

## **Appendix B-6: 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 SSI Administration**

**1.316 SSI Building Numbering**

**1.371 SSI Emergency Program**

**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**

**3.810 Ganges Sewer**

**3.820 Maliview Sewer**

## **Appendix B-6: SSI Service Budgets**

### **Local Community Commission**

**1.116 SSI Grants in Aid**

**1.124 SSI Economic Development**

**1.141 SSI Public Library**

**1.234 SSI Street Lighting**

**1.236 Fernwood Dock**

**1.238A Community Transit**

**1.238B Community Transportation**

**1.299 SSI Arts**

**1.342 Livestock Injury Compensation**

**1.378 SSI Search and Rescue**

**1.45X SSI Parks & Recreation**

**1.455 SSI Parks**

**1.458 SSI Recreation**

**1.459 SSI Pool & Parks Land**

**3.705 Septage/Composting**

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Elections**

#### **FINAL BUDGET**

MARCH 2024

**Service:** 1.103 Elections

**Committee:** Electoral Area

**DEFINITION:**

To maintain voters lists for electoral areas and to undertake elections as required (Sec. 52 and 75 of the Local Government Act).

**PARTICIPATION:**

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

**MAXIMUM LEVY:**

No limit

**FUNDING:**

Requisition and recovery from Islands Trust and school districts 61, 62, 63, 64

1.103 - Elections	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2024 ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Electoral Area Elections	-	429	-	-	-	-	-	177,620	500	-
Islands Trust	-	-	-	-	-	-	-	81,870	-	-
Allocations and Insurance	380	496	90	-	-	90	90	13,771	90	90
<b>TOTAL OPERATING COSTS</b>	<b>380</b>	<b>925</b>	<b>90</b>	<b>-</b>	<b>-</b>	<b>90</b>	<b>90</b>	<b>273,261</b>	<b>590</b>	<b>90</b>
*Percentage Increase over prior year										
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	65,380	64,915	65,490	-	(25,000)	40,490	65,490	-	65,490	65,490
<b>TOTAL COSTS</b>	<b>65,760</b>	<b>65,840</b>	<b>65,580</b>	<b>-</b>	<b>(25,000)</b>	<b>40,580</b>	<b>65,580</b>	<b>273,261</b>	<b>66,080</b>	<b>65,580</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	-	-	-	-	-	-	-	(125,811)	(500)	-
Recovery from Islands Trust	-	-	-	-	-	-	-	(81,870)	-	-
Other Income	(270)	(350)	(271)	-	-	(271)	(90)	(90)	(90)	(90)
<b>TOTAL REVENUE</b>	<b>(270)</b>	<b>(350)</b>	<b>(271)</b>	<b>-</b>	<b>-</b>	<b>(271)</b>	<b>(90)</b>	<b>(207,771)</b>	<b>(590)</b>	<b>(90)</b>
<b>REQUISITION</b>	<b>(65,490)</b>	<b>(65,490)</b>	<b>(65,309)</b>	<b>-</b>	<b>25,000</b>	<b>(40,309)</b>	<b>(65,490)</b>	<b>(65,490)</b>	<b>(65,490)</b>	<b>(65,490)</b>
*Percentage increase over prior year Requisition			-0.3%		-38.2%	-38.5%	62.5%	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	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		125,101	197,091	237,581	303,071	177,260	242,250
Transfer from Op Budget		64,871	40,490	65,490	-	65,490	65,490
Transfer to Op Budget		-	-	-	(125,811)	(500)	-
Interest Income*		7,119					
<b>Ending Balance \$</b>		<b>197,091</b>	<b>237,581</b>	<b>303,071</b>	<b>177,260</b>	<b>242,250</b>	<b>307,740</b>

#### **Assumptions/Background:**

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

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

# **CAPITAL REGIONAL DISTRICT**

**2024 Budget**

**UBCM**

**FINAL BUDGET**

MARCH 2024

**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	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2024 ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Membership Fee	12,251	11,526	12,328	-	-	12,328	12,810	13,070	13,330	13,600
Allocations & Other Expenses	707	930	708	-	-	708	721	734	748	761
<b>TOTAL COSTS</b>	<b>12,958</b>	<b>12,456</b>	<b>13,036</b>	<b>-</b>	<b>-</b>	<b>13,036</b>	<b>13,531</b>	<b>13,804</b>	<b>14,078</b>	<b>14,361</b>
*Percentage Increase over prior year						0.6%	3.8%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Surplus c/fwd from 2023 to 2024	-	468	(468)	-	-	(468)	-	-	-	-
Surplus c/fwd from 2022 to 2023	(792)	(792)	-	-	-	-	-	-	-	-
Other Revenue	(92)	(58)	(90)	-	-	(90)	(90)	(90)	(90)	(90)
<b>TOTAL REVENUE</b>	<b>(884)</b>	<b>(382)</b>	<b>(558)</b>	<b>-</b>	<b>-</b>	<b>(558)</b>	<b>(90)</b>	<b>(90)</b>	<b>(90)</b>	<b>(90)</b>
<b>REQUISITION</b>	<b>(12,074)</b>	<b>(12,074)</b>	<b>(12,478)</b>	<b>-</b>	<b>-</b>	<b>(12,478)</b>	<b>(13,441)</b>	<b>(13,714)</b>	<b>(13,988)</b>	<b>(14,271)</b>
*Percentage increase over prior year Requisition						3.3%	7.7%	2.0%	2.0%	2.0%

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Building Inspection**

**FINAL BUDGET**

MARCH 2024

**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 their value of converted hospital assessments.

**MAXIMUM LEVY:**

Not stated.

