lot **Capital Project Description** Upgrade existing gravel lot to capped, paved or permeable surface.
Project Rationale

Project Number 19-15 **Capital Project Title** Pool equipment replacements **Capital Project Description** Replace pool office and mechanical equipment including pumps, filters, boilers, fans, strantrol, chlorinator
Project Rationale

Project Number 21-04	Capital Project Title EV Charger	Capital Project Description EV charger at the pool.
Project Rationale		

Project Number 25-01	Capital Project Title Replace pool expansion joints	Capital Project Description New caulking in pool basin
Project Rationale		

Project Number 25-02	Capital Project Title Rainbow Road Dog Park	Capital Project Description Upgrade or relocate dog park
Project Rationale		

Project Number 22-05	Capital Project Title Pool Changeroom Lockers	Capital Project Description Replace lockers in mens and family changerrooms
Project Rationale		

1.45X SSI Pool, Parks, Recreation and Parkland
 Reserves Summary
 2021 - 2025 Financial Plan

Reserve/Fund Summary

Reserve/Fund Summary Projected year end balance	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
1.45X - Equipment Replacement Funds	145,634	68,134	53,134	78,634	55,134	76,634
1.459 - Land Acquisition Reserve Fund	869,125	769,125	69,125	69,125	69,125	69,125
1.459 - Pool Facility Capital Reserve Fund	50,306	55,306	55,306	85,306	140,306	230,306
1.455 - Community Parks Reserve Fund	67,269	2,269	7,269	12,269	17,269	22,269
1.455/458 - Parks & Rec Reserve Funds	423,614	143,000	48,000	70,000	116,500	230,000
1.459 - 2nd Land Reserve Fund	1,392	1,392	1,392	1,392	1,392	1,392
1.455 - Community Parks Operating Reserve Fund	-	-	-	-	-	-
1.458 - Community Recreation Operating Reserve Fund	-	-	-	-	-	-
1.459 - Pool & Park Land Operating Reserve Fund	66,005	56,367	71,367	91,367	111,367	131,367
Total projected year end balance	1,623,346	1,095,594	305,594	408,094	511,094	761,094

ERF Summary

Fund: 1022 Fund Center: 101412/44/45 ERF Group: SSIPARC.ERF	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	128,044	145,634	68,134	53,134	78,634	55,134
Planned Purchase	55,090	52,500	67,500	70,500	71,500	71,500
Transfer from Operating Budget	(37,500)	(130,000)	(82,500)	(45,000)	(95,000)	(50,000)
Interest Income	-	-	-	-	-	-
Ending Balance \$	145,634	68,134	53,134	78,634	55,134	76,634

Equipment Replacement Reserve Schedule

Reserve Fund: 1.459 SSI Pool

Maintain adequate funding for lifecycle replacement of maintenance equipment, machinery and vehicles.

Reserve Cash Flow

Fund: Fund Centre:	1022 101412	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		46,449	53,949	18,949	3,949	18,949	38,949
Transfer from Ops Budget		35,000	35,000	47,500	50,000	50,000	50,000
Expenditures (Based on Capital Plan)		(27,500)	(70,000)	(62,500)	(35,000)	(30,000)	(40,000)
Interest Income		-					
Ending Balance \$		53,949	18,949	3,949	18,949	38,949	48,949

Assumptions/Background:

Maintain adequate funding for lifecycle replacement of computer equipment, furnishings, pool mechanical, machinery and vehicles.

Reserve Schedule

1.459 - Parkland Acquisition

Bylaw 2110

Reserve Cash Flow

Fund: Fund Centre:	1035 101379	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		860,825	869,125	769,125	69,125	69,125	69,125
Transfer from Ops Budget		-	-	-	-	-	-
Cash in Lieu							
Expenditures (Based on Capital Plan)		-	(100,000)	(700,000)	-	-	-
Interest Income		8,300					
Ending Balance \$		869,125	769,125	69,125	69,125	69,125	69,125

Assumptions/Background:

Fund balance to provide for the purchase of land for the purpose of community parks, trails or beach accesses.

Reserve Schedule

1.459 - Salt Spring Island Pool

Bylaw 3686

Reserve Cash Flow

Fund: Fund Centre:	1078 102045	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		228,346	50,306	55,306	55,306	85,306	140,306
Transfer from Ops Budget		65,000	65,000	70,000	80,000	85,000	90,000
Transfer from Cap Fund		-	-	-	-	-	-
Expenditures (Based on Capital Plan)		(245,000)	(60,000)	(70,000)	(50,000)	(30,000)	-
Interest Income		1,960					
Ending Balance \$		50,306	55,306	55,306	85,306	140,306	230,306

Assumptions/Background:

Fund balance to provide for capital expenditures or in respect of capital projects, pool mechanical, machinery or equipment and extension or renewal of existing capital works.

* 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

1.459 - Park Land

Bylaw 2859

Reserve Cash Flow

Fund: Fund Centre:	1060 101603	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		176,351	242,771	26,157	20,157	36,157	56,157
Transfer from Ops Budget		110,000	83,259	114,000	116,000	120,000	122,000
Transfer from Cap Fund		-	-	-	-	-	-
Expenditures (Based on Capital Plan)		(45,000)	(299,873)	(120,000)	(100,000)	(100,000)	-
Interest Income		1,420					
Ending Balance \$		242,771	26,157	20,157	36,157	56,157	178,157

Assumptions/Background:

Fund balance to provide for capital expenditures or in respect of capital projects, land, machinery or equipment and extension or renewal of existing capital works.

* 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

Capital Reserve Fund - Bylaw 3286

Fund 1071 was created as a CRF for the 2nd SSI Parks service established by Bylaw 2809 for the purpose of buying real estate, servicing debt and contributing to a CRF. That Bylaw expired on Dec 31, 2010.

Reserve Cash Flow

Fund: Fund Centre:	1071 101898	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		1,380	1,392	1,392	1,392	1,392	1,392
Transfer from Ops Budget		-	-	-	-	-	-
Expenditures (Based on Capital Plan)		-	-	-	-	-	-
Interest Income		12					
Ending Balance \$		1,392	1,392	1,392	1,392	1,392	1,392

Assumptions/Background:

Reserve Schedule

1.459 - Pool & Park Land Operating Reserve Fund

For requisition rate stabilization during periods of fluctuating revenues.

Reserve Cash Flow

Fund:	1500	Estimated	Budget				
Fund Centre:	105550	2021	2022	2023	2024	2025	2026
Beginning Balance		40,000	66,005	56,367	71,367	91,367	111,367
Transfer from Ops Budget		30,772	5,000	15,000	20,000	20,000	20,000
Expenditures		(4,861)	(15,000)	-	-	-	-
Interest Income		94	362				
Ending Balance \$		66,005	56,367	71,367	91,367	111,367	131,367

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 Budget

Storm Water Quality Management (SSI)

EAC REVIEW

OCTOBER 2021

Service: 1.535 SSI Stormwater Quality Management

Committee: Electoral Area Services

DEFINITION:

To provide for the control of pollution in stormwater runoff from land. In Bylaw No. 2454 (adopted February, 1997 for the EA of Salt Spring Island) "stormwater runoff" includes seepage, overland flow and stormwater runoff within ditches, streams, rivers, ponds, lakes and other watercourses.

SERVICE DESCRIPTION:

The service provides a stormwater quality program in the Salt Spring Island Electoral Area to coordinate and provide information for management of stormwater quality and watershed protection.

PARTICIPATION:

The Electoral Area of the Salt Spring Island.

MAXIMUM LEVY:

Greater of \$34,365 or \$0.0078 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$36,750.

FUNDING:

Requisition

1.535 - Storm Water Quality Management (SSI)	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Contract for Services & Consulting	16,498	19,499	16,830	-	20,000	36,830	17,160	17,510	17,860	18,210
Allocations	10,390	7,899	10,480	-	-	10,480	10,690	10,904	11,122	11,344
Other Operating Expenses	640	130	660	-	-	660	670	680	690	700
TOTAL OPERATING COSTS	27,528	27,528	27,970	-	20,000	47,970	28,520	29,094	29,672	30,254
*Percentage Increase over prior year						74.3%	-40.5%	2.0%	2.0%	2.0%
<u>CAPITAL/RESERVE</u>										
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	27,528	27,528	27,970	-	20,000	47,970	28,520	29,094	29,672	30,254
*Percentage Increase over prior year						74.3%	-40.5%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	-	-	-	-	(20,000)	(20,000)	-	-	-	-
Grants in Lieu of Taxes	(18)	(18)	(20)	-	-	(20)	(20)	(20)	(20)	(20)
Other Revenue	(10)	(10)	(10)	-	-	(10)	(10)	(10)	(10)	(10)
TOTAL REVENUE	(28)	(28)	(30)	-	(20,000)	(20,030)	(30)	(30)	(30)	(30)
REQUISITION	(27,500)	(27,500)	(27,940)	-	-	(27,940)	(28,490)	(29,064)	(29,642)	(30,224)
*Percentage increase over prior year Requisition						1.6%	2.0%	2.0%	2.0%	2.0%

Reserve Schedule

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

Reserve is being applied to supporting Salt Spring Island Watershed Protection Authority for studies related to drinking water lakes impacted by stormwater runoff.

Reserve Cash Flow

Fund:	1500	Estimated	Budget				
Fund Centre:	105529	2021	2022	2023	2024	2025	2026
Beginning Balance		53,385	53,895	33,895	33,895	33,895	33,895
Transfer from Ops Budget		-	-	-	-	-	-
Transfer to Ops Budget		-	(20,000)	-	-	-	-
Interest Income*		510					
Ending Balance \$		53,895	33,895	33,895	33,895	33,895	33,895

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2022 Budget

Emergency Comm - CREST (SSI)

EAC REVIEW

OCTOBER 2021

Service: 1.925 SSI Emergency Comm. - CREST

Committee: Governance & Finance

DEFINITION:

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

PARTICIPATION:

The Electoral Area of Salt Spring Island.

MAXIMUM LEVY:

None stated.

FUNDING:

Requisition

1.925 - Emergency Comm - CREST (SSI)	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Payments to CREST	139,694	139,694	142,952	-	-	142,952	145,810	148,730	151,700	154,730
Allocations	1,811	1,811	2,842	-	-	2,842	2,899	2,957	3,016	3,076
Other Operating Expenses	600	400	400	-	-	400	400	400	400	400
TOTAL COSTS	142,105	141,905	146,194	-	-	146,194	149,109	152,087	155,116	158,206
*Percentage Increase over prior year						2.9%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	200	(200)	-	-	(200)	-	-	-	-
Balance c/fwd from 2020 to 2021	(215)	(215)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(50)	(50)	(50)	-	-	(50)	(50)	(50)	(50)	(50)
Revenue-Other	(69)	(69)	(70)	-	-	(70)	(70)	(70)	(70)	(70)
TOTAL REVENUE	(334)	(134)	(320)	-	-	(320)	(120)	(120)	(120)	(120)
REQUISITION	(141,771)	(141,771)	(145,874)	-	-	(145,874)	(148,989)	(151,967)	(154,996)	(158,086)
*Percentage increase over prior year Requisition						2.9%	2.1%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Highland Water System (SSI)

EAC REVIEW

OCTOBER 2021

Service: 2.620 Highland Water (SSI)

Committee: Electoral Area

DEFINITION:

To provide and operate water supply and distribution facilities for the Salt Spring Island Highland Water System Specified Area. Bylaw No. 847 (March 25, 1981). Local Service Establishment Bylaw No. 1937 (October 9, 1991).

PARTICIPATION:

Local Service Area #13, H(764)

MAXIMUM LEVY:

Greater of \$120,000 or \$5.50 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$766,196.

MAXIMUM CAPITAL DEBT:

Authorized:	LA3580 (April 3, 2009)	\$559,000 *
Borrowed:	SI Bylaw 3634 (2009, 4.13%)	(\$250,000)
	SI Bylaw 3817 (2012, 3.4%)	(\$150,680)
Remaining:		<hr/> \$158,320

COMMITTEE:

Highland Water Committee established by Resolution No. 675.

FUNDING:

Any deficiencies after user charge and/or frontage tax or parcel tax to be levied on taxable school assessments, excluding property that is taxable for school purposes by Special Act.

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

RESERVE FUND:

Highland Water System Capital Reserve Fund, Bylaw No. 1501 (Dec. 17, 1986)

2.620 - Highland Water System (SSI)

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Allocations	394	394	103	-	-	103	105	107	109	111
TOTAL OPERATING COSTS	394	394	103	-	-	103	105	107	109	111
*Percentage Increase over prior year						-73.9%	1.9%	1.9%	1.9%	1.8%
<u>DEBT</u>										
MFA Debt Principal	20,010	20,010	20,010	-	-	20,010	20,010	20,010	7,525	7,525
MFA Debt Interest	10,748	10,748	10,748	-	-	10,748	10,748	10,748	5,123	5,123
MFA Debt Reserve Fund	120	120	110	-	-	110	110	110	110	110
TOTAL DEBT	30,878	30,878	30,868	-	-	30,868	30,868	30,868	12,758	12,758
TOTAL COSTS	31,272	31,272	30,971	-	-	30,971	30,973	30,975	12,867	12,869
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2020 to 2021	(33)	(33)	-	-	-	-	-	-	-	-
Other Income	(120)	(120)	(110)	-	-	(110)	(110)	(110)	(110)	(110)
TOTAL REVENUE	(153)	(153)	(110)	-	-	(110)	(110)	(110)	(110)	(110)
REQUISITION - PARCEL TAX	(31,119)	(31,119)	(30,861)	-	-	(30,861)	(30,863)	(30,865)	(12,757)	(12,759)
*Percentage increase over prior year Requisition						-0.8%	0.0%	0.0%	-58.7%	0.0%

CAPITAL REGIONAL DISTRICT
 5 YEAR CAPITAL PLAN
 2022 - 2026

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

Service #: 2.620
 Service Name: Highland Water (SSI)

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
16-01	Renewal	Infrastructure Upgrades (Valve Distribution)	Middle & Upper Reservoir Repairs	\$122,442	S	Cap	\$98,792	\$98,792	\$0	\$0	\$0	\$0	\$98,792
GRAND TOTAL				\$122,442			\$98,792	\$98,792	\$0	\$0	\$0	\$0	\$98,792

Service:

2.620

Highland Water (SSI)

Project Number

16-01

Capital Project Title

Infrastructure Upgrades (Valve
Distribution)

Capital Project Description

Middle & Upper Reservoir Repairs

Project Rationale

These funds are reserved for Highland only upgrade/repairs/replacement. The middle reservoir needs an access hatch and a replacement of a failed outlet piping and it has also recently starts to leak. The upper reservoir has been leaking and needs to be replaced. The fund is reserved for the repair of Middle reservoir and the planning, option analysis and the design of Upper Reservoir replacement.

CAPITAL REGIONAL DISTRICT

2022 Budget

Highland/Fernwood Water (SSI)

EAC REVIEW

OCTOBER 2021

Service: 2.621 Highland & Fernwood Water (SSI)

Committee: Electoral Area

DEFINITION:

To construct water works for the provision, supply, treatment, conveyance, storage and distribution of water for the Salt Spring Island Highland and Fernwood Water Service, Bylaw No. 3753 (April 13, 2011).

PARTICIPATION:

Local Service Area #63, 3(764)

MAXIMUM LEVY:

Greater of \$350,000 or \$2.572 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$519,156.

MAXIMUM CAPITAL DEBT:

Authorized:	LA3754 (April 13, 2011)	\$500,000
Borrowed:	SI Bylaw 3800 (Aug 10, 2011)	(\$500,000) 3.25%
Remaining:		<hr/> \$0

COMMITTEE:

Highland Water Committee established by Resolution No. 675 and Fernwood Local Service Committee established by Bylaw No. 1774.
Highland Fernwood Water Services Commission Established by Bylaw 3911, March 2015

FUNDING:

Parcel Tax: Annual, levied only on all properties capable of being connected to the system.

User Charge: Annual Fixed Fee per single family dwelling unit or equivalent.
The consumption charge for water will be the total volume of water metered to the water service connections, measured in cubic meters at the following rate: (BL4311, June 2019)

- First 38 cubic metres or portion - \$0.64 / cubic metre
- Next 68 cubic metres or portion - \$2.00 / cubic metre
- Greater than 106 cubic metres - \$5.13 / cubic metre

Water Connection Charge: Actual cost for the connection.

RESERVE FUND:

Established by Bylaw #3907 (April 16, 2014)

2.621 - Highland/Fernwood Water (SSI)

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Sludge Hauling Contract	9,150	9,150	9,330	-	-	9,330	9,520	9,710	9,900	10,100
Waste Sludge Disposal	12,500	14,500	14,500	-	-	14,500	14,790	15,065	15,239	15,532
Repairs & Maintenance	8,880	7,890	9,050	-	27,000	36,050	29,220	29,410	9,600	9,790
Allocations	20,944	20,944	19,870	-	-	19,870	20,295	20,614	21,073	21,389
Water Testing	13,470	13,650	13,740	-	-	13,740	14,010	14,290	14,580	14,870
Electricity	20,390	20,960	20,800	-	-	20,800	21,220	21,640	22,070	22,510
Supplies	22,720	27,600	23,170	-	-	23,170	23,630	24,100	24,580	25,060
Labour Charges	172,553	228,103	183,174	-	-	183,174	186,907	190,602	194,478	198,315
Other Operating Expenses	17,400	15,790	18,220	-	-	18,220	18,650	19,090	19,550	20,020
TOTAL OPERATING COSTS	298,007	358,587	311,854	-	27,000	338,854	338,242	344,521	331,070	337,586
*Percentage Increase over prior year						13.7%	-0.2%	1.9%	-3.9%	2.0%
<u>DEBT / RESERVES</u>										
Transfer to Capital Reserve Fund	48,250	48,250	50,000	-	-	50,000	50,000	20,000	20,000	20,000
Transfer to Operating Reserve Fund	19,710	19,710	30,000	-	-	30,000	20,000	20,000	20,000	20,000
MFA Debt Principal	24,971	24,971	26,841	-	-	26,841	26,841	72,556	110,351	110,351
MFA Debt Interest	18,445	16,250	7,350	-	-	7,350	19,023	48,820	66,945	66,945
MFA Debt Reserve Fund	5,040	140	130	-	-	130	8,180	12,630	130	130
TOTAL DEBT / RESERVES	116,416	109,321	114,321	-	-	114,321	124,044	174,006	217,426	217,426
TOTAL COSTS	414,423	467,908	426,175	-	27,000	453,175	462,286	518,527	548,496	555,012
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Deficit C/ FW from 2021 to 2022	-	(61,485)	61,485	-	-	61,485	-	-	-	-
Balance C/FW from 2020 to 2021	100,918	100,918	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	-	-	-	-	(27,000)	(27,000)	(20,000)	(20,000)	-	-
Sales - Water	(60,000)	(52,000)	(60,000)	-	-	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)
User Charges	(379,591)	(379,591)	(351,910)	-	-	(351,910)	(305,026)	(359,727)	(408,125)	(413,040)
Other Revenue	(750)	(750)	(750)	-	-	(750)	(760)	(770)	(780)	(790)
TOTAL REVENUE	(339,423)	(392,908)	(351,175)	-	(27,000)	(378,175)	(385,786)	(440,497)	(468,905)	(473,830)
REQUISITION - PARCEL TAX	(75,000)	(75,000)	(75,000)	-	-	(75,000)	(76,500)	(78,030)	(79,591)	(81,182)
*Percentage increase over prior year										
Sales						0.0%	0.0%	0.0%	0.0%	0.0%
User Fee						-7.3%	-13.3%	17.9%	13.5%	1.2%
Requisition						0.0%	2.0%	2.0%	2.0%	2.0%
Combined						-5.4%	-9.3%	12.7%	10.0%	1.2%

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

Service No.	2.621	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Highland & Fernwood Water (SSI)							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$64,000	\$240,000	\$45,000	\$40,000	\$0	\$0	\$389,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$490,000	\$140,000	\$765,000	\$1,500,000	\$0	\$0	\$0	\$2,405,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$490,000	\$204,000	\$1,005,000	\$1,545,000	\$40,000	\$0	\$0	\$2,794,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$390,000	\$0	\$805,000	\$1,250,000	\$0	\$0	\$0	\$2,055,000
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$100,000	\$140,000	\$200,000	\$250,000	\$0	\$0	\$0	\$590,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$64,000	\$0	\$45,000	\$40,000	\$0	\$0	\$149,000
	\$490,000	\$204,000	\$1,005,000	\$1,545,000	\$40,000	\$0	\$0	\$2,794,000

Service: 2.621 Highland & Fernwood Water (SSI)

Project Number 19-01 Capital Project Title Replace intake Capital Project Description Construct new intake and screen
Project Rationale Tender and construct intake. Current intake is undersized for capacity of WTP and creates a bottleneck upstream.

Project Number 19-02 Capital Project Title #N/A Capital Project Description #N/A
Project Rationale To design and install a system to pump DAF (Dissolved Air Flotation) Float Waste, to replace the existing failing pumps.

Project Number 19-05 Capital Project Title Referendum or Alternative Approval Process - Funding for Future Projects Capital Project Description Undertake a referendum or AAP to borrow funds to carry out the intake, back up power and upper reservoir projects.
Project Rationale Undertake a referendum or AAP to borrow funds to carry out the intake, back up power and upper reservoir projects.

Project Number 21-01 Capital Project Title Public Engagement for Future Projects Capital Project Description Public engagement for the intake and upper reservoir projects.
Project Rationale Public engagement for the intake and upper reservoir projects.

Project Number 21-02 Capital Project Title Power generation equipment Capital Project Description Back-Up Power Detailed Design
Project Rationale Need to design a back up power system to provide power (water) in the event of a temporary power failure.

Project Number 21-03 Capital Project Title Highland Upper Reservoir Replacement Capital Project Description Construction to replace existing leaking upper reservoir
Project Rationale Upper reservoir is leaking and wasting water. Needs to be replaced.

Project Number	21-04	Capital Project Title	Water main replacement strategy and detailed design	Capital Project Description	Conduct watermain replacement assessment and develop a phased replacement strategy and design drawings and soecs
Project Rationale	The water main system needs to be replaced so this will assess the system and create a strategy to deal with it along with design drawings and specifications.				

Project Number	22-01	Capital Project Title	Power generation equipment	Capital Project Description	Back-Up Power Construction
Project Rationale	This is the construction phase of the previously designed backup power system needed in the event of a power failure to continue to provide water to the community.				

Project Number	22-03	Capital Project Title	Safety Improvements for the WTF	Capital Project Description	Design and installation of eyewash, safe access platform, roof access hatch
Project Rationale	These are Health and Safety improvements required to provide a safe working environment for CRD personnel.				

Project Number	23-01	Capital Project Title	Initial phase of Water main replacement	Capital Project Description	Engineering and construction of replacement/renewal of failing water main for high priority areas
Project Rationale	This is the initial phase for the replacement of the failing water main system building on the assessment that was completed previously under Project 22-01.				

Project Number	24-01	Capital Project Title	Fernwood PS Haz Assess and Demolition	Capital Project Description	Assessment of hazard and demolition.
Project Rationale	Assessment of hazard and demolition.				

Project Number	24-02	Capital Project Title	Strainer installation for PRV	Capital Project Description	Install strainer for North End and Maliview PRV
Project Rationale	A new strainer is needed for the system. CRD Operations may be able to carry out this task.				

Project Number	25-01	Capital Project Title	Fence installation around storage reservoirs	Capital Project Description	Install fencing around all reservoirs and WTP
Project Rationale	This fence is required for community safety (child access etc.) and security of the asset (vandalism).				

Highland/Fernwood Water (SSI)
 Reserve Summary Schedule
 2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	22,608	25,608	25,608	25,608	45,608	65,608
Capital Reserve Fund	75,302	61,302	111,302	86,302	66,302	86,302
Total	97,910	86,910	136,910	111,910	111,910	151,910

Reserve Schedule

Reserve Fund: 2.621 Highland/Fernwood Water (SSI) - Operating Reserve Fund - Bylaw 4144

Reserve fund used for: unforeseen operational repairs and maintenance; infrequent maintenance activities such as reservoir cleaning and inspection, hydrant maintenance etc. Optimum minimum balance of \$30,000 (approximately 10%) of the annual operating budget.

Reserve Cash Flow

Fund:	1500	Estimated	Budget				
Fund Centre:	105205	2021	2022	2023	2024	2025	2026
Beginning Balance		2,818	22,608	25,608	25,608	25,608	45,608
Transfer from Ops Budget		19,710	30,000	20,000	20,000	20,000	20,000
Expenditures		-	(27,000)	(20,000)	(20,000)	-	-
Planned Maintenance Activity			Hydrant maintenance & Reservoir cleaning & inspection (Ph2)	Fiter media replacement	Reservoir cleaning & inspection		
Interest Income		80					
Ending Balance \$		22,608	25,608	25,608	25,608	45,608	65,608

Assumptions/Background:

Reserve Schedule

Reserve Fund: 2.621 Highland/Fernwood Water (SSI) - Capital Reserve Fund - Bylaw 3991

For capital repairs, additions and improvements to sewage system infrastructure

Reserve Cash Flow

Fund: Fund Centre:	1088 102156	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		25,744	75,302	61,302	111,302	86,302	66,302
Transfer from Ops Budget		48,250	50,000	50,000	20,000	20,000	20,000
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		-	(64,000)	-	(45,000)	(40,000)	-
Interest Income*		1,308					
Ending Balance \$		75,302	61,302	111,302	86,302	66,302	86,302

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2022 Budget

Cedars of Tuam Water (SSI)

EAC REVIEW

OCTOBER 2021

Service: 2.622 Cedars of Tuam Water (SSI)

Committee: Electoral Area

DEFINITION:

To provide and operate water supply and distribution facilities for the Salt Spring Island Cedars of Tuam Water System Service Area. Bylaw No. 3021 (October 9, 2002).

PARTICIPATION:

Local Service Area #45, T(764).

MAXIMUM LEVY:

Greater of \$25,425 or \$6.75 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$81,899.

MAXIMUM CAPITAL DEBT:

AUTHORIZED:	LA Bylaw No. 3024 (October 10, 2002)	24,000
BORROWED:	SI Bylaw No. 3050 (March 12, 2003) 5.5%	(24,000) (Rate reduced to 2.1% June 2013)
REMAINING:		<u><u>\$0</u></u>

COMMITTEE:

Cedars of Tuam Water Service Committee established by bylaw No 3055 (March 12, 2003).

FUNDING:

User Charge

- Annual Fixed Fee per per single family dwelling unit or equivalent plus consumption charge
- The consumption charge for water will be the total volume of water metered to the water service connections, measured in cubic meters at the following rate:
 - First 38 cubic metres or portion - \$3.50 / cubic metre
 - Greater than 38 cubic metres - \$9.00 / cubic metre

Water Connection Charge

- Actual cost for the connection.

RESERVE FUND:

Fund 1057, established by Bylaw #3136 (June 14, 2004); amended by Bylaw 3948 (April 16, 2014).

2.622 - Cedars of Tuam Water (SSI)

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Repairs & Maintenance	13,060	12,750	560	-	1,500	2,060	560	560	560	10,560
Allocations	3,314	3,314	3,209	-	-	3,209	3,330	3,331	3,468	3,457
Water Testing	2,060	2,060	2,100	-	-	2,100	2,140	2,180	2,220	2,260
Electricity	640	750	650	-	-	650	660	670	680	690
Supplies	720	620	730	-	-	730	740	750	760	770
Labour Charges	20,369	17,423	20,774	-	-	20,774	21,202	21,625	22,063	22,495
Other Operating Expenses	1,400	1,470	1,440	-	-	1,440	1,460	1,480	1,500	1,520
TOTAL OPERATING COSTS	41,563	38,387	29,463	-	1,500	30,963	30,092	30,596	31,251	41,752
*Percentage Increase over prior year						-25.5%	-2.8%	1.7%	2.1%	33.6%
<u>DEBT / RESERVES</u>										
Transfer to Capital Reserve Fund	5,000	8,163	5,100	-	-	5,100	6,000	5,000	3,000	3,000
Transfer to Operating Reserve Fund	2,800	2,800	3,000	-	-	3,000	3,100	3,160	3,220	3,280
MFA Debt Reserve Fund	-	-	-	-	-	-	820	4,500	-	-
MFA Debt Principal	-	-	-	-	-	-	-	2,479	16,086	16,086
MFA Debt Interest	-	-	-	-	-	-	677	6,419	17,556	17,556
TOTAL DEBT / RESERVES	7,800	10,963	8,100	-	-	8,100	10,597	21,558	39,862	39,922
TOTAL COSTS	49,363	49,350	37,563	-	1,500	39,063	40,689	52,154	71,113	81,674
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(12,500)	(12,500)	-	-	(1,500)	(1,500)	-	-	-	(10,000)
Sales - Water	(4,513)	(4,500)	(4,513)	-	-	(4,513)	(4,513)	(4,513)	(4,513)	(4,513)
User Charges	(32,300)	(32,300)	(33,000)	-	-	(33,000)	(36,126)	(47,591)	(66,550)	(67,111)
Other Revenue	(50)	(50)	(50)	-	-	(50)	(50)	(50)	(50)	(50)
TOTAL REVENUE	(49,363)	(49,350)	(37,563)	-	(1,500)	(39,063)	(40,689)	(52,154)	(71,113)	(81,674)
REQUISITION - PARCEL TAX	-	-	-	-	-	-	-	-	-	-
*Percentage increase over prior year										
Sales						0.0%	0.0%	0.0%	0.0%	0.0%
User Charge						2.2%	9.5%	31.7%	39.8%	0.8%
Other						0.0%	0.0%	0.0%	0.0%	0.0%
Combined						2.2%	9.5%	31.7%	39.8%	0.8%

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

Service No.	2.622	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Cedars of Tuam Water (SSI)							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$5,000	\$15,000	\$650,000	\$0	\$0	\$0	\$670,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$5,000	\$77,000	\$0	\$0	\$0	\$0	\$82,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$10,000	\$92,000	\$650,000	\$0	\$0	\$0	\$752,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$82,000	\$450,000	\$0	\$0	\$0	\$532,000
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$10,000	\$200,000	\$0	\$0	\$0	\$210,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
	\$0	\$10,000	\$92,000	\$650,000	\$0	\$0	\$0	\$752,000

Service: 2.622 Cedars of Tuam Water (SSI)

Project Number 18-01 **Capital Project Title** Abandon unused wells **Capital Project Description** Decommission wells
Project Rationale Abandon unused wells to prevent groundwater contamination.

Project Number 21-01 **Capital Project Title** Public Engagement for Future Projects **Capital Project Description** Inform and engage public within service area on upcoming works that will require borrowing to fund and electoral participating area petition for borrowing (sec 408 I GA)
Project Rationale Public engagement for projects to fund and electoral participating area petition for borrowing (section 408 LGA)

Project Number 21-03 **Capital Project Title** New well detailed designs **Capital Project Description** Detailed designs, IHA application, construction documents
Project Rationale Detailed design for new well

Project Number 21-04 **Capital Project Title** Construct new well and dist system **Capital Project Description** Construction of new infrastructure for future needs
Project Rationale Construction of new well.

Project Number 21-05 **Capital Project Title** #N/A **Capital Project Description** #N/A
Project Rationale Replace chlorniator and chlorine analyzer, install well level transducer and replace raw water flow meter

Project Number 22-01 **Capital Project Title** Power generation equipment **Capital Project Description** Back up power detailed designs
Project Rationale Design of back up power. Project contingent on the the new well project not proceeding

Project Number 22-02 **Capital Project Title** Power generation equipment **Capital Project Description** Back up power construction
Project Rationale Construct back up power

Project Number 22-03 **Capital Project Title** #N/A **Capital Project Description** #N/A
Project Rationale Need to investigate current issues and install a suitable sand seperator.

**Cedars of Tuam Water (SSI)
Reserve Summary Schedule
2022 - 2026 Financial Plan**

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	2,258	3,758	6,858	10,018	13,238	6,518
Capital Reserve Fund	18,684	13,784	19,784	24,784	27,784	30,784
Total	20,942	17,542	26,642	34,802	41,022	37,302

Reserve Schedule

Reserve Fund: 2.622 Cedars of Tuam Water (SSI) - Operating Reserve Fund

Reserve fund used for: unforeseen operational repairs and maintenance; infrequent maintenance activities such as reservoir cleaning and inspection, hydrant teardowns and ground water well maintenance. Optimum minimum balance of \$2,500 (approximately 10%) of the annual operating budget.