**FUNDING:**

Fees and charges and requisition to all Electoral Areas

**1.318 - Building Inspection**

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Salaries & Wages	1,388,876	1,286,456	1,457,133	-	-	1,457,133	1,491,427	1,526,521	1,562,425	1,599,136
Telecommunications	37,710	40,210	41,530	-	-	41,530	42,360	43,210	44,070	44,950
Legal Expenses	10,920	18,000	18,630	-	-	18,630	19,000	19,380	19,770	20,170
Building Rent	35,480	35,480	36,720	-	-	36,720	37,460	38,210	38,980	39,760
Supplies	18,800	23,250	24,062	-	-	24,062	24,550	25,040	25,550	26,060
Allocations	324,529	330,529	367,722	-	-	367,722	384,165	401,708	414,921	425,658
Other Operating Expenses	167,110	159,897	177,056	-	75,000	252,056	255,640	184,320	188,080	191,890
<b>TOTAL OPERATING COSTS</b>	<b>1,983,425</b>	<b>1,893,822</b>	<b>2,122,853</b>	<b>-</b>	<b>75,000</b>	<b>2,197,853</b>	<b>2,254,602</b>	<b>2,238,389</b>	<b>2,293,796</b>	<b>2,347,624</b>
*Percentage Increase over prior year			7.0%		3.8%	10.8%	2.6%	-0.7%	2.5%	2.3%
<u>CAPITAL / RESERVES</u>										
Transfer to Equipment Replacement Fund	20,000	20,000	20,820	-	-	20,820	25,470	25,950	26,440	25,000
Transfer to Operating Reserve Fund	-	146,232	-	-	-	-	-	-	-	10,490
<b>TOTAL CAPITAL / RESERVES</b>	<b>20,000</b>	<b>166,232</b>	<b>20,820</b>	<b>-</b>	<b>-</b>	<b>20,820</b>	<b>25,470</b>	<b>25,950</b>	<b>26,440</b>	<b>35,490</b>
Building Borrowing Repayment to Facilities Reserve	23,300	23,300	23,300	-	-	23,300	23,300	23,300	23,300	25,230
<b>TOTAL COSTS</b>	<b>2,026,725</b>	<b>2,083,354</b>	<b>2,166,973</b>	<b>-</b>	<b>75,000</b>	<b>2,241,973</b>	<b>2,303,372</b>	<b>2,287,639</b>	<b>2,343,536</b>	<b>2,408,344</b>
*Percentage Increase over prior year			6.9%		3.7%	10.6%	2.7%	-0.7%	2.4%	2.8%
Internal Recoveries	(30,980)	(30,980)	(32,060)	-	-	(32,060)	(32,700)	(33,350)	(34,020)	(34,700)
<b>TOTAL COSTS LESS INTERNAL RECOVERIES</b>	<b>1,995,745</b>	<b>2,052,374</b>	<b>2,134,913</b>	<b>-</b>	<b>75,000</b>	<b>2,209,913</b>	<b>2,270,672</b>	<b>2,254,289</b>	<b>2,309,516</b>	<b>2,373,644</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(121,144)	(121,144)	(125,183)	-	(75,000)	(200,183)	(143,742)	(39,165)	(4,452)	-
Permit Fees Revenue	(1,340,000)	(1,401,522)	(1,400,000)	-	-	(1,400,000)	(1,428,000)	(1,456,570)	(1,485,710)	(1,515,430)
Contract Revenue	(38,640)	(33,747)	(39,990)	-	-	(39,990)	(40,790)	(41,610)	(42,440)	(43,300)
Grants in Lieu of Taxes	(1,921)	(1,921)	(1,924)	-	-	(1,924)	(2,030)	(2,070)	(2,110)	(2,150)
Revenue - Other	(2,660)	(2,660)	(2,660)	-	-	(2,660)	(2,660)	(2,660)	(2,660)	(2,660)
<b>TOTAL REVENUE</b>	<b>(1,504,365)</b>	<b>(1,560,994)</b>	<b>(1,569,757)</b>	<b>-</b>	<b>(75,000)</b>	<b>(1,644,757)</b>	<b>(1,617,222)</b>	<b>(1,542,075)</b>	<b>(1,537,372)</b>	<b>(1,563,540)</b>
<b>REQUISITION</b>	<b>(491,380)</b>	<b>(491,380)</b>	<b>(565,156)</b>	<b>-</b>	<b>-</b>	<b>(565,156)</b>	<b>(653,450)</b>	<b>(712,214)</b>	<b>(772,144)</b>	<b>(810,104)</b>
*Percentage increase over prior year						15.0%	15.6%	9.0%	8.4%	4.9%
Requisition						4.5%	2.0%	2.0%	2.0%	2.0%
Per Fees Revenue										
AUTHORIZED POSITIONS										
Salaried FTE	11.2		11.2			11.2	11.2	11.2	11.2	11.2

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

<b>Service No.</b>	<b>1.318</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
	<b>Building Inspection</b>							

**EXPENDITURE**

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$55,000	\$60,500	\$4,500	\$6,000	\$6,000	\$6,000	\$0	\$77,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$95,000	\$125,000	\$0	\$60,000	\$60,000	\$60,000	\$0	\$245,000
	<b>\$150,000</b>	<b>\$185,500</b>	<b>\$4,500</b>	<b>\$66,000</b>	<b>\$66,000</b>	<b>\$66,000</b>	<b>\$0</b>	<b>\$322,000</b>

**SOURCE OF FUNDS**

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$150,000	\$185,500	\$4,500	\$66,000	\$66,000	\$66,000	\$0	\$322,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$150,000</b>	<b>\$185,500</b>	<b>\$4,500</b>	<b>\$66,000</b>	<b>\$66,000</b>	<b>\$66,000</b>	<b>\$0</b>	<b>\$322,000</b>

**CAPITAL REGIONAL DISTRICT**

**5 YEAR CAPITAL PLAN**

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Service #: 1.318

Service Name: Building Inspection

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total auto-populates
18-01	Replacement	Vehicle Replacement	Vehicle Replacement	\$ 245,000	V	ERF	\$ 95,000	\$ 125,000	\$ -	\$ 60,000	\$ 60,000	\$ -	\$ 245,000
19-01	Replacement	Computer Replacement	Replacement of Computer equipment	\$ 30,600	E	ERF	\$ -	\$ 5,500	\$ 4,500	\$ 6,000	\$ 6,000	\$ -	\$ 22,000
21-01	Replacement	Furniture Replacement	Salt Spring Island furniture replacement	\$ 25,000	E	ERF	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
23-01	Replacement	Storage Room Shelving	Storage Room Shelving	\$ 30,000	E	ERF	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
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			<b>GRAND TOTAL</b>	\$ 330,600			\$ 150,000	\$ 185,500	\$ 4,500	\$ 66,000	\$ 66,000	\$ -	\$ 322,000

Service:

1.318

Building Inspection

<b>Project Number</b>	18-01	<b>Capital Project Title</b>	Vehicle Replacement	<b>Capital Project Description</b>	Vehicle Replacement
<b>Project Rationale</b>	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.				

<b>Project Number</b>	19-01	<b>Capital Project Title</b>	Computer Replacement	<b>Capital Project Description</b>	Replacement of Computer equipment
<b>Project Rationale</b>	As per IT's replacement schedule for department computers.				

<b>Project Number</b>	21-01	<b>Capital Project Title</b>	Furniture Replacement	<b>Capital Project Description</b>	Salt Spring Island furniture replacement
<b>Project Rationale</b>	Replace desks, chairs, shelving, cabinetry and other furniture that has become worn and requires replacement.				

<b>Project Number</b>	23-01	<b>Capital Project Title</b>	Storage Room Shelving	<b>Capital Project Description</b>	Storage Room Shelving
<b>Project Rationale</b>					

**Building Inspection  
Reserve Summary Schedule  
2024 - 2028 Financial Plan**

**Reserve/Fund Summary**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Operating Reserve Fund	656,471	456,288	312,546	273,381	268,929	279,419
Equipment Replacement Fund	248,161	83,481	104,451	64,401	24,841	49,841
<b>Total</b>	<b>904,631</b>	<b>539,768</b>	<b>416,996</b>	<b>337,781</b>	<b>293,769</b>	<b>329,259</b>



**Reserve Schedule**

**Reserve Fund: 1.318 Building Inspection - Operating Reserve Fund**

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

**Reserve Cash Flow**

Fund: Fund Centre:	1500 105544	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		612,699	656,471	456,288	312,546	273,381	268,929
Transfer from Ops Budget		136,808	-	-	-	-	10,490
Transfer to Ops Budget		(121,144)	(200,183)	(143,742)	(39,165)	(4,452)	-
Interest Income*		28,108					
<b>Ending Balance \$</b>		<b>656,471</b>	<b>456,288</b>	<b>312,546</b>	<b>273,381</b>	<b>268,929</b>	<b>279,419</b>

**Assumptions/Background:**

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

**Reserve Schedule**

**Reserve Fund: 1.318 Building Inspection - Equipment Replacement Fund**

ERF Group: BLDINS.ERF

**Reserve Cash Flow**

Fund: Fund Centre:	1022 101425	Actual	Budget				
		2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>		223,756	248,161	83,481	104,451	64,401	24,841
<b>Transfer from Ops Budget</b>		40,000	20,820	25,470	25,950	26,440	25,000
<b>Planned Purchase</b>		(17,639)	(185,500)	(4,500)	(66,000)	(66,000)	-
<b>Interest Income</b>		2,044					
<b>Ending Balance \$</b>		<b>248,161</b>	<b>83,481</b>	<b>104,451</b>	<b>64,401</b>	<b>24,841</b>	<b>49,841</b>

**Assumptions/Background:**

# **CAPITAL REGIONAL DISTRICT**

## **2024 BUDGET**

### **Noise Control**

#### **FINAL BUDGET**

MARCH 2024

**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	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2024 ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Legal	7,110	12,702	7,360	-	-	7,360	7,510	7,660	7,810	7,970
Allocations	2,678	2,678	2,761	-	-	2,761	2,813	2,865	2,918	2,971
Internal Time Charges	31,390	56,604	33,000	-	-	33,000	33,740	34,450	35,150	35,890
Other Operating Expenses	50	1,478	250	-	-	250	250	250	250	250
<b>TOTAL OPERATING COSTS</b>	<b>41,228</b>	<b>73,462</b>	<b>43,371</b>	<b>-</b>	<b>-</b>	<b>43,371</b>	<b>44,313</b>	<b>45,225</b>	<b>46,128</b>	<b>47,081</b>
*Percentage Increase over prior year			5.2%			5.2%	2.2%	2.1%	2.0%	2.1%
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	485	1,175	1,865
<b>TOTAL COSTS</b>	<b>41,228</b>	<b>73,462</b>	<b>43,371</b>	<b>-</b>	<b>-</b>	<b>43,371</b>	<b>44,313</b>	<b>45,710</b>	<b>47,303</b>	<b>48,946</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Deficit CFW from 2023 to 2024	-	(22,000)	-	-	22,000	22,000	-	-	-	-
Transfer from Operating Reserve Fund	-	(10,384)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(168)	(168)	(168)	-	-	(168)	(200)	(200)	(200)	(200)
Revenue - Other	(150)	-	(150)	-	-	(150)	(150)	(150)	(150)	(150)
<b>TOTAL REVENUE</b>	<b>(318)</b>	<b>(32,552)</b>	<b>(318)</b>	<b>-</b>	<b>22,000</b>	<b>21,682</b>	<b>(350)</b>	<b>(350)</b>	<b>(350)</b>	<b>(350)</b>
<b>REQUISITION</b>	<b>(40,910)</b>	<b>(40,910)</b>	<b>(43,053)</b>	<b>-</b>	<b>(22,000)</b>	<b>(65,053)</b>	<b>(43,963)</b>	<b>(45,360)</b>	<b>(46,953)</b>	<b>(48,596)</b>
*Percentage increase over prior year Requisition			5.2%		53.8%	59.0%	-32.4%	3.2%	3.5%	3.5%

## Reserve Schedule

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

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

## Reserve Cash Flow

Fund: Fund Centre:	1500 105406	Actual	Budget				
		2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>		21,805	12,471	12,471	12,471	12,956	14,131
<b>Transfer from Ops Budget</b>		-	-	-	485	1,175	1,865
<b>Deficit Recovery</b>		(10,384)	-	-	-	-	-
<b>Interest Income*</b>		1,051					
<b>Ending Balance \$</b>		<b>12,471</b>	<b>12,471</b>	<b>12,471</b>	<b>12,956</b>	<b>14,131</b>	<b>15,996</b>

#### **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**

## **2024 BUDGET**

### **Nuisance & Unsightly Premises**

#### **FINAL BUDGET**

MARCH 2024

**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	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Legal	2,190	-	2,000	-	-	2,000	2,000	2,000	2,000	2,000
Allocations	3,346	3,346	3,449	-	-	3,449	3,514	3,580	3,648	3,716
Internal Time Charges	49,130	50,722	51,650	-	-	51,650	52,810	53,920	55,010	56,170
Other Operating Expenses	320	395	320	-	-	320	320	320	320	320
<b>TOTAL OPERATING COSTS</b>	<b>54,986</b>	<b>54,463</b>	<b>57,419</b>	<b>-</b>	<b>-</b>	<b>57,419</b>	<b>58,644</b>	<b>59,820</b>	<b>60,978</b>	<b>62,206</b>
*Percentage Increase over prior year			4.4%			4.4%	2.1%	2.0%	1.9%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	940	-	-	-	-	-	-	-	-
<b>TOTAL CAPITAL / RESERVE</b>	<b>-</b>	<b>940</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL COSTS</b>	<b>54,986</b>	<b>55,403</b>	<b>57,419</b>	<b>-</b>	<b>-</b>	<b>57,419</b>	<b>58,644</b>	<b>59,820</b>	<b>60,978</b>	<b>62,206</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	-	-	(519)	-	(5,000)	(5,519)	-	-	-	-
Grants in Lieu of Taxes	(225)	(225)	(230)	-	-	(230)	(250)	(260)	(270)	(280)
Other Revenue	(100)	(517)	(100)	-	-	(100)	(200)	(200)	(200)	(200)
<b>TOTAL REVENUE</b>	<b>(325)</b>	<b>(742)</b>	<b>(849)</b>	<b>-</b>	<b>(5,000)</b>	<b>(5,849)</b>	<b>(450)</b>	<b>(460)</b>	<b>(470)</b>	<b>(480)</b>
<b>REQUISITION</b>	<b>(54,661)</b>	<b>(54,661)</b>	<b>(56,570)</b>	<b>-</b>	<b>5,000</b>	<b>(51,570)</b>	<b>(58,194)</b>	<b>(59,360)</b>	<b>(60,508)</b>	<b>(61,726)</b>
*Percentage increase over prior year Requisition			3.5%		-9.1%	-5.7%	12.8%	2.0%	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	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		19,000	20,855	15,336	15,336	15,336	15,336
Transfer from Ops Budget		940	-	-	-	-	-
Transfer to Ops Budget		-	(5,519)	-	-	-	-
Interest Income*		916					
<b>Ending Balance \$</b>		<b>20,855</b>	<b>15,336</b>	<b>15,336</b>	<b>15,336</b>	<b>15,336</b>	<b>15,336</b>

**Assumptions/Background:**

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

# **CAPITAL REGIONAL DISTRICT**

## **2024 BUDGET**

### **Electoral Area Emergency Planning Coordination**

#### **FINAL BUDGET**

MARCH 2024

**Service: 1.372 Emergency Planning Coordination**

**Committee: Planning & Protective Services**

**DEFINITION:**

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

**SERVICE DESCRIPTION:**

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

**FUNDING:**

Allocations from protection services and requisition.