Reserve Cash Flow

Fund: Fund Centre:	1500 105532	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		11,838	2,258	3,758	6,858	10,018	13,238
Transfer from Op Budget		2,800	3,000	3,100	3,160	3,220	3,280
Expenditures		(12,500)	(1,500)	-	-	-	(10,000)
Planned Maintenance Activity		Reservoir cleaning and inspection/ Well inspection	Hydrant/Standpipe Maintenance/ System Flush				Reservoir cleaning and inspection
Interest Income*		120					
Ending Balance \$		2,258	3,758	6,858	10,018	13,238	6,518

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: 2.622 Cedars of Tuam Water (SSI) - Capital Reserve Fund - Bylaw 3948

Monies in the reserve fund will be used to provide for capital works, including the planning, study, design, onstruction of water facilities, conveyance, treatment, storage, distribution of water, land purchases, machinery or equipment necessary for the extension or renewal of existing capital works and related debt servicing payments.

Reserve Cash Flow

Fund:	1057	Estimated	Budget				
Fund Centre:	101843	2021	2022	2023	2024	2025	2026
Beginning Balance		16,367	18,684	13,784	19,784	24,784	27,784
Transfer from Ops Budget		8,163	5,100	6,000	5,000	3,000	3,000
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(6,000)	(10,000)	-	-	-	-
Interest Income*		154					
Ending Balance \$		18,684	13,784	19,784	24,784	27,784	30,784

Assumptions/Background:

Transfer as much as operating budget will allow.

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

CAPITAL REGIONAL DISTRICT

2022 Budget

Beddis Water

EAC REVIEW

OCTOBER 2021

Service: 2.624 Beddis Water (SSI)

Committee: Electoral Area

DEFINITION:

To provide and operate water supply and distribution facilities for the Salt Spring Island Beddis Water System Service Area.
Bylaw No. 3188 (November 24, 2004).

PARTICIPATION:

Order in Council No 176, February 24, 2005.

MAXIMUM LEVY:

Greater of \$133,000 or \$2.71 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$315,538.

MAXIMUM CAPITAL DEBT:

Beddis Waterworks 1994 previous debt paid out 2011	\$95,909		
AUTHORIZED: LA Bylaw No. 3193 (November 24, 2004)		\$325,500	
BORROWED: SI Bylaw No. 3291		(\$325,500)	1.80%
Remaining:		<u>\$0</u>	
AUTHORIZED: LA Bylaw No. 3825 (July 11, 2012)		\$400,000	
BORROWED: SI Bylaw No. 3882 (Jan 9, 2013) Matured 2023		(\$300,000)	3.15%
BORROWED: SI Bylaw No. 3910 (July 2013)		(\$70,000)	3.85%
Remaining:		<u>\$30,000</u>	

COMMITTEE:

Beddis Water Service committee established by Bylaw No. 3247 (Dec 15, 2004)

FUNDING:

Any deficiencies after user charge and/or frontage tax or parcel tax to be levied on taxable school assessments, excluding property that is taxable for school purposes by Special Act.

User Charge:	Fixed user charge + variable consumption charge to all metered properties
Parcel Tax:	Annual, only on properties capable of being connected to the system, starting 2006
User Charge:	- Annual Fixed Fee per per single family dwelling unit or equivalent - The consumption charge for water will be the total volume of water metered to the water service connections, measured in cubic meters at the following rate: <ul style="list-style-type: none">• First 38 cubic metres or portion - \$3.10 / cubic metre• Next 68 cubic metres or portion - \$6.30 / cubic metre• Greater than 106 cubic metres - \$8.50 / cubic metre
Water Connection Charge:	The connection charge for a service shall be the actual cost for the connection

RESERVE FUND:

Fund 1069, established by Bylaw # 3274 (April 27, 2005)

2.624 - Beddis Water

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Operations Contracts	54,300	52,000	55,390	-	-	55,390	56,500	57,630	58,780	59,960
Grit & Waste Sludge Disposal	12,140	13,960	12,390	-	-	12,390	12,640	12,890	13,140	13,410
Repairs & Maintenance	13,650	15,000	5,760	-	14,000	19,760	5,870	5,980	16,100	6,220
Allocations	12,042	12,042	12,201	-	-	12,201	12,493	12,681	13,008	13,189
Water Testing	9,840	7,000	10,040	-	-	10,040	10,240	10,440	10,650	10,860
Electricity	11,420	12,600	11,650	-	-	11,650	11,880	12,120	12,360	12,610
Supplies	10,550	10,550	10,760	-	-	10,760	10,970	11,180	11,400	11,630
Labour Charges	36,008	39,799	36,736	-	-	36,736	37,514	38,238	39,041	39,791
Other Operating Expenses	15,380	26,890	16,930	-	-	16,930	17,340	17,750	18,170	18,600
TOTAL OPERATING COSTS	175,330	189,841	171,857	-	14,000	185,857	175,447	178,909	192,649	186,270
*Percentage Increase over prior year						6.0%	-5.6%	2.0%	7.7%	-3.3%
<u>DEBT / RESERVES</u>										
Transfer to Operating Reserve Fund	4,190	4,190	15,000	-	-	15,000	10,000	10,000	10,000	10,000
Transfer to Capital Reserve Fund	23,000	6,563	35,000	-	-	35,000	70,000	112,000	100,000	105,000
MFA Debt Reserve Fund	220	220	180	-	-	180	180	3,080	180	180
MFA Debt Principal	30,817	30,817	30,817	-	-	30,817	30,817	-	16,469	16,469
MFA Debt Interest	12,145	12,145	12,145	-	-	12,145	7,420	4,205	8,410	8,410
TOTAL DEBT / RESERVES	70,372	53,935	93,142	-	-	93,142	118,417	129,285	135,059	140,059
TOTAL COSTS	245,702	243,776	264,999	-	14,000	278,999	293,864	308,194	327,708	326,329
<u>FUNDING SOURCES (REVENUE)</u>										
Balance C/FW from 2020 to 2021	13,650	13,650	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	(8,000)	(8,000)	-	-	(14,000)	(14,000)	-	-	(10,000)	-
Sales - Water	(72,000)	(69,974)	(72,000)	-	-	(72,000)	(72,000)	(72,000)	(72,000)	(72,000)
User Charges	(105,562)	(105,562)	(117,759)	-	-	(117,759)	(145,084)	(157,884)	(165,828)	(172,849)
Other Revenue	(320)	(420)	(280)	-	-	(280)	(280)	(280)	(280)	(280)
TOTAL REVENUE	(172,232)	(170,306)	(190,039)	-	(14,000)	(204,039)	(217,364)	(230,164)	(248,108)	(245,129)
REQUISITION - PARCEL TAX	(73,470)	(73,470)	(74,960)	-	-	(74,960)	(76,500)	(78,030)	(79,600)	(81,200)
*Percentage increase over prior year										
Sales						0.0%	0.0%	0.0%	0.0%	0.0%
User Fee						11.6%	23.2%	8.8%	5.0%	4.2%
Requisition						2.0%	2.1%	2.0%	2.0%	2.0%
Combined						5.5%	10.9%	4.9%	3.1%	2.7%

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

Service No.	2.624 Beddis Water (SSI)	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$30,000	\$0	\$160,000	\$0	\$0	\$0	\$190,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$63,000	\$446,000	\$0	\$0	\$0	\$509,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$30,000	\$63,000	\$606,000	\$0	\$0	\$0	\$699,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$290,000	\$0	\$0	\$0	\$290,000
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$200,000	\$0	\$0	\$0	\$200,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$30,000	\$63,000	\$116,000	\$0	\$0	\$0	\$209,000
	\$0	\$30,000	\$63,000	\$606,000	\$0	\$0	\$0	\$699,000

CAPITAL REGIONAL DISTRICT

Project Number
 Project number format is "yy-##"
 "yy" is the last two digits of the year the project is planned to start.
 "##" is a numerical value. For example, 22-01 is a project planned to start in 2022.
 For projects in previous capital plans, use the same project numbers previously

Capital Expenditure Type
Study - Expenditure for feasibility and business case report.
New - Expenditure for new asset only
Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service
Replacement - Expenditure replaces an existing asset

Capital Project Title
 Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
 Briefly describe project scope and service benefits.
 For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
 Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
 Debt = Debenture Debt (new debt only)
 ERF = Equipment Replacement Fund
 Grant = Grants (Federal, Provincial)
 Cap = Capital Funds on Hand
 Other = Donations / Third Party Funding
 Res = Reserve Fund
 STLoan = Short Term Loans
 WU = Water Utility
 If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
 Input the carryforward amount from the 2021 capital plan that is remaining to be spent. Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
 Class A (+10-15%) = Estimate based on final drawings and specifications, used to evaluate tenders.
 Class B (+15-25%) = Estimate based on investigations, studies or preliminary design; used for budget planning.
 Class C (+25-40%) = Estimate based on limited site information; used for program planning.
 Class D (+50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 2.624
Service Name: Beddis Water (SSI)

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
20-02	Study	Referendum or Alternative Approval Process - Funding for Future Projects	Seek service area electors approval to fund projects	\$20,000	S	Res	\$0	\$0	\$20,000	\$0	\$0	\$0	\$20,000
21-02	Study	Public Engagement for Future Projects	Undertake a referendum or AAP to borrow funds	\$10,000	S	Res	\$0	\$0	\$10,000	\$0	\$0	\$0	\$10,000
21-01	New	Power generation equipment	Back up power construction	\$110,000	E	Debt	\$0	\$0	\$0	\$110,000	\$0	\$0	\$110,000
21-01	New	Power generation equipment	Back up power construction	\$50,000	E	Grant	\$0	\$0	\$0	\$50,000	\$0	\$0	\$50,000
21-03	New	Preliminary design of booster pump and second reservoir at Sky Valley lower reservoir and decommission of upper reservoir and Lautman reservoir	Preliminary design of booster pump and second reservoir at Sky Valley lower reservoir	\$33,000	S	Res	\$0	\$0	\$33,000	\$0	\$0	\$0	\$33,000
21-03	New	Detailed design of booster pump and second reservoir at Sky Valley lower reservoir and decommission of upper reservoir and Lautman reservoir	Detailed design of booster pump and second reservoir at Sky Valley lower reservoir-ineligible	\$66,000	S	Res	\$0	\$0	\$0	\$66,000	\$0	\$0	\$66,000
25-02	New	Construction of booster pump and second reservoir at Sky Valley lower reservoir	Construction of booster pump and second reservoir at Sky Valley lower reservoir	\$180,000	S	Debt	\$0	\$0	\$0	\$180,000	\$0	\$0	\$180,000
25-02	New	Construction of booster pump and second reservoir at Sky Valley lower reservoir	Construction of booster pump and second reservoir at Sky Valley lower reservoir	\$150,000	S	Grant	\$0	\$0	\$0	\$150,000	\$0	\$0	\$150,000
25-01	Decommission	Decommission of Sky Valley Upper Reservoir	Decommission and removal of Sky Valley Upper Reservoir	\$50,000	S	Res	\$0	\$0	\$0	\$50,000	\$0	\$0	\$50,000
17-01	Decommission	Lautman reservoir	Dismantle and remove Lautman reservoir	\$30,000	E	Res	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000
GRAND TOTAL				\$699,000			\$0	\$30,000	\$63,000	\$606,000	\$0	\$0	\$699,000

Service: 2.624 Beddis Water (SSI)

Project Number 20-02 Capital Project Title Referendum or Alternative Approval Process - Funding for Future Projects Capital Project Description Seek service area electors approval to fund projects
Project Rationale Need to obtain approval from the area electors for futue projects.

Project Number 21-02 Capital Project Title Public Engagement for Future Projects Capital Project Description Undertake a referendum or AAP to borrow funds to carry out the
Project Rationale As per Commission request (Dec. 15/2015), capital construction projects greater than \$50,000 are to be funded thru debt, in which case a referndum may be required.

Project Number 21-01 Capital Project Title Power generation equipment Capital Project Description Back up power construction
Project Rationale Back up power

Project Number 21-03 Capital Project Title Preliminary design of booster pump and second reservoir at Sky Valley lower reservoir and decomission of upper reservoir and Lautman reservoir Capital Project Description Preliminary design of booster pump and second reservoir at Sky Valley lower reservoir
Project Rationale Need to replace an existing reservoir with a new one and this will require a booster pump to operate it.

Project Number 25-02 Capital Project Title Construction of booster pump and second reservoir at Sky Valley lower reservoir Capital Project Description Construction of booster pump and second reservoir at Sky Valley lower reservoir
Project Rationale Need to replace an existing reservoir with a new one and this will require a booster pump to operate it.

Project Number 25-01 Capital Project Title Decommission of Sky Valley Upper Reservoir Capital Project Description Decommission and removal of Sky Valley Upper Reservoir
Project Rationale This is the decommissioning of an old reservoir that is being replaced.

Project Number 17-01 Capital Project Title Lautman reservoir Capital Project Description Dismantle and remove Lautman reservoir
Project Rationale This is an abandoned reservoir that needs to be demolished and disposed of.

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

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	11,629	12,629	22,629	32,629	32,629	42,629
Capital Reserve Fund	8,257	13,257	20,257	16,257	116,257	221,257
Total	19,887	25,887	42,887	48,887	148,887	263,887

Reserve Schedule

Reserve Fund: 2.624 Beddis Water - Operating Reserve Fund

Reserve fund used for unforeseen operational repairs and maintenance; infrequent maintenance activities such as reservoir cleaning and inspection, hydrant maintenance. Optimum minimum balance of \$14,000 (approximately 10%) of the annual operating budget.

Reserve Cash Flow

Fund:	1500	Estimated	Budget				
Fund Centre:	105206	2021	2022	2023	2024	2025	2026
Beginning Balance		15,284	11,629	12,629	22,629	32,629	32,629
Transfer from Ops Budget		4,190	15,000	10,000	10,000	10,000	10,000
Transfer to Ops Budget		-	-	-	-	-	-
Expenditures		(8,000)	(14,000)	-	-	(10,000)	-
Planned Maintenance Activity			Reservoir cleaning and inspection			Reservoir cleaning and inspection	
Interest Income		156					
Ending Balance \$		11,629	12,629	22,629	32,629	32,629	42,629

Reserve Schedule

Reserve Fund: 2.624 Beddis Water - Capital Reserve Fund - Bylaw 3274

For capital repairs, additions and improvements to water system infrastructure

Reserve Cash Flow

Fund:	1069	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101894						
Beginning Balance		14,544	8,257	13,257	20,257	16,257	116,257
Transfer from Ops Budget		6,563	35,000	70,000	112,000	100,000	105,000
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(12,984)	(30,000)	(63,000)	(116,000)	-	-
Interest Income		134					
Ending Balance \$		8,257	13,257	20,257	16,257	116,257	221,257

Assumptions/Background:

Debt costs will be reduced by \$22k in 2021. Transfers to CRF may increase at that time

CAPITAL REGIONAL DISTRICT

2022 Budget

Fulford Water (SSI)

EAC REVIEW

OCTOBER 2021

Service: 2.626 Fulford Water (SSI)

Committee: Electoral Area

DEFINITION:

To provide, operate and maintain water supply and distribution facilities for the Fulford Water Local Service Area on Salt Spring Island.
Bylaw No. 3202 (November 24, 2004).

PARTICIPATION:

Order In Council No 177, Feb 24, 2005.

MAXIMUM LEVY:

Greater of \$156,000 or \$5.46 / \$1,000 to a maximum of \$396,306.

MAXIMUM CAPITAL DEBT:

COMMITTEE:

Fulford Water Service committee established by Bylaw No 3248 (Dec 15, 2004).

FUNDING:

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

User Charge: Fixed user charge for residential properties.

Parcel Tax: Annual, levied only on properties capable of being connected to the system, starting 2006.

Connection Charge: The connection charge for a service shall be the actual cost for the connection.

Consumption Charge: Single Family Residential: No Consumption Charge
Other: \$3.27 per cubic metre
Minimum charge for non-residential properties is equal to residential fixed user charge per SFE.

MAXIMUM OPERATING EXPENDITURE:

RESERVE FUND BYLAW:

Fund 1070, established by Bylaw #3275 (April 27, 2005)

2.626 - Fulford Water (SSI)

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Operations Contract	56,270	56,270	57,400	-	-	57,400	58,550	59,720	60,920	62,140
Grit & Waste Sludge Disposal	7,510	6,500	7,660	-	-	7,660	7,810	7,970	8,130	8,290
Repairs & Maintenance	28,000	7,000	8,170	-	20,000	28,170	8,750	8,930	9,120	9,310
Allocations	8,622	8,622	9,382	-	-	9,382	9,626	9,753	10,019	10,138
Water Testing	5,780	4,900	5,900	-	-	5,900	6,020	6,140	6,260	6,390
Electricity	10,360	10,360	10,570	-	-	10,570	10,780	11,000	11,220	11,440
Supplies	7,650	12,490	7,800	-	-	7,800	7,950	8,100	8,250	8,410
Labour Charges	22,821	25,774	23,282	-	-	23,282	23,786	24,238	24,748	25,215
Other Operating Expenses	17,550	22,102	18,210	-	-	18,210	18,640	19,080	19,530	20,000
TOTAL OPERATING COSTS	164,563	154,018	148,374	-	20,000	168,374	151,912	154,931	158,197	161,333
*Percentage Increase over prior year			-9.8%			2.3%	-9.8%	2.0%	2.1%	2.0%
<u>DEBT / RESERVES</u>										
Transfer to Operating Reserve Fund	7,400	7,400	7,600	-	-	7,600	7,750	7,900	8,000	8,100
Transfer to Capital Reserve Fund	21,000	21,000	58,000	-	-	58,000	45,000	10,000	10,000	10,000
MFA Debt ReserveFund	260	260	210	-	-	210	5,210	7,210	7,210	7,210
MFA Debt Principal	8,490	8,490	8,490	-	-	8,490	8,490	23,608	44,773	65,938
MFA Debt Interest	5,655	5,655	5,655	-	-	5,655	13,905	33,705	56,805	79,905
TOTAL DEBT / RESERVES	42,805	42,805	79,955	-	-	79,955	80,355	82,423	126,788	171,153
TOTAL COSTS	207,368	196,823	228,329	-	20,000	248,329	232,267	237,354	284,985	332,486
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(20,000)	(7,855)	-	-	(20,000)	(20,000)	-	-	-	-
Sales - Water	(16,400)	(18,000)	(16,400)	-	-	(16,400)	(16,400)	(16,400)	(16,400)	(16,400)
User Charges	(132,598)	(132,598)	(163,599)	-	-	(163,599)	(165,027)	(167,104)	(197,725)	(235,216)
Other Revenue	(870)	(870)	(830)	-	-	(830)	(840)	(850)	(860)	(870)
TOTAL REVENUE	(169,868)	(159,323)	(180,829)	-	(20,000)	(200,829)	(182,267)	(184,354)	(214,985)	(252,486)
REQUISITION - PARCEL TAX	(37,500)	(37,500)	(47,500)	-	-	(47,500)	(50,000)	(53,000)	(70,000)	(80,000)
*Percentage increase over prior year										
Sales						0.00%	0.00%	0.00%	0.00%	0.00%
User Fee						23.4%	0.9%	1.3%	18.3%	19.0%
Requisition						26.7%	5.3%	6.0%	32.1%	14.3%
Combined						22.0%	1.7%	2.2%	20.1%	16.7%

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

Service No.	2.626	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Fulford Water (SSI)							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$13,000	\$38,000	\$806,000	\$710,000	\$700,000	\$700,000	\$700,000	\$2,954,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$120,000	\$190,000	\$0	\$0	\$0	\$0	\$0	\$190,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$133,000	\$228,000	\$806,000	\$710,000	\$700,000	\$700,000	\$700,000	\$3,144,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$500,000	\$700,000	\$700,000	\$700,000	\$700,000	\$2,600,000
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$70,000	\$300,000	\$0	\$0	\$0	\$0	\$370,000
Donations / Third Party Funding	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Reserve Fund	\$123,000	\$148,000	\$6,000	\$10,000	\$0	\$0	\$0	\$164,000
	\$133,000	\$228,000	\$806,000	\$710,000	\$700,000	\$700,000	\$700,000	\$3,144,000

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

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

Service #: 2.626 _____
Service Name: Fulford Water (SSI) _____

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
20-01	New	WTP, Reservoir, PST Sunnyside Site Security	Security fencing to secure assets.	\$20,000	S	Res	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$20,000
20-01				\$10,000	S	Other	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$10,000
21-02	Study	Public Engagement for Future Projects	Inform and engage public within service area on upcoming works that will require borrowing to fund.	\$15,000	E	Res	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000
21-02	Study	Referendum or Alternative Approval Process - Funding for Future Projects	Undertake a referendum or AAP to borrow funds to carry out the new well design and construction	\$10,000	E	Res	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000
22-01	New	Replacement of Flocculation mixer motor	Replace two flocculation mixer motors	\$9,000	E	Res	\$9,000	\$9,000	\$0	\$0	\$0	\$0	\$9,000
22-02	New	Installation of turbidity meter on influent line	Installation of turbidity meter on influent line	\$4,000	E	Res	\$4,000	\$4,000	\$0	\$0	\$0	\$0	\$4,000
23-01	New	Replacement of impellers of pumps at Sunnyside Pumpstation	Replacement of impellers of pumps at Sunnyside Pumpstation	\$6,000	E	Res	\$0	\$0	\$6,000	\$0	\$0	\$0	\$6,000
24-01	New	Electrical service improvement at Fulford WTP	Replacement of panel board directory and address issues with regard to resetting motor overload	\$10,000	E	Res	\$0	\$0	\$0	\$10,000	\$0	\$0	\$10,000
22-03	New	Water main assessment and replacement strategy and initial phase detailed design	Develop a strategy and phased program to replace aging AC water mains in the system and perform detailed design for initial phase	\$90,000	S	Res	\$90,000	\$90,000	\$0		\$0	\$0	\$90,000
25-01	New	Initial phase of water main replacement	Water main replacement detailed design and construction for priority sections	\$2,900,000	E	Debt	\$0	\$0	\$500,000	\$700,000	\$700,000	\$700,000	\$2,600,000
25-01	New				E	Grant	\$0	\$0	\$300,000	\$0	\$0	\$0	\$300,000
22-04	New	Relocate Water Line at Weston Creek	Complete detailed design, issue an RFP and complete the field construction to relocate the line.	\$70,000	S	Grant	\$0	\$70,000	\$0	\$0	\$0	\$0	\$70,000
GRAND TOTAL				\$3,144,000			\$133,000	\$228,000	\$806,000	\$710,000	\$700,000	\$700,000	\$3,144,000

Service: 2.626 Fulford Water (SSI)

Project Number 20-01 **Capital Project Title** WTP, Reservoir, PST Sunnyside Site Security **Capital Project Description** Security fencing to secure assets.
Project Rationale Perimeter fencing is required to secure assets.

Project Number 21-02 **Capital Project Title** Public Engagement for Future Projects **Capital Project Description** Inform and engage public within service area on upcoming works that will require borrowing to fund.
Project Rationale Referendum to secure borrowing.

Project Number 22-01 **Capital Project Title** Replacement of Flocculation mixer motor **Capital Project Description** Replace two flocculation mixer motors
Project Rationale Replacement of aging equipment.

Project Number 22-02 **Capital Project Title** Installation of turbidity meter on influent line **Capital Project Description** Installation of turbidity meter on influent line
Project Rationale Meter required to measure water quality.

Project Number 23-01 **Capital Project Title** Replacement of impellers of pumps at Sunnyside Pumpstation **Capital Project Description** Replacement of impellers of pumps at Sunnyside Pumpstation
Project Rationale Replacement of aging equipment.

Project Number	24-01	Capital Project Title	Electrical service improvement at Fulford WTP	Capital Project Description	Replacement of panel board directory and address issues with regard to resetting motor overload
Project Rationale	Replacement of aging equipment.				

Project Number	22-03	Capital Project Title	Water main assessment and replacement strategy and initial phase detailed design	Capital Project Description	Develop a strategy and phased program to replace aging AC water mains in the system and perform detailed design for initial phase
Project Rationale	Aging asbestos concrete water lines require replacement.				

Project Number	25-01	Capital Project Title	Initial phase of water main replacement	Capital Project Description	Water main replacement detailed design and construction for priority sections
Project Rationale	Aging asbestos concrete water lines require replacement.				

Project Number	22-04	Capital Project Title	Relocate Water Line at Weston Creek	Capital Project Description	Complete detailed design, issue an RFP and complete the field construction to relocate the line.
Project Rationale	The existing water line which runs on the downstream side of the culvert containing Weston Creek has become exposed due to erosion. The plan is to relocate the line under the road and above the culvert, the best option out of the three presented by the engineering consultant. These are additional funds to complete the detailed design, issue an RFP and complete the field construction to relocate the line.				

**Fulford Water (SSI)
Reserve Summary Schedule
2022 - 2026 Financial Plan**

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operaring Reserve Fund	17,993	5,593	13,343	21,243	29,243	37,343
Capital Reserve Fund	95,094	5,094	44,094	44,094	54,094	64,094
Total	113,087	10,687	57,437	65,337	83,337	101,437

Reserve Schedule

Reserve Fund: 2.626 Fulford Water (SSI) - Operating Reserve Fund - Bylaw 4144

Reserve fund used for: unforeseen operational repairs and maintenance; infrequent maintenance activities such as reservoir cleaning and inspection, hydrant maintenance. Optimum minimum balance of \$14,000 (approximately 10%) of the annual operating budget.

Reserve Cash Flow

Fund: Fund Centre:	1500 105207	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		18,256	17,993	5,593	13,343	21,243	29,243
Transfer from Ops Budget		7,400	7,600	7,750	7,900	8,000	8,100
Expenditures		(7,855)	(20,000)		-	-	-
Planned Maintenance Activity			Reservoir cleaning and inspection				
Interest Income		192					
Ending Balance \$		17,993	5,593	13,343	21,243	29,243	37,343

Assumptions/Background:

Reserve Schedule

Reserve Fund: 2.626 Fulford Water (SSI) - Capital Reserve Fund

Bylaw 3275

Reserve Cash Flow

Fund:	1070	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101897						
Beginning Balance		73,402	95,094	5,094	44,094	44,094	54,094
Transfer from Ops Budget		21,000	58,000	45,000	10,000	10,000	10,000
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		-	(148,000)	(6,000)	(10,000)	-	-
Interest Income*		692					
Ending Balance \$		95,094	5,094	44,094	44,094	54,094	64,094

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2022 Budget

Cedar Lane Water (SSI)

EAC REVIEW

OCTOBER 2021

Service: 2.628 Cedar Lane Water (SSI)

Committee: Electoral Area

DEFINITION:

To provide and operate water supply and distribution facilities for the Salt Spring Island Cedar Lane Water Service Area.
Bylaw 3424 (Oct 10, 2007)

PARTICIPATION:

Local Service Area #31, P(764)

MAXIMUM LEVY:

Greater of \$54,000 or \$4.76/ \$1,000 of actual assessed value of land and improvements to a maximum of \$105,473.

MAXIMUM CAPITAL DEBT:

Authorized:	LA Bylaw No. 3425 (Oct 10, 2007)	\$168,000
Borrowed:	SI Bylaw 3514 (Feb 13, 2008)	(\$60,000)
	SI Bylaw 3634 (Aug 12, 2009)	(\$108,000)
Remaining:		<u>\$0</u>

COMMISSION:

Cedar Lane Water Service Commission established by Bylaw 3505, Feb 13, 2008.

FUNDING:

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

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

- First 30 cubic metres or portion - \$2.50 / cubic metre
- Next 30 cubic metres or portion - \$9.00 / cubic metre
- Greater than 61 cubic metres - \$25.00 / cubic metre

RESERVE FUND BYLAW:

Cedar Lane Water Service Capital Reserve Fund, Bylaw #3582 (Nov 12, 2008).
Cedar Lane Water Service Operating Reserve Fund, Bylaw #4144 (Dec 14, 2016).

2.628 - Cedar Lane Water (SSI)

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
OPERATING COSTS										
Operations Contract	22,200	32,100	22,650	-	-	22,650	23,100	23,560	24,030	24,510
Repairs & Maintenance	26,080	25,000	1,600	-	-	1,600	1,630	1,670	21,710	1,750
Allocations	4,786	4,786	4,889	-	-	4,889	5,044	5,081	5,255	5,281
Water Testing	3,040	3,700	3,100	-	-	3,100	3,160	3,220	3,280	3,350
Electricity	4,580	4,300	4,670	-	-	4,670	4,760	4,860	4,960	5,060
Supplies	1,540	2,386	1,570	-	-	1,570	1,600	1,630	1,660	1,690
Labour Charges	11,231	11,226	11,464	-	-	11,464	11,706	11,932	12,181	12,415
Other Operating Expenses	3,070	2,620	3,200	-	-	3,200	3,280	3,360	3,440	3,520
TOTAL OPERATING COSTS	76,527	86,118	53,143	-	-	53,143	54,280	55,313	76,516	57,576
*Percentage Increase over prior year						-30.6%	2.1%	1.9%	38.3%	-24.8%
DEBT / RESERVES										
Transfer to Capital Reserve Fund	2,170	2,170	15,000	-	-	15,000	20,000	20,000	30,000	32,000
Transfer to Operating Reserve Fund	3,200	3,200	3,200	-	-	3,200	5,000	4,500	6,000	6,000
MFA Debt Reserve Fund	30	30	30	-	-	30	930	30	30	30
MFA Debt Principal	5,394	5,394	5,394	-	-	5,394	5,394	10,505	5,111	5,111
MFA Debt Interest	2,430	2,430	2,430	-	-	2,430	3,735	5,040	2,610	2,610
TOTAL DEBT / RESERVES	13,224	13,224	26,054	-	-	26,054	35,059	40,075	43,751	45,751
TOTAL COSTS	89,751	99,342	79,197	-	-	79,197	89,339	95,388	120,267	103,327
FUNDING SOURCES (REVENUE)										
Estimated Deficit CFW 2021 to 2022	-	(10,090)	10,090	-	-	10,090	-	-	-	-
Transfers from Operations Reserve Fund	(25,000)	(25,000)	-	-	-	-	-	-	(20,000)	-
Sales - Water	(11,500)	(11,000)	(11,500)	-	-	(11,500)	(11,500)	(11,500)	(11,500)	(11,500)
User Charges	(43,047)	(43,048)	(62,607)	-	-	(62,607)	(52,659)	(53,708)	(57,587)	(59,647)
Other Revenue	(180)	(180)	(180)	-	-	(180)	(180)	(180)	(180)	(180)
TOTAL REVENUE	(79,727)	(89,318)	(64,197)	-	-	(64,197)	(64,339)	(65,388)	(89,267)	(71,327)
REQUISITION - PARCEL TAX	(10,024)	(10,024)	(15,000)	-	-	(15,000)	(25,000)	(30,000)	(31,000)	(32,000)
*Percentage increase over prior year										
Sales						0.0%	0.0%	0.0%	0.0%	0.0%
User Charge						45.4%	-15.9%	2.0%	7.2%	3.6%
Requisition						49.6%	66.7%	20.0%	3.3%	3.2%
Combined						38.0%	0.1%	6.8%	5.1%	3.1%

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

Service No.	2.628	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Cedar Lane Water (SSI)							

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	\$30,000	\$266,500	\$10,000	\$0	\$0	\$0	\$306,500
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$30,000	\$266,500	\$10,000	\$0	\$0	\$0	\$306,500

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt (New Debt Only)	\$0	\$0	\$90,000	\$0	\$0	\$0	\$0	\$90,000
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$140,000	\$0	\$0	\$0	\$0	\$140,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$30,000	\$36,500	\$10,000	\$0	\$0	\$0	\$76,500
	\$0	\$30,000	\$266,500	\$10,000	\$0	\$0	\$0	\$306,500

**Cedar Lane Water (SSI)
Reserve Summary Schedule
2022 - 2026 Financial Plan**

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	4,784	7,984	12,984	17,484	3,484	9,484
Capital Reserve Fund	41,837	26,837	10,337	20,337	50,337	82,337
Total	46,621	34,821	23,321	37,821	53,821	91,821

Reserve Schedule

Reserve Fund: 2.628 Cedar Lane Water (SSI) - Operating Reserve Fund - Bylaw 4144

Reserve fund used for: unforeseen operational repairs and maintenance; infrequent maintenance activities such as reservoir cleaning and inspection, hydrant maintenance and ground water well maintenance. Optimum minimum balance of \$4,500 (approximately 10%) of the annual operating budget.

Reserve Cash Flow

Fund: Fund Centre:	1500 105208	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		26,328	4,784	7,984	12,984	17,484	3,484
Transfer from Ops Budget		3,200	3,200	5,000	4,500	6,000	6,000
Expenditures		(25,000)	-	-	-	(20,000)	-
Planned Maintenance Activity		Well No.1 Inspection & Reservoir cleaning & inspection				Reservoir cleaning & inspection	
Interest Income*		256					
Ending Balance \$		4,784	7,984	12,984	17,484	3,484	9,484

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: 2.628 Cedar Lane Water (SSI) - Capital Reserve Fund

Bylaw 3582

Reserve Cash Flow

Fund: Fund Centre:	1076 102020	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		74,434	41,837	26,837	10,337	20,337	50,337
Transfer from Ops Budget		2,170	15,000	20,000	20,000	30,000	32,000
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(35,000)	(30,000)	(36,500)	(10,000)	-	-
Interest Income*		233					
Ending Balance \$		41,837	26,837	10,337	20,337	50,337	82,337

Assumptions/Background:

Transfer as much as operating budget will allow.

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

CAPITAL REGIONAL DISTRICT

2022 Budget

Fernwood Water (SSI)

EAC REVIEW

OCTOBER 2021

Service: 2.660 Fernwood Water (SSI)

Committee: Electoral Area

DEFINITION:

To provide, operate and maintain water supply and distribution facilities for the Fernwood Water Local Service Area on Salt Spring Island Bylaw No. 1772 (January 1990). Amended Bylaw No. 2034 (July 15, 1992).

PARTICIPATION:

Fernwood Area of Salt Spring Island. Local Service Area #6, F(764).

MAXIMUM LEVY:

Greater of \$56,000 or \$5.07 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$316,923.

MAXIMUM CAPITAL DEBT:

AUTHORIZED:	LA Bylaw No. 3581 (April 8, 2009)	\$195,000
BORROWED:	SI Bylaw 3634 (Nov 2009)	\$ (100,000)
	SI Bylaw 3677 (Feb 2010)	\$ (50,000)
	SI Bylaw 3817 (May 2012)	\$ (45,000)
REMAINING:		<hr/> \$0

COMMISSION:

Fernwood Local Services Committee established by Bylaw No. 1774.

FUNDING:

Any deficiencies after user charge and/or parcel tax to be levied on taxable hospital assessments.
Parcel Tax: - Annual, levied only on properties capable of being connected to the system.

MAXIMUM OPERATING EXPENDITURE:

Under Bylaw No. 2187 - Maximum requisition greater of \$56,000 or \$5.07 / \$1,000 of actual assessments for land and improvements.

RESERVE FUND BYLAW:

Bylaw No. 1832.

2.660 - Fernwood Water (SSI)	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Allocations	348	348	82	-	-	82	83	85	87	88
TOTAL OPERATING COSTS	348	348	82	-	-	82	83	85	87	88
*Percentage Increase over prior year						-76.4%	1.2%	2.4%	2.4%	1.1%
<u>DEBT</u>										
MFA Debt Principal	9,925	9,925	9,925	-	-	9,925	9,925	9,925	4,931	2,247
MFA Debt Interest	4,420	4,420	4,420	-	-	4,420	4,420	4,420	1,850	1,530
MFA Debt Reserve Fund	60	60	50	-	-	50	50	50	50	50
TOTAL DEBT	14,405	14,405	14,395	-	-	14,395	14,395	14,395	6,831	3,827
TOTAL COSTS	14,753	14,753	14,477	-	-	14,477	14,478	14,480	6,918	3,915
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/f from 2020 to 2021	(1,200)	(1,200)	-	-	-	-	-	-	-	-
Other Revenue	(60)	(60)	(50)	-	-	(50)	(50)	(50)	(50)	(50)
TOTAL REVENUE	(1,260)	(1,260)	(50)	-	-	(50)	(50)	(50)	(50)	(50)
REQUISITION - PARCEL TAX	(13,493)	(13,493)	(14,427)	-	-	(14,427)	(14,428)	(14,430)	(6,868)	(3,865)
*Percentage increase over prior year Requisition						6.9%	0.0%	0.0%	-52.4%	-43.7%

CAPITAL REGIONAL DISTRICT

2022 Budget

SSI Liquid Waste Disposal

EAC REVIEW

OCTOBER 2021

Service: 3.705 SSI Liquid Waste Disposal

Committee: Electoral Area

DEFINITION:

To provide, operate, collect, treat and dispose of septage and sewage sludge and co-compost septage and sewage sludge with wood waste for the local service area on Salt Spring Island under Bylaw No. 2118 (April 1993).

PARTICIPATION:

The additional local service area is co-terminus with the boundaries of the electoral area of Salt Spring Island. The electoral area of Salt Spring Island is the only participating area for this additional local service.

MAXIMUM LEVY:

Greater of \$126,650 or \$0.10 / \$1,000 on actual assessments for land and improvements. To a maximum of \$470,854.

COMMITTEE:

Salt Spring Island Liquid Waste Disposal Local Services Committee established by Bylaw No. 2119 (May, 1993).

FUNDING:

Parcel Tax:	Annual, levied on all properties in the Electoral Area
Tipping Fee:	\$0.445 per imperial gallon (Bylaw No. 4395, December 9, 2020)
Connection Charge:	N/A

RESERVE FUND:

Bylaw No. 2274 (Feb 22, 1995)

Change in Budget 2021 to 2022
Service: 3.705 SSI Liquid Waste Disposal

Total Expenditure

Comments

2021 Budget

897,276

Changes:

Sludge Hauling Contract	80,600	Estimate \$0.015/IGAL increase in sludge disposal costs and 155,000 IGAL increase in volume
Grit & Waste Sludge Disposal	(2,400)	Decrease in monthly bin rental and screenings disposal costs
Repairs & Maintenance	(5,000)	One time cyclical maintenance planned in 2021
Standard Overhead Allocation	8,556	Increase due to 2021 operating cost increase and 4th year of new OH model implementation
Labour Charges	3,163	Increase in 2022 operating costs
Transfer to Capital Reserve Fund	8,430	Transfer to fund future capital projects
Other	900	
Total Changes	94,249	

2022 Budget

991,525

% Expense increase from 2021:

10.5%

% Parcel tax increase from 2021:

5.3%

Parcel tax funding is 38% of service revenue

Overall 2021 Budget Performance

(expected variance to budget and surplus treatment)

Total Revenue is projected at \$161,470 (18.1%) higher than budget due to higher than expected revenue from tipping fees. Total Operating Costs are projected at \$152,999 (17.1%) higher than budget mainly due to the increased cost to dispose of the higher volume of sludge. The one-time favourable variance of \$8,471 will be balanced on an increased transfer to the Capital Reserve Fund, which has a expected year-end balance of \$160,383 before this transfer.

3.705 - SSI Liquid Waste Disposal	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Sludge Hauling Contract	477,400	629,960	558,000	-	-	558,000	569,160	580,540	592,150	603,990
Grit & Waste Sludge Disposal	6,000	3,500	3,600	-	-	3,600	3,670	3,740	3,810	3,890
Repairs & Maintenance	12,490	10,000	7,750	-	-	7,750	16,910	8,070	8,230	8,390
Allocations	29,030	29,030	37,626	-	-	37,626	38,333	39,054	39,789	40,539
Electricity	7,800	4,200	6,500	-	-	6,500	6,630	6,760	6,900	7,040
Supplies	7,530	9,500	7,680	-	-	7,680	7,830	7,990	8,150	8,310
Labour Charges	154,073	162,982	157,236	-	-	157,236	160,522	163,646	167,036	170,266
Other Operating Expenses	11,970	10,120	13,500	-	-	13,500	13,830	14,170	14,530	14,891
TOTAL OPERATING COSTS	706,293	859,292	791,892	-	-	791,892	816,885	823,970	840,595	857,316
*Percentage Increase over prior year						12.1%	3.2%	0.9%	2.0%	2.0%
<u>DEBT / RESERVES</u>										
MFA Debt Reserve	620	620	560	-	-	560	560	20,560	560	560
MFA Debt Principal	107,308	107,308	107,308	-	-	107,308	107,308	107,308	186,926	152,033
MFA Debt Interest	53,265	53,265	53,265	-	-	53,265	53,265	64,615	91,805	87,645
Transfer to Operating Reserve Fund	3,720	3,720	4,000	-	-	4,000	4,000	4,000	4,000	4,000
Transfer to Capital Reserve Fund	26,070	34,541	34,500	-	-	34,500	79,500	90,633	-	35,800
TOTAL DEBT / RESERVES	190,983	199,454	199,633	-	-	199,633	244,633	287,116	283,291	280,038
TOTAL COSTS	897,276	1,058,746	991,525	-	-	991,525	1,061,518	1,111,086	1,123,886	1,137,354
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(5,000)	(5,000)	-	-	-	-	(9,000)	-	-	-
Sale - Septage Sludge	(356,000)	(440,550)	(409,500)	-	-	(409,500)	(417,690)	(426,040)	(434,560)	(443,250)
Sale - Sewage Sludge	(178,000)	(255,430)	(204,750)	-	-	(204,750)	(208,850)	(213,030)	(217,290)	(221,640)
Grants in Lieu of Taxes	(450)	(450)	(460)	-	-	(460)	(470)	(480)	(490)	(500)
Recoveries	-	-	-	-	-	-	-	-	-	-
Other Revenue	(1,130)	(620)	(1,070)	-	-	(1,070)	(1,080)	(1,090)	(1,100)	(1,110)
TOTAL REVENUE	(540,580)	(702,050)	(615,780)	-	-	(615,780)	(637,090)	(640,640)	(653,440)	(666,500)
REQUISITION - PARCEL TAX	(356,696)	(356,696)	(375,745)	-	-	(375,745)	(424,428)	(470,446)	(470,446)	(470,854)
*Percentage increase over prior year Requisition						5.3%	13.0%	10.8%	0.0%	0.1%

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

Service No.	3.705	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	SSI Septage / Composting							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$155,000	\$152,500	\$180,000	\$2,000,000	\$50,000	\$0	\$2,382,500
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$155,000	\$152,500	\$180,000	\$2,000,000	\$50,000	\$0	\$2,382,500
		\$155,000	\$152,500	\$180,000	\$2,000,000	\$50,000	\$0	\$2,382,500

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$2,000,000	\$0	\$0	\$2,000,000
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	Grant	\$75,000	\$75,000	\$0	\$0	\$40,000	\$0	\$115,000
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$80,000	\$77,500	\$180,000	\$0	\$10,000	\$0	\$267,500
		\$155,000	\$152,500	\$180,000	\$2,000,000	\$50,000	\$0	\$2,382,500
		\$155,000	\$152,500	\$180,000	\$2,000,000	\$50,000	\$0	\$2,382,500

Service: 3.705 SSI Septage / Composting

Project Number	16-03	Capital Project Title	Options Analysis	Capital Project Description	Options for treatment and disposal.
Project Rationale	Review options for the treatment and disposal of the septage sludge. Do complete life cycle analysis. Public engagement and referendum to borrow. Estimates to date indicate it will not be possible to construct the treatment and disposal facilities without additional money. While this may change once the septage receiving and storage phase is complete and preferred treatment and disposal option selected, it is prudent to assume a referendum and significant public engagement will be required.				

Project Number	17-01	Capital Project Title	Public Engagement for Treatment Capital Project	Capital Project Description	Inform and engage public within service area on upcoming works that will require borrowing to fund.
Project Rationale	Need to inform and engage public within service area on upcoming works that will require borrowing to fund.				

Project Number	17-02	Capital Project Title	Referendum or Alternative Approval Process - Funding for Future Projects	Capital Project Description	Undertake a referendum or AAP to borrow funds to carry out the project.
Project Rationale	Need to undertake a referendum or AAP to borrow funds to carry out the project.				

Project Number	18-01	Capital Project Title	Treatment and Disposal	Capital Project Description	Engineering design of treatment and disposal
Project Rationale	This is the design and construction of the preferred treatment and disposal chosen through the options analysis.				

Project Number	20-01	Capital Project Title	Lagoon Closure	Capital Project Description	Lagoon Closure
Project Rationale	Old lagoons have not been officially closed.				

Project Number	21-01	Capital Project Title	Strategic Asset management plan	Capital Project Description	Develop an asset management plan to develop asset inventory, asset conditions and develop strategies for near, medium, and long term capital/maintenance projects.
Project Rationale	Need to develop an asset management plan to develop asset inventory, asset conditions and develop strategies for near, medium, and long term capital/maintenance projects.				

SSI Liquid Waste Disposal
 Reserve Summary Schedule
 2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	13,710	17,710	12,710	16,710	20,710	24,710
Capital Reserve Fund	169,309	126,309	25,809	116,442	106,442	142,242
Total	183,019	144,019	38,519	133,152	127,152	166,952

Reserve Schedule

Reserve Fund: 3.705 SSI Septage - Operating Reserve Fund - Bylaw 4144

Reserve fund used for the purposes of unforeseen operational repairs and maintenance; infrequent maintenance activities such as access road maintenance, power line maintenance and septage holding tank maintenance etc. Optimum minimum balance of \$50,000 (approximately 10%) of the annual operating budget.

Reserve Cash Flow

Fund: Fund Centre:	1500 105209	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		14,850	13,710	17,710	12,710	16,710	20,710
Transfer from Ops Budget		3,720	4,000	4,000	4,000	4,000	4,000
Expenditures		(5,000)	-	(9,000)	-	-	-
Planned Maintenance Activity		Access Road Maintenance		Power Line Maintenance			
Interest Income*		140					
Ending Balance \$		13,710	17,710	12,710	16,710	20,710	24,710

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: 3.705 SSI Septage - Capital Reserve Fund - Bylaw 2274

Reserve fund used for the purposes of capital expenditures including planning, engineering and legal costs for providing, accessing, altering or expanding liquid waste disposal and co-composting facilities related directly or indirectly to the Saltspring Island Liquid Waste Disposal Facilities.

Reserve Cash Flow

Fund: 1087 Fund Centre: 102146	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	143,416	169,309	126,309	25,809	116,442	106,442
Transfer from Ops Budget	34,541	34,500	79,500	90,633	-	35,800
Transfer to Cap Fund	(10,000)	(77,500)	(180,000)	-	(10,000)	-
Interest Income*	1,352					
Ending Balance \$	169,309	126,309	25,809	116,442	106,442	142,242

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2022 Budget

Ganges Sewer (SSI)

EAC REVIEW

OCTOBER 2021

Service: 3.810 Ganges Sewer Utility (SSI)

Committee: Electoral Area

DEFINITION:

To provide, operate and maintain sewage collection treatment and disposal facilities in the Ganges area on Salt Spring Island.
(Letters Patent - March, 1978; Bylaw No. 492, 1978) Local Service Conversion Bylaw No. 1923, July 12, 1991.

PARTICIPATION:

Ganges - C(764) LSA#10

MAXIMUM LEVY:

Greater of \$270,000 or \$7.46 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$2,347,290

MAXIMUM CAPITAL DEBT:

Authorized: (A Bylaw 4007, Aug 12, 2015)	\$3,900,000
Borrowed:	\$3,900,000
Remaining	\$0

COMMISSION:

Ganges Sewer Local Services Committee established by Bylaw No. 1906, April 24, 1991.

FUNDING:

Any deficiencies after user charge and/or frontage tax or parcel tax to be levied on taxable school assessments, excluding all the property of BC Hydro and Power Authority.

User Charge: Based on water consumption billed annually to properties connected to the system.

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

Connection Charge: Based on actual cost.

RESERVE FUND:

Bylaw No. 3125 (November 26, 2003)

3.810 - Ganges Sewer (SSI)

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Sludge Hauling Contracts	29,490	42,400	30,080	-	-	30,080	30,680	31,290	31,920	32,560
Screenings, Grit & Waste Sludge Disposal	124,380	148,440	124,740	-	-	124,740	127,230	129,770	132,360	135,010
Repairs & Maintenance	13,140	7,300	14,320	-	10,000	24,320	94,610	44,900	15,200	15,510
Allocations	46,181	46,181	48,481	-	-	48,481	49,395	50,203	51,171	52,004
Electricity	63,050	60,750	61,850	-	-	61,850	63,080	64,340	65,620	66,930
Water	7,600	2,200	7,750	-	-	7,750	7,910	8,070	8,230	8,390
Supplies	15,890	13,930	16,210	-	-	16,210	16,540	16,870	17,210	17,560
Labour Charges	366,839	344,801	374,535	-	-	374,535	382,040	389,584	397,513	405,346
Other Operating Expenses	27,940	28,870	30,590	-	-	30,590	31,420	32,280	33,150	34,050
TOTAL OPERATING COSTS	694,510	694,872	708,556	-	10,000	718,556	802,905	767,307	752,374	767,360
*Percentage Increase over prior year						3.5%	11.7%	-4.4%	-1.9%	2.0%
<u>DEBT / RESERVES</u>										
Transfer to Operating Reserve Fund	68,173	67,811	70,000	-	-	70,000	71,400	72,830	74,290	75,780
Transfer to Capital Reserve Fund	50,000	50,000	50,000	-	-	50,000	60,000	60,000	60,000	60,000
MFA Principal Payment	128,013	128,013	128,013	-	-	128,013	128,013	181,402	181,402	181,402
MFA Interest Payment	117,800	117,800	117,800	-	-	117,800	128,108	159,030	159,030	159,030
MFA Debt Reserve Fund	880	880	830	-	-	830	14,130	830	830	830
TOTAL DEBT / RESERVES	364,866	364,504	366,643	-	-	366,643	401,651	474,092	475,552	477,042
TOTAL COSTS	1,059,376	1,059,376	1,075,199	-	10,000	1,085,199	1,204,556	1,241,399	1,227,926	1,244,402
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	-	-	-	-	(10,000)	(10,000)	(80,000)	(30,000)	-	-
User Charges	(1,000,303)	(1,000,303)	(1,015,009)	-	-	(1,015,009)	(1,061,230)	(1,140,994)	(1,156,291)	(1,171,513)
Other Revenue	(2,073)	(2,073)	(2,050)	-	-	(2,050)	(2,070)	(2,090)	(2,110)	(2,130)
TOTAL REVENUE	(1,002,376)	(1,002,376)	(1,017,059)	-	(10,000)	(1,027,059)	(1,143,300)	(1,173,084)	(1,158,401)	(1,173,643)
REQUISITION - PARCEL TAX	(57,000)	(57,000)	(58,140)	-	-	(58,140)	(61,256)	(68,315)	(69,525)	(70,759)
*Percentage increase over prior year										
User Fee						1.5%	4.6%	7.5%	1.3%	1.3%
Requisition						2.0%	5.4%	11.5%	1.8%	1.8%
Combined						1.5%	4.6%	7.7%	1.4%	1.3%

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

Service No.	3.810	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Ganges Sewer Utility (SSI)							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$90,000	\$190,000	\$607,000	\$25,000	\$0	\$0	\$822,000
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$357,500	\$487,500	\$800,000	\$0	\$0	\$0	\$1,287,500
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$447,500	\$677,500	\$1,407,000	\$25,000	\$0	\$0	\$2,109,500

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$200,000	\$0	\$1,330,000	\$0	\$0	\$0	\$1,330,000
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	Grant	\$0	\$140,000	\$0	\$0	\$0	\$0	\$140,000
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$247,500	\$537,500	\$77,000	\$25,000	\$0	\$0	\$639,500
		\$447,500	\$677,500	\$1,407,000	\$25,000	\$0	\$0	\$2,109,500

Service:

3.810

Ganges Sewer Utility (SSI)

Project Number	21-01	Capital Project Title	Strategic Asset Management Plan	Capital Project Description	Identify condition of assets, develop prioritized list of infrastructure replacement
Project Rationale	Expanded facilities are required for the lab, cew area, blower room and storage at the Ganges WWTP.				

Project Number	21-02	Capital Project Title	Reclaimed Water Study	Capital Project Description	Feasibility study, identify infrastructure and regulatory requirements and develop conceptual plan and cost estimated for use reclaimed water.
Project Rationale	Feasibility study, identify infrastructure and regulatory requirements and develop conceptual plan and cost estimated for use reclaimed water.				

Project Number	21-03	Capital Project Title	VFD installation for EQ Tank	Capital Project Description	Installation of VFD for EQ pumps to equalize feed rate for the plant
Project Rationale	Current pumps in the Equalization tank are stop when the flow in Bioreactor is high. VFD equipped pumps can better regulate the flow rate for the plant.				

Project Number	21-04	Capital Project Title	Ganges WWTP Lab Room, Crew Room and blower room design	Capital Project Description	Detailed Design for lab and crew room/facility and Blower room expansion for Ganges WWTP
Project Rationale	Detailed designs of expanded facilities are required for the lab, cew area, blower room and storage at the Ganges WWTP.				

Project Number	21-05	Capital Project Title	Construction of WWTP Chemical storage, lab, crew room facilities	Capital Project Description	Construction of chemical storage, lab, crew room facilities
Project Rationale	Construction of expanded facilities are required for the lab, cew area, blower room and storage at the Ganges WWTP.				

Ganges Sewer (SSI)
 Reserve Summary Schedule
 2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	106,746	166,746	158,146	200,976	275,266	351,046
Total Capital Reserve Fund	855,347	367,847	350,847	385,847	445,847	505,847
Total	962,093	534,593	508,993	586,823	721,113	856,893

Reserve Schedule

Reserve Fund: 3.810 Ganges Sewer (SSI) - Operating Reserve Fund - Bylaw 4144

Reserve fund used for: unforeseen operational repairs and maintenance; infrequent maintenance activities such as treatment facility tank cleaning and inspection, collection system flushing and inspection, outfall inspection etc.

Reserve Cash Flow

Fund:	1500	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	105210						
Beginning Balance		38,495	106,746	166,746	158,146	200,976	275,266
Transfer from Ops Budget		67,811	70,000	71,400	72,830	74,290	75,780
Expenditures		-	(10,000)	(80,000)	(30,000)	-	-
Planned Maintenance Activity			Outfall Inspection	Sanitary sewer flushing and inspicitons	WWTP tank draining, cleaning and inspection		
Interest Income*		440					
Ending Balance \$		106,746	166,746	158,146	200,976	275,266	351,046

Assumptions/Background:

Membrane replacement at \$500K every 10 years = \$50k/yr

* 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: 3.810 Ganges Sewer (SSI) - Capital Reserve Fund #1 - Bylaw 3125

For capital repairs, additions and improvements to sewage system infrastructure

Reserve Cash Flow

Fund:	1056	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101836						
Beginning Balance		793,529	788,970	301,470	284,470	319,470	379,470
Transfer from Ops Budget		50,000	50,000	60,000	60,000	60,000	60,000
Transfer from Cap Fund		40,886	-	-	-	-	-
Transfer to Cap Fund		(101,902)	(537,500)	(77,000)	(25,000)	-	-
Interest Income*		6,457					
Ending Balance \$		788,970	301,470	284,470	319,470	379,470	439,470

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: 3.810 Ganges Sewer (SSI) - Capital Reserve Fund #2 - Bylaw 3125

For capital repairs, additions and improvements to sewage system infrastructure

Reserve Cash Flow

Fund:	1056	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101900						
Beginning Balance		65,756	66,377	66,377	66,377	66,377	66,377
Transfer from Ops Budget		-	-	-	-	-	-
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		-	-	-	-	-	-
Interest Income*		621					
Ending Balance \$		66,377	66,377	66,377	66,377	66,377	66,377

Assumptions/Background:

For use only to fund costs resulting from expansion of service

CAPITAL REGIONAL DISTRICT

2022 Budget

Maliview Sewer Utility (SSI)

EAC REVIEW

OCTOBER 2021

Service: 3.820 Maliview Sewer Utility (SSI)

Committee: Electoral Area

DEFINITION:

To operate and maintain a sewage collection and disposal system for the Maliview Estates Sewage Collection and disposal System Specified Area on Salt Spring Island (Local Service Establishment Bylaw No. 1938, October 23, 1991)

PARTICIPATION:

Maliview Estates - G(764) LSA#12

MAXIMUM LEVY:

Greater of \$20,000 or \$2.50 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$110,665.

MAXIMUM CAPITAL DEBT:

AUTHORIZED:	LA Bylaw No. 2991	65,500
BORROWED:	Bylaw No. 3196 (Aug 2004)	(40,982)
	Bylaw No. 3364 (Aug 2006)	(24,000)
	Expired	(518)
REMAINING:		<u><u>\$0</u></u>

COMMITTEE:

Highland Water & Sewer Services Committee (Maliview)

FUNDING:

Any deficiencies after user charge and/or frontage tax or parcel tax to be levied on taxable school assessments, excluding property that is taxable for school purposes on by Special Act.

User Charge: Annual Fixed Fee per water service connection

Parcel Tax: Annual, levied only on properties capable of being connected to the system.

Consumption Charge: \$1.75 per cubic meter of total water provided or delivered to the building served by the sewer connection to the CRD Highland Water System

Connection Charge: Actual cost to connect

RESERVE FUND:

Maliview Estates Sewerage System Capital Reserve Fund, Bylaw No. 1499 (Dec. 17, 1986)

3.820 - Maliview Estates Sewer System	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Sludge Hauling Contracts	23,000	27,000	23,460	-	-	23,460	23,930	24,410	24,900	25,400
Screenings, Grit & Waste Sludge Disposal	36,000	40,800	36,720	-	-	36,720	37,450	38,200	38,960	39,740
Repairs & Maintenance	7,810	7,110	3,820	-	7,000	10,820	3,890	43,960	4,030	4,100
Allocations	19,672	19,672	21,422	-	-	21,422	21,834	22,198	22,713	23,086
Electricity	3,200	3,200	3,260	-	-	3,260	3,330	3,400	3,470	3,540
Water	1,350	1,100	1,380	-	-	1,380	1,410	1,440	1,470	1,500
Supplies	1,120	910	1,140	-	-	1,140	1,160	1,180	1,200	1,220
Labour Charges	44,135	39,240	41,273	-	-	41,273	42,126	42,956	43,837	44,693
Other Operating Expenses	8,690	6,240	9,160	-	-	9,160	9,390	9,620	9,860	10,100
TOTAL OPERATING COSTS	144,977	145,272	141,635	-	7,000	148,635	144,520	187,364	150,440	153,379
*Percentage Increase over prior year						2.5%	-2.8%	29.6%	-19.7%	2.0%
<u>DEBT / RESERVES</u>										
Transfer to Capital Reserve Fund	26,570	28,065	50,000	-	-	50,000	27,500	5,000	8,000	10,000
Transfer to Operating Reserve Fund	12,000	12,000	15,000	-	-	15,000	13,000	13,000	13,000	13,000
Debt Reserve Fund	3,010	-	3,000	-	-	3,000	19,100	-	-	-
MFA Principal Payment	1,199	1,199	-	-	-	-	12,657	89,329	89,329	89,329
MFA Interest Payment	2,100	420	1,680	-	-	1,680	36,325	65,930	65,930	65,930
TOTAL DEBT / RESERVES	44,879	41,684	69,680	-	-	69,680	108,582	173,259	176,259	178,259
TOTAL COSTS	189,856	186,956	211,315	-	7,000	218,315	253,102	360,623	326,699	331,638
<u>FUNDING SOURCES (REVENUE)</u>										
Balance Carry Forward from 2020 to 2021- Deficit	27,727	27,727	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	(5,000)	(5,000)	-	-	(7,000)	(7,000)	-	(40,000)	-	-
Sales - Sewer Use	(27,000)	(24,250)	(25,000)	-	-	(25,000)	(27,000)	(27,000)	(27,000)	(27,000)
User Charges	(180,753)	(180,753)	(181,405)	-	-	(181,405)	(219,952)	(283,473)	(288,549)	(292,488)
Other Revenue	(160)	(10)	(150)	-	-	(150)	(150)	(150)	(150)	(150)
TOTAL REVENUE	(185,186)	(182,286)	(206,555)	-	(7,000)	(213,555)	(247,102)	(350,623)	(315,699)	(319,638)
REQUISITION - PARCEL TAX	(4,670)	(4,670)	(4,760)	-	-	(4,760)	(6,000)	(10,000)	(11,000)	(12,000)
*Percentage increase over prior year										
Sales						-7.4%	8.0%	0.0%	0.0%	0.0%
User Fees						0.4%	21.2%	28.9%	1.8%	1.4%
Requisition						1.9%	26.1%	66.7%	10.0%	9.1%
Combined						-0.6%	19.8%	26.7%	1.9%	1.5%

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

Service No.	3.820	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Maliview Sewer Utility (SSI)							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$300,000	\$1,910,000	\$41,000	\$0	\$0	\$0	\$2,251,000
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$300,000	\$1,910,000	\$41,000	\$0	\$0	\$0	\$2,251,000

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt (New Debt Only)	Debt	\$0	\$300,000	\$1,910,000	\$0	\$0	\$0	\$0	\$2,210,000
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$32,000	\$0	\$0	\$0	\$32,000
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$0	\$0	\$9,000	\$0	\$0	\$0	\$9,000
		\$0	\$300,000	\$1,910,000	\$41,000	\$0	\$0	\$0	\$2,251,000

Service: 3.820 Maliview Sewer Utility (SSI)

Project Number	21-03	Capital Project Title	Wastewater Treatment Plant Upgrade	Capital Project Description	Upgrading current RBC process WWTP to MBBR process to meet regulatory requirements
Project Rationale	Current RBC system can not consistently meet regulatory requirement and have been warned by both federal and provincial regulators in 2019 regarding effluent noncompliance.				

Project Number	22-02	Capital Project Title	Collection system repairs	Capital Project Description	Replacement/repair of collection pipe and manholes.
Project Rationale	The current collection systems are aged and failing need to be replaced.This is the initial phase.				

Project Number	23-01	Capital Project Title	SAMP Development	Capital Project Description	Develop an asset management plan for the facility.
Project Rationale	This service has no up-to-date asset management plan				

**Maliview Estates Sewer System
 Summary Schedule
 2022 - 2026 Financial Plan**

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	13,943	21,943	34,943	7,943	20,943	33,943
Capital Reserve Fund	26,885	76,885	104,385	100,385	108,385	118,385
Total	40,829	98,829	139,329	108,329	129,329	152,329

Reserve Schedule

Reserve Fund: 3.820 Maliview Sewer Utility (SSI) - Operating Reserve Fund - Bylaw 4144

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

Reserve Cash Flow

Fund: 1500 Fund Centre: 105211	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	6,848	13,943	21,943	34,943	7,943	20,943
Transfer from Ops Budget	12,000	15,000	13,000	13,000	13,000	13,000
Transfer from Cap Fund	-	-	-	-	-	-
Expenditures	(5,000)	(7,000)	-	(40,000)	-	-
Planned Maintenance Activity	Biofilter media replacement	Outfall inspection		Sanitary sewer system flushing and inspections		
Interest Income*	95					
Ending Balance \$	13,943	21,943	34,943	7,943	20,943	33,943

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: 3.820 Maliview Sewer Utility (SSI) - Capital Reserve Fund - Bylaw 1499

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

Reserve Cash Flow

Fund: 1041 Fund Centre: 101385	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	45,570	26,885	76,885	104,385	100,385	108,385
Transfer from Ops Budget	28,065	50,000	27,500	5,000	8,000	10,000
Transfer from Cap Fund	-	-	-	-	-	-
Transfer to Cap Fund	(47,000)	-	-	(9,000)	-	-
Interest Income*	250					
Ending Balance \$	26,885	76,885	104,385	100,385	108,385	118,385

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.