1.372 - Electoral Area Emergency Planning Coordination	2023		BUDGET REQUEST				FUTURE PROJECTIONS				
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028	
<u>OPERATING COSTS</u>											
Salaries	578,160	515,850	591,902	-	-	591,902	606,031	620,493	635,283	650,420	
Contract for Services	-	9,000	-	-	55,000	55,000	-	-	-	-	
Travel Expenses	1,920	1,920	1,990	-	-	1,990	2,030	2,070	2,110	2,150	
Telecommunications	7,160	7,160	7,410	-	-	7,410	7,560	7,710	7,860	8,020	
Staff Training & Development	1,700	2,500	1,760	-	3,240	5,000	1,800	1,840	1,880	1,920	
Supplies	2,110	5,662	2,180	-	-	2,180	2,220	2,260	2,300	2,340	
Allocations	63,573	63,573	70,935	-	-	70,935	73,644	75,383	76,451	78,082	
Other Operating Expenses	9,276	13,540	9,580	-	-	9,580	9,770	9,960	10,150	10,340	
<b>TOTAL OPERATING COSTS</b>	<b>663,899</b>	<b>619,205</b>	<b>685,757</b>	<b>-</b>	<b>58,240</b>	<b>743,997</b>	<b>703,055</b>	<b>719,716</b>	<b>736,034</b>	<b>753,272</b>	
*Percentage Increase over prior year			3.3%		8.8%	12.1%	-5.5%	2.4%	2.3%	2.3%	
<u>CAPITAL / RESERVES</u>											
Transfer to Operating Reserve Fund	-	51,194	-	-	-	-	-	-	-	1,940	
Transfer to Equipment Replacement Fund	7,500	10,000	5,000	-	-	5,000	5,000	5,000	5,000	5,000	
<b>TOTAL CAPITAL / RESERVES</b>	<b>7,500</b>	<b>61,194</b>	<b>5,000</b>	<b>-</b>	<b>-</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>6,940</b>	
<b>TOTAL COSTS</b>	<b>671,399</b>	<b>680,399</b>	<b>690,757</b>	<b>-</b>	<b>58,240</b>	<b>748,997</b>	<b>708,055</b>	<b>724,716</b>	<b>741,034</b>	<b>760,212</b>	
Internal Recoveries	(492,300)	(492,300)	(509,530)	-	-	(509,530)	(519,720)	(530,110)	(540,708)	(551,520)	
<b>OPERATING COSTS LESS INTERNAL RECOVERIES</b>	<b>179,099</b>	<b>188,099</b>	<b>181,227</b>	<b>-</b>	<b>58,240</b>	<b>239,467</b>	<b>188,335</b>	<b>194,606</b>	<b>200,326</b>	<b>208,692</b>	
<u>FUNDING SOURCES (REVENUE)</u>											
Transfer from Operating Reserve Fund	(22,939)	(22,939)	(14,170)	-	(58,240)	(72,410)	(10,485)	(6,135)	(1,535)	-	
Grants in Lieu of Taxes	(626)	(626)	(627)	-	-	(627)	(660)	(670)	(680)	(690)	
Revenue - Other	(330)	(9,330)	(340)	-	-	(340)	(330)	(330)	(330)	(330)	
<b>TOTAL REVENUE</b>	<b>(23,895)</b>	<b>(32,895)</b>	<b>(15,137)</b>	<b>-</b>	<b>(58,240)</b>	<b>(73,377)</b>	<b>(11,475)</b>	<b>(7,135)</b>	<b>(2,545)</b>	<b>(1,020)</b>	
<b>REQUISITION</b>	<b>(155,204)</b>	<b>(155,204)</b>	<b>(166,090)</b>	<b>-</b>	<b>-</b>	<b>(166,090)</b>	<b>(176,860)</b>	<b>(187,471)</b>	<b>(197,781)</b>	<b>(207,672)</b>	
*Percentage increase over prior year Requisition			7.0%			7.0%	6.5%	6.0%	5.5%	5.0%	
<b>AUTHORIZED POSITIONS</b>											
Salaried FTE	4.0	4.0	4.0			4.0	4.0	4.0	4.0	4.0	

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

<b>Service No.</b>	<b>1.372 Emergency Planning Coordination</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
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**EXPENDITURE**

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$2,500	\$0	\$2,500	\$0	\$0	\$0	\$5,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$70,000	\$0	\$70,000
	<b>\$0</b>	<b>\$2,500</b>	<b>\$0</b>	<b>\$2,500</b>	<b>\$70,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75,000</b>

**SOURCE OF FUNDS**

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$2,500	\$0	\$2,500	\$70,000	\$0	\$0	\$75,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$0</b>	<b>\$2,500</b>	<b>\$0</b>	<b>\$2,500</b>	<b>\$70,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75,000</b>

**CAPITAL REGIONAL DISTRICT**

**5 YEAR CAPITAL PLAN**

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Service #: 1.372

Service Name: Emergency Planning Coordination

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total auto-populates
20-01	Replacement	Computer Equipment Replacement	Computer Equipment Replacement	\$ 5,000	E	ERF	\$ -	\$ 2,500	\$ -	\$ 2,500	\$ -	\$ -	\$ 5,000
23-01	Replacement	Vehicle Replacement	Vehicle replacement	\$ 70,000	V	ERF	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ -	\$ 70,000
													\$ -
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<b>GRAND TOTAL</b>				<b>\$ 75,000</b>			<b>\$ -</b>	<b>\$ 2,500</b>	<b>\$ -</b>	<b>\$ 2,500</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ 75,000</b>

Service:

1.372

Emergency Planning Coordination

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

Project Number	23-01	Capital Project Title	Vehicle Replacement	Capital Project Description	Vehicle replacement
Project Rationale					



Electoral Area Emergency Planning Coordination  
 Reserve Summary Schedule  
 2024 - 2028 Financial Plan

**Reserve/Fund Summary**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Operating Reserve Fund	102,929	30,519	20,034	13,899	12,364	14,304
Equipment Replacement Fund	64,330	66,830	71,830	74,330	9,330	14,330
<b>Total</b>	<b>167,259</b>	<b>97,349</b>	<b>91,864</b>	<b>88,229</b>	<b>21,694</b>	<b>28,634</b>

## 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	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Fund Centre:	105545						
Beginning Balance		60,373	102,929	30,519	20,034	13,899	12,364
Transfer from Ops Budget		62,854	-	-	-	-	1,940
Transfer to Ops Budget		(22,939)	(72,410)	(10,485)	(6,135)	(1,535)	-
Interest Income*		2,640					
<b>Ending Balance \$</b>		<b>102,929</b>	<b>30,519</b>	<b>20,034</b>	<b>13,899</b>	<b>12,364</b>	<b>14,304</b>

### 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: 1.372 Emergency Planning Coordination - Equipment Replacement Fund**

ERF Group: EMERGCOORD.ERF

**Reserve Cash Flow**

Fund: Fund Centre:	1022 101985	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		53,804	64,330	66,830	71,830	74,330	9,330
Transfer from Op Budget		10,000	5,000	5,000	5,000	5,000	5,000
Planned Purchase		-	(2,500)	-	(2,500)	(70,000)	-
Interest Income		526					
<b>Ending Balance \$</b>		<b>64,330</b>	<b>66,830</b>	<b>71,830</b>	<b>74,330</b>	<b>9,330</b>	<b>14,330</b>

**Assumptions/Background:**

ERF to fund future replacement of vehicles and equipment.

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Admin Expenditures (SSI)**

**FINAL BUDGET**

MARCH 2024

**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 & LCC	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	2024				2025	2026	2027	2028
			CORE BUDGET	ONGOING	ONE-TIME	TOTAL				
<u>OPERATING COSTS</u>										
Director Admin	84,776	75,136	83,555	(8,260)	-	75,295	76,740	78,250	79,760	81,310
Management Services	956,243	900,301	1,000,917	144,077	15,640	1,160,634	1,173,014	1,200,410	1,242,411	1,255,814
Local Community Commission (LCC)	96,333	88,179	45,570	59,144	2,110	106,824	109,642	111,986	184,333	116,764
<b>TOTAL OPERATING COSTS</b>	<b>1,137,352</b>	<b>1,063,616</b>	<b>1,130,042</b>	<b>194,961</b>	<b>17,750</b>	<b>1,342,753</b>	<b>1,359,396</b>	<b>1,390,646</b>	<b>1,506,504</b>	<b>1,453,888</b>
*Percentage Increase over prior year			-0.6%	17.1%	1.6%	18.1%	1.2%	2.3%	8.3%	-3.5%
<u>CAPITAL / RESERVES</u>										
Transfer to Equipment Replacement Fund	1,118	24,803	6,000	25,000	(1,000)	30,000	31,000	31,000	31,500	31,500
Transfer to Operating Reserve Fund	-	3,625	5,000	-	-	5,000	33,000	33,000	33,000	33,000
Capital Asset Purchase	23,000	6,469	-	-	20,000	20,000	-	-	-	-
<b>TOTAL CAPITAL / RESERVES</b>	<b>24,118</b>	<b>34,897</b>	<b>11,000</b>	<b>25,000</b>	<b>19,000</b>	<b>55,000</b>	<b>64,000</b>	<b>64,000</b>	<b>64,500</b>	<b>64,500</b>
<b>TOTAL COSTS</b>	<b>1,161,470</b>	<b>1,098,513</b>	<b>1,141,042</b>	<b>219,961</b>	<b>36,750</b>	<b>1,397,753</b>	<b>1,423,396</b>	<b>1,454,646</b>	<b>1,571,004</b>	<b>1,518,388</b>
*Percentage Increase over prior year			-1.8%	18.9%	3.2%	20.3%	1.8%	2.2%	8.0%	-3.3%
Labour Recovery	(256,910)	(231,793)	(282,044)	(128,117)	-	(410,161)	(419,366)	(429,213)	(439,099)	(449,355)
Internal Allocations	(212,590)	(212,530)	(218,400)	(55,285)	-	(273,685)	(278,712)	(284,926)	(290,833)	(297,144)
<b>TOTAL RECOVERIES</b>	<b>(469,500)</b>	<b>(444,323)</b>	<b>(500,444)</b>	<b>(183,402)</b>	<b>-</b>	<b>(683,846)</b>	<b>(698,078)</b>	<b>(714,139)</b>	<b>(729,932)</b>	<b>(746,499)</b>
<b>COSTS LESS INTERNAL RECOVERIES</b>	<b>691,970</b>	<b>654,190</b>	<b>640,598</b>	<b>36,559</b>	<b>36,750</b>	<b>713,907</b>	<b>725,318</b>	<b>740,507</b>	<b>841,072</b>	<b>771,889</b>
*Percentage Increase over prior year			-7.4%	5.3%	5.3%	3.2%	1.6%	2.1%	13.6%	-8.2%
<u>FUNDING SOURCES (REVENUE)</u>										
Surplus C/F from 2023 to 2024	-	48,579	-	-	(48,579)	(48,579)	-	-	-	-
Surplus C/F from 2022 to 2023	(64,245)	(64,245)	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	-	-	-	-	-	-	-	-	(85,000)	-
Grants in Lieu of Taxes	(384)	(384)	(390)	-	-	(390)	(400)	(410)	(420)	(430)
Provincial Grant	(5,000)	(12,500)	(5,000)	-	-	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Other Income	(330)	(3,629)	(340)	-	-	(340)	(350)	(360)	(370)	(380)
<b>TOTAL REVENUE</b>	<b>(69,959)</b>	<b>(32,179)</b>	<b>(5,730)</b>	<b>-</b>	<b>(48,579)</b>	<b>(54,309)</b>	<b>(5,750)</b>	<b>(5,770)</b>	<b>(90,790)</b>	<b>(5,810)</b>
<b>REQUISITION</b>	<b>(622,011)</b>	<b>(622,011)</b>	<b>(634,868)</b>	<b>(36,559)</b>	<b>11,829</b>	<b>(659,598)</b>	<b>(719,568)</b>	<b>(734,737)</b>	<b>(750,282)</b>	<b>(766,079)</b>
*Percentage increase over prior year Requisition			2.1%	5.9%	-1.9%	6.0%	9.1%	2.1%	2.1%	2.1%
FTE's	6.0	6.0	6.0	1.0		7.0	7.0	7.0	7.0	7.0