Appendix C-1: Requisition Summary (SGI)

Electoral Area	Southern Gulf Islands	Cost per Avg. Res Asst/ Parcel		Cost per Avg. Res Asst/ Parcel		Difference Increase/ (Decrease)	Change in cost per avg household/Parcel	
		2022	2021	2022	2021		\$	%
1.010	Legislative & General Government	248,001	35.74	203,762	29.37	44,239	6.38	21.71%
1.101	G.I.S.	2,823	0.41	1,524	0.22	1,299	0.19	85.27%
1.224	Community Health - Homeless Sec.	14,534	2.09	13,981	2.01	553	0.08	3.95%
1.280	Regional Parks	362,768	52.28	259,457	37.39	103,311	14.89	39.82%
1.280A	Regional Parks - Land Acquisition	1,878	0.27	94,568	13.63	(92,690)	(13.36)	-98.01%
1.309	Climate Action and Adaptation	8,467	1.22	8,066	1.16	401	0.06	4.97%
1.310	Land Banking & Housing	33,910	4.89	31,400	4.53	2,510	0.36	7.99%
1.324	Regional Planning Service	27,974	4.03	27,425	3.95	549	0.08	2.00%
1.335	Geo-Spatial Referencing System	3,720	0.54	3,847	0.55	(127)	(0.02)	-3.29%
1.374	Regional Emergency Program Support	2,320	0.33	2,274	0.33	45	0.01	2.00%
1.375	Hazardous Material Incident Response	5,686	0.82	5,575	0.80	112	0.02	2.00%
1.911	Call Answer	2,066	0.30	1,797	0.26	269	0.04	14.99%
1.921	Regional CREST Contribution	19,524	2.81	19,149	2.76	375	0.05	1.96%
21.ALL	Feasibility Study Reserve Fund - ALL	-	-	3,535	0.51	(3,535)	(0.51)	-100.00%
Total Regional		\$733,669	\$105.74	\$676,359	\$97.48	\$57,310	\$8.26	8.47%
1.230	Traffic Safety Commission	1,780	0.26	1,745	0.25	35	0.01	1.99%
1.297	Arts Grants	22,380	3.23	21,945	3.16	434	0.06	1.98%
1.311	Regional Housing Trust Fund	19,876	2.86	20,824	3.00	(947)	(0.14)	-4.55%
1.313	Animal Care Services	92,938	13.39	89,795	12.94	3,143	0.45	3.50%
1.913	Fire Dispatch	31,570	4.55	39,773	5.73	(8,203)	(1.18)	-20.62%
Total Sub-Regional		\$168,544	\$24.29	\$174,082	\$25.09	(\$5,538)	(\$0.80)	-3.18%
1.103	Elections	20,783	3.00	7,933	1.14	12,850	1.85	161.98%
1.104	U.B.C.M.	3,810	0.55	2,484	0.36	1,327	0.19	53.40%
1.318	Building Inspection	147,821	21.30	142,409	20.52	5,412	0.78	3.80%
1.320	Noise Control	12,935	1.86	12,664	1.83	271	0.04	2.14%
1.322	Nuisances & Unsanitary Premises	17,282	2.49	16,833	2.43	450	0.06	2.67%
1.372	Electoral Area Emergency Program	48,142	6.94	47,199	6.80	944	0.14	2.00%
Total Joint Electoral Area		\$250,773	\$36.14	\$229,522	\$33.08	\$21,252	\$3.06	9.26%
1.110	Electoral Area Admin Exp-SGI	388,395	55.98	341,564	49.23	46,831	6.75	13.71%
1.117	Grants in Aid - Southern Gulf Islands	105,023	15.14	102,981	14.84	2,042	0.29	1.98%
1.125	SGI Economic Development Commission	119,324	17.20	116,984	16.86	2,340	0.34	2.00%
1.138	Southern Gulf Islands - Public Library	228,928	32.99	224,053	32.29	4,875	0.70	2.18%
1.235	SGI Small Craft Harbour Facilities**	296,980	50.67	291,104	49.67	5,876	1.00	2.02%
1.314	SGI House Numbering	9,375	1.35	9,203	1.33	172	0.02	1.87%
1.341	SGI Livestock Injury Compensation	3,150	0.45	-	-	3,150	0.45	0.00%
1.373	Southern Gulf Islands. Emergency Program	247,378	35.65	242,608	34.96	4,770	0.69	1.97%
1.533	Stormwater Quality Management - Southern Gulf Is.	38,630	5.57	37,875	5.46	755	0.11	1.99%
1.923	Emergency Comm - Crest - S.G.I.	181,397	26.14	178,188	25.68	3,209	0.46	1.80%
Total SGI Electoral Area		\$1,618,580	\$241.14	\$1,544,560	\$230.32	\$74,020	\$10.82	4.70%
Total Capital Regional District		\$2,771,566	\$407.31	\$2,624,522	\$385.97	\$147,044	\$21.35	5.53%
CRHD	Capital Regional Hospital District	621,050	89.51	660,575	95.20	(39,525)	(5.70)	-5.98%
Total CRD and CRHD		\$3,392,617	\$496.82	\$3,285,097	\$481.17	\$107,519	\$15.65	3.25%

Average residential assessment - 2021

\$525,581

\$525,581

Major Impacts (changes > +/- \$1.00)

Change in Cost per Average Household

REGIONAL	\$ Change	% of Total Increase
Legislative & General Government	6.38	1.33%
Regional Parks	14.89	3.09%
Regional Parks - Land Acquisition	(13.36)	-2.78%
SUB-REGIONAL		
Fire Dispatch	(1.18)	-0.25%
JOINT EA		
Elections	1.85	0.38%
SGI EA		
Electoral Area Admin Exp-SGI	6.75	1.40%
SGI Small Craft Harbour Facilities**	1.00	0.21%
Capital Regional Hospital District		
	(5.70)	-1.18%
Other (changes < +/- \$1.00)	5.02	1.04%
Total	\$15.65	3.25%

Southern Gulf Islands Local/Specified/Defined Services		Cost per Avg.		Cost per Avg.		Difference Increase/ (Decrease)	Change in cost per avg	
		2022	Res Asst/ Parcel	2021	Res Asst/ Parcel		\$	%
1.137	Galiano Island Community Use Building	62,952	41.14	61,715	40.33	1,237	0.81	2.00%
1.170	Gossip Island Electric Power Supply	56,728	1,066.18	56,848	1,068.44	(120)	(2.26)	-0.21%
1.227	Saturna Island Medical Clinic	33,168	50.73	32,180	49.22	988	1.51	3.07%
1.228	Galiano Health Service	135,658	88.65	129,029	84.32	6,629	4.33	5.14%
1.352	South Galiano Fire Protection	493,454	533.22	443,298	479.02	50,155	54.20	11.31%
1.356	Pender Fire Protection	1,064,067	425.27	1,035,943	414.03	28,124	11.24	2.71%
1.359	N. Galiano Fire Protection	210,182	523.20	206,197	513.28	3,985	9.92	1.93%
1.363	Saturna Is. Fire Protection	169,305	257.62	157,672	239.92	11,633	17.70	7.38%
1.465	Saturna Is Community Parks	23,705	36.07	22,866	34.79	839	1.28	3.67%
1.468	Saturna Is Community Recreation	13,458	20.48	12,971	19.74	487	0.74	3.75%
1.475	Mayne Is Community Parks	85,403	49.85	83,215	48.57	2,188	1.28	2.63%
1.478	Mayne Is Community Rec	34,890	20.37	34,209	19.97	681	0.40	1.99%
1.485	N & S Pender Community Parks	158,741	62.94	155,349	61.60	3,392	1.34	2.18%
1.488	N & S Pender Community Rec	65,295	25.89	64,157	25.44	1,138	0.45	1.77%
1.495	Galiano Parks	94,753	71.43	92,073	69.41	2,680	2.02	2.91%
1.498	Galiano Community Recreation	37,440	28.22	36,705	27.67	735	0.55	2.00%
2.630	Magic Lakes Estate Water System	579,890	507.34	568,517	497.39	11,373	9.95	2.00%
2.640	Lyall Harbour/Boot Cove Water	130,290	788.10	127,738	772.67	2,552	15.44	2.00%
2.642	Skana Water	24,000	346.03	22,885	329.95	1,115	16.08	4.87%
2.665	Sticks Allison Water	5,000	138.49	5,000	138.49	-	-	0.00%
2.667	Surfside Park Estates Water	23,100	231.55	22,000	220.52	1,100	11.03	5.00%
3.755	Regional Source Control - Magic Lake Estates	3,704	5.19	3,631	5.09	73	0.10	2.00%
3.830	Magic Lake Estates Sewer System	588,368	868.52	576,831	851.49	11,537	17.03	2.00%
3.830D	Magic Lake Estates Sewer Debt	204,954	319.38	79,210	123.43	125,744	195.94	158.75%
Total Local/Specified/Defined Services		\$4,298,504		\$4,030,239		\$268,265		

Appendix C-2

Southern Gulf Islands - Operating Budget Highlights - Gross Expenditure (+/- 2.0% and +/- \$20,000)

JDF Services +/- 2.0% and +/- \$20,000	Gross Expenditure 2022	Gross Expenditure 2021	Changes \$	Changes %	Main Budget Driver
1.117 - Grant-in-Aid - Southern Gulf Islands	105,974	216,732	(110,758)	-51.1%	• One-time COVID 19 Safe Restart grant in 2021 \$(113k)
1.373 - S.G.I. Emergency Program	250,048	273,227	(23,179)	-8.5%	• One-time project in 2021 - funded by surplus carryover from 2020
Total Southern Gulf Islands Electoral Area	356,022	489,959	(133,937)	-27.3%	
1.352 - South Galiano Fire Protection	474,214	424,362	49,852	11.7%	• Increase in Honararium for Fire Chief \$39k • Inflationary increase for operating cost \$10k
3.830 - Magic Lake Estates Sewer System	884,648	854,863	29,785	3.5%	• Cyclical maintenance program for Outfall Inspection and Schooner Wastewater Treatment Plant oxidation ditch cleaning in 2022 \$25k - funded by ORF
3.830D - Magic Lake Estates Sewer Debt	205,454	79,210	126,244	159.4%	• New debt servicing cost for Wastewater Treatment Plan Upgrade
Total Local/Specified/Defined Area	1,564,316	1,358,435	205,881	15.2%	
Other (Services not meeting criteria above)	5,366,494	5,297,542	68,952	1.3%	
Total Southern Gulf Islands	7,286,832	7,145,936	140,896	2.0%	

Appendix C-3

Southern Gulf Islands 2022 Major Capital Projects ≥ \$100,000

SERVICE AREA	\$('000)	FUNDING SOURCE
Protective Services		
1.352 South Galiano Fire Protection		
South Galiano Fire Hall	200	Debt
1.356 Pender Fire Protection		
Replace (E27 Unit 746) Rated Mini-Pumper 1500 IGPM	300	Reserves
Water		
2.630 Magic Lake Estates Water		
Design and construction Buck Lake & Magic Lake adjustable intakes	200	Reserves
Process Pipe Replacement	200	Other
2.640 Lyall Harbour Boot Cove Water		
Dam Improvements & Regulatory Requirements	390	Grants
Sewer		
3.830 Magic Lake Estates Sewer		
Wastewater improvements - Sewer replacement	1,100	Debt
Wastewater Improvements - Pump Station and Treatment Plant Upgrades	3,000	Grants, Debt
Other		
1.235 SGI Small Craft Harbour Facilities		
Upgrades to Retreat Cove dock facility	185	Debt
Upgrades to Miners Bay	277	Debt
Port Washington dock improvements	195	Debt
Installation of an additional float at the Piers Island dock	135	Debt

Total Projects ≥ \$100K	6,182
Total Projects < \$100K	1,019
Total 2021 Capital Projects	7,201

Appendix C-4

CAPITAL REGIONAL DISTRICT - CAPITAL EXPENDITURE PLAN - SGI 2022											Schedule B - Extract					
Service #	Service Name	CAPITAL EXPENDITURE					TOTAL	SOURCE OF FUNDING						TOTAL		
		Equipment	Vehicles	Buildings	Engineered Structures	Land		Capital Funds on Hand	Debt	Equipment Repl Fund	Grants	Capital Reserves	Other			
1.110	Sgi Admin. Expenditures	1,500					1,500			1,500						1,500
1.137	Galiano Island Community Use Building			20,000			20,000						20,000			20,000
1.235	Sgi Small Craft Harbour Facilities				1,124,000		1,124,000	30,000	1,044,000				50,000			1,124,000
1.318	Building Inspection	25,721					25,721			25,721						25,721
1.352	South Galiano Fire	13,500		200,000			213,500		200,000	13,500						213,500
1.356	Pender Island Fire	26,500	300,000	115,000			441,500			326,500			115,000			441,500
1.369	Electoral Area Fire Services	83,089					83,089						83,089			83,089
1.373	Sgi Emergency Program	47,000					47,000						47,000			47,000
1.465	Saturna Island Community Parks				23,000		23,000						23,000			23,000
1.475	Mayne Island Community Parks	5,000		4,000	18,000		27,000					15,000	12,000			27,000
1.485	Pender Island Community Parks				10,000		10,000						10,000			10,000
1.495	Galiano Community Parks				36,500		36,500	8,000					28,500			36,500
2.630	Magic Lake Estates Water (Pender)	205,000			290,000		495,000					2,500	292,500	200,000		495,000
2.640	Lyal Harbour Boot Cove Water (Saturna)	8,000			390,000		398,000					390,000	8,000			398,000
2.642	Skana Water (Mayne)	75,000			45,000		120,000		75,000				45,000			120,000
2.665	Sticks Allison Water (Galiano)				5,000		5,000						5,000			5,000
2.667	Surfside Park Estates (Mayne)	25,000					25,000						25,000			25,000
3.830	Magic Lake Sewer Utility (Pender)	5,000			4,100,000		4,105,000		1,900,100			2,202,400	2,500			4,105,000
TOTAL		520,310	300,000	339,000	6,041,500	-	7,200,810	38,000	3,219,100	367,221	2,609,900	766,589	200,000			7,200,810

Appendix C-5: SGI Service Budgets

JOINTLY FUNDED SERVICES

1.103 Elections

1.104 UBCM

1.318 Building Inspection

1.320 Noise Control

1.322 Nuisance & Unsightly Premises

1.372 EA Emergency Coordination

SOUTHERN GULF ISLANDS

1.110 Administration

1.117 Grants in Aid

1.125 Economic Development

1.137 Galiano Island Community Use Building

1.138 Southern Gulf Islands Public Library

1.170 Gossip Island Electric Power Supply

1.227 Saturna Health Service

1.228 Galiano Health Service

1.235 Small Craft Harbour Facilities

1.314 SGI House Numbering

1.341 Livestock Injury Compensation

1.352 South Galiano Island Fire

1.356 Pender Island Fire

Appendix C-5: SGI Service Budgets

1.359 North Galiano Island Fire

1.363 Saturna Island Fire

1.369 Electoral Area Fire Services- JDF & SGI

1.373 Emergency Program

1.465 Saturna Island Community Parks

1.468 Saturna Island Community Recreation

1.475 Mayne Island Community Parks

1.476 Mayne Island Community Parks Donations

1.478 Mayne Island Community Recreation

1.485 Pender Island Community Parks

1.488 Pender Island Community Recreation

1.495 Galiano Island Community Parks

1.498 Galiano Island Community Recreation

1.533 Stormwater Quality

1.923 Emergency Communications – CREST

2.630 Magic Lake Estates Water (Pender Island)

2.640 Lyall Harbour/Boot Cove Water (Saturna Island)

2.642 Skana Water (Mayne Island)

2.665 Sticks Allison Water (Galiano Island)

2.667 Surfside Water (Mayne Island)

3.830 Magic Lake Estates Sewer System (Pender Island)

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Elections

EAC REVIEW

OCTOBER 2021

Service: 1.103 Elections

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

No limit

FUNDING:

Requisition and contribution from Islands Trust.

Change in Budget 2021 to 2022
Service: 1.103 Elections

	Total Expenditure	Comments
2021 Budget	25,070	Non-election year, budget is solely for ORF transfer
Change in Salaries:		
Base salary change	-	Inclusive of estimated collective agreement changes
Step increase/paygrade change	-	
Other (explain as necessary)	-	
Total Change in Salaries	-	
Other Changes:		
Electoral Area Elections Expenditure:	122,500	EA Election Costs
	40,000	IBC-15d-2 EA Elections - To contract a Chief Election Officer (CEO) to coordinate the EA elections
Islands Trust	74,900	Island Trust Election - Full recovery from Island Trust
Other	462	
Total Other Changes	237,862	
2022 Budget	262,932	
% expense increase from 2021:	948.8%	
% Requisition increase from 2021 (if applicable):	162.0%	Requisition funding is 27.6% of service revenue

Overall 2021 Budget Performance
 (expected variance to budget and surplus treatment)

No major variance is expected. Any minor variance will be adjusted to the ORF transfer at year end.

1.103 - Elections	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Electoral Area Elections	-	-	122,500	-	40,000	162,500	-	-	-	175,895
Islands Trust	-	-	74,900	-	-	74,900	-	-	-	81,074
Allocations and Insurance	37	37	32	-	-	32	32	32	32	32
TOTAL OPERATING COSTS	37	37	197,432	-	40,000	237,432	32	32	32	257,001
*Percentage Increase over prior year										
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	25,033	25,033	25,500	-	-	25,500	45,000	45,000	45,000	45,000
TOTAL COSTS	25,070	25,070	222,932	-	40,000	262,932	45,032	45,032	45,032	302,001
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	-	-	(122,457)	-	-	(122,457)	-	-	-	(175,895)
Recovery from Islands Trust	-	-	(74,900)	-	-	(74,900)	-	-	-	(81,074)
Other Income	(66)	(66)	(70)	-	-	(70)	(70)	(70)	(70)	(70)
TOTAL REVENUE	(66)	(66)	(197,427)	-	-	(197,427)	(70)	(70)	(70)	(257,039)
REQUISITION	(25,004)	(25,004)	(25,505)	-	(40,000)	(65,505)	(44,962)	(44,962)	(44,962)	(44,962)
*Percentage increase over prior year Requisition										
			2.0%			162.0%	-31.4%	0.0%	0.0%	0.0%

Reserve Schedule

Reserve Fund: 1.103 Elections - Operating Reserve Fund

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

Reserve Cash Flow

Fund:	1500	Estimated	Budget				
Fund Centre:	105515	2021	2022	2023	2024	2025	2026
Beginning Balance		76,873	102,647	5,690	50,690	95,690	140,690
Transfer from Op Budget		25,033	25,500	45,000	45,000	45,000	45,000
Transfer to Op Budget		-	(122,457)	-	-	-	(175,895)
Transfer from ERF		41	-	-	-	-	-
Interest Income		700	-	-	-	-	-
Ending Balance \$		102,647	5,690	50,690	95,690	140,690	9,795

Assumptions/Background:

Budgeted transfers to reserve will provide funding for elections in 2022 at an estimated cost of \$120,000 - \$140,000

CAPITAL REGIONAL DISTRICT

2022 Budget

UBCM

EAC REVIEW

OCTOBER 2021

Service: 1.104 Union of B.C. Municipalities

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

No limit

FUNDING:

Requisition

GENERAL INFORMATION:

Association of Vancouver Island and Coastal Communities (AVICC)

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

1.104 - UBCM	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Membership Fee	12,893	11,748	12,945	-	-	12,945	13,198	13,461	13,724	13,998
TOTAL COSTS	12,893	11,748	12,945	-	-	12,945	13,198	13,461	13,724	13,998
*Percentage Increase over prior year						0.4%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	1,145	(1,145)	-	-	(1,145)	-	-	-	-
Balance c/fwd from 2020 to 2021	(5,169)	(5,169)	-	-	-	-	-	-	-	-
Other Revenue	(97)	(97)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(5,266)	(4,121)	(1,245)	-	-	(1,245)	(100)	(100)	(100)	(100)
REQUISITION	(7,627)	(7,627)	(11,700)	-	-	(11,700)	(13,098)	(13,361)	(13,624)	(13,898)
*Percentage increase over prior year Requisition						53.4%	11.9%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Building Inspection

EAC Review

OCTOBER 2021

Service: 1.318 Building Inspection

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

All Electoral Areas on the basis of converted hospital assessments.

MAXIMUM LEVY:

Not stated.

FUNDING:

Fees and charges and requisition to all Electoral Areas

Change in Budget 2021 to 2022
Service: 1.318 Building Inspection

Total Expenditure

Comments

2021 Budget

1,653,290

Change in Salaries:

Base salary change	6,603	Inclusive of estimated collective agreement changes
Step increase/paygrade change	(768)	
0.5 FTE Administrative Clerk	38,204	2022 IBC: 11c-2 Building Inspection Information Services
Total Change in Salaries	44,039	

Other Changes:

Standard Overhead Allocation	17,580	Increase due to 2021 operating cost increase and 4th year of new OH model implementation
Building Occupancy Allocation	41,952	Increased due to office space change, facility reserve contributions, loss revenue from rental and extended rental space for temporary swing office space
Human Resources Allocation	5,178	New Corporate Safety Resources
Bylaw Enforcement Labour Charge Out	5,000	Cost recovery from Bylaw services to issue building fines for building infractions
Real Estate Services Labour Charge Out	3,000	Labour charges from Real Estates Services to review land covenants
Staff Training and Development	4,500	Increased required training for Building Inspectors for WETT Certification
Transfer to Equipment Replacement Fund	10,000	Increase ERF contribution to fund 7 new workstations at Fisgard office and vehicle replacement
Other	4,895	
Total Other Changes	92,105	

2022 Budget

1,789,434

% Expense increase from 2021:	8.2%
% Requisition increase from 2021:	3.8%

Requisition funding is 25.4% of service revenue

Overall 2021 Budget Performance

(expected variance to budget and surplus treatment)

Permit fee revenues are projected at \$180,859 (17.75%) higher than budget as we have experienced higher permit fee revenue in 2021. Total expenditures are projected at \$75,990 (-4.7%) lower than budget mainly due to staff vacancies. \$256,849 surplus in 2021 is projected to be balanced on increased transfers to the Operating Reserve Fund (\$182,849) and Equipment Replacement Fund (\$74,000).

1.318 - Building Inspection	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Salaries & Wages	1,151,316	1,088,446	1,157,151	38,204	-	1,195,355	1,220,911	1,247,014	1,273,685	1,300,932
Telecommunications	35,890	35,890	36,610	-	-	36,610	37,340	38,090	38,850	39,630
Legal Expenses	10,390	10,390	10,600	-	-	10,600	10,810	11,030	11,250	11,480
Building Rent	34,450	34,450	34,880	-	-	34,880	35,610	36,350	37,110	37,860
Supplies	16,380	16,380	16,700	-	-	16,700	17,040	17,380	17,720	18,080
Allocations	225,494	227,634	298,869	-	-	298,869	303,484	309,401	315,451	321,620
Other Operating Expenses	146,070	130,810	153,120	-	-	153,120	156,220	159,410	162,660	165,960
TOTAL OPERATING COSTS	1,619,990	1,544,000	1,707,930	38,204	-	1,746,134	1,781,415	1,818,675	1,856,726	1,895,562
*Percentage Increase over prior year						7.8%	2.0%	2.1%	2.1%	2.1%
<u>CAPITAL / RESERVES</u>										
Transfer to Equipment Replacement Fund	10,000	84,000	20,000	-	-	20,000	20,000	20,000	20,000	20,000
Transfer to Operating Reserve Fund	-	182,849	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	10,000	266,849	20,000	-	-	20,000	20,000	20,000	20,000	20,000
Building Borrowing Repayment to Facilities Reserve	23,300	23,300	23,300	-	-	23,300	23,300	23,300	23,300	23,300
TOTAL COSTS	1,653,290	1,834,149	1,751,230	38,204	-	1,789,434	1,824,715	1,861,975	1,900,026	1,938,862
Internal Recoveries	(29,486)	(29,486)	(30,076)	-	-	(30,076)	(30,678)	(31,290)	(31,916)	(32,555)
TOTAL COSTS LESS INTERNAL RECOVERIES	1,623,804	1,804,663	1,721,154	38,204	-	1,759,358	1,794,037	1,830,685	1,868,110	1,906,307
<u>FUNDING SOURCES (REVENUE)</u>										
						8.3%	2.0%	2.0%	2.0%	2.0%
Transfer from Operating Reserve Fund	(126,400)	(126,400)	(63,668)	-	-	(63,668)	(56,280)	(49,695)	(42,697)	(35,245)
Permit Fees Revenue	(1,019,141)	(1,200,000)	(1,200,000)	-	-	(1,200,000)	(1,224,000)	(1,248,480)	(1,273,450)	(1,298,920)
Contract Revenue	(36,781)	(36,781)	(37,510)	-	-	(37,510)	(38,250)	(39,020)	(39,800)	(40,590)
Grants in Lieu of Taxes	(1,656)	(1,656)	(1,690)	-	-	(1,690)	(1,720)	(1,750)	(1,790)	(1,830)
Revenue - Other	(2,562)	(2,562)	(2,610)	-	-	(2,610)	(2,660)	(2,710)	(2,760)	(2,820)
TOTAL REVENUE	(1,186,540)	(1,367,399)	(1,305,478)	-	-	(1,305,478)	(1,322,910)	(1,341,655)	(1,360,497)	(1,379,405)
REQUISITION	(437,264)	(437,264)	(415,676)	(38,204)	-	(453,880)	(471,127)	(489,030)	(507,613)	(526,902)
*Percentage increase over prior year										
Requisition			-4.9%	8.7%		3.8%	3.8%	3.8%	3.8%	3.8%
<u>AUTHORIZED POSITIONS</u>										
Salaried FTE	9.7		9.7	0.5		10.2	10.2	10.2	10.2	10.2

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

Service No.	1.318	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Building Inspection							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$78,900	\$6,000	\$5,500	\$4,500	\$6,000	\$100,900
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$50,000	\$0	\$0	\$50,000	\$100,000
		\$0	\$78,900	\$56,000	\$5,500	\$4,500	\$56,000	\$200,900
		\$0	\$78,900	\$56,000	\$5,500	\$4,500	\$56,000	\$200,900

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$78,900	\$56,000	\$5,500	\$4,500	\$56,000	\$200,900
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$78,900	\$56,000	\$5,500	\$4,500	\$56,000	\$200,900
		\$0	\$78,900	\$56,000	\$5,500	\$4,500	\$56,000	\$200,900

Service: 1.318 Building Inspection

Project Number 18-01 **Capital Project Title** Vehicle Replacement **Capital Project Description** Vehicle Replacement

Project Rationale Replaces vehicles with substantial miles that are used by the Building Inspectors to travel to remote locations in the Southern Gulf Islands and Juan de Fuca to carry out building inspections.

Project Number 19-01 **Capital Project Title** Computer Replacement **Capital Project Description** Replacement of Computer equipment

Project Rationale As per IT's replacement schedule for department computers.

Project Number 22-01 **Capital Project Title** Phone System **Capital Project Description** Salt Spring Island phone system replacement

Project Rationale Replace 20 year-old phone system that is antiquated, has insufficient number of phones lines and no voicemail. Telus has advised parts are no longer available.

Project Number 22-02 **Capital Project Title** New Furniture - Fisgard **Capital Project Description** 7 furniture workstations for Fisgard department move to new location (Starbucks)

Project Rationale Department has been reassigned to a new locaton on the first floor at Fisgard and advised that new furniture is required to fit the dimensions of the new area.

Project Number	22-03	Capital Project Title	Microfiche Computer	Capital Project Description	New pc and monitor for microfiche reader used for FOI requests at Fisgard
Project Rationale	Add new pc for microfiche reader used for FOI requests at Fisgard. Volume of FOI's have substantially increased that a stand-alone pc is required.				

Project Number	22-04	Capital Project Title	JDF Printer	Capital Project Description	Replacement of shared printer
Project Rationale	Building Inspection JDF office shares a printer with the Planning Department. Expected replacement of printer in 2022.				

Building Inspection
Reserve Summary Schedule
2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	247,741	184,073	127,793	78,098	35,401	156
Equipment Replacement Fund	106,605	47,705	11,705	26,205	41,705	5,705
Total	354,346	231,778	139,498	104,303	77,106	5,861

Reserve Schedule

Reserve Fund: 1.318 Building Inspection - Operating Reserve Fund

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

Reserve Cash Flow

Fund: Fund Centre:	1500 105544	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		189,592	247,741	184,073	127,793	78,098	35,401
Transfer from Ops Budget		182,849	-	-	-	-	-
Expenditures		(126,400)	(63,668)	(56,280)	(49,695)	(42,697)	(35,245)
Interest Income		1,700					
Ending Balance \$		247,741	184,073	127,793	78,098	35,401	156

Assumptions/Background:

Reserve Schedule

Reserve Fund: 1.318 Building Inspection - Equipment Replacement Fund

ERF Group: BLDINS.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101425	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		77,605	106,605	47,705	11,705	26,205	41,705
Transfer from Ops Budget		84,000	20,000	20,000	20,000	20,000	20,000
Planned Purchase		(55,000)	(78,900)	(56,000)	(5,500)	(4,500)	(56,000)
Interest Income		-					
Ending Balance \$		106,605	47,705	11,705	26,205	41,705	5,705

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

CAPITAL REGIONAL DISTRICT

2022 BUDGET

NOISE CONTROL

EAC REVIEW

OCTOBER 2021

Service: 1.320 Noise Control

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

All Electoral Areas, based on converted hospital assessments.

MAXIMUM LEVY:

\$ 0.50 / \$1,000

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

MAXIMUM CAPITAL DEBT:

Nil

COMMISSION:

FUNDING:

Requisition

1.320 - NOISE CONTROL	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Legal	6,900	6,900	6,900	-	-	6,900	7,040	7,180	7,320	7,470
Allocations	2,304	2,304	2,597	-	-	2,597	2,646	2,696	2,747	2,798
Internal Time Charges	29,876	29,876	30,474	-	-	30,474	31,068	31,673	32,290	32,921
Other Operating Expenses	60	80	50	-	-	50	50	50	50	50
TOTAL OPERATING COSTS	39,140	39,160	40,021	-	-	40,021	40,804	41,599	42,407	43,239
*Percentage Increase over prior year						2.3%	2.0%	1.9%	1.9%	2.0%
Transfer to Operating Reserve Fund	-	30	-	-	-	-	-	-	-	-
TOTAL COSTS	39,140	39,190	40,021	-	-	40,021	40,804	41,599	42,407	43,239
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(155)	(155)	(155)	-	-	(155)	(155)	(155)	(155)	(155)
Revenue - Other	(100)	(150)	(150)	-	-	(150)	(150)	(150)	(150)	(150)
TOTAL REVENUE	(255)	(305)	(305)	-	-	(305)	(305)	(305)	(305)	(305)
REQUISITION	(38,885)	(38,885)	(39,716)	-	-	(39,716)	(40,499)	(41,294)	(42,102)	(42,934)
*Percentage increase over prior year Requisition						2.1%	2.0%	2.0%	2.0%	2.0%

Reserve Schedule

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

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

Reserve Cash Flow

Fund: Fund Centre:	1500 105406	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		8,977	9,061	9,061	9,061	9,061	9,061
Transfer from Ops Budget		-	-	-	-	-	-
Planned Purchase		-	-	-	-	-	-
Interest Income		84					
Ending Balance \$		9,061	9,061	9,061	9,061	9,061	9,061

Assumptions/Background:
 Maintain balance at reasonable level to cover unexpected operating expenses such as legal.
 * Interest should be included in determining the estimated ending balance for the current year. Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Nuisance & Unsightly Premises

EAC REVIEW

OCTOBER 2021

Service: 1.322 Nuisance & Unsightly Premises

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

All Electoral Areas, based on converted hospital assessments.

MAXIMUM LEVY:

\$ 0.50 / \$1,000

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

FUNDING:

Requisition

1.322 - Nuisance & Unsightly Premises	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Legal	2,085	2,085	2,130	-	-	2,130	2,170	2,210	2,250	2,300
Allocations	2,825	2,825	3,240	-	-	3,240	3,301	3,365	3,429	3,494
Internal Time Charges	46,750	46,750	47,685	-	-	47,685	48,615	49,562	50,528	51,515
Other Operating Expenses	330	330	320	-	-	320	320	320	320	320
TOTAL OPERATING COSTS	51,990	51,990	53,375	-	-	53,375	54,406	55,457	56,527	57,629
*Percentage Increase over prior year						2.7%	1.9%	1.9%	1.9%	1.9%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVE	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	51,990	51,990	53,375	-	-	53,375	54,406	55,457	56,527	57,629
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(206)	(206)	(210)	-	-	(210)	(210)	(210)	(210)	(210)
Transfer from Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
Other Revenue	(100)	(100)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(306)	(306)	(310)	-	-	(310)	(310)	(310)	(310)	(310)
REQUISITION	(51,684)	(51,684)	(53,065)	-	-	(53,065)	(54,096)	(55,147)	(56,217)	(57,319)
*Percentage increase over prior year Requisition						2.7%	1.9%	1.9%	1.9%	2.0%

Reserve Schedule

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

For unforeseen legal expenses

Reserve Cash Flow

Fund: Fund Centre:	1500 105403	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		2,234	2,256	2,256	2,256	2,256	2,256
Transfer from Ops Budget		-	-	-	-	-	-
Transfer to Ops Budget		-	-	-	-	-	-
Interest Income		21					
Ending Balance \$		2,256	2,256	2,256	2,256	2,256	2,256

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Electora Area Emergency Planning Coordination

EAC REVIEW

OCTOBER 2021

Service: 1.372 Emergency Planning Coordination

Committee: Planning, Transportation & Protective Services

DEFINITION:

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

SERVICE DESCRIPTION:

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

FUNDING:

Allocations from protection services and requisition.

1.372 - Electora Area Emergency Planning Coordination	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET*	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Salaries	532,583	511,000	538,896	-	-	538,896	550,487	562,330	574,420	586,772
Contract for Services	-	-	-	-	-	-	-	-	-	-
Travel Expenses	1,820	1,000	1,860	-	-	1,860	1,900	1,940	1,980	2,020
Telecommunications	6,810	6,810	6,950	-	-	6,950	7,090	7,230	7,370	7,520
Staff Training & Development	1,620	1,620	1,650	-	-	1,650	1,680	1,710	1,740	1,770
Supplies	2,010	2,010	2,050	-	-	2,050	2,090	2,130	2,170	2,210
Allocations	59,170	59,170	62,608	-	-	62,608	63,862	65,141	66,440	67,769
Other Operating Expenses	8,630	8,630	8,750	-	-	8,750	8,930	9,110	9,290	9,470
TOTAL OPERATING COSTS	612,643	590,240	622,764	-	-	622,764	636,039	649,591	663,410	677,531
*Percentage Increase over prior year						1.7%	2.1%	2.1%	2.1%	2.1%
<u>CAPITAL / RESERVES</u>										
Transfer to Operating Reserve Fund	-	22,693	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	7,324	7,324	7,500	-	-	7,500	7,500	7,500	7,500	7,500
TOTAL CAPITAL / RESERVES	7,324	30,017	7,500	-	-	7,500	7,500	7,500	7,500	7,500
TOTAL COSTS	619,967	620,257	630,264	-	-	630,264	643,539	657,091	670,910	685,031
Internal Recoveries	(459,671)	(459,671)	(468,860)	-	-	(468,860)	(478,240)	(487,801)	(497,561)	(507,510)
OPERATING COSTS LESS INTERNAL RECOVERIES	160,296	160,586	161,404	-	-	161,404	165,299	169,290	173,349	177,521
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2020 to 2021	(14,486)	(14,486)	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	-	-	(12,674)	-	-	(12,674)	(10,639)	(8,460)	(6,099)	(3,601)
Grants in Lieu of Taxes	(578)	(578)	(590)	-	-	(590)	(600)	(610)	(620)	(630)
Revenue - Other	(310)	(600)	(320)	-	-	(320)	(330)	(340)	(350)	(360)
TOTAL REVENUE	(15,374)	(15,664)	(13,584)	-	-	(13,584)	(11,569)	(9,410)	(7,069)	(4,591)
REQUISITION	(144,922)	(144,922)	(147,820)	-	-	(147,820)	(153,730)	(159,880)	(166,280)	(172,930)
*Percentage increase over prior year Requisition						2.0%	4.0%	4.0%	4.0%	4.0%
AUTHORIZED POSITIONS										
Salaried FTE	4.0		4.0			4.0	4.0	4.0	4.0	4.0

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

Service No.	1.372 Emergency Planning Coordination	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
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EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$0	\$0	\$2,500	\$0	\$0	\$2,500
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$0	\$0	\$2,500	\$0	\$0	\$2,500
		\$0	\$0	\$0	\$2,500	\$0	\$0	\$2,500

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$2,500	\$0	\$0	\$2,500
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$0	\$0	\$2,500	\$0	\$0	\$2,500
		\$0	\$0	\$0	\$2,500	\$0	\$0	\$2,500

Electora Area Emergency Planning Coordination
 Reserve Summary Schedule
 2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	59,344	46,670	36,031	27,571	21,472	17,871
Equipment Replacement Fund	7,494	14,994	22,494	27,494	34,994	42,494
Total	66,838	61,664	58,525	55,065	56,466	60,365

Reserve Schedule

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

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

Reserve Cash Flow

Fund: Fund Centre:	1500 105545	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		36,311	59,344	46,670	36,031	27,571	21,472
Transfer from Ops Budget		22,693	-	-	-	-	-
Transfer to Ops Budget		-	(12,674)	(10,639)	(8,460)	(6,099)	(3,601)
Interest Income		340					
Ending Balance \$		59,344	46,670	36,031	27,571	21,472	17,871

Assumptions/Background:

Reserve Schedule

Reserve Fund: 1.372 Emergency Planning Coordination - Equipment Replacement Fund

ERF Group: EMERGCOORD.ERF

Reserve Cash Flow

Fund:	1022	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101985						
Beginning Balance		2,670	7,494	14,994	22,494	27,494	34,994
Transfer from Op Budget		7,324	7,500	7,500	7,500	7,500	7,500
Planned Purchase		(2,500)	-	-	(2,500)	-	-
Interest Income		-					
Ending Balance \$		7,494	14,994	22,494	27,494	34,994	42,494

Assumptions/Background:

ERF to fund future replacement of vehicles and equipment.

CAPITAL REGIONAL DISTRICT

2022 Budget

Admin Expenditures (SGI)

EAC REVIEW

OCTOBER 2021

Service: 1.110 SGI Admin. Expenditures

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

Electoral Area of Southern Gulf Islands

MAXIMUM LEVY:

None Stated

FUNDING:

Requisition

1.110 - Admin Expenditures (SGI) Director & Management	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Director Admin	109,554	106,180	110,696	-	-	110,696	112,853	115,086	117,359	119,682
Management Services	309,069	291,049	295,390	-	40,000	335,390	301,488	307,773	314,171	320,695
TOTAL OPERATING COSTS	418,623	397,229	406,086	-	40,000	446,086	414,341	422,859	431,530	440,377
*Percentage Increase over prior year						6.6%	-7.1%	2.1%	2.1%	2.1%
<u>CAPITAL / RESERVES</u>										
Transfer to Operating Reserve Fund	9,575	12,949	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	1,000	1,000	1,020	-	-	1,020	1,040	1,060	1,080	1,100
Purchases Equipment	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	10,575	13,949	1,020	-	-	1,020	1,040	1,060	1,080	1,100
TOTAL COSTS	429,198	411,178	407,106	-	40,000	447,106	415,381	423,919	432,610	441,477
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2020 to 2021	(37,166)	(37,166)	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	(33,000)	(14,992)	(41,007)	-	-	(41,007)	(1,150)	(890)	(600)	(290)
Cost Recovery	(13,717)	(13,705)	(13,884)	-	-	(13,884)	(14,063)	(14,284)	(14,510)	(14,750)
Grants in Lieu of Taxes	(3,551)	(3,551)	(3,620)	-	-	(3,620)	(3,230)	(3,300)	(3,370)	(3,440)
Other Revenue	(200)	(200)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
TOTAL REVENUE	(87,634)	(69,614)	(58,711)	-	-	(58,711)	(18,643)	(18,674)	(18,680)	(18,680)
REQUISITION	(341,564)	(341,564)	(348,395)	-	(40,000)	(388,395)	(396,738)	(405,245)	(413,930)	(422,797)
*Percentage increase over prior year Requisition			2.0%			13.7%	2.1%	2.1%	2.1%	2.1%
<u>AUTHORIZED POSITIONS</u>										
Salaried FTE	1	1	1			1	1	1	1	1

**1.110 - Admin Expenditures (SGI)
Director Admin**

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Director's Remuneration	43,987	43,987	44,470	-	-	44,470	45,360	46,270	47,200	48,140
Contract for Services	20,160	20,000	20,560	-	-	20,560	20,970	21,390	21,820	22,260
Consulting	-	-	-	-	-	-	-	-	-	-
Travel	5,500	5,000	6,000	-	-	6,000	6,120	6,240	6,360	6,490
Allocations	15,042	15,042	12,902	-	-	12,902	13,160	13,422	13,689	13,962
Other Operating Expenses	24,865	22,151	26,764	-	-	26,764	27,243	27,764	28,290	28,830
TOTAL OPERATING COSTS	109,554	106,180	110,696	-	-	110,696	112,853	115,086	117,359	119,682
*Percentage Increase over prior year						1.0%	1.9%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVES</u>										
Transfer to Operating Reserve Fund	9,575	12,949	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	1,000	1,000	1,020	-	-	1,020	1,040	1,060	1,080	1,100
Purchases Equipment	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	10,575	13,949	1,020	-	-	1,020	1,040	1,060	1,080	1,100
TOTAL COSTS	120,129	120,129	111,716	-	-	111,716	113,893	116,146	118,439	120,782
<u>FUNDING SOURCES (REVENUE)</u>										
Cost Recovery	(11,005)	(11,005)	(11,184)	-	-	(11,184)	(11,363)	(11,584)	(11,810)	(12,050)
Grants in Lieu of Taxes	(1,215)	(1,215)	(1,240)	-	-	(1,240)	(1,260)	(1,290)	(1,320)	(1,350)
Interest Income	(200)	(200)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
TOTAL REVENUE	(12,420)	(12,420)	(12,624)	-	-	(12,624)	(12,823)	(13,074)	(13,330)	(13,600)
REQUISITION	(107,709)	(107,709)	(99,092)	-	-	(99,092)	(101,070)	(103,072)	(105,109)	(107,182)
*Percentage increase over prior year Requisition						-8.0%	2.0%	2.0%	2.0%	2.0%

1.110 - Admin Expenditures (SGI) Management Services	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Salaries & Wages	151,735	151,735	160,456	-	-	160,456	163,916	167,450	171,059	174,746
Contract for Services	68,040	68,040	69,400	-	-	69,400	70,790	72,210	73,650	75,120
Program Development	-	-	-	-	-	-	-	-	-	-
Travel	2,850	2,850	2,910	-	-	2,910	2,970	3,030	3,090	3,150
Memberships & Professional Dues	810	800	830	-	-	830	850	870	890	910
Allocations	20,424	20,424	20,774	-	-	20,774	21,112	21,523	21,942	22,369
Referendum Costs to establish a new SGI Service	25,000	20,000	-	-	35,000	35,000	-	-	-	-
Other Operating Expenses	40,210	27,200	41,020	-	5,000	46,020	41,850	42,690	43,540	44,400
TOTAL OPERATING COSTS	309,069	291,049	295,390	-	40,000	335,390	301,488	307,773	314,171	320,695
*Percentage Increase over prior year						8.5%	-10.1%	2.1%	2.1%	2.1%
TOTAL COSTS	309,069	291,049	295,390	-	40,000	335,390	301,488	307,773	314,171	320,695
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2020 to 2021	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2019 to 2020	(37,166)	(37,166)	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	(33,000)	(14,992)	(41,007)	-	-	(41,007)	(1,150)	(890)	(600)	(290)
Sub-lease Recovery	(2,712)	(2,700)	(2,700)	-	-	(2,700)	(2,700)	(2,700)	(2,700)	(2,700)
Grants in Lieu of Taxes	(2,336)	(2,336)	(2,380)	-	-	(2,380)	(1,970)	(2,010)	(2,050)	(2,090)
Other revenue	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(75,214)	(57,194)	(46,087)	-	-	(46,087)	(5,820)	(5,600)	(5,350)	(5,080)
REQUISITION	(233,855)	(233,855)	(249,303)	-	(40,000)	(289,303)	(295,668)	(302,173)	(308,821)	(315,615)
*Percentage increase over prior year Requisition			6.6%			23.7%	2.2%	2.2%	2.2%	2.2%
AUTHORIZED POSITIONS										
Salaried FTE	1	1	1			1	1	1	1	1

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

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

EXPENDITURE

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

SOURCE OF FUNDS

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

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

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	46,438	5,431	4,281	3,391	2,791	2,501
Equipment Replacement Fund	9,926	9,446	8,956	10,016	11,096	12,196
Total	56,364	14,877	13,237	13,407	13,887	14,697

Reserve Schedule

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

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

Reserve Cash Flow

Fund:	1500	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	105546						
Beginning Balance		47,981	46,438	5,431	4,281	3,391	2,791
Transfer from Ops Budget		12,949	-	-	-	-	-
Transfer to Ops Budget		(14,992)	(41,007)	(1,150)	(890)	(600)	(290)
Interest Income		500					
Ending Balance \$		46,438	5,431	4,281	3,391	2,791	2,501

Assumptions/Background:

Reserve Schedule

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

ERF Group: SGIADMIN.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101838						
Beginning Balance		8,926	9,926	9,446	8,956	10,016	11,096
Transfer from Ops Budget		1,000	1,020	1,040	1,060	1,080	1,100
Planned Purchase		-	(1,500)	(1,530)	-	-	-
Interest Income		-					
Ending Balance \$		9,926	9,446	8,956	10,016	11,096	12,196

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2022 Budget

SGL Grants in Aid

EAC REVIEW

OCTOBER 2021

Service: **1.117 SGI Grants in Aid**

Committee: **Electoral Area**

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

Southern Gulf Islands Electoral Area.

MAXIMUM LEVY:

Greater of **\$129,912** or **\$0.05 / \$1,000** on basis of converted hospital assessed value of land and improvements. To a maximum of **\$176,672**.

COMMISSION:

Committee: Electoral Areas Committee

FUNDING:

Requisition

Change in Budget 2021 to 2022
Service: 1.117 SGI Grants in Aid

Total Expenditure

Comments

2021 Budget

216,479

Change in Salaries:

Base salary change	-	Inclusive of estimated collective agreement changes
Step increase/paygrade change	-	
Other (explain as necessary)	-	
Total Change in Salaries	-	

Other Changes:

Standard Overhead Allocation	2,495	Increase due to 2021 operating cost increase and 4th year of new OH model implementation
Grants in Aid	(113,000)	One-time Safe Restart Grant in 2021
Other	-	
Total Other Changes	(110,505)	

2022 Budget

105,974

<i>% expense increase from 2021:</i>	-51.0%	
<i>% Requisition increase from 2021 (if applicable):</i>	2.0%	<i>Requisition funding is 99% of service revenue</i>

Overall 2021 Budget Performance

(expected variance to budget and surplus treatment)

GIA budget for both core and Safe Restart are to be fully distributed, resulting no major budget variance at year end.

1.117 - SGI Grants in Aid	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Grants in Aid	213,000	213,000	100,000	-	-	100,000	100,000	100,000	100,000	100,000
Allocations	2,679	2,679	5,174	-	-	5,174	5,277	5,383	5,491	5,600
Payment to 3rd Parties	-	-	-	-	-	-	-	-	-	-
Other Expenses	800	600	800	-	-	800	800	800	800	800
TOTAL COSTS	216,479	216,279	105,974	-	-	105,974	106,077	106,183	106,291	106,400
*Percentage Increase over prior year						-51.0%	0.1%	0.1%	0.1%	0.1%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated balance c/fwd from 2021 to 2022	-	200	(200)	-	-	(200)	-	-	-	-
Balance c/fwd from 2020 to 2021	253	253	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(651)	(651)	(651)	-	-	(651)	(651)	(651)	(651)	(651)
Provincial Grant	(113,000)	(113,000)	-	-	-	-	-	-	-	-
Other Revenue	(100)	(100)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(113,498)	(113,298)	(951)	-	-	(951)	(751)	(751)	(751)	(751)
REQUISITION	(102,981)	(102,981)	(105,023)	-	-	(105,023)	(105,326)	(105,432)	(105,540)	(105,649)
*Percentage increase over prior year Requisition						2.0%	0.3%	0.1%	0.1%	0.1%

CAPITAL REGIONAL DISTRICT

2022 Budget

SIG Economic Development

EAC REVIEW

OCTOBER 2021

Service: 1.125 SGI Economic Development

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

None

COMMISSION:

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

FUNDING:

Requisition

1.125 - SGI Economic Development	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Contract for Services	72,000	70,000	73,440	-	-	73,440	74,910	76,410	77,940	79,500
Program Development	29,623	29,500	29,820	-	-	29,820	30,020	30,220	30,420	30,630
Internal Allocations	4,443	4,443	5,986	-	-	5,986	6,106	6,228	6,353	6,480
Building Rent	8,670	8,670	8,810	-	-	8,810	8,990	9,140	9,300	9,420
Contribution Projects	-	-	-	-	-	-	-	-	-	-
Operating - Other	4,990	3,990	5,100	-	-	5,100	5,210	5,320	5,430	5,540
TOTAL OPERATING COSTS	119,726	116,603	123,156	-	-	123,156	125,236	127,318	129,443	131,570
*Percentage Increase over prior year						2.9%	1.7%	1.7%	1.7%	1.6%
Transfer to Operating Reserve Fund	-	351	-	-	-	-	-	-	-	-
TOTAL COSTS	119,726	116,954	123,156	-	-	123,156	125,236	127,318	129,443	131,570
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	2,772	(2,772)	-	-	(2,772)	-	-	-	-
Balance c/fwd from 2020 to 2021	(1,700)	(1,700)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(942)	(942)	(960)	-	-	(960)	(980)	(1,000)	(1,020)	(1,040)
Interest Income	(100)	(100)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(2,742)	30	(3,832)	-	-	(3,832)	(1,080)	(1,100)	(1,120)	(1,140)
REQUISITION	(116,984)	(116,984)	(119,324)	-	-	(119,324)	(124,156)	(126,218)	(128,323)	(130,430)
*Percentage increase over prior year Requisition						2.0%	4.0%	1.7%	1.7%	1.6%

Reserve Schedule

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

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

Reserve Cash Flow

Fund:	1500	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	105547						
Beginning Balance		1,516	1,881	1,881	1,881	1,881	1,881
Transfer from Ops Budget		351	-	-	-	-	-
Transfer to Ops Budget		-	-	-	-	-	-
Interest Income		14					
Ending Balance \$		1,881	1,881	1,881	1,881	1,881	1,881

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 Budget

Galiano Island Community Use Building

EAC REVIEW

OCTOBER 2021

Service: 1.137 Galiano Island Community Use Building

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

A portion of the Electoral Area of Southern Gulf Islands.

MAXIMUM LEVY:

Greater of \$100,100 or \$0.165 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$136,089.

MAXIMUM CAPITAL DEBT:

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

FUNDING:

Requisition

1.137 - Galiano Island Community Use Building

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Allocations	16,711	13,211	16,165	-	-	16,165	16,488	16,817	17,154	17,497
Insurance	970	970	1,190	-	-	1,190	1,250	1,310	1,370	1,440
Building Maintenance	5,000	5,000	5,000	-	-	5,000	5,110	5,220	5,330	5,440
Utilities	3,800	3,800	3,800	-	-	3,800	3,880	3,960	4,040	4,120
Contingency	1,500	5,000	1,500	-	-	1,500	1,530	1,560	1,590	1,620
Other Operating Expenses	4,990	4,560	5,050	-	-	5,050	5,160	5,270	5,380	5,490
TOTAL OPERATING COSTS	32,971	32,541	32,705	-	-	32,705	33,418	34,137	34,864	35,607
*Percentage Increase over prior year						-0.8%	2.2%	2.2%	2.1%	2.1%
<u>DEBT / RESERVE</u>										
Transfer to Capital Reserve Fund	1,500	1,930	3,000	-	-	3,000	3,545	4,106	4,689	5,286
MFA Debt Reserve Fund	80	80	80	-	-	80	80	80	80	80
MFA Principal Payment	15,482	15,482	15,482	-	-	15,482	15,482	15,482	15,482	15,482
MFA Interest Payment	11,935	11,935	11,935	-	-	11,935	11,935	11,935	11,935	11,935
TOTAL DEBT / RESERVE	28,997	29,427	30,497	-	-	30,497	31,042	31,603	32,186	32,783
TOTAL COSTS	61,968	61,968	63,202	-	-	63,202	64,460	65,740	67,050	68,390
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(23)	(23)	(20)	-	-	(20)	(20)	(20)	(20)	(20)
Other Income	(150)	(150)	(150)	-	-	(150)	(150)	(150)	(150)	(150)
MFA Debt Resv FundEarnings	(80)	(80)	(80)	-	-	(80)	(80)	(80)	(80)	(80)
TOTAL REVENUE	(253)	(253)	(250)	-	-	(250)	(250)	(250)	(250)	(250)
REQUISITION	(61,715)	(61,715)	(62,952)	-	-	(62,952)	(64,210)	(65,490)	(66,800)	(68,140)
*Percentage increase over prior year Requisition						2.0%	2.0%	2.0%	2.0%	2.0%

Reserve Schedule

Reserve Fund: 1.137 Galiano Island Community Use Building - Capital Reserve Fund - Bylaw 3939

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

Reserve Cash Flow

Fund:	1083	Estimated	Budget				
Fund Centre:	102135	2021	2022	2023	2024	2025	2026
Beginning Balance		72,083	64,263	47,263	50,808	54,914	59,603
Transfer from Ops Budget		1,500	3,000	3,545	4,106	4,689	5,286
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(10,000)	(20,000)	-	-	-	-
Interest Income		680					
Ending Balance \$		64,263	47,263	50,808	54,914	59,603	64,889

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2022 Budget

SGL Regional Library

EAC REVIEW

OCTOBER 2021

Service: 1.138 SGI Regional Library

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

The Electoral Area of Southern Gulf Islands.

MAXIMUM LEVY:

Greater of \$165,391 or \$0.07 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$242,924.

COMMISSION:

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

FUNDING:

Requisition

1.138 - SGI Regional Library	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Contribution to Library	221,930	221,930	226,370	-	-	226,370	230,900	235,520	238,254	238,147
Allocations	4,065	4,065	4,558	-	-	4,558	4,649	4,742	4,837	4,934
Insurance	140	140	120	-	-	120	130	140	150	160
Other Operating Expenses	1,760	-	1,790	-	-	1,790	1,790	1,790	1,790	1,790
TOTAL COSTS	227,895	226,135	232,838	-	-	232,838	237,469	242,192	245,031	245,031
*Percentage Increase over prior year						2.2%	2.0%	2.0%	1.2%	0.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	1,760	(1,760)	-	-	(1,760)	-	-	-	-
Balance c/fwd from 2020 to 2021	(1,735)	(1,735)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(2,077)	(2,077)	(2,120)	-	-	(2,120)	(2,120)	(2,120)	(2,120)	(2,120)
Other Income	(30)	(30)	(30)	-	-	(30)	(30)	(30)	(30)	(30)
TOTAL REVENUE	(3,842)	(2,082)	(3,910)	-	-	(3,910)	(2,150)	(2,150)	(2,150)	(2,150)
REQUISITION	(224,053)	(224,053)	(228,928)	-	-	(228,928)	(235,319)	(240,042)	(242,881)	(242,881)
*Percentage increase over prior year Requisition						2.2%	2.8%	2.0%	1.2%	0.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Gossip Island Electric Power Supply

EAC REVIEW

OCTOBER 2021

Service: 1.170 Gossip Island Electrical Power Supply

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

56 of 66 parcels on Gossip Island

MAXIMUM LEVY:

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

MAXIMUM CAPITAL DEBT:

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

FUNDING:

Parcel tax

1.170 - Gossip Island Electric Power Supply

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Allocations	357	357	155	-	-	155	159	162	165	168
Other Operating Expenses	220	220	220	-	-	220	220	220	220	220
TOTAL OPERATING COSTS	577	577	375	-	-	375	379	382	385	388
*Percentage Increase over prior year						-35.0%	1.1%	0.8%	0.8%	0.8%
<u>DEBT</u>										
MFA Debt Reserve Fund	200	200	180	-	-	180	180	180	180	180
MFA Principal Payment	35,708	35,708	35,708	-	-	35,708	35,708	35,708	35,708	35,708
MFA Interest Payment	20,735	20,735	20,735	-	-	20,735	20,735	20,735	20,735	20,735
TOTAL DEBT	56,643	56,643	56,623	-	-	56,623	56,623	56,623	56,623	56,623
TOTAL COSTS	57,220	57,220	56,998	-	-	56,998	57,002	57,005	57,008	57,011
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2020 to 2021	(79)	(79)	-	-	-	-	-	-	-	-
Interest Income	(93)	(93)	(90)	-	-	(90)	(90)	(90)	(90)	(90)
MFA Debt Reserve Fund Earnings	(200)	(200)	(180)	-	-	(180)	(180)	(180)	(180)	(180)
TOTAL REVENUE	(372)	(372)	(270)	-	-	(270)	(270)	(270)	(270)	(270)
REQUISITION - PARCEL TAX	(56,848)	(56,848)	(56,728)	-	-	(56,728)	(56,732)	(56,735)	(56,738)	(56,741)
*Percentage increase over prior year Requisition						-0.2%	0.0%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Saturna Health Service

EAC REVIEW

OCTOBER 2021

Service: 1.227 Saturna Health Service

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

Southern Gulf Islands

MAXIMUM LEVY:

Greater of \$40,000 or \$0.17 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$46,755.

FUNDING:

Requisition

1.227 - Saturna Health Service	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Payment to Saturna Island Meduical Clinic	32,245	32,245	32,890	-	-	32,890	33,550	34,220	34,900	35,600
Other Operating Expenses	308	308	651	-	-	651	664	677	691	705
TOTAL COSTS	32,553	32,553	33,541	-	-	33,541	34,214	34,897	35,591	36,305
*Percentage Increase over prior year						3.0%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2020 to 2021	-	-	-	-	-	-	-	-	-	-
Interest Income	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(373)	(373)	(373)	-	-	(373)	(373)	(373)	(373)	(373)
TOTAL REVENUE	(373)	(373)	(373)	-	-	(373)	(373)	(373)	(373)	(373)
REQUISITION	(32,180)	(32,180)	(33,168)	-	-	(33,168)	(33,841)	(34,524)	(35,218)	(35,932)
*Percentage increase over prior year Requisition						3.1%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Galiano Health Service

EAC REVIEW

OCTOBER 2021

Service: 1.228 Galiano Health Service

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

Galiano Island

MAXIMUM LEVY:

Greater of \$86,550 or \$0.19 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$156,708.

FUNDING:

Requisition

1.228 - Galiano Health Service	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Payment to Galiano Health Society	126,788	126,788	133,127	-	-	133,127	139,783	146,772	153,911	153,856
Operating - Other	2,470	2,372	2,685	-	-	2,685	2,737	2,790	2,843	2,898
TOTAL OPERATING COSTS	129,258	129,160	135,812	-	-	135,812	142,520	149,562	156,754	156,754
*Percentage Increase over prior year						5.1%	4.9%	4.9%	4.8%	0.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	108	(108)	-	-	(108)	-	-	-	-
Balance c/fwd from 2020 to 2021	(183)	(183)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(46)	(46)	(46)	-	-	(46)	(46)	(46)	(46)	(46)
Other Revenue	-	(10)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(229.00)	(131)	(154)	-	-	(154)	(46)	(46)	(46)	(46)
REQUISITION	(129,029)	(129,029)	(135,658)	-	-	(135,658)	(142,474)	(149,516)	(156,708)	(156,708)
*Percentage increase over prior year Requisition						5.1%	5.0%	4.9%	4.8%	0.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

SGL Small Craft Harbour Facilities

EAC REVIEW

OCTOBER 2021

Service: 1.235 SGI Small Craft Harbour Facilities

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

MAXIMUM LEVY:

Greater of \$112,878 or \$0.10 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$353,344.

COMMISSION:

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

FUNDING:

Parcel Tax
Moorage Fees

1.235 - SGI Small Craft Harbour Facilities	2021		BUDGET REQUEST				FUTURE PROJECTIONS (Revised)			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Management Expenditures:										
Contract for Services	10,170	6,500	10,370	-	-	10,370	10,580	10,790	11,010	11,230
Supplies, Advertising	1,080	2,300	1,100	-	-	1,100	1,120	1,140	1,160	1,180
Travel and Training	7,420	2,100	7,570	-	-	7,570	7,720	7,870	8,030	8,190
Internal Allocations	25,504	29,957	28,100	-	-	28,100	28,664	29,233	29,816	30,414
Insurance	7,950	7,950	10,710	-	-	10,710	11,250	11,810	12,400	13,020
Other Operating Expenses	3,120	8,260	3,180	-	-	3,180	3,240	3,300	3,360	3,420
TOTAL MANAGEMENT EXPENDITURES	55,244	57,067	61,030	-	-	61,030	62,574	64,143	65,776	67,454
*Percentage Increase over prior year						10.5%	2.5%	2.5%	2.5%	2.6%
Dock Expenditures:										
Repairs and Maintenance	61,500	34,990	57,730	-	-	57,730	58,870	60,010	61,160	62,350
Wharfinger Compensation and Travel	56,700	38,965	48,800	-	-	48,800	49,780	50,770	51,790	52,810
Insurance	30,446	28,104	28,800	-	-	28,800	30,240	31,800	33,360	35,040
Electricity	3,130	2,690	2,620	-	-	2,620	2,670	2,720	2,770	2,820
Supplies	4,840	280	4,680	-	-	4,680	4,800	4,920	5,040	5,160
Operating - Other	4,490	-	4,270	-	-	4,270	4,390	4,510	4,630	4,750
TOTAL DOCK EXPENDITURES	161,106	105,029	146,900	-	-	146,900	150,750	154,730	158,750	162,930
*Percentage Increase over prior year						-8.8%	2.6%	2.6%	2.6%	2.6%
TOTAL OPERATING COSTS	216,350	162,096	207,930	-	-	207,930	213,324	218,873	224,526	230,384
<u>DEBT / RESERVE</u>										
Transfer to Capital Reserve Fund	170,000	210,679	158,000	-	-	158,000	150,000	150,000	150,000	150,000
MFA Debt Reserve Fund	7,100	-	11,800	-	-	11,800	-	-	-	-
MFA Interest	3,195	1,500	15,600	-	-	15,600	28,320	28,320	28,320	28,320
MFA Principal	-	-	-	-	-	-	47,368	47,368	47,368	47,368
TOTAL DEBT / RESERVE	180,295	212,179	185,400	-	-	185,400	225,688	225,688	225,688	225,688
TOTAL COSTS	396,645	374,275	393,330	-	-	393,330	439,012	444,561	450,214	456,072
<u>FUNDING SOURCES (REVENUE)</u>										
Revenue- Fees	(99,300)	(76,930)	(89,990)	-	-	(89,990)	(91,630)	(93,320)	(95,050)	(96,810)
Grants in Lieu of Taxes	(6,041)	(6,041)	(6,160)	-	-	(6,160)	(6,280)	(6,410)	(6,540)	(6,670)
Other Income	(200)	(200)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
TOTAL REVENUE	(105,541)	(83,171)	(96,350)	-	-	(96,350)	(98,110)	(99,930)	(101,790)	(103,680)
REQUISITION - PARCEL TAX	(291,104)	(291,104)	(296,980)	-	-	(296,980)	(340,902)	(344,631)	(348,424)	(352,392)
*Percentage increase over prior year Requisition						2.0%	14.8%	1.1%	1.1%	1.1%

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

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

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$604,000	\$1,124,000	\$125,000	\$175,000	\$50,000	\$50,000	\$1,524,000
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$604,000	\$1,124,000	\$125,000	\$175,000	\$50,000	\$50,000	\$1,524,000

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$30,000	\$30,000	\$0	\$0	\$0	\$0	\$30,000
Debenture Debt (New Debt Only)	Debt	\$574,000	\$1,044,000	\$0	\$0	\$0	\$0	\$1,044,000
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$50,000	\$125,000	\$175,000	\$50,000	\$50,000	\$450,000
		\$604,000	\$1,124,000	\$125,000	\$175,000	\$50,000	\$50,000	\$1,524,000

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

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

Service #: 1.235
Service Name: SGI Small Craft Harbour Facilities

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
19-02	Renewal	Retreat Cove	Upgrades to the Retreat Cove Dock Facility to maintain level of service.	\$185,000	S	Debt	\$0	\$185,000	\$0	\$0	\$0	\$0	\$185,000
19-03	Decommission	Horton Bay	Decommission the Horton Bay dock after construction of the Anson Road facility.	\$100,000	S	Debt	\$82,000	\$82,000	\$0	\$0	\$0	\$0	\$82,000
20-02	Renewal	Spanish Hills	Upgrades to the Spanish Hills Dock Facility to maintain level of service.	\$75,000	S	Cap	\$30,000	\$30,000	\$0	\$0	\$0	\$0	\$30,000
20-04	Renewal	Miners Bay Upgrades	Upgrades to the Miners Bay wharfhead and approach upgrades.	\$277,000	S	Debt	\$277,000	\$277,000	\$0	\$0	\$0	\$0	\$277,000
21-01	Renewal	Port Washington	Dock improvements outlined from the 18-01 Inspections project.	\$195,000	S	Debt	\$0	\$195,000	\$0	\$0	\$0	\$0	\$195,000
21-02	Renewal	Inspections	Detailed inspections including underwater inspection.	\$125,000	S	Res	\$0	\$0	\$0	\$125,000	\$0	\$0	\$125,000
21-03	Renewal	ANNUAL PROVISIONAL: Dock Improvements	An annual provisional fund is required to address unplanned dock safety issues.	\$250,000	S	Res	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
21-05	New	Piers Island Additional Float	Installation of an additional float at the Piers Island dock.	\$135,000	S	Debt	\$135,000	\$135,000	\$0	\$0	\$0	\$0	\$135,000
22-01	Renewal	Hope Bay	Dock improvements outlined from the 18-01 Inspections project.	\$90,000	S	Debt	\$0	\$90,000	\$0	\$0	\$0	\$0	\$90,000
22-02	Renewal	Swartz Bay Improvements & Dock Replacement	Dock improvements outlined from the 18-01 Inspection project with dock replacement happening in 2022.	\$175,000	S	Debt	\$80,000	\$80,000	\$0	\$0	\$0	\$0	\$80,000
22-02	Renewal	Swartz Bay Improvements & Dock Replacement	Dock improvements outlined from the 18-01 Inspection project with dock replacement happening in 2022.		S	Res	\$0	\$0	\$75,000	\$0	\$0	\$0	\$75,000
GRAND TOTAL				\$1,607,000			\$604,000	\$1,124,000	\$125,000	\$175,000	\$50,000	\$50,000	\$1,524,000

Service: 1.235 SGI Small Craft Harbour Facilities

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

Project Rationale This project includes works to maintain the current level of service as recommended in the Moffatt & Nichol Summary Report for Southern Gulf Islands Harbour Commission (SGIHC) Facilities December 11, 2015 and Stantec's 2018 top-side inspection. Recommended works include repairs to the approach piles, and repairs to the floats. Due to the quickly deteriorating condition of the Sturdies Bay facility, this project has been delayed to 2021.