1.111 - Admin Expenditures (SSI) Management Services	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Salaries and Wages	752,094	726,190	776,878	133,795	-	910,673	932,496	954,828	977,676	1,001,056
Allocations	49,591	49,591	62,139	7,282	-	69,421	72,678	74,512	75,375	77,028
Vehicles & Travel	9,500	6,570	9,830	-	-	9,830	10,020	10,220	10,430	10,640
Legal Expenses	5,000	-	10,000	-	-	10,000	10,200	10,400	10,610	10,820
Staff Training, Moving & Dues	15,000	5,492	16,030	-	-	16,030	16,010	16,210	16,410	16,620
Contingency	-	-	-	-	15,640	15,640	-	-	-	-
Operating - Other	125,058	112,458	126,040	3,000	-	129,040	131,610	134,240	151,910	139,650
<b>TOTAL OPERATING COSTS</b>	<b>956,243</b>	<b>900,301</b>	<b>1,000,917</b>	<b>144,077</b>	<b>15,640</b>	<b>1,160,634</b>	<b>1,173,014</b>	<b>1,200,410</b>	<b>1,242,411</b>	<b>1,255,814</b>
*Percentage Increase over prior year			4.7%	15.1%	1.6%	21.4%	1.1%	2.3%	3.5%	1.1%
<u>CAPITAL / RESERVES</u>										
Transfer to Equipment Replacement Fund	-	12,000	-	25,000	-	25,000	25,000	25,000	25,500	25,500
Transfer to Operating Reserve Fund	-	3,625	-	-	-	-	10,000	10,000	10,000	10,000
Transfer to Capital Reserve Fund	-	-	-	-	-	-	-	-	-	-
Capital Asset Purchase	13,000	-	-	-	20,000	20,000	-	-	-	-
<b>TOTAL CAPITAL / RESERVES</b>	<b>13,000</b>	<b>15,625</b>	<b>-</b>	<b>25,000</b>	<b>20,000</b>	<b>45,000</b>	<b>35,000</b>	<b>35,000</b>	<b>35,500</b>	<b>35,500</b>
<b>TOTAL COSTS</b>	<b>969,243</b>	<b>915,926</b>	<b>1,000,917</b>	<b>169,077</b>	<b>35,640</b>	<b>1,205,634</b>	<b>1,208,014</b>	<b>1,235,410</b>	<b>1,277,911</b>	<b>1,291,314</b>
*Percentage Increase over prior year			3.3%	17.4%	3.7%	24.4%	0.2%	2.3%	3.4%	1.0%
Labour Recovery	(256,910)	(231,793)	(282,044)	(128,117)	-	(410,161)	(419,366)	(429,213)	(439,099)	(449,355)
Internal Allocations	(212,590)	(212,530)	(218,400)	(55,285)	-	(273,685)	(278,712)	(284,926)	(290,833)	(297,144)
<b>TOTAL RECOVERIES</b>	<b>(469,500)</b>	<b>(444,323)</b>	<b>(500,444)</b>	<b>(183,402)</b>	<b>-</b>	<b>(683,846)</b>	<b>(698,078)</b>	<b>(714,139)</b>	<b>(729,932)</b>	<b>(746,499)</b>
<b>COSTS LESS INTERNAL RECOVERIES</b>	<b>499,743</b>	<b>471,603</b>	<b>500,473</b>	<b>(14,325)</b>	<b>35,640</b>	<b>521,788</b>	<b>509,936</b>	<b>521,271</b>	<b>547,979</b>	<b>544,815</b>
*Percentage Increase over prior year			0.1%	-2.9%	7.1%	4.4%	-2.3%	2.2%	5.1%	-0.6%
<u>FUNDING SOURCES (REVENUE)</u>										
Surplus c/fwd from 2023 to 2024	-	35,640	-	-	(35,640)	(35,640)	-	-	-	-
Balance c/fwd from 2022 to 2023	(46,502)	(46,502)	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	-	-	-	-	-	-	-	-	(15,000)	-
Grants in Lieu of Taxes	(323)	(323)	(330)	-	-	(330)	(340)	(350)	(360)	(370)
Provincial Grant	-	(7,500)	-	-	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>(46,825)</b>	<b>(18,685)</b>	<b>(330)</b>	<b>-</b>	<b>(35,640)</b>	<b>(35,970)</b>	<b>(340)</b>	<b>(350)</b>	<b>(15,360)</b>	<b>(370)</b>
<b>REQUISITION</b>	<b>(452,918)</b>	<b>(452,918)</b>	<b>(500,143)</b>	<b>14,325</b>	<b>-</b>	<b>(485,818)</b>	<b>(509,596)</b>	<b>(520,921)</b>	<b>(532,619)</b>	<b>(544,445)</b>
*Percentage increase over prior year Requisition			10.4%	-3.2%		7.3%	4.9%	2.2%	2.2%	2.2%
FTE's	5.85	5.85	5.85	1.15		7.0	7.0	7.0	7.0	7.0

**1.111 - Admin Expenditures (SSI)  
Director Admin**

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Salaries & Remunerations	60,134	54,934	62,126	(12,540)	-	49,586	50,580	51,590	52,620	53,670
SSI EA Management Allocation	-	-	-	6,700	-	6,700	6,800	6,950	7,070	7,210
Allocations	11,662	11,662	13,769	(2,420)	-	11,349	11,580	11,810	12,050	12,290
Travel & Training	2,000	-	2,070	-	-	2,070	2,110	2,150	2,190	2,230
Building Rental	7,260	-	-	-	-	-	-	-	-	-
Operating - Other	3,720	8,540	5,590	-	-	5,590	5,670	5,750	5,830	5,910
<b>TOTAL OPERATING COSTS</b>	<b>84,776</b>	<b>75,136</b>	<b>83,555</b>	<b>(8,260)</b>	<b>-</b>	<b>75,295</b>	<b>76,740</b>	<b>78,250</b>	<b>79,760</b>	<b>81,310</b>
*Percentage Increase over prior year			-1.4%	-9.7%		-11.2%	1.9%	2.0%	1.9%	1.9%
<u>CAPITAL / RESERVES</u>										
Transfer to Equipment Replacement Fund	1,118	1,118	1,000	-	(1,000)	-	1,000	1,000	1,000	1,000
Transfer to Feasibility Reserve Fund	-	-	-	-	-	-	-	-	-	-
<b>TOTAL CAPITAL / RESERVES</b>	<b>1,118</b>	<b>1,118</b>	<b>1,000</b>	<b>-</b>	<b>(1,000)</b>	<b>-</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>TOTAL COSTS</b>	<b>85,894</b>	<b>76,254</b>	<b>84,555</b>	<b>(8,260)</b>	<b>(1,000)</b>	<b>75,295</b>	<b>77,740</b>	<b>79,250</b>	<b>80,760</b>	<b>82,310</b>
*Percentage Increase over prior year			-1.6%	-9.6%	-1.2%	-12.3%	3.2%	1.9%	1.9%	1.9%
<u>FUNDING SOURCES (REVENUE)</u>										
Surplus c/fwd from 2023 to 2024	-	12,939	-	-	(12,939)	(12,939)	-	-	-	-
Surplus c/fwd from 2022 to 2023	(1,974)	(1,974)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(61)	(61)	(60)	-	-	(60)	(60)	(60)	(60)	(60)
Other Income	(330)	(3,629)	(340)	-	-	(340)	(350)	(360)	(370)	(380)
<b>TOTAL REVENUE</b>	<b>(2,365)</b>	<b>7,275</b>	<b>(400)</b>	<b>-</b>	<b>(12,939)</b>	<b>(13,339)</b>	<b>(410)</b>	<b>(420)</b>	<b>(430)</b>	<b>(440)</b>
<b>REQUISITION</b>	<b>(83,529)</b>	<b>(83,529)</b>	<b>(84,155)</b>	<b>8,260</b>	<b>13,939</b>	<b>(61,956)</b>	<b>(77,330)</b>	<b>(78,830)</b>	<b>(80,330)</b>	<b>(81,870)</b>
*Percentage increase over prior year			0.7%	-9.9%	-16.7%	-25.8%	24.8%	1.9%	1.9%	1.9%
FTE's	0.15	0.15	0.15	-0.15		0.0	0.0	0.0	0.0	0.0





**CAPITAL REGIONAL DISTRICT**

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

<b>Service I</b>	<b>1.111</b>	<b>Carry</b>						
	<b>SSI Admin. Expenditures</b>	<b>Forward from</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
		<b>2023</b>						