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

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

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

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

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

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

Project Number 21-01 **Capital Project Title** Port Washington **Capital Project Description** Dock improvements outlined from the 18-01 Inspections project.

Project Rationale This project includes works to maintain the current level of service as recommended in Stantec's 2018 inspection. Recommended works include approach decking, bull rail, and hand rail repair and replacements, float and gangway repairs. Funds are required for staff to retain a contractor to carry out the works.

Project Number 21-02 **Capital Project Title** Inspections **Capital Project Description** Detailed inspections including underwater inspection.

Project Rationale Dock inspection, repair and maintenance is an iterative process that requires periodic review of the facilities and re-evaluation of proposed work plans and residual life estimates. This budget is for a "Top Side and Underwater " inspection and will be used to re-evaluate the 5 Year capital Program. Due to recent inspections and resulting works this project has been deferred until 2023.

Project Number	21-03	Capital Project Title	ANNUAL PROVISIONAL: Dock Improvements	Capital Project Description	An annual provisional fund is required to address unplanned dock safety issues.
Project Rationale	Funds are required for unplanned & minor repairs such as minor board replacement, painting, emergency repairs, and electrical repairs.				

Project Number	21-05	Capital Project Title	Piers Island Additional Float	Capital Project Description	Installation of an additional float at the Piers Island dock.
Project Rationale	This project is to complete the Piers Island Additional Float replacement. Design, environmental assessment and majority of permitting is complete. Funds are required to retain a contractor to				

Project Number	22-01	Capital Project Title	Hope Bay	Capital Project Description	Dock improvements outlined from the 18-01 Inspections project.
Project Rationale	This project includes works to maintain the current level of service as recommended in Stantec's 2018 inspection. Recommended works include approach decking, bull rail, and hand rail repair and replacements, float and gangway repairs. Funds are required for staff to retain a contractor to carry out the works.				

Project Number	22-02	Capital Project Title	Swartz Bay Improvements & Dock Replacement	Capital Project Description	Dock improvements outlined from the 18-01 Inspection project with dock replacement happening in 2022.
Project Rationale	This project includes works to maintain the current level of service as recommended in Stantec's 2018 inspection. Recommended works include approach decking, bull rail, and hand rail repair and replacements, float and gangway repairs. Funds are required for staff to retain a contractor to carry out the works. In 2020 it was noted that float B had rotting frame indicating requirement to replace the float.				

Reserve Schedule (Revised)

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

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

Reserve Cash Flow

Fund: Fund Centre:	1054 101467	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		490,495	122,469	230,469	255,469	230,469	330,469
Transfer from Ops Budget		170,000	158,000	150,000	150,000	150,000	150,000
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(552,000)	(50,000)	(125,000)	(175,000)	(50,000)	(50,000)
Interest Income*		13,974					
Ending Balance \$		122,469	230,469	255,469	230,469	330,469	430,469

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2022 Budget

SGI House Numbering

EAC REVIEW

OCTOBER 2021

Service: 1.314 SGI Building Numbering

Committee: Electoral Area

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

Southern Gulf Islands

MAXIMUM LEVY:

None stated

FUNDING:

Requisition

1.314 - SGI House Numbering	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Building Inspection	8,773	8,773	8,948	-	-	8,948	9,127	9,310	9,496	9,686
Allocations	497	497	467	-	-	467	476	486	496	505
Other Operating Expenses	70	70	70	-	-	70	70	70	70	70
TOTAL COSTS	9,340	9,340	9,485	-	-	9,485	9,673	9,866	10,062	10,261
*Percentage Increase over prior year						1.6%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2020 to 2021	(33)	(33)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(94)	(94)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
Interest Income	(10)	(10)	(10)	-	-	(10)	(10)	(10)	(10)	(10)
TOTAL REVENUE	(137)	(137)	(110)	-	-	(110)	(110)	(110)	(110)	(110)
REQUISITION	(9,203)	(9,203)	(9,375)	-	-	(9,375)	(9,563)	(9,756)	(9,952)	(10,151)
*Percentage increase over prior year Requisition						1.9%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

SGL Livestock Injury Compensation

EAC REVIEW

OCTOBER 2021

Service: 1.341 SGI Livestock Injury Compensation

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

Southern Gulf Islands Electoral Area.

MAXIMUM LEVY:

None stated

FUNDING:

Requisition

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

CAPITAL REGIONAL DISTRICT

2022 Budget

South Galiano Fire Protection

EAC REVIEW

OCTOBER 2021

Service: 1.352 South Galiano Fire

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

Greater of \$470,000 or \$1.157 / \$1,000 of actual assessments. To a maximum of \$594,652.

FUNDING:

Requisition

1.352 - South Galiano Fire Protection

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
OPERATING COSTS										
Honorarium and Call Out Pay	149,170	150,000	152,150	39,000	-	191,150	194,970	198,870	202,850	206,910
Travel - Vehicles	31,060	19,000	29,600	-	-	29,600	30,160	30,730	31,300	31,880
Insurance	5,240	5,340	5,450	-	-	5,450	5,610	5,780	5,950	6,120
Staff Development	30,510	25,000	31,120	-	-	31,120	31,740	32,370	33,020	33,680
Maintenance	9,170	7,300	9,350	-	-	9,350	9,540	9,730	9,920	10,110
Internal Allocations	10,655	10,655	14,660	-	-	14,660	14,953	15,252	15,557	15,868
Operating Supplies and Other	34,390	32,898	35,020	-	-	35,020	35,720	36,420	37,130	37,880
TOTAL OPERATING COSTS	270,195	250,193	277,350	39,000	-	316,350	322,693	329,152	335,727	342,448
*Percentage Increase over prior year			2.6%			17.1%	2.0%	2.0%	2.0%	2.0%
CAPITAL / RESERVE										
Capital Equipment Purchases	5,700	5,700	5,810	-	-	5,810	5,930	6,050	6,170	6,290
Transfer to Capital Reserve Fund	-	44,408	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	82,050	102,052	83,600	-	-	83,600	85,000	85,000	85,000	85,000
TOTAL CAPITAL / RESERVE	87,750	152,160	89,410	-	-	89,410	90,930	91,050	91,170	91,290
MFA DEBT										
MFA Debt Reserve Fund	22,999	-	22,555	-	-	22,555	-	-	-	-
Principal Payment	-	-	-	-	-	-	68,197	68,197	68,197	68,197
Interest Payment	43,418	22,009	45,899	-	-	45,899	54,132	54,132	54,132	54,132
TOTAL MFA DEBT	66,417	22,009	68,454	-	-	68,454	122,329	122,329	122,329	122,329
TOTAL COSTS	424,362	424,362	435,214	39,000	-	474,214	535,952	542,531	549,226	556,067
						11.7%				
FUNDING SOURCES (REVENUE)										
Parcel Tax	(66,417)	(66,417)	(68,454)	-	-	(68,454)	(122,329)	(122,329)	(122,329)	(122,329)
Other Income	(310)	(310)	(700)	-	-	(700)	(710)	(720)	(730)	(740)
TOTAL REVENUE	(66,727)	(66,727)	(69,154)	-	-	(69,154)	(123,039)	(123,049)	(123,059)	(123,069)
REQUISITION	(357,635)	(357,635)	(366,060)	(39,000)	-	(405,060)	(412,913)	(419,482)	(426,167)	(432,998)
*Percentage increase over prior year										
Requisition			2.36%			13.3%	1.9%	1.6%	1.6%	1.6%
Parcel Tax			3.1%			3.1%	78.7%	0.0%	0.0%	0.0%
Combined			2.47%			11.7%	13.0%	1.2%	1.2%	1.2%

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

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

Buildings	B	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$200,000
Equipment	E	\$3,000	\$13,500	\$5,800	\$5,000	\$5,000	\$10,000	\$39,300
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$0	\$600,000	\$0	\$0	\$600,000
		\$203,000	\$213,500	\$5,800	\$605,000	\$5,000	\$10,000	\$839,300

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$200,000
Equipment Replacement Fund	ERF	\$3,000	\$13,500	\$5,800	\$605,000	\$5,000	\$10,000	\$639,300
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$203,000	\$213,500	\$5,800	\$605,000	\$5,000	\$10,000	\$839,300

Reserve Schedule

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

ERF Group: SGALFIRE.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101431	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		350,801	432,851	502,951	582,151	62,151	142,151
Transfer from Ops Budget		82,050	83,600	85,000	85,000	85,000	85,000
Planned Purchase		-	(13,500)	(5,800)	(605,000)	(5,000)	(10,000)
Interest Income		-					
Ending Balance \$		432,851	502,951	582,151	62,151	142,151	217,151

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2022 Budget

Pender Fire Protection

EAC REVIEW

OCTOBER 2021

Service: 1.356 Pender Island Fire Protection & Emergency Response Service

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

Bylaw No. 3994 states "Greater of \$918,000 or \$0.998 / \$1,000" to a maximum of \$1,289,983.

FUNDING:

Requisition

1.356 - Pender Fire Protection	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Travel - Vehicles	12,200	12,200	12,440	-	-	12,440	12,690	12,940	13,200	13,460
Insurance	7,720	7,720	8,660	-	-	8,660	9,090	9,540	10,010	10,500
Payment - Fire Protection Society	779,834	779,834	795,430	-	-	795,430	811,340	827,570	844,120	861,000
Internal Allocations	35,660	35,660	42,560	-	-	42,560	43,411	44,279	45,165	46,068
Operating - Other	15,780	15,780	16,090	-	-	16,090	16,410	16,750	17,090	17,440
TOTAL OPERATING COSTS	851,194	851,194	875,180	-	-	875,180	892,941	911,079	929,585	948,468
*Percentage Increase over prior year						2.8%	2.0%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	73,771	73,771	75,000	-	-	75,000	75,000	75,000	75,000	75,000
Transfer to Capital Reserve Fund	73,771	73,771	75,000	-	-	75,000	75,000	75,000	75,000	75,000
TOTAL CAPITAL / RESERVE	147,542	147,542	150,000	-	-	150,000	150,000	150,000	150,000	150,000
Debt Costs	116,400	55,980	111,596	-	-	111,596	111,596	111,596	111,596	55,820
TOTAL COSTS	1,115,136	1,054,716	1,136,776	-	-	1,136,776	1,154,537	1,172,675	1,191,181	1,154,288
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Reserve Fund	(116,400)	(55,980)	(111,596)	-	-	(111,596)	(111,596)	(111,596)	(111,596)	(55,820)
Grants in Lieu of Taxes	(8,749)	(8,749)	(8,749)	-	-	(8,749)	(8,749)	(8,749)	(8,749)	(8,749)
Other Income	(1,500)	(1,500)	(1,530)	-	-	(1,530)	(1,560)	(1,590)	(1,630)	(1,670)
TOTAL REVENUE	(126,649)	(66,229)	(121,875)	-	-	(121,875)	(121,905)	(121,935)	(121,975)	(66,239)
REQUISITION	(988,487)	(988,487)	(1,014,901)	-	-	(1,014,901)	(1,032,632)	(1,050,740)	(1,069,206)	(1,088,049)
*Percentage increase over prior year Requisition						2.7%	1.7%	1.8%	1.8%	1.8%

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

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

EXPENDITURE

Buildings	B	\$0	\$115,000	\$0	\$0	\$0	\$0	\$115,000
Equipment	E	\$16,500	\$26,500	\$10,000	\$28,000	\$105,000	\$0	\$169,500
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$300,000	\$0	\$0	\$0	\$0	\$300,000
		\$16,500	\$441,500	\$10,000	\$28,000	\$105,000	\$0	\$584,500

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$16,500	\$326,500	\$10,000	\$28,000	\$105,000	\$0	\$469,500
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$115,000	\$0	\$0	\$0	\$0	\$115,000
		\$16,500	\$441,500	\$10,000	\$28,000	\$105,000	\$0	\$584,500

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

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Capital Reserve Fund	338,742	173,742	73,742	73,742	73,742	73,742
Equipment Replacement Fund	314,733	76,637	205,041	215,445	148,849	243,029
Total	653,475	250,379	278,783	289,187	222,591	316,771

Reserve Schedule

Reserve Fund: 1.356 Pender Fire Protection - Capital Reserve Fund

Bylaw 3313

Reserve Cash Flow

Fund:	1013	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101357						
Beginning Balance		404,184	338,742	173,742	73,742	73,742	73,742
Transfer from Ops Budget		73,771	75,000	75,000	75,000	75,000	75,000
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(68,028)	(115,000)	-	-	-	-
Transfer to ERF		(75,000)	(125,000)	(175,000)	(75,000)	(75,000)	(75,000)
Interest Income		3,815					
Ending Balance \$		338,742	173,742	73,742	73,742	73,742	73,742

Assumptions/Background:

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

Reserve Schedule

Reserve Fund: 1.356 Pender Fire Protection - Equipment Replacement Fund

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

Reserve Cash Flow

Fund:	1022	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101433						
Beginning Balance		301,393	314,733	76,637	205,041	215,445	148,849
Expenditures (Based on Capital Plan)		(79,451)	(326,500)	(10,000)	(28,000)	(105,000)	-
Transfer from Ops Budget		73,771	75,000	75,000	75,000	75,000	75,000
Transfer from Capital Reserve Fund		75,000	125,000	175,000	75,000	75,000	75,000
Transfer to OPEX to pay ST Loan		(55,980)	(111,596)	(111,596)	(111,596)	(111,596)	(55,820)
Interest Income		-					
Ending Balance \$		314,733	76,637	205,041	215,445	148,849	243,029

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 Budget

North Galiano Fire Protection

EAC REVIEW

OCTOBER 2021

Service: 1.359 North Galiano Fire

Committee: Electoral Area

DEFINITION:

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

MAXIMUM LEVY:

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

COMMISSION:

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

MAXIMUM CAPITAL DEBT:

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

FUNDING:

Requisition and parcel tax.

1.359 - North Galiano Fire Protection

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Honoraria	73,600	73,573	75,070	-	-	75,070	76,570	78,100	79,660	81,250
Travel - Vehicles	17,920	16,420	18,280	-	-	18,280	18,640	19,010	19,390	19,770
Insurance	5,800	5,800	6,170	-	-	6,170	6,380	6,600	6,820	7,060
Maintenance	4,300	5,165	4,380	-	-	4,380	4,470	4,560	4,650	4,740
Staff Training & Development	12,200	6,200	12,440	-	-	12,440	12,690	12,940	13,200	13,460
Internal Allocations	6,716	6,716	7,503	-	-	7,503	7,653	7,806	7,963	8,122
Operating - Supplies	13,050	13,050	13,310	-	-	13,310	13,580	13,850	14,130	14,420
Operating - Other	16,330	15,580	16,630	-	-	16,630	16,960	17,290	17,630	17,980
TOTAL OPERATING COSTS	149,916	142,504	153,783	-	-	153,783	156,943	160,156	163,443	166,802
*Percentage Increase over prior year						2.6%	2.1%	2.0%	2.1%	2.1%
<u>DEBT / RESERVES</u>										
Capital Equipment Purchases	6,270	6,270	6,400	-	-	6,400	6,530	6,660	6,790	6,930
Transfer to Capital Reserve Fund	5,090	-	5,000	-	-	5,000	5,000	5,000	5,000	5,000
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Debt Principal	28,467	28,467	28,467	-	-	28,467	28,467	28,467	28,467	28,467
Debt Interest	20,555	20,555	20,545	-	-	20,545	20,545	20,545	20,545	20,545
TOTAL DEBT / RESERVES	60,382	55,292	60,412	-	-	60,412	60,542	60,672	60,802	60,942
TOTAL COSTS	210,298	197,796	214,195	-	-	214,195	217,485	220,828	224,245	227,744
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	12,502	(12,502)	-	-	(12,502)	-	-	-	-
Balance c/fwd from 2020 to 2021	(12,270)	(12,270)	-	-	-	-	-	-	-	-
Parcel Tax	(24,440)	(24,440)	(24,440)	-	-	(24,440)	(24,440)	(24,440)	(24,440)	(24,440)
Grants in lieu of Taxes	(314)	(314)	(314)	-	-	(314)	(314)	(314)	(314)	(314)
Other Income	(400)	(400)	(400)	-	-	(400)	(410)	(420)	(430)	(440)
TOTAL REVENUE	(37,424)	(24,922)	(37,656)	-	-	(37,656)	(25,164)	(25,174)	(25,184)	(25,194)
REQUISITION	(172,874)	(172,874)	(176,539)	-	-	(176,539)	(192,321)	(195,654)	(199,061)	(202,550)
*Percentage increase over prior year Requisition						2.1%	8.9%	1.7%	1.7%	1.8%

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

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Capital Reserve Fund	72,121	77,121	82,121	87,121	92,121	97,121
Equipment Replacement Fund	172,555	172,555	172,555	172,555	172,555	172,555
Total	244,676	249,676	254,676	259,676	264,676	269,676

Reserve Schedule

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

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

Reserve Cash Flow

Fund: Fund Centre:	1085 102137	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		66,404	72,121	77,121	82,121	87,121	92,121
Transfer from Ops Budget		5,090	5,000	5,000	5,000	5,000	5,000
Transfer to Cap Fund		-	-	-	-	-	-
Interest Income		627					
Ending Balance \$		72,121	77,121	82,121	87,121	92,121	97,121

Assumptions/Background:

Gradual increase in fund as per long term plan

Reserve Schedule

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

ERF Group: NGALFIRE.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101435	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		172,555	172,555	172,555	172,555	172,555	172,555
Transfer from Ops Budget		-	-	-	-	-	-
Planned Purchase		-	-	-	-	-	-
Interest Income		-					
Ending Balance \$		172,555	172,555	172,555	172,555	172,555	172,555

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 Budget

Saturna Fire Protection

EAC REVIEW

OCTOBER 2021

Service: 1.363 Saturna Fire Protection

Committee: Electoral Area

DEFINITION:

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

MAXIMUM LEVY:

Greater of \$73,500 or \$0.85 / \$1,000 to a maximum of \$234,105.

FUNDING:

Requisition

1.363 - Saturna Fire Protection	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Payment - Fire Protection Society	165,000	161,866	175,000	-	-	175,000	185,000	190,000	200,000	205,000
Operating - Other	3,269	6,403	3,365	-	-	3,365	3,433	3,501	3,571	3,643
TOTAL COSTS	168,269	168,269	178,365	-	-	178,365	188,433	193,501	203,571	208,643
*Percentage Increase over prior year						6.0%	5.6%	2.7%	5.2%	2.5%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2020 to 2021	23	23	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(10,560)	(10,560)	(9,000)	-	-	(9,000)	(9,000)	(9,000)	(9,000)	(9,000)
Interest Income	(60)	(60)	(60)	-	-	(60)	(60)	(60)	(60)	(60)
TOTAL REVENUE	(10,597)	(10,597)	(9,060)	-	-	(9,060)	(9,060)	(9,060)	(9,060)	(9,060)
REQUISITION	(157,672)	(157,672)	(169,305)	-	-	(169,305)	(179,373)	(184,441)	(194,511)	(199,583)
*Percentage increase over prior year Requisition						7.4%	5.9%	2.8%	5.5%	2.6%

CAPITAL REGIONAL DISTRICT

2022 Budget

Electoral Area Fire Services

EAC REVIEW

OCTOBER 2021

Service: 1.369 Electoral Area Fire Services

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

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

CAPITAL DEBT:

N/A

COMMISSION:

N/A

MAXIMUM LEVY:

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

FUNDING:

Requisition

1.369 - Electoral Area Fire Services

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Contract for Services	80,330	61,330	15,640	-	70,270	85,910	87,630	16,270	16,600	16,930
Staff Training & Development	5,110	5,110	5,210	-	-	5,210	5,310	5,420	5,530	5,640
Software Licenses	11,607	11,607	11,840	-	-	11,840	12,080	12,320	12,570	12,820
Allocation to Finance & Corp	9,244	9,244	9,414	-	-	9,414	9,602	9,794	9,990	10,190
Allocation to Emergency Coordination	74,862	74,862	76,359	-	-	76,359	77,886	79,443	81,033	82,653
Contingency	4,060	2,030	2,070	-	-	2,070	2,110	2,150	2,190	2,230
Operating - Other	3,060	3,060	3,120	-	5,000	8,120	8,280	2,160	2,200	2,240
TOTAL OPERATING COSTS	188,273	167,243	123,653	-	75,270	198,923	202,898	127,557	130,113	132,703
*Percentage Increase over prior year						5.7%	2.0%	-37.1%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Equipment Purchases	7,370	3,685	3,760	-	-	3,760	3,840	3,920	4,000	4,080
Transfer to Operating Reserve Fund	11,647	17,362	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVE	19,017	21,047	3,760	-	-	3,760	3,840	3,920	4,000	4,080
TOTAL COSTS	207,290	188,290	127,413	-	75,270	202,683	206,738	131,477	134,113	136,783
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(65,000)	(46,000)	-	-	(55,270)	(55,270)	(54,018)	-	-	-
Interest Income	(100)	(100)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(65,100)	(46,100)	(100)	-	(55,270)	(55,370)	(54,118)	(100)	(100)	(100)
REQUISITION	(142,190)	(142,190)	(127,313)	-	(20,000)	(147,313)	(152,620)	(131,377)	(134,013)	(136,683)
*Percentage increase over prior year Requisition						3.6%	3.6%	-13.9%	2.0%	2.0%

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

Service No.	1.369	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
	Electoral Area Fire Services							

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$156,300	\$156,300	\$0	\$0	\$0	\$0	\$156,300
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$156,300	\$156,300	\$0	\$0	\$0	\$0	\$156,300

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$156,300	\$156,300	\$0	\$0	\$0	\$0	\$156,300
		\$156,300	\$156,300	\$0	\$0	\$0	\$0	\$156,300

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

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

Service #: 1.369

Service Name: Electoral Area Fire Services

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
22-01	Study	Structure Protection Unit (Sprinkler trailer)	Provision of capacity to protect infrastructure and structures from wildfire	\$156,300	E	Res	\$156,300	\$156,300	\$0	\$0	\$0	\$0	\$156,300
GRAND TOTAL				\$156,300			\$156,300	\$156,300	\$0	\$0	\$0	\$0	\$156,300

Reserve Schedule

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

For Consulting, FDM Upgrades, Training

Reserve Cash Flow

Fund: Fund Centre:	1500 105404	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		316,689	285,016	73,446	19,428	19,428	19,428
Transfer from Ops Budget		11,647	-	-	-	-	-
Transfer to Ops Budget		(46,000)	(55,270)	(54,018)	-	-	-
Planned Expenditures		-	(156,300)	-	-	-	-
Interest Income		2,680					
Ending Balance \$		285,016	73,446	19,428	19,428	19,428	19,428

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 Budget

Emergency Program (SGI)

EAC REVIEW

OCTOBER 2021

Service: 1.373 SGI Emergency Program

Committee: Electoral Area

DEFINITION:

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

Establishment Bylaw No. 2656 (November, 1998).

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

SERVICE DESCRIPTION:

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

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

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

PARTICIPATION:

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

FUNDING:

Requisition

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

CAPITAL REGIONAL DISTRICT
 5 YEAR CAPITAL PLAN
 2022 - 2026

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

Service #: 1.373
Service Name: SGI Emergency Program

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

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

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Capital Reserve Fund	260,298	222,098	231,098	240,098	249,098	258,098
Operating Reserve Fund	118,911	123,911	128,911	133,911	138,911	143,911
Total	379,208	346,008	360,008	374,008	388,008	402,008

Reserve Schedule

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

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

Reserve Cash Flow

Fund: Fund Centre:	1063 101723	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		248,354	260,298	222,098	231,098	240,098	249,098
Transfer from Ops Budget		9,600	8,800	9,000	9,000	9,000	9,000
Planned Expenditures		-	(47,000)	-	-	-	-
Interest Income		2,344					
Ending Balance \$		260,298	222,098	231,098	240,098	249,098	258,098

Assumptions/Backgrounds:

Require sufficient funding to meet long range capital plan

Reserve Schedule

Reserve Fund: 1.373 SGI Emergency Program - Operating Reserve Fund

Reserve Cash Flow

Fund: Fund Centre:	1500 105401	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		111,361	118,911	123,911	128,911	133,911	138,911
Transfer from Ops Budget		6,500	5,000	5,000	5,000	5,000	5,000
Transfer to Ops Budget		-	-	-	-	-	-
Expenditures		-	-	-	-	-	-
Interest Income		1,050					
Ending Balance \$		118,911	123,911	128,911	133,911	138,911	143,911

Assumptions/Backgrounds:

CAPITAL REGIONAL DISTRICT

2022 Budget

Saturna Island Comm. Parks

EAC REVIEW

OCTOBER 2021

Service: 1.465 Saturna Island Community Parks

Committee: Saturna Island Parks & Recreation

DEFINITION:

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

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

\$0.15 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$41,279. (Bylaw 4088 - Amends 2080 - March, 2016)

COMMISSION:

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

FUNDING:

Requisition

1.465 - Saturna Island Comm. Parks	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Contract for Services	1,530	1,530	1,560	-	-	1,560	1,590	1,620	1,650	1,680
Supplies	400	400	400	-	-	400	400	400	400	400
Repairs & Maintenance	9,660	9,660	9,850	-	-	9,850	10,050	10,250	10,450	10,660
Allocations	982	982	929	-	-	929	948	967	986	1,006
Contingency	2,940	2,940	3,000	-	-	3,000	3,060	3,120	3,180	3,240
Other Operating Expenses	3,070	3,070	3,160	-	-	3,160	3,230	3,300	3,370	3,440
TOTAL OPERATING COSTS	18,582	18,582	18,899	-	-	18,899	19,278	19,657	20,036	20,426
*Percentage Increase over prior year						1.7%	2.0%	2.0%	1.9%	1.9%
<u>CAPITAL / RESERVE</u>										
Transfer to Capital Reserve Fund	5,478	5,478	6,000	-	-	6,000	6,000	6,000	6,000	6,000
TOTAL CAPITAL / RESERVE	5,478	5,478	6,000	-	-	6,000	6,000	6,000	6,000	6,000
TOTAL COSTS	24,060	24,060	24,899	-	-	24,899	25,278	25,657	26,036	26,426
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(1,144)	(1,144)	(1,144)	-	-	(1,144)	(1,144)	(1,144)	(1,144)	(1,144)
Revenue - Other	(50)	(50)	(50)	-	-	(50)	(50)	(50)	(50)	(50)
TOTAL REVENUE	(1,194)	(1,194)	(1,194)	-	-	(1,194)	(1,194)	(1,194)	(1,194)	(1,194)
REQUISITION	(22,866)	(22,866)	(23,705)	-	-	(23,705)	(24,084)	(24,463)	(24,842)	(25,232)
*Percentage increase over prior year Requisition						3.7%	1.6%	1.6%	1.5%	1.6%

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

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

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$23,000	\$9,000	\$6,000	\$6,000	\$0	\$44,000
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$23,000	\$9,000	\$6,000	\$6,000	\$0	\$44,000

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$23,000	\$9,000	\$6,000	\$6,000	\$0	\$44,000
		\$0	\$23,000	\$9,000	\$6,000	\$6,000	\$0	\$44,000

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

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Capital Reserve Fund	37,088	20,088	17,088	17,088	17,088	23,088
Land Reserve Fund	3,226	3,226	3,226	3,226	3,226	3,226
Total	40,313	23,313	20,313	20,313	20,313	26,313

Reserve Schedule

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

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

Reserve Cash Flow

Fund: Fund Centre:	1036 101380	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		64,010	37,088	20,088	17,088	17,088	17,088
Transfer from Ops Budget		5,478	6,000	6,000	6,000	6,000	6,000
Transfer to Cap Fund		(33,000)	(23,000)	(9,000)	(6,000)	(6,000)	-
Interest Income*		600					
Ending Balance \$		37,088	20,088	17,088	17,088	17,088	23,088

Assumptions/Background:

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

Reserve Schedule

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

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

Reserve Cash Flow

Fund:	1018	Estimated	Budget				
Fund Centre:	101361	2021	2022	2023	2024	2025	2026
Beginning Balance		3,196	3,226	3,226	3,226	3,226	3,226
Transfer from Ops Budget		-	-	-	-	-	-
Interest Income*		30					
Ending Balance \$		3,226	3,226	3,226	3,226	3,226	3,226

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2022 Budget

Saturna Island Comm. Recreation

EAC REVIEW

OCTOBER 2021

Service: 1.468 Saturna Island Community Recreation

Committee: Saturna Island Parks & Recreation

DEFINITION:

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

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

Greater of \$17,237 or \$0.079 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$21,740.

COMMISSION:

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

FUNDING:

Requisition

1.468 - Saturna Island Comm. Recreation	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Recreation Programs	15,171	15,171	8,990	-	-	8,990	9,170	9,350	9,540	9,730
Special Events	2,240	2,240	2,280	-	-	2,280	2,330	2,380	2,430	2,480
Allocations	778	778	1,005	-	-	1,005	1,026	1,046	1,067	1,088
Other Operating Expenses	1,920	1,920	1,960	-	-	1,960	2,000	2,040	2,080	2,120
TOTAL OPERATING COSTS	20,109	20,109	14,235	-	-	14,235	14,526	14,816	15,117	15,418
*Percentage Increase over prior year						-29.2%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2020 to 2021	(6,361)	(6,361)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(757)	(757)	(757)	-	-	(757)	(757)	(757)	(757)	(757)
Revenue - Other	(20)	(20)	(20)	-	-	(20)	(20)	(20)	(20)	(20)
TOTAL REVENUE	(7,138)	(7,138)	(777)	-	-	(777)	(777)	(777)	(777)	(777)
REQUISITION	(12,971)	(12,971)	(13,458)	-	-	(13,458)	(13,749)	(14,039)	(14,340)	(14,641)
*Percentage increase over prior year Requisition						3.8%	2.2%	2.1%	2.1%	2.1%

CAPITAL REGIONAL DISTRICT

2022 Budget

Mayne Island Community Parks & Rec

EAC REVIEW

OCTOBER 2021

Service: 1.475 **Mayne Island Community Parks**

Committee: **Mayne Island Parks & Recreation**

DEFINITION:

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

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

\$0.15 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$120,626.

COMMISSION:

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

FUNDING:

Requisition

1.475 - Mayne Island Community Parks & Rec	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Honoraria, Wages & Benefits	1,100	1,100	1,120	-	-	1,120	1,140	1,160	1,180	1,200
Supplies	2,310	2,310	2,360	-	-	2,360	2,410	2,460	2,510	2,560
Repairs, Maintenance, & Improvements	56,180	56,180	57,300	-	-	57,300	58,450	59,620	60,820	62,040
Allocations	5,504	5,504	5,863	-	-	5,863	5,980	6,098	6,217	6,338
Other Operating Expenses	11,370	11,370	12,030	-	-	12,030	12,340	12,650	12,970	13,310
TOTAL OPERATING COSTS	76,464	76,464	78,673	-	-	78,673	80,320	81,988	83,697	85,448
*Percentage Increase over prior year						2.9%	2.1%	2.1%	2.1%	2.1%
<u>CAPITAL / RESERVE</u>										
Transfer to Capital Reserve Fund	7,020	7,020	7,000	-	-	7,000	7,000	7,000	7,000	7,000
TOTAL COSTS	83,484	83,484	85,673	-	-	85,673	87,320	88,988	90,697	92,448
<u>FUNDING SOURCES (REVENUE)</u>										
Rentals	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(69)	(69)	(70)	-	-	(70)	(70)	(70)	(70)	(70)
Revenue - Other	(200)	(200)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
TOTAL REVENUE	(269)	(269)	(270)	-	-	(270)	(270)	(270)	(270)	(270)
REQUISITION	(83,215)	(83,215)	(85,403)	-	-	(85,403)	(87,050)	(88,718)	(90,427)	(92,178)
*Percentage increase over prior year Requisition						2.6%	1.9%	1.9%	1.9%	1.9%

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

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

EXPENDITURE

Buildings	B	\$0	\$4,000	\$3,000	\$7,000	\$0	\$0	\$14,000
Equipment	E	\$0	\$5,000	\$0	\$5,000	\$0	\$0	\$10,000
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$18,000	\$18,000	\$10,000	\$0	\$15,000	\$0	\$43,000
Vehicles	V	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$18,000	\$27,000	\$13,000	\$12,000	\$15,000	\$0	\$67,000

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	Grant	\$15,000	\$15,000	\$0	\$0	\$0	\$0	\$15,000
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$3,000	\$12,000	\$13,000	\$12,000	\$15,000	\$0	\$52,000
		\$18,000	\$27,000	\$13,000	\$12,000	\$15,000	\$0	\$67,000

Service: 1.475 Mayne Island Community Parks

Project Number 21-02 **Capital Project Title** Cotton Park fencing **Capital Project Description** Replace garden fencing at Cotton Park
Project Rationale The flower gardens at Cotton Park must be protected by fencing to keep the deer out. The fencing is rusted, piecemeal and needs to be replaced with stronger posts and wire fencing. This project has been deferred since 2019 and should take place in 2021.

Project Number 21-03 **Capital Project Title** Emma and Felix Jack Park **Capital Project Description** Cultural and Heritage improvements to Emma and Felix Jack
Project Rationale A park dedicated to First Nations is important to restore thus promoting heritage and cultural awareness for the public and to aid in reconciliation with First Nations.

Project Number 22-01 **Capital Project Title** Miners Bay washrooms **Capital Project Description** Upgrade washroom facilities
Project Rationale The washrooms need to be upgraded with three new taps (\$1000); flush valves (5 @\$400) and a new hot water tank (\$700).

Project Number 22-03 **Capital Project Title** Miners Bay Christmas Lights **Capital Project Description** Replace Christmas tree lights with energy efficient lights
Project Rationale Replace Christmas tree lights with energy efficient lights in Miners Bay

Project Number 23-01 **Capital Project Title** Dinner Bay water upgrade **Capital Project Description** Upgrade water system as it's outdated; replace water line
Project Rationale The water system should be upgraded as it is outdated and needs to meet current standards given the public use of the Adachi Pavilion (\$8,000) Also the water line between the Japanese Garden and the park needs to be replaced as it is leaking (\$2,000)

Project Number 23-02 **Capital Project Title** Dinner Bay washrooms **Capital Project Description** Upgrade washroom facilities
Project Rationale The washroom facilities need to be upgraded with new fixtures and valves (9@\$300)

Project Number 24-01 **Capital Project Title** Miners Bay parking wall **Capital Project Description** Instal a retaining wall in front of the street parking
Project Rationale The split rail fence is old and falling down. A sturdier more attractive wall is required to separate street parking from the park and protect park users.

Service: 1.475 Mayne Island Community Parks

Project Number 24-02 **Capital Project Title** Miners Bay maintenance shed **Capital Project Description** Build a maintenance shed for mower

Project Rationale Miners Bay does not have any storage for a ride on mower and hazardous materials such as gas which cannot be stored in the library basement for safety reasons.

Project Number 24-03 **Capital Project Title** Miners Bay mower **Capital Project Description** Dedicated mower and tools for Miners Bay

Project Rationale Miners Bay needs a dedicated mower; weed eater and tools to maintain the park. Driving the tractor over from Dinner Bay places unnecessary wear and tear on the tractor and is extremely time consuming.

Project Number 25-01 **Capital Project Title** Dinner Bay pump house **Capital Project Description** Rebuild pump house for well head

Project Rationale The existing pump house is old and needs to be rebuilt to ensure adequate insulation and protection of the pumps for the well.

Project Number 25-02 **Capital Project Title** Dinner Bay well pumps **Capital Project Description** Replace two well pumps

Project Rationale The existing pumps are getting old and should be replaced when the pump house is rebuilt as part of the sustainable service delivery plan.

Project Number 25-03 **Capital Project Title** Kippen Road staircase **Capital Project Description** Replace heavy wooden staircase with lighter metal staircase

Project Rationale The heavy wooden staircase is very difficult to raise and lower every year and a safety hazard for volunteers. It should be replaced with a lighter metal staircase to reduce risk of injury.

Reserve Schedule

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

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

Reserve Cash Flow

Fund:	1061	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	101611						
Beginning Balance		93,976	86,796	81,796	75,796	70,796	62,796
Transfer from Ops Budget		7,020	7,000	7,000	7,000	7,000	7,000
Transfer from ERF		-	-	-	-	-	-
Transfer to Cap Fund		(15,000)	(12,000)	(13,000)	(12,000)	(15,000)	-
Interest Income*		800					
Ending Balance \$		86,796	81,796	75,796	70,796	62,796	69,796

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2022 Budget

Mayne Island Community Parks Donations

EAC REVIEW

OCTOBER 2021

1.476 - Mayne Island Community Parks Donations	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Japanese Garden	19,883	8,597	15,893	-	-	15,893	3,510	3,580	3,650	3,720
Dinner Bay	400	250	410	-	-	410	420	430	440	450
Putting Green	150	-	150	-	-	150	150	150	150	150
TOTAL COSTS	20,433	8,847	16,453	-	-	16,453	4,080	4,160	4,240	4,320
*Percentage Increase over prior year						-19.5%	-75.2%	2.0%	1.9%	1.9%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	12,453	(12,453)	-	-	(12,453)	-	-	-	-
Balance c/fwd from 2020 to 2021	(16,510)	(16,510)	-	-	-	-	-	-	-	-
Donations & Fees	(3,703)	(4,670)	(3,780)	-	-	(3,780)	(3,860)	(3,940)	(4,020)	(4,100)
Other Income	(220)	(120)	(220)	-	-	(220)	(220)	(220)	(220)	(220)
TOTAL REVENUE	(20,433)	(8,847)	(16,453)	-	-	(16,453)	(4,080)	(4,160)	(4,240)	(4,320)
REQUISITION	-	-	-	-	-	-	-	-	-	-
*Percentage increase over prior year Requisition						0.0%	0.0%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Mayne Island Community Rec.

EAC REVIEW

OCTOBER 2021

Service: 1.478 Mayne Island Community Recreation

Committee: Mayne Island Parks & Recreation

DEFINITION:

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

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

Greater of \$46,532 or \$0.079 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$63,530. (Bylaw 4153 Sept 13, 2017)

COMMISSION:

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

FUNDING:

Requisition

1.478 - Mayne Island Community Rec.	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Recreation Programs	35,474	35,474	27,378	-	-	27,378	27,926	28,482	29,058	29,643
Special Events	3,690	3,690	3,760	-	-	3,760	3,840	3,920	4,000	4,080
Allocations	1,627	1,627	2,122	-	-	2,122	2,164	2,208	2,252	2,297
Other Operating Expenses	1,650	1,650	1,690	-	-	1,690	1,720	1,750	1,780	1,810
TOTAL OPERATING COSTS	42,441	42,441	34,950	-	-	34,950	35,650	36,360	37,090	37,830
*Percentage Increase over prior year						-17.7%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 20201 to 2022	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2020 to 2021	(8,174)	(8,174)	-	-	-	-	-	-	-	-
Revenue - Other	(28)	(28)	(30)	-	-	(30)	(30)	(30)	(30)	(30)
Grants in Lieu of Taxes	(30)	(30)	(30)	-	-	(30)	(30)	(30)	(30)	(30)
TOTAL REVENUE	(8,232)	(8,232)	(60)	-	-	(60)	(60)	(60)	(60)	(60)
REQUISITION	(34,209)	(34,209)	(34,890)	-	-	(34,890)	(35,590)	(36,300)	(37,030)	(37,770)
*Percentage increase over prior year Requisition						2.0%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Pender Parks

EAC REVIEW

OCTOBER 2021

Service: 1.485 Pender Island Community Parks

Committee: Pender Islands Parks & Recreation

DEFINITION:

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

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

\$0.15 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$195,611. (Bylaw 4091 - March, 2016)

COMMISSION:

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

FUNDING:

Requisition

1.485 - Pender Parks	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Contract for Services	27,620	27,620	28,170	-	-	28,170	28,730	29,300	29,890	30,490
Supplies	12,250	12,250	12,490	-	-	12,490	12,740	12,990	13,240	13,500
Repairs, Maintenance, & Improvements	43,940	43,940	44,820	-	-	44,820	45,720	46,630	47,560	48,510
Allocations	8,922	8,922	10,234	-	-	10,234	10,438	10,645	10,853	11,074
Contingency	4,000	4,000	4,000	-	-	4,000	4,000	4,000	4,000	4,000
Other Operating Expenses	17,350	17,350	17,760	-	-	17,760	18,120	18,500	18,880	19,270
TOTAL OPERATING COSTS	114,082	114,082	117,474	-	-	117,474	119,748	122,065	124,423	126,844
*Percentage Increase over prior year						3.0%	1.9%	1.9%	1.9%	1.9%
<u>CAPITAL / RESERVE</u>										
Transfer to Capital Reserve Fund	43,000	43,000	43,000	-	-	43,000	43,000	43,000	43,000	43,000
TOTAL CAPITAL / RESERVE	43,000	43,000	43,000	-	-	43,000	43,000	43,000	43,000	43,000
TOTAL COSTS	157,082	157,082	160,474	-	-	160,474	162,748	165,065	167,423	169,844
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(1,323)	(1,323)	(1,323)	-	-	(1,323)	(1,323)	(1,323)	(1,323)	(1,323)
Revenue - Other	(410)	(410)	(410)	-	-	(410)	(410)	(410)	(410)	(410)
TOTAL REVENUE	(1,733)	(1,733)	(1,733)	-	-	(1,733)	(1,733)	(1,733)	(1,733)	(1,733)
REQUISITION	(155,349)	(155,349)	(158,741)	-	-	(158,741)	(161,015)	(163,332)	(165,690)	(168,111)
*Percentage increase over prior year Requisition						2.2%	1.4%	1.4%	1.4%	1.5%

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

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Capital Reserve Fund	341,675	374,675	407,675	440,675	473,675	506,675
Land Reserve Fund	36,506	36,506	36,506	36,506	36,506	36,506
Total	378,181	411,181	444,181	477,181	510,181	543,181

Reserve Schedule

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

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

Reserve Cash Flow

Fund:	1038	Estimated	Budget				
Fund Centre:	101382	2021	2022	2023	2024	2025	2026
Beginning Balance		321,175	341,675	374,675	407,675	440,675	473,675
Transfer from Ops Budget		43,000	43,000	43,000	43,000	43,000	43,000
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(25,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
Interest Income*		2,500					
Ending Balance \$		341,675	374,675	407,675	440,675	473,675	506,675

Assumptions/Background:

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

Reserve Schedule

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

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

Reserve Cash Flow

Fund:	1019	Estimated	Budget				
Fund Centre:	101362	2021	2022	2023	2024	2025	2026
Beginning Balance		36,164	36,506	36,506	36,506	36,506	36,506
Transfer from Ops Budget		-	-	-	-	-	-
Transfer to Cap Fund		-	-	-	-	-	-
Interest Income*		342					
Ending Balance \$		36,506	36,506	36,506	36,506	36,506	36,506

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2022 Budget

Pender Island Community Rec.

EAC REVIEW

OCTOBER 2021

Service: 1.488 Pender Island Community Rec

Committee: Pender Islands Parks & Recreation

DEFINITION:

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

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

Greater of \$71,560 or \$0.079 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$103,022.

COMMISSION:

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

FUNDING:

Requisition

1.488 - Pender Island Community Rec	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2022 ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Recreation Programs	58,920	58,920	60,100	-	-	60,100	61,300	62,530	63,780	65,060
Allocations	2,667	2,667	3,215	-	-	3,215	3,280	3,345	3,412	3,480
Other Operating Expenses	2,720	2,720	2,770	-	-	2,770	2,820	2,870	2,930	2,990
TOTAL OPERATING COSTS	64,307	64,307	66,085	-	-	66,085	67,400	68,745	70,122	71,530
*Percentage Increase over prior year						2.8%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2020 to 2021	615	615	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(505)	(505)	(520)	-	-	(520)	(530)	(540)	(550)	(560)
Revenue - Other	(260)	(260)	(270)	-	-	(270)	(280)	(290)	(300)	(310)
TOTAL REVENUE	(150)	(150)	(790)	-	-	(790)	(810)	(830)	(850)	(870)
REQUISITION	(64,157)	(64,157)	(65,295)	-	-	(65,295)	(66,590)	(67,915)	(69,272)	(70,660)
*Percentage increase over prior year Requisition						1.8%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Galiano Island Community Parks

EAC REVIEW

OCTOBER 2021

Service: 1.495 Galiano Community Parks

Committee: Galiano Island Parks & Recreation

DEFINITION:

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

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

\$0.15 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$112,832.

COMMISSION:

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

FUNDING:

Requisition

1.495 - Galiano Island Community Parks	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Repairs, Maintenance, & Improvements	68,750	68,750	70,120	-	-	70,120	71,520	72,950	74,410	75,900
Allocations	3,259	3,259	3,883	-	-	3,883	3,961	4,040	4,121	4,203
Contingency	680	680	690	-	-	690	700	710	720	730
Other Operating Expenses	4,970	4,970	5,130	-	-	5,130	5,270	5,410	5,550	5,700
TOTAL OPERATING COSTS	77,659	77,659	79,823	-	-	79,823	81,451	83,110	84,801	86,533
*Percentage Increase over prior year						2.8%	2.0%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Capital Reserve Fund	14,481	14,481	15,000	-	-	15,000	15,000	15,000	15,000	15,000
TOTAL CAPITAL / RESERVE	14,481	14,481	15,000	-	-	15,000	15,000	15,000	15,000	15,000
TOTAL COSTS	92,140	92,140	94,823	-	-	94,823	96,451	98,110	99,801	101,533
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(37)	(37)	(40)	-	-	(40)	(40)	(40)	(40)	(40)
Revenue - Other	(30)	(30)	(30)	-	-	(30)	(30)	(30)	(30)	(30)
TOTAL REVENUE	(67)	(67)	(70)	-	-	(70)	(70)	(70)	(70)	(70)
REQUISITION	(92,073)	(92,073)	(94,753)	-	-	(94,753)	(96,381)	(98,040)	(99,731)	(101,463)
*Percentage increase over prior year Requisition						2.9%	1.7%	1.7%	1.7%	1.7%

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

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

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	\$20,000	\$36,500	\$18,500	\$32,000	\$25,900	\$0	\$0	\$112,900
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$20,000	\$36,500	\$18,500	\$32,000	\$25,900	\$0	\$0	\$112,900

SOURCE OF FUNDS

Capital Funds on Hand	\$8,000	\$8,000	\$0	\$0	\$0	\$0	\$0	\$8,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$12,000	\$28,500	\$18,500	\$32,000	\$25,900	\$0	\$0	\$104,900
	\$20,000	\$36,500	\$18,500	\$32,000	\$25,900	\$0	\$0	\$112,900

Service: 1.495 Galiano Community Parks

Project Number 18-02 **Capital Project Title** Galiano Island Park Upgrades **Capital Project Description** Wesley Road Shore Access

Project Rationale Wesley Road Site has been identified for a number of years as very suitable for shore access development. Project construction deferred to 2024-2025.

Project Number 19-01 **Capital Project Title** Galiano Island Park Upgrades **Capital Project Description** Zayer Shore Access

Project Rationale Public has long requested safe access to the small lovely beach on Active Pass at this location. It is a very short but steep access. Due to the site possibly having historical archeological significance, it is not yet clear if and how access can be provided. This is being investigated with Government and FN bodies. The engineering study and construction have therefore been deferred to 2023 and 2024.

Project Number 19-02 **Capital Project Title** Sturdies Bay Trail Extension **Capital Project Description** Study to Assess feasibility and cost to extend trail to BC Ferries

Project Rationale This trail is the most heavily used by Galiano residents/pedestrians, as it parallels a very busy narrow road to the main centre of shopping and commerce on the island as well as leading almost to the BC Ferries terminal, the busiest spot on the island. Improvements were made to the trail in 2019. An engineering study needs to be done to determine the cost and feasibility of extending the trail further, right up to the BC Ferries terminal at Sturdies Bay. This study is planned for 2022.

Project Number 19-03 **Capital Project Title** Galiano Island Park Upgrades **Capital Project Description** Asset Management-Inventory Study/Replacement Program

Project Rationale A detailed inventory of all GIPRC current assets and their condition must be carried out and a plan made for the timely renewal of the assets where appropriate. The inventory study has been deferred for several years and is now planned for 2021. Renewal of assets would commence in 2022.

Project Number 20-01 **Capital Project Title** Galiano Island Park Upgrades **Capital Project Description** Matthews Stairs to Beach

Project Rationale This is a very popular beach access adjoining CRD regional park at Matthews point. The plan is to link the two areas. The GIPRC trail and access to the beach was improved in 2019. However the last section of the beach access trail is very steep and a challenge for many. We have had one emergency services rescue from this trail in 2020. This entire area which also links to the Galiano Club's Bluffs park is a real Galiano Showcase and a very heavily visited area. A safer, easier access down to the Active Pass beach would require an engineered stair way. Engineering study to determine feasibility and cost set for 2024 and construction in 2025.

Project Number 21-01	Capital Project Title Galiano Island Park Upgrades	Capital Project Description New Trail at Millard Learning Centre
Project Rationale GIPRC had made a commitment to work with Galiano Conservancy to construct a new trail at the learning centre in conjunction with some rezoning. Planned Study to assess construction needs deferred to 2025. Conservancy may take on the project themselves, in which case it will be dropped in future.		
Project Number 21-03	Capital Project Title Galiano Island Park Upgrades	Capital Project Description Zuker Shore Access Restoration- Remove Invasives and Restore
Project Rationale Zuker, very popular shore access to Active pass near Mount Galiano Park trail head is overrun with invasive species Spurge Laurel and Broom which is spreading uncontained. It is proposed over the next two years to remove the invasive species and replant with suitable local species. The project will be eligible for supporting grants from BC Hydro, Tree Canada, TD Friends of the Environment Foundation of up to 3,600.		
Project Number 21-05	Capital Project Title Galiano Island Park Upgrades	Capital Project Description Construct two handicap beach accesses
Project Rationale Carrying on from Shaw Landing Project, a further study will be carried out in 2022 to define/engineer two more beach access improvement projects for the mobility impaired, with construction planned for 2023 and 2024.		
Project Number 22-01	Capital Project Title Galiano Island Park Upgrades	Capital Project Description Study to construct Viewpoint at Graham
Project Rationale This site overlooking Trincomali Channel has been identified by past commissions as a very popular and suitable location for development of an access to an outstanding viewpoint in an area where currently not much public access is available. A study to determine design and construction needs is deferred to 2023.		
Project Number 22-02	Capital Project Title Galiano Island Park Upgrades	Capital Project Description Install New Vault Toilet - Activity Centre
Project Rationale This is a high public use area adjacent to the library and school with many sporting and recreation facilities but no toilet facilities. Will also serve as emergency facilities for school during power outages		
Project Number 25-01	Capital Project Title Install Gulf Toilet at Gulfside	Capital Project Description Replace Porta Potti with Vault toilet at popular beach access
Project Rationale Heavily visited beach access on East coast of the island serviced by aging porta-potti bathroom facility. Needs to be replaced with vault toilet. Currently planned for 2025. Was previously lumped in together with Activity Centre Vault Toilet project. Now made a separate project.		

Reserve Schedule

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

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

Reserve Cash Flow

Fund:	1058	Estimated	Budget				
Fund Centre:	101604	2021	2022	2023	2024	2025	2026
Beginning Balance		73,807	57,729	44,229	40,729	23,729	12,829
Transfer from Ops Budget		14,481	15,000	15,000	15,000	15,000	15,000
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(30,959)	(28,500)	(18,500)	(32,000)	(25,900)	-
Interest Income*		400					
Ending Balance \$		57,729	44,229	40,729	23,729	12,829	27,829

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2022 Budget

Galiano Community Recreation

EAC REVIEW

OCTOBER 2021

Service: 1.498 Galiano Community Recreation

Committee: Galiano Island Parks & Recreation

DEFINITION:

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

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

Greater of \$41,624 or \$0.079 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$59,425.

COMMISSION:

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

FUNDING:

Requisition

1.498 - Galiano Community Recreation	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Recreation Programs	38,904	38,904	34,686	-	-	34,686	35,375	36,073	36,790	37,517
Allocations	1,590	1,590	2,059	-	-	2,059	2,100	2,142	2,185	2,228
Other Operating Expenses	680	680	710	-	-	710	730	750	770	790
TOTAL OPERATING COSTS	41,174	41,174	37,455	-	-	37,455	38,205	38,965	39,745	40,535
*Percentage Increase over prior year						-9.0%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balnace c/fwd from 2021 to 2022	-	-	-	-	-	-	-	-	-	-
Balnace c/fwd from 2020 to 2021	(4,454)	(4,454)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(15)	(15)	(15)	-	-	(15)	(15)	(15)	(15)	(15)
Other Revenue	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(4,469)	(4,469)	(15)	-	-	(15)	(15)	(15)	(15)	(15)
REQUISITION	(36,705)	(36,705)	(37,440)	-	-	(37,440)	(38,190)	(38,950)	(39,730)	(40,520)
*Percentage increase over prior year Requisition						2.0%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Storm Water Quality Management (SGI)

EAC REVIEW

OCTOBER 2021

Service: 1.533 SGI Stormwater Quality Management

Committee: Electoral Area Services

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

The Electoral Area of the Southern Gulf Islands.

MAXIMUM LEVY:

None stated

FUNDING:

Requisition

1.533 - Storm Water Quality Management (SGI)	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Contract for Services & Consulting	5,371	6,996	5,583	-	-	5,583	5,695	5,816	5,926	6,045
Allocations	32,895	31,270	33,467	-	-	33,467	34,135	34,814	35,514	36,225
Other Operating Expenses	70	70	50	-	-	50	50	50	50	50
TOTAL COSTS	38,336	38,336	39,100	-	-	39,100	39,880	40,680	41,490	42,320
*Percentage Increase over prior year						2.0%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(461)	(461)	(460)	-	-	(460)	(460)	(460)	(460)	(460)
TOTAL REVENUE	(461)	(461)	(460)	-	-	(460)	(460)	(460)	(460)	(460)
REQUISITION	(37,875)	(37,875)	(38,640)	-	-	(38,640)	(39,420)	(40,220)	(41,030)	(41,860)
*Percentage increase over prior year Requisition						2.0%	2.0%	2.0%	2.0%	2.0%

Reserve Schedule

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

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

Reserve Cash Flow

Fund:	1500	Estimated	Budget				
Fund Centre:	105530	2021	2022	2023	2024	2025	2026
Beginning Balance		6,693	6,763	6,763	6,763	6,763	6,763
Transfer from Ops Budget		-	-	-	-	-	-
Transfer to Ops Budget		-	-	-	-	-	-
Interest Income		70					
Ending Balance \$		6,763	6,763	6,763	6,763	6,763	6,763

Assumptions/Background:

Retain about &7,000 for special investigations and spill response

CAPITAL REGIONAL DISTRICT

2022 Budget

SGI Emergency Comm. - CREST

EAC REVIEW

OCTOBER 2021

Service: 1.923 SGI Emergency Comm. - CREST

Committee: Governance & Finance

923 SGI EMERGENCY COMMUNICATIONS CREST

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

PARTICIPATION:

The Electoral Area of Southern Gulf Islands.

MAXIMUM LEVY:

None stated.

FUNDING:

Requisition

1.923 - SGI Emergency Comm. - CREST	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Payments to CREST	175,997	175,997	178,820	-	-	178,820	182,400	186,050	189,770	193,570
Allocations	3,247	3,247	3,601	-	-	3,601	3,673	3,747	3,822	3,898
Other Operating Expenses	820	700	820	-	-	820	820	820	820	820
TOTAL COSTS	180,064	179,944	183,241	-	-	183,241	186,893	190,617	194,412	198,288
*Percentage Increase over prior year						1.8%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2021 to 2022	-	90	(90)	-	-	(90)	-	-	-	-
Balance c/fwd from 2020 to 2021	(122)	(122)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(1,654)	(1,654)	(1,654)	-	-	(1,654)	(1,654)	(1,654)	(1,654)	(1,654)
Other Income	(100)	(70)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(1,876)	(1,756)	(1,844)	-	-	(1,844)	(1,754)	(1,754)	(1,754)	(1,754)
REQUISITION	(178,188)	(178,188)	(181,397)	-	-	(181,397)	(185,139)	(188,863)	(192,658)	(196,534)
*Percentage increase over prior year Requisition						1.8%	2.1%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Magic Lake Water

EAC Review

OCTOBER 2021

Service: 2.630 Magic Lake Estates Water

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

Greater of \$160,000 or \$3.50 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$1,905,623.

MAXIMUM CAPITAL DEBT:

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

COMMITTEE:

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

FUNDING:

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

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

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

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

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

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

RESERVE FUND:

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

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

2.630 - Magic Lake Water	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Repairs & Maintenance	70,910	22,190	31,520	-	-	31,520	32,150	32,800	33,450	74,110
Allocations	48,363	48,363	54,332	-	-	54,332	55,299	56,282	57,298	58,330
Water Testing	19,170	15,200	19,550	-	-	19,550	19,940	20,340	20,750	21,170
Electricity	48,640	48,640	49,610	-	-	49,610	50,600	51,610	52,640	53,690
Supplies	46,590	51,570	55,520	-	-	55,520	56,620	57,760	58,910	60,100
Labour Charges	394,618	537,526	402,400	-	-	402,400	410,440	418,650	427,020	435,560
Other Operating Expenses	49,190	70,630	53,550	-	-	53,550	54,880	56,280	57,710	59,170
TOTAL OPERATING COSTS	677,481	794,119	666,482	-	-	666,482	679,929	693,722	707,778	762,130
*Percentage Increase over prior year						-1.6%	2.0%	2.0%	2.0%	7.7%
<u>DEBT / RESERVES</u>										
Transfer to Operating Reserve Fund	10,000	10,000	10,000	-	-	10,000	10,000	10,000	10,000	10,000
Transfer to Capital Reserve Fund	92,390	32,460	92,390	-	-	92,390	92,390	92,390	92,390	127,390
MFA Debt Reserve Fund	730	730	670	-	-	670	670	670	670	2,120
MFA Debt Principal	130,553	130,553	131,489	-	-	131,489	131,489	131,489	131,489	92,677
MFA Debt Interest	68,521	68,521	61,697	-	-	61,697	61,697	61,697	57,070	51,658
TOTAL DEBT / RESERVES	302,194	242,264	296,246	-	-	296,246	296,246	296,246	291,619	283,845
TOTAL COSTS	979,675	1,036,383	962,728	-	-	962,728	976,175	989,968	999,397	1,045,975
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(40,000)	(90,583)	-	-	-	-	-	-	-	(40,000)
Sales - Water	(18,000)	(22,000)	(18,000)	-	-	(18,000)	(18,000)	(18,000)	(18,000)	(18,000)
User Charges	(343,555)	(345,130)	(355,288)	-	-	(355,288)	(364,170)	(373,274)	(382,606)	(389,164)
Lease Revenue	(8,100)	(8,100)	(8,100)	-	-	(8,100)	(8,100)	(8,100)	(8,100)	(8,100)
Other Revenue	(1,503)	(2,053)	(1,450)	-	-	(1,450)	(1,460)	(1,470)	(1,480)	(1,500)
TOTAL REVENUE	(411,158)	(467,866)	(382,838)	-	-	(382,838)	(391,730)	(400,844)	(410,186)	(456,764)
REQUISITION - PARCEL TAX	(568,517)	(568,517)	(579,890)	-	-	(579,890)	(584,445)	(589,124)	(589,211)	(589,211)
*Percentage increase over prior year										
Sales - Water						0.0%	0.0%	0.0%	0.0%	0.0%
User Fees						3.4%	2.5%	2.5%	2.5%	1.7%
Requisition						2.0%	0.8%	0.8%	0.0%	0.0%
Combined						2.5%	1.4%	1.4%	1.0%	0.7%

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

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

EXPENDITURE

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

SOURCE OF FUNDS

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

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

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

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

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
21-02	Replacement	Design and Construction Buck Lake and Magic Lake Adjustable Intakes	Detailed design and construction of adjustable intakes to inform future capital works to maintain water quality.	\$225,000	E	Res	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$200,000
21-04	Renewal	Buck Lake Dam Repairs - Phase 1	Conduct additional inspections, minor repairs, and performance analysis highlighted in the 2019 Dam Safety Review. Phase 2 dam improvements to be completed in the following five years	\$200,000	S	Res	\$0	\$40,000	\$25,000	\$45,000	\$22,000	\$0	\$132,000
22-01	Replacement	Failed Valve Replacement	Replace 6 failed water main valves.	\$50,000	S	Res	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000
22-02	New	EV Charging Station	Construct a new EV Charging Station at the Water Treatment Plant, project to be split across MLE Water, Waste Water, and a possible grant.	\$7,500	E	Res	\$0	\$2,500	\$0	\$0	\$0	\$0	\$2,500
22-02					E	Grant	\$0	\$2,500	\$0	\$0	\$0	\$0	\$2,500
22-03	Replacement	Process Pipe Replacement	Replace corroded process pipe in the water treatment plant	\$500,000	S	Other	\$0	\$200,000	\$300,000	\$0	\$0	\$0	\$500,000
23-01	Renewal	Decommission Magic Lake old Syphon	The old syphon is still in place and will require decommissioning to ensure dam performance.	\$35,000	S	Res	\$0	\$0	\$0	\$35,000	\$0	\$0	\$35,000
23-02	New	ISOPAC Permanent Handling & Storage	Safety improvements to the handling of ISOPAC for the WTP were carried out in 2020, permanent solution to reduce drum waste and reduce handling is proposed	\$60,000	S	Res	\$0	\$0	\$0	\$60,000	\$0	\$0	\$60,000
25-01	Renewal	Public Engagement and Referendum	Undertake a referendum to borrow funds to carry out water system and dam safety improvements in future years.	\$25,000	S	Res	\$0	\$0	\$0	\$0	\$25,000	\$0	\$25,000
26-01	Renewal	Buck Lake Dam Repairs - Phase 2	Conduct additional geotechnical investigations, seepage analysis, monitoring, tree removal and the next DSR (2029).	\$360,000	S	Debt	\$0	\$0	\$0	\$0	\$0	\$145,000	\$145,000
GRAND TOTAL				\$1,462,500			\$200,000	\$495,000	\$325,000	\$140,000	\$47,000	\$145,000	\$1,152,000

Service: 2.630 Magic Lake Estates Water (Pender)

Project Number 21-02 **Capital Project Title** Design and Construction Buck Lake and Magic Lake Adjustable Intakes **Capital Project Description** Detailed design and construction of adjustable intakes to inform future capital works to maintain water quality.

Project Rationale Both the Buck and Magic Lake adjustable intakes are unsafe to clean and adjust without the employing divers. Funds are required to design and construct adjustable intakes.

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

Project Rationale Resulting from the Hatch 2019 Dam Safety Review, funds are required to conduct additional inspections, minor dam repairs, and performance analysis. Phase 2 dam improvements to be completed in the following five years.

Project Number 22-01 **Capital Project Title** Failed Valve Replacement **Capital Project Description** Replace 6 failed water main valves.

Project Rationale Through annual operations of the water system three valves have been identified as have failed. Funding is required to replace these valves at 4708 Capstan Crescent, Schooner Way and Privateers, 3710 Rum Road, Schooner Way and Ketch Road, 4742 Bosun Way, and 37140 Galleon Way.

Project Number 22-02 **Capital Project Title** EV Charging Station **Capital Project Description** Construct a new EV Charging Station at the Water Treatment Plant, project to be split across MLE Water, Waste Water, and a possible grant.

Project Rationale Construct a new EV Charging station at the water treatment plan, proeject is to be partially funded through a cost matching grant and the MLE Waste Water Service.

Project Number 22-03 **Capital Project Title** Process Pipe Replacement **Capital Project Description** Replace corroded process pipe in the water treatment plant

Project Rationale The water treatment plant has corroded process piping. Funding is required to plan and replace the affected pipe.

Project Number 23-01 **Capital Project Title** Decommission Magic Lake old Syphon **Capital Project Description** The old syphon is still in place and will require decommissioning to ensure dam performance.

Project Rationale The old syphon at Magic Lake is no longer required, and does not function. Funds are required to remove the overland and underwater pipe, and decommission the underground pipe.

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

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

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

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

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	38,986	48,986	58,986	68,986	78,986	48,986
Capital Reserve Fund	636,383	436,273	503,663	456,053	501,443	628,833
Capital Reserve Fund - Settlement Funds	592,842	592,842	592,842	592,842	592,842	592,842
Total	1,268,211	1,078,101	1,155,491	1,117,881	1,173,271	1,270,661

Reserve Schedule

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

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

Reserve Cash Flow

Fund:	1500	Estimated	Budget				
Fund Centre:	105212	2021	2022	2023	2024	2025	2026
Beginning Balance		118,424	38,986	48,986	58,986	68,986	78,986
Transfer from Ops Budget		10,000	10,000	10,000	10,000	10,000	10,000
Transfer to Ops Budget		(90,583)	-	-	-	-	(40,000)
Planned Maintenance Activity		Frigate and Captains Reservoir cleaning & inspection					Frigate and Captains Reservoir cleaning & inspection
Interest Income		1,146					
Ending Balance \$		38,986	48,986	58,986	68,986	78,986	48,986

Assumptions/Background:

Reserve Schedule

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

Bylaw 1498

Reserve Cash Flow

Fund: Fund Centre:	1024 101368	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		816,280	636,383	436,273	503,663	456,053	501,443
Transfer from Ops Budget		32,460	92,390	92,390	92,390	92,390	127,390
Transfer to Cap Fund		(225,000)	(292,500)	(25,000)	(140,000)	(47,000)	-
Transfer from Cap Fund		5,491	-	-	-	-	-
Interest Income		7,152					
Ending Balance \$		636,383	436,273	503,663	456,053	501,443	628,833

Assumptions/Background:

Reserve Schedule

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

Bylaw 1498

Reserve Cash Flow

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

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 Budget

Lyll Harbour Water

EAC REVIEW

OCTOBER 2021

Service: 2.640 Lyall Harbour Boot Cove Water (Saturna)

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

Specified Area #14 - G(764)

MAXIMUM LEVY:

Greater of \$150,000 or \$6.90 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$450,006.