**EXPENDITURE**

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$46,100	\$4,900	\$15,900	\$10,900	\$6,100	\$83,900
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$65,000	\$0	\$0	\$0	\$65,000
	<b>\$0</b>	<b>\$46,100</b>	<b>\$69,900</b>	<b>\$15,900</b>	<b>\$10,900</b>	<b>\$6,100</b>	<b>\$148,900</b>

**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	\$46,100	\$69,900	\$15,900	\$10,900	\$6,100	\$148,900
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$0</b>	<b>\$46,100</b>	<b>\$69,900</b>	<b>\$15,900</b>	<b>\$10,900</b>	<b>\$6,100</b>	<b>\$148,900</b>

**CAPITAL REGIONAL DISTRICT**

Service #:

1.111

Service Name:

SSI Admin. Expenditures

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total
24-01	Replacement	Computer	Computer Replacement - SSI Admin	\$ 43,900	E	ERF	\$ -	\$ 6,100	\$ 4,900	\$ 14,250	\$ 10,900	\$ 6,100	\$ 42,250
24-01	Replacement	Computer	Computer Replacement - Director		E	ERF	\$ -	\$ -	\$ -	\$ 1,650	\$ -	\$ -	\$ 1,650
25-01	New	Vehicle	Electric vehicle	\$ 50,000	V	ERF	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ 65,000
24-02	Replacement	Boardroom Electronic Equipment	Upgrade AV equipment in LCC Board Room (Total costs shared between Management, Director and LCC components)	\$ 40,000	E	ERF	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
													\$ -
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			<b>GRAND TOTAL</b>	<b>\$ 133,900</b>				<b>\$ 46,100</b>	<b>\$ 69,900</b>	<b>\$ 15,900</b>	<b>\$ 10,900</b>	<b>\$ 6,100</b>	<b>\$ 148,900</b>

Service: 1.111 SSI Admin. Expenditures

Project Number	24-01	Capital Project Title	Computer	Capital Project Description	Computer Replacement - SSI Admin
Project Rationale					

Project Number	25-01	Capital Project Title	Vehicle	Capital Project Description	Electric vehicle
Project Rationale					

Project Number	24-02	Capital Project Title	Boardroom Electronic Equipment	Capital Project Description	Upgrade AV equipment in LCC Board Room (Total costs shared between Management, Director and LCC components)
Project Rationale Upgrade AV equipment in LCC Board Room (Total costs shared between Management, Director and LCC components as \$20k/\$10k/\$10k)					

**Admin Expenditures (SSI)  
Reserve Summary Schedule  
2024 - 2028 Financial Plan**

<b>Reserve/Fund Summary</b>						
	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Operating Reserve Fund - Local Community Commission	-	5,000	28,000	51,000	4,000	27,000
Operating Reserve Fund - Management	3,625	3,625	13,625	23,625	18,625	28,625
Equipment Replacement Fund - Management	66,100	65,000	21,750	30,850	45,450	64,850
Equipment Replacement Fund - Director	13,782	3,782	3,132	4,132	5,132	6,132
Equipment Replacement Fund - Local Community Commission	11,685	6,685	11,685	16,685	21,685	26,685
<b>Total</b>	<b>95,192</b>	<b>84,092</b>	<b>78,192</b>	<b>126,292</b>	<b>94,892</b>	<b>153,292</b>

**Reserve Schedule**

**Reserve Fund: 1.111 Admin Expenditures (SSI) - Operating Reserve Fund - Local Community Commission**

Bylaw No. 4584  
Created in 2023

**Reserve Cash Flow**

Fund: Fund Centre:	1500 105558	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		-	-	5,000	28,000	51,000	4,000
Transfer from Ops Budget		-	5,000	23,000	23,000	23,000	23,000
Transfer to Ops Budget		-	-	-	-	(70,000)	-
Interest Income*		-					
<b>Ending Balance \$</b>		<b>-</b>	<b>5,000</b>	<b>28,000</b>	<b>51,000</b>	<b>4,000</b>	<b>27,000</b>

**Assumptions/Background:**

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

**Reserve Schedule**

**Reserve Fund: 1.111 Admin Expenditures (SSI) - Operating Reserve Fund - Management Budget**

Bylaw No. 4584  
Created in 2023

**Reserve Cash Flow**

Fund: Fund Centre:	1500 105559	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		-	3,625	3,625	13,625	23,625	18,625
Transfer from Ops Budget		3,625	-	10,000	10,000	10,000	10,000
Transfer to Ops Budget		-	-	-	-	(15,000)	-
Interest Income*		-					
<b>Ending Balance \$</b>		<b>3,625</b>	<b>3,625</b>	<b>13,625</b>	<b>23,625</b>	<b>18,625</b>	<b>28,625</b>

**Assumptions/Background:**

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

**Reserve Schedule**

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

ERF Group: EASSIMGMT.ERF

**Reserve Cash Flow**

Fund: Fund Centre:	1022 102119	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		72,671	66,100	65,000	21,750	30,850	45,450
Transfer from Ops Budget		12,000	25,000	25,000	25,000	25,500	25,500
Planned Purchase		(19,129)	(26,100)	(68,250)	(15,900)	(10,900)	(6,100)
Interest Income		558					
<b>Ending Balance \$</b>		<b>66,100</b>	<b>65,000</b>	<b>21,750</b>	<b>30,850</b>	<b>45,450</b>	<b>64,850</b>

**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	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Fund Centre:	101837						
Beginning Balance		12,545	13,782	3,782	3,132	4,132	5,132
Transfer from Ops Budget		1,118	-	1,000	1,000	1,000	1,000
Planned Purchase		-	(10,000)	(1,650)	-	-	-
Interest Income		119					
<b>Ending Balance \$</b>		<b>13,782</b>	<b>3,782</b>	<b>3,132</b>	<b>4,132</b>	<b>5,132</b>	<b>6,132</b>

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

**Reserve Schedule**

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

ERF Group: EASSILCC.ERF

**Reserve Cash Flow**

Fund:	1022	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Fund Centre:	102275						
Beginning Balance		-	11,685	6,685	11,685	16,685	21,685
Transfer from Ops Budget		11,685	5,000	5,000	5,000	5,000	5,000
Planned Purchase		-	(10,000)	-	-	-	-
Interest Income		-					
<b>Ending Balance \$</b>		<b>11,685</b>	<b>6,685</b>	<b>11,685</b>	<b>16,685</b>	<b>21,685</b>	<b>26,685</b>