MAXIMUM CAPITAL DEBT:

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

COMMITTEE:

Lyall Harbour/Boot Cove Water Committee established by Resolution - September 29, 1982

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

FUNDING:

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

RESERVE FUND:

Bylaw No. 1785 (February 14, 1990)

2.640 - Lyall Harbour Water

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Repairs & Maintenance	15,200	6,900	5,310	-	10,000	15,310	20,420	25,662	5,640	5,750
Allocations	11,820	11,820	12,477	-	-	12,477	12,697	12,921	13,160	13,402
Water Testing	8,280	8,280	8,450	-	-	8,450	8,620	8,790	8,970	9,150
Electricity	4,230	3,400	3,550	-	-	3,550	3,620	3,690	3,760	3,840
Supplies	5,680	5,680	5,790	-	-	5,790	5,910	6,030	6,150	6,270
Labour Charges	110,217	130,000	112,420	-	-	112,420	114,670	116,960	119,300	121,690
Other Operating Expenses	10,460	16,140	15,400	-	-	15,400	15,770	16,160	16,550	16,960
TOTAL OPERATING COSTS	165,887	182,220	163,397	-	10,000	173,397	181,707	190,213	173,530	177,062
*Percentage Increase over prior year			-1.5%			4.5%	4.8%	4.7%	-8.8%	2.0%
<u>DEBT / RESERVES</u>										
Transfer to Operating Reserve Fund	15,000	15,000	20,000	-	-	20,000	20,000	20,000	20,000	20,000
Transfer to Capital Reserve Fund	15,000	9,474	30,000	-	-	30,000	30,800	25,000	30,800	43,500
MFA Debt Reserve Fund	130	130	120	-	-	120	650	2,370	120	120
MFA Debt Principal	22,148	22,148	22,148	-	-	22,148	22,148	25,158	25,450	15,787
MFA Debt Interest	7,929	7,929	7,929	-	-	7,929	8,313	11,097	9,214	8,062
TOTAL DEBT / RESERVES	60,207	54,681	80,197	-	-	80,197	81,911	83,625	85,584	87,469
TOTAL COSTS	226,094	236,901	243,594	-	10,000	253,594	263,618	273,838	259,114	264,531
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2020 to 2021	22,103	22,103	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	(10,000)	(20,592)	-	-	(10,000)	(10,000)	(15,000)	(20,000)	-	-
User Charges	(109,462)	(109,462)	(112,304)	-	-	(112,304)	(114,698)	(117,238)	(119,784)	(122,411)
Grants in Lieu of Taxes	(767)	(767)	(780)	-	-	(780)	(800)	(820)	(840)	(860)
Other Revenue	(230)	(445)	(220)	-	-	(220)	(220)	(220)	(220)	(220)
TOTAL REVENUE	(98,356)	(109,163)	(113,304)	-	(10,000)	(123,304)	(130,718)	(138,278)	(120,844)	(123,491)
REQUISITION - PARCEL TAX	(127,738)	(127,738)	(130,290)	-	-	(130,290)	(132,900)	(135,560)	(138,270)	(141,040)
*Percentage increase over prior year						2.6%	2.1%	2.2%	2.2%	2.2%
User Fees						2.6%	2.1%	2.2%	2.2%	2.2%
Requisition						2.0%	2.0%	2.0%	2.0%	2.0%
Combined						2.3%	2.1%	2.1%	2.1%	2.1%

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

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

EXPENDITURE

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

SOURCE OF FUNDS

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

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

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

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

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

Service: 2.640 Lyall Harbour Boot Cove Water (Saturna)

Project Number 19-01 **Capital Project Title** Air Valve Replacement - Ph 2 **Capital Project Description** Replace aging air valves that are a safety concern.

Project Rationale The air valves are 35 years old and are corroded, giving rise to safety concerns. Project has been deferred to 2022.

Project Number 19-02 **Capital Project Title** PRV Bypass Assembly Replacement **Capital Project Description** Construct bypasses on the East Point, Narvaez and Boot Cove PRV stations to maintain system operation while the PRV's undergo maintenance.

Project Rationale The inlet and outlet piping at the East Point, Narvaez and Boot Cove PRV stations are very corroded and there is no way to isolate the stations to replace or maintain the pressure reducing valves. It is proposed that new inlet and outlet piping be installed with 100mm gate valves and bypass piping so that customers are not without water when PRV's are being serviced. Project has been deferred to 2022.

Project Number 19-03 **Capital Project Title** Standpipe and Valve Replacement **Capital Project Description** Replace the standpipe valves at 119 and 155 East Point Road that are seized and inoperable

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

Project Number 19-04 **Capital Project Title** Alternative Approval Process **Capital Project Description** Conduct public consultation to inform strategies for a referendum (AAP) to borrow necessary future capital funds. If the grant is not successful.

Project Rationale Future required projects to maintain public safety and level of service require funding in excess of current projected reserve balance. Future funding will be for improvements the Water Treatment Plant to increase reliability and optimize for improved operations, conducting a regulatory requirement for a dam safety review and construct a larger supply line to the storage tank. Funding is required to undertake public consultation to inform borrow strategies and conduct a referendum.

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

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

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

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

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

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

Lyall Harbour Water
Reserve Summary Schedule
2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	2,060	12,060	17,060	17,060	37,060	57,060
Capital Reserve Fund	13,164	35,164	50,964	75,964	106,764	150,264
Total	15,223	47,223	68,023	93,023	143,823	207,323

Reserve Schedule

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

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

Reserve Cash Flow

Fund:	1500	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Fund Centre:	105213						
Beginning Balance		7,592	2,060	12,060	17,060	17,060	37,060
Transfer from Ops Budget		15,000	20,000	20,000	20,000	20,000	20,000
Transfer to Ops Budget		(20,592)	(10,000)	(15,000)	(20,000)	-	-
Planned Maintenance Activity			Chlorine Contact Tank Inspection	Reservoir Cleaning & inspection	Replace filtration Media		
Interest Income		60					
Ending Balance \$		2,060	12,060	17,060	17,060	37,060	57,060

Assumptions/Background:

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

Reserve Schedule

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

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

Reserve Cash Flow

Fund: Fund Centre:	1025 101369	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		23,490	13,164	35,164	50,964	75,964	106,764
Transfer from Ops Budget		9,474	30,000	30,800	25,000	30,800	43,500
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(20,000)	(8,000)	(15,000)	-	-	-
Interest Income*		200					
Ending Balance \$		13,164	35,164	50,964	75,964	106,764	150,264

Assumptions/Background:

To fully fund capital expenditure plan

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

CAPITAL REGIONAL DISTRICT

2022 Budget

Skana Water (Mayne)

EAC REVIEW

OCTOBER 2021

Service: 2.642 Skana Water (Mayne)

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

Greater of \$54,100 or \$9.65 / \$1,000 to a maximum of \$205,703.

MAXIMUM CAPITAL DEBT:

AUTHORIZED:	LA Bylaw No. 3090 (Nov. 12/03)	157,700	
BORROWED:	S.I. Bylaw No. 3154 (Apr. 22/04)	-78,850	2.40%
	S.I. Bylaw No. 3196	-39,500	2.00%
	S.I. Bylaw No. 3457 (2007)	-29,200	4.82%
	Expired Nov 2008	-10,150	
REMAINING:		<u>0</u>	

COMMISSION:

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

FUNDING:

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

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

Connection Charges: At cost or minimum of \$1,000.

RESERVE FUND:

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

2.642 - Skana Water (Mayne)	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
JLB Services Contract	11,260	14,500	11,490	-	-	11,490	11,720	11,950	12,190	12,430
Repairs & Maintenance	3,180	12,140	1,210	-	-	1,210	1,240	1,270	6,300	6,330
Allocations	5,828	5,828	5,834	-	-	5,834	5,938	6,055	6,175	6,295
Water Testing	2,840	3,200	2,900	-	-	2,900	2,960	3,020	3,080	3,140
Electricity	2,540	2,540	2,590	-	-	2,590	2,640	2,690	2,740	2,790
Supplies	710	710	720	-	-	720	730	740	750	760
Labour Charges	21,526	24,000	21,960	-	-	21,960	22,400	22,850	23,310	23,780
Other Operating Expenses	3,440	4,880	3,530	-	-	3,530	3,600	3,670	3,740	3,820
TOTAL OPERATING COSTS	51,324	67,798	50,234	-	-	50,234	51,228	52,245	58,285	59,345
*Percentage Increase over prior year						-2.1%	2.0%	2.0%	11.6%	1.8%
<u>DEBT / CAPITAL / RESERVES</u>										
Transfer to Operating Reserve Fund	1,060	1,060	7,000	-	-	7,000	2,000	2,000	2,000	2,000
Transfer to Capital Reserve Fund	15,000	6,576	15,000	-	-	15,000	20,000	20,000	20,000	20,000
Asset Purchases	-	-	-	-	-	-	-	-	-	-
MFA Debt Principal	1,458	1,458	1,458	-	-	1,458	4,259	33,789	33,789	33,789
MFA Debt Interest	657	657	1,163	-	-	1,163	5,795	17,105	17,105	17,105
MFA Debt Reserve Fund	10	10	760	-	-	760	5,210	10	10	10
TOTAL DEBT / RESERVES	18,185	9,761	25,381	-	-	25,381	37,264	72,904	72,904	72,904
TOTAL COSTS	69,509	77,559	75,615	-	-	75,615	88,492	125,149	131,189	132,249
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(2,000)	(10,000)	-	-	-	-	-	-	(5,000)	(5,000)
User Charges	(44,514)	(44,514)	(51,505)	-	-	(51,505)	(53,118)	(54,135)	(55,175)	(56,235)
Other Revenue	(110)	(160)	(110)	-	-	(110)	(110)	(110)	(110)	(110)
TOTAL REVENUE	(46,624)	(54,674)	(51,615)	-	-	(51,615)	(53,228)	(54,245)	(60,285)	(61,345)
REQUISITION - PARCEL TAX	(22,885)	(22,885)	(24,000)	-	-	(24,000)	(35,264)	(70,904)	(70,904)	(70,904)
*Percentage increase over prior year										
User Fees						15.7%	3.1%	1.9%	1.9%	1.9%
Requisition						4.9%	46.9%	101.1%	0.0%	0.0%
Combined						12.0%	17.1%	41.5%	0.8%	0.8%

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

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

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$75,000	\$485,000	\$0	\$0	\$0	\$0	\$560,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$45,000	\$35,000	\$0	\$0	\$0	\$0	\$80,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$120,000	\$520,000	\$0	\$0	\$0	\$0	\$640,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$75,000	\$520,000	\$0	\$0	\$0	\$0	\$595,000
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	\$45,000	\$0	\$0	\$0	\$0	\$0	\$45,000
	\$0	\$120,000	\$520,000	\$0	\$0	\$0	\$0	\$640,000

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

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

Service #: 2.642

Service Name: Skana Water (Mayne)

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
17-03	New	Alternative Approval Process	Conduct an alternative approval process (AAP) to seek elector assent to borrow funds for storage tank replacement and well protection upgrades	\$15,000	S	Res	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000
17-04	Renewal	Well #8 Upgrade	Conduct well improvements including new well liner, replacement of well seal and SCADA automation; relocate first customer service line to achieve proper CT	\$30,000	S	Res	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000
18-01	Replacement	Storage Tank Replacement	Replace the existing storage tanks.	\$560,000	E	Debt	\$0	\$75,000	\$485,000	\$0	\$0	\$0	\$560,000
23-01	Renewal	Well Protection Upgrades	Carry out well protection upgrades such as signage, shock chlorination of Wells #8 and #13, assess well proximity	\$35,000	S	Debt	\$0	\$0	\$35,000	\$0	\$0	\$0	\$35,000
GRAND TOTAL				\$640,000			\$0	\$120,000	\$520,000	\$0	\$0	\$0	\$640,000

Service:

2.642

Skana Water (Mayne)

Project Number 17-03

Capital Project Title

Alternative Approval Process

Capital Project Description

Conduct an alternative approval process (AAP) to seek elector assent to borrow funds for storage tank replacement and well protection upgrades.

Project Rationale A loan will be required to fund the storage tank replacement any other capital work which will not be included under the capital reserve fund. The proposed loan will required public engagement and a referendum.

Project Number 17-04

Capital Project Title

Well #8 Upgrade

Capital Project Description

Conduct well improvements including new well liner, replacement of well seal and SCADA automation; relocate first customer service line to achieve proper CT.

Project Rationale A recent inspection of Well #8 identified a number of deficiencies. Recommended improvements include the installation of new well liner, replacement of the well seal, and other associated minor improvements to protect it from surface runoff.

Project Number 18-01

Capital Project Title

Storage Tank Replacement

Capital Project Description

Replace the existing storage tanks.

Project Rationale The existing storage tanks are at the end of their design life and do not meet seismic requirements. It is proposed to replace the existing tanks with a bolted steel tank.

Project Number 23-01

Capital Project Title

Well Protection Upgrades

Capital Project Description

Carry out well protection upgrades such as signage, shock chlorination of Wells #8 and #13, assess well proximity to septic fields.

Project Rationale Funds are required to carry out well protection upgrades such as signage, shock chlorination of Wells #8 and #13, assess well proximity to septic fields.

Skana Water Reserves
 Summary Schedule
 2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	980	7,980	9,980	11,980	8,980	5,980
Capital Reserve Fund	39,200	9,200	29,200	49,200	69,200	89,200
Total	40,180	17,180	39,180	61,180	78,180	95,180

Reserve Schedule

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

Bylaw 4144

Reserve Cash Flow

Fund: 1500 Fund Centre: 105214	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	9,820	980	7,980	9,980	11,980	8,980
Transfer from Ops Budget	1,060	7,000	2,000	2,000	2,000	2,000
Transfer to Ops Budget	(10,000)	-	-	-	(5,000)	(5,000)
Planned Maintenance Activity	Reservoir cleaning & inspection				Well inspection	Reservoir cleaning and inspection
Interest Income	100					
Ending Balance \$	980	7,980	9,980	11,980	8,980	5,980

Assumptions/Backgrounds:

Reserve Schedule

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

Bylaw 3192

Reserve Cash Flow

Fund: 1067 Fund Centre: 101849	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	82,024	39,200	9,200	29,200	49,200	69,200
Transfer from Ops Budget	6,576	15,000	20,000	20,000	20,000	20,000
Transfer to Cap Fund	(50,000)	(45,000)	-	-	-	-
Transfer from Cap Fund	-	-	-	-	-	-
Interest Income*	600					
Ending Balance \$	39,200	9,200	29,200	49,200	69,200	89,200

Assumptions/Backgrounds:

Transfer whatever the operating budget will allow

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

CAPITAL REGIONAL DISTRICT

2022 Budget

Sticks Allison Water

EAC REVIEW

OCTOBER 2021

DEFINITION:

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

PARTICIPATION:

Local Service Area

MAXIMUM LEVY:

Greater of \$18,700 or \$2.27 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$53,318.

MAXIMUM CAPITAL DEBT:

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

COMMISSION:

Sticks Allison Local Service Committee established by Bylaw No. 2558.

FUNDING:

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

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

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

RESERVE FUND:

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

2.665 - Sticks Allison Water	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Repairs & Maintenance	5,980	2,850	5,990	-	-	5,990	11,100	11,220	6,340	6,460
Allocations	3,144	3,144	3,300	-	-	3,300	3,355	3,413	3,472	3,532
Water Testing	2,150	2,400	2,190	-	-	2,190	2,230	2,270	2,320	2,370
Electricity	1,360	1,420	1,390	-	-	1,390	1,420	1,450	1,480	1,510
Supplies	790	790	810	-	-	810	830	850	870	890
Labour Charges	32,315	40,000	35,000	-	-	35,000	35,700	36,410	37,140	37,880
Other Operating Expenses	3,260	4,790	3,840	-	-	3,840	3,910	3,980	4,050	4,120
TOTAL OPERATING COSTS	48,999	55,394	52,520	-	-	52,520	58,545	59,593	55,672	56,762
*Percentage Increase over prior year						7.2%	11.5%	1.8%	-6.6%	2.0%
<u>CAPITAL/RESERVES</u>										
Transfer to Operating Reserve Fund	6,000	6,000	6,000	-	-	6,000	6,000	6,000	6,000	6,000
Transfer to Capital Reserve Fund	5,000	3,016	5,000	-	-	5,000	8,000	9,000	10,000	11,000
TOTAL CAPITAL / RESERVES	11,000	9,016	11,000	-	-	11,000	14,000	15,000	16,000	17,000
TOTAL COSTS	59,999	64,410	63,520	-	-	63,520	72,545	74,593	71,672	73,762
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(5,000)	(8,000)	(5,000)	-	-	(5,000)	(5,000)	(5,000)	-	-
User Charges	(49,299)	(50,710)	(52,820)	-	-	(52,820)	(60,845)	(61,893)	(62,972)	(64,062)
Other Revenue	(700)	(700)	(700)	-	-	(700)	(700)	(700)	(700)	(700)
TOTAL REVENUE	(54,999)	(59,410)	(58,520)	-	-	(58,520)	(66,545)	(67,593)	(63,672)	(64,762)
REQUISITION - PARCEL TAX	(5,000)	(5,000)	(5,000)	-	-	(5,000)	(6,000)	(7,000)	(8,000)	(9,000)
*Percentage increase over prior year										
User Fee						7.1%	15.2%	1.7%	1.7%	1.7%
Requisition						0.0%	20.0%	16.7%	14.3%	12.5%
Combined						6.5%	15.6%	3.1%	3.0%	2.9%

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

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

EXPENDITURE

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

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	\$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	\$5,000	\$5,000	\$0	\$0	\$0	\$10,000
	\$0	\$5,000	\$5,000	\$0	\$0	\$0	\$10,000

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

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

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

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

Service: 2.665 Sticks Allison Water (Galiano)

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

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

Sticks Allison Reserves
 Summary Schedule
 2022 - 2026 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	366	1,366	2,366	3,366	9,366	15,366
Capital Reserve Fund	4,158	4,158	7,158	16,158	26,158	37,158
Total	4,524	5,524	9,524	19,524	35,524	52,524

Reserve Schedule

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

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

Reserve Cash Flow

Fund:	1500	Estimated	Budget				
Fund Centre:	105215	2021	2022	2023	2024	2025	2026
Beginning Balance		2,326	366	1,366	2,366	3,366	9,366
Transfer from Ops Budget		6,000	6,000	6,000	6,000	6,000	6,000
Expenditures		(8,000)	(5,000)	(5,000)	(5,000)	-	-
Planned Maintenance Activity			Well and well pump inspection	Reservoir cleaning and inspection	Hydrant maintenance		
Interest Income		40					
Ending Balance \$		366	1,366	2,366	3,366	9,366	15,366

Reserve Schedule

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

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

Reserve Cash Flow

Fund:	1068	Estimated	Budget				
Fund Centre:	101890	2021	2022	2023	2024	2025	2026
Beginning Balance		10,542	4,158	4,158	7,158	16,158	26,158
Transfer from Ops Budget		3,016	5,000	8,000	9,000	10,000	11,000
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(9,500)	(5,000)	(5,000)	-	-	-
Interest Income*		100					
Ending Balance \$		4,158	4,158	7,158	16,158	26,158	37,158

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2022 Budget

Surfside Park Estates (Mayne)

EAC REVIEW

OCTOBER 2021

Service: 2.667 Surfside Park Estates (Mayne)

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

Greater of \$79,500 or \$13.97 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$269,857.

MAXIMUM CAPITAL DEBT:

AUTHORIZED:	LA Bylaw No. 3088 (Nov. 12/03)	272,000
BORROWED:	S.I. Bylaw No. 3154 (Apr. 22/04)	(100,000)
	S.I. Bylaw No. 3196	(104,000)
	S.I. Bylaw No. 3258	(48,000)
	S.I. Bylaw No. 3291	(20,000)
REMAINING:		<u><u>\$0</u></u>

COMMISSION:

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

FUNDING:

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

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

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

RESERVE:

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

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

2.667 - Surfside Park Estates (Mayne)

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

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

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

EXPENDITURE

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

SOURCE OF FUNDS

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

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

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

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

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

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

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

Project Number	23-01	Capital Project Title	Public Engagement and Referendum	Capital Project Description	Undertake a referendum to borrow funds to carry out water system and dam safety improvements in future years.
Project Rationale	Funds are required to conduct a referendum for future funding of water system improvements including water main replacement.				

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

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

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

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	25,110	27,110	27,610	29,610	31,610	28,610
Capital Reserve Fund	36,719	26,719	31,719	46,719	61,719	76,719
Total	61,829	53,829	59,329	76,329	93,329	105,329

Reserve Schedule

Reserve Fund: 2.667 Surfside Water - Operating Reserve Fund Bylaw 4144

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

Reserve Cash Flow

Fund:	1500	Estimated	Budget				
Fund Centre:	105216	2021	2022	2023	2024	2025	2026
Beginning Balance		27,842	25,110	27,110	27,610	29,610	31,610
Transfer from Ops Budget		2,000	2,000	2,000	2,000	2,000	2,000
Transfer to Ops Budget		-	-	-	-	-	-
Expenditures		(5,000)	-	(1,500)	-	-	(5,000)
Planned Maintenance Activity		Reservoir cleaning and inspection		Hydrant maintenance			Reservoir cleaning and inspection
Interest Income		268					
Ending Balance \$		25,110	27,110	27,610	29,610	31,610	28,610

Assumptions/Background:

Reserve Schedule

Reserve Fund: 2.667 Surfside Water - Capital Reserve Fund - Bylaw 3191

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

Reserve Cash Flow

Fund:	1066	Estimated	Budget				
Fund Centre:	101850	2021	2022	2023	2024	2025	2026
Beginning Balance		49,087	36,719	26,719	31,719	46,719	61,719
Transfer from Ops Budget		12,169	15,000	20,000	15,000	15,000	15,000
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(25,000)	(25,000)	(15,000)	-	-	-
Interest Income*		463					
Ending Balance \$		36,719	26,719	31,719	46,719	61,719	76,719

Assumptions/Background:

Transfer as much as operating budget will allow.

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

CAPITAL REGIONAL DISTRICT

2022 Budget

Magic Lake Estates Sewer

EAC Review

OCTOBER 2021

Service: 3.830 Magic Lake Sewer Utility (Pender)

Committee: Electoral Area

DEFINITION:

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

PARTICIPATION:

Specified Area - B(764) SA#8

MAXIMUM LEVY:

Greater of \$200,000 or \$7.10 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$2,381,752.

MAXIMUM CAPITAL DEBT:

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

COMMITTEE:

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

FUNDING:

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

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

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

RESERVE FUND:

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

3.830 - Magic Lake Estates Sewer	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
<u>OPERATING COSTS</u>										
Sludge Hauling Contracts	88,940	85,500	90,720	-	-	90,720	92,530	94,380	96,270	98,200
Grit & Waste Sludge Disposal	88,940	83,000	90,720	-	-	90,720	92,530	94,380	96,270	98,200
Repairs & Maintenance	23,640	8,230	11,600	-	25,000	36,600	11,840	12,030	12,280	12,530
Allocations	43,961	43,961	44,220	-	-	44,220	45,004	45,809	46,627	47,458
Electricity	23,200	24,800	23,660	-	-	23,660	24,130	24,610	25,100	25,600
Supplies	21,520	18,390	21,940	-	-	21,940	22,360	22,800	23,240	23,710
Labour Charges	264,429	300,285	280,445	-	-	280,445	285,886	291,600	297,432	303,382
Other Operating Expenses	32,500	34,284	33,660	-	-	33,660	34,500	35,360	36,240	37,140
TOTAL OPERATING COSTS	587,130	598,450	596,965	-	25,000	621,965	608,780	620,969	633,459	646,220
*Percentage Increase over prior year						5.9%	-2.1%	2.0%	2.0%	2.0%
<u>DEBT / RESERVES</u>										
Transfer to Capital Reserve Fund	80,000	80,000	75,000	-	-	75,000	80,000	80,000	80,000	80,000
Transfer to Operating Reserve Fund	13,260	13,260	13,260	-	-	13,260	13,260	13,260	13,260	13,260
Transfer to Capital Project Fund (\$6M Phase 1)	-	-	-	-	-	-	-	-	-	-
Debt Reserve Fund	370	370	320	-	-	320	320	320	320	320
MFA Principal Payment	133,463	133,463	133,463	-	-	133,463	133,463	133,463	133,463	133,463
MFA Interest Payment	40,640	40,640	40,640	-	-	40,640	40,640	40,640	40,640	40,640
TOTAL DEBT / RESERVES	267,733	267,733	262,683	-	-	262,683	267,683	267,683	267,683	267,683
TOTAL COSTS	854,863	866,183	859,648	-	25,000	884,648	876,463	888,652	901,142	913,903
Sludge Disposal Recovery	(10,654)	(10,654)	(10,870)	-	-	(10,870)	(11,090)	(11,310)	(11,540)	(11,770)
TOTAL COSTS NET OF RECOVERIES	844,209	855,529	848,778	-	25,000	873,778	865,373	877,342	889,602	902,133
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(15,000)	(26,320)	-	-	(25,000)	(25,000)	-	-	-	-
User Charges	(250,203)	(250,203)	(259,240)	-	-	(259,240)	(269,932)	(275,938)	(282,176)	(288,625)
Grants in Lieu	(985)	(985)	(10)	-	-	(10)	(10)	(10)	(10)	(10)
Other Revenue	(1,190)	(1,190)	(1,160)	-	-	(1,160)	(1,180)	(1,200)	(1,220)	(1,240)
TOTAL REVENUE	(267,378)	(278,698)	(260,410)	-	(25,000)	(285,410)	(271,122)	(277,148)	(283,406)	(289,875)
REQUISITION - PARCEL TAX	(576,831)	(576,831)	(588,368)	-	-	(588,368)	(594,251)	(600,194)	(606,196)	(612,258)
*Percentage increase over prior year										
User Fees						3.6%	4.1%	2.2%	2.3%	2.3%
Requisition						2.0%	1.0%	1.0%	1.0%	1.0%
Combined						2.5%	2.0%	1.4%	1.4%	1.4%

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

DEBT

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
Debt Reserve Fund	37,600	37,600	10,500	-	-	10,500	500	500	500	500
MFA Principal Payment	-	-	89,110	-	-	89,110	112,809	112,809	112,809	112,809
MFA Interest Payment	41,610	41,610	105,844	-	-	105,844	111,844	111,844	111,844	111,844
TOTAL DEBT	79,210	79,210	205,454	-	-	205,454	225,153	225,153	225,153	225,153

FUNDING SOURCES (REVENUE)

MFA Debt Reserve Earning	-	-	(500)	-	-	(500)	(500)	(500)	(500)	(500)
REQUISITION - PARCEL TAX	79,210	79,210	204,954	-	-	204,954	224,653	224,653	224,653	224,653

*Percentage increase over prior year Requisition

9.6%	0.0%	0.0%	0.0%
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CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

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

EXPENDITURE

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

SOURCE OF FUNDS

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

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

<p>Project Number Project number format is "yy-##" "yy" is the last two digits of the year the project is planned to start. "##" is a numerical value. For example, 22-01 is a project planned to start in 2022.</p> <p>For projects in previous capital plans, use the same project numbers previously</p>
<p>Capital Expenditure Type Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset</p>
<p>Capital Project Title Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".</p>

<p>Capital Project Description Briefly describe project scope and service benefits. For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".</p>	<p>Total Project Budget Provide the total project budget, even if it extends beyond the 5 years of this capital plan.</p>	<p>Funding Source Codes Debt = Debenture Debt (new debt only) ERF = Equipment Replacement Fund Grant = Grants (Federal, Provincial) Cap = Capital Funds on Hand Other = Donations / Third Party Funding Res = Reserve Fund STLoan = Short Term Loans WU = Water Utility If there is more than one funding source, use additional rows for the project.</p>
<p>Asset Class L - Land S - Engineering Structure B - Buildings V - Vehicles</p>		

<p>Carryforward from 2021 Input the carryforward amount from the 2021 capital plan that is remaining to be spent. Forecast this spending in 2022 to 2026.</p>
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<p>Project Drivers Maintain Level of Service = Project maintains existing or improved level of service. Advance Board or Corporate Priority = Project is a Board or Corporate priority. Emergency = Project is required for health or safety reasons. Cost Benefit = Economic benefit to the organization.</p>

<p>Long-term Planning Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs. Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts. Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type. Condition Assessment = Assessment that identifies asset replacements based on asset condition.</p>
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<p>Cost Estimate Class Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders. Class B (±15-25%) = Estimate based on investigations, studies or preliminary design; used for budget planning. Class C (±25-40%) = Estimate based on limited site information; used for program planning. Class D (±50%) = Estimate based on little/no site information; used for long-term planning.</p>
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Service #: 3.830
Service Name: Magic Lake Sewer Utility (Pender)

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

Service: 3.830 Magic Lake Sewer Utility (Pender)

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

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

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

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

Reserve/Fund Summary

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	32,138	20,398	33,658	46,918	60,178	73,438
Capital Reserve Fund	331,143	403,643	483,643	563,643	643,643	723,643
Total	363,282	424,042	517,302	610,562	703,822	797,082

Reserve Schedule

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

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

Reserve Cash Flow

Fund: Fund Centre:	1500 105217	Estimated	Budget				
		2021	2022	2023	2024	2025	2026
Beginning Balance		44,740	32,138	20,398	33,658	46,918	60,178
Transfer from Ops Budget		13,260	13,260	13,260	13,260	13,260	13,260
Planned Expenditures		(26,320)	(25,000)	-	-	-	-
Planned Maintenance Activity			Outfall inspection and Clean Schooner aeration ditch				
Interest Income		458					
Ending Balance \$		32,138	20,398	33,658	46,918	60,178	73,438

Assumptions/Background:

Reserve Schedule

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

Bylaw 1497

Reserve Cash Flow

Fund: 1042 Fund Centre: 101386	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	278,391	331,143	403,643	483,643	563,643	643,643
Transfer from Ops Budget	80,000	75,000	80,000	80,000	80,000	80,000
Transfer to Cap Fund	(30,000)	-	-	-	-	-
Transfer from Cap Fund	-	(2,500)	-	-	-	-
Interest Income	2,752					
Ending Balance \$	331,143	403,643	483,643	563,643	643,643	723,643

Assumptions/Background:

Appendix D: January 2022 Approvals

Purpose: To summarize the budget items that require implementation as of January 2022 before final budget approval in March 2022.							
Electoral Area	Service Type	Service Area	Project Description	Operating Budget	Capital Budget	Funding Source	IBC (if applicable)
Juan de Fuca	Recreation & Cultural Services	1.405 Community Parks and Recreation	Creation of a long term strategic plan for JDF EA		40,000	Grants	
Total: Juan de Fuca				-	40,000		
Salt Spring Island	Recreation & Cultural Services	1.141 SSI Library	HVAC upgrades		95,000	Grants	
		1.459 Salt Spring Island - Pool & Park Land	Pool mechanical lifecycle report	15,000	Reserves		
			Community Centre lease	17,500	Lease Revenue		
			Recreation Centre expansion - multipurpose room		1,202,735	Grants, Reserves	13a-1.5
	Water	2.621 Highland/Fernwood Water	Purchase additional parkland		50,000	Reserves	
			Construct new intake and screen		110,000	Grants, Reserves	
		2.624 Beddis Water	Dismantle and remove Lautman reservoir		30,000	Reserves	
		2.626 Fulford Water	Water main assessment, replacement strategy, and detailed design		90,000	Reserves	
Relocate Water Line at Weston Creek			70,000	Grants			
Sewer	2.628 Cedar Lane Water	Referendum or Alternative Approval Process for Manganese Removal project		20,000	Reserves		
		Public engagement for Manganese Removal project		10,000	Reserves		
Total: Salt Spring Island				32,500	1,767,735		
Southern Gulf Islands	Water	2.640 Lyall Harbour Boot Cove	Dam Improvements & Regulatory Requirements		390,000	Grants	
Total: Southern Gulf Islands				-	390,000		
Joint Electoral Service (3 EAs)	Protective Services	1.318 Building Inspection	0.50 FTE Administrative Clerk	38,204		Requisition	11c-2
Total: Joint Electoral Services				38,204	-		
Grand Total				70,704	2,197,735		