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

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **SSI Building Numbering**

**FINAL BUDGET**

MARCH 2024

**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	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Building Inspection	9,370	9,370	9,690	-	-	9,690	9,890	10,080	10,290	10,490
Allocations	479	479	493	-	-	493	503	513	524	534
Other Operating Expenses	20	119	20	-	-	20	35	40	40	40
<b>TOTAL COSTS</b>	<b>9,869</b>	<b>9,968</b>	<b>10,203</b>	-	-	<b>10,203</b>	<b>10,428</b>	<b>10,633</b>	<b>10,854</b>	<b>11,064</b>
*Percentage Increase over prior year			3.4%			3.4%	2.2%	2.0%	2.1%	1.9%
<u>FUNDING SOURCES (REVENUE)</u>										
Deficit c/fwd from 2023 to 2024	-	(82)	82	-	-	82	-	-	-	-
Deficit c/fwd from 2022 to 2023	22	22	-	-	-	-	-	-	-	-
Other Revenue	(20)	(37)	(20)	-	-	(20)	(20)	(20)	(20)	(20)
<b>TOTAL REVENUE</b>	<b>2</b>	<b>(97)</b>	<b>62</b>	-	-	<b>62</b>	<b>(20)</b>	<b>(20)</b>	<b>(20)</b>	<b>(20)</b>
<b>REQUISITION</b>	<b>(9,871)</b>	<b>(9,871)</b>	<b>(10,265)</b>	-	-	<b>(10,265)</b>	<b>(10,408)</b>	<b>(10,613)</b>	<b>(10,834)</b>	<b>(11,044)</b>
*Percentage increase over prior year Requisition			4.0%			4.0%	1.4%	2.0%	2.1%	1.9%

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **SSI Emergency Program**

**FINAL BUDGET**

MARCH 2024

**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	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2024		TOTAL	2025	2026	2027	2028
				ONGOING	ONE-TIME					
<u>OPERATING COSTS</u>										
Travel Expense	1,500	1,500	1,500	-	-	1,500	1,530	1,560	1,590	1,620
Contract for Services	93,878	69,318	52,100	-	-	52,100	53,140	54,200	55,280	56,390
Neighbourhood Program	3,070	920	-	-	-	-	-	-	-	-
Emergency Social Services	300	-	-	-	-	-	-	-	-	-
Building Rent	14,000	12,250	14,000	-	-	14,000	14,000	14,000	14,000	14,000
Staff Training & Development	2,200	1,000	2,000	-	-	2,000	2,040	2,080	2,120	2,160
Supplies	5,472	11,300	5,900	-	-	5,900	6,020	6,140	6,260	6,390
Allocations	6,505	6,505	7,146	-	-	7,146	7,289	7,435	7,584	7,735
Other Operating Expenses	16,002	31,912	51,535	-	-	51,535	52,610	53,710	54,820	55,940
<b>TOTAL OPERATING COSTS</b>	<b>142,927</b>	<b>134,705</b>	<b>134,181</b>	-	-	<b>134,181</b>	<b>136,629</b>	<b>139,125</b>	<b>141,654</b>	<b>144,235</b>
*Percentage Increase over prior year			-6.1%			-6.1%	1.8%	1.8%	1.8%	1.8%
<u>CAPITAL / RESERVES</u>										
Equipment Purchases	-	-	-	-	10,000	10,000	-	-	-	-
Transfer to Operating Reserve Fund	-	8,322	-	-	-	-	-	-	-	-
<b>TOTAL CAPITAL / RESERVES</b>	<b>-</b>	<b>8,322</b>	<b>-</b>	-	<b>10,000</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL COSTS</b>	<b>142,927</b>	<b>143,027</b>	<b>134,181</b>	-	<b>10,000</b>	<b>144,181</b>	<b>136,629</b>	<b>139,125</b>	<b>141,654</b>	<b>144,235</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve	(15,987)	(15,987)	(3,811)	-	(10,000)	(13,811)	(3,666)	(3,507)	(3,327)	(3,145)
Grants in Lieu of Taxes	(95)	(95)	(100)	-	-	(100)	(90)	(90)	(90)	(90)
Revenue - Other	(100)	(200)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
						-				
<b>TOTAL REVENUE</b>	<b>(16,182)</b>	<b>(16,282)</b>	<b>(4,011)</b>	-	<b>(10,000)</b>	<b>(14,011)</b>	<b>(3,856)</b>	<b>(3,697)</b>	<b>(3,517)</b>	<b>(3,335)</b>
<b>REQUISITION</b>	<b>(126,745)</b>	<b>(126,745)</b>	<b>(130,170)</b>	-	-	<b>(130,170)</b>	<b>(132,773)</b>	<b>(135,428)</b>	<b>(138,137)</b>	<b>(140,900)</b>
*Percentage increase over prior year Requisition			2.7%			2.7%	2.0%	2.0%	2.0%	2.0%





**CAPITAL REGIONAL DISTRICT**

**5 YEAR CAPITAL PLAN**

2024 - 2028

Service #: 1.371

Service Name: SSI Emergency Program

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total auto-populates
24-01	New	EOC upgrades	Upgrades to electrical and IT in new EOC location	\$ 20,000	E	Res	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
			GRAND TOTAL	\$ 20,000			\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000

Service: **1.371** **SSI Emergency Program**

Project Number	24-01	Capital Project Title	EOC upgrades	Capital Project Description	Upgrades to electrical and IT in new EOC location
Project Rationale					

SSI Emergency Program  
 Reserve Summary Schedule  
 2024 - 2028 Financial Plan

**Reserve/Fund Summary**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Capital Reserve Fund	33,426	13,426	13,426	13,426	13,426	13,426
Operating Reserve Fund	66,733	52,922	49,256	45,749	42,422	39,277
Equipment Replacement Fund	11,295	11,295	11,295	11,295	11,295	11,295
<b>Total</b>	<b>111,454</b>	<b>77,643</b>	<b>73,977</b>	<b>70,470</b>	<b>67,143</b>	<b>63,998</b>

## 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	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		43,760	33,426	13,426	13,426	13,426	13,426
Transfer from Ops Budget		-	-	-	-	-	-
Expenditures		(12,004)	(20,000)	-	-	-	-
Interest Income*		1,671					
<b>Ending Balance \$</b>		<b>33,426</b>	<b>13,426</b>	<b>13,426</b>	<b>13,426</b>	<b>13,426</b>	<b>13,426</b>

#### **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: 1.371 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:	1500	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Fund Centre:	105402						
Beginning Balance		72,341	66,733	52,922	49,256	45,749	42,422
Transfer from Ops Budget		7,081	-	-	-	-	-
Transfer to Ops Budget		(15,987)	(13,811)	(3,666)	(3,507)	(3,327)	(3,145)
Interest Income*		3,299					
<b>Ending Balance \$</b>		<b>66,733</b>	<b>52,922</b>	<b>49,256</b>	<b>45,749</b>	<b>42,422</b>	<b>39,277</b>

#### **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: 1.371 SSI Emergency Program - Equipment Replacement Fund**

ERF Group: SSIEMERG.ERF

**Reserve Cash Flow**

Fund:	1022	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Fund Centre:	101437						
Beginning Balance		12,044	11,295	11,295	11,295	11,295	11,295
Transfer from Ops Budget		-	-	-	-	-	-
Expenditures		(851)					
Interest Income		103					
<b>Ending Balance \$</b>		<b>11,295</b>	<b>11,295</b>	<b>11,295</b>	<b>11,295</b>	<b>11,295</b>	<b>11,295</b>

**Assumptions/Background:**

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Storm Water Quality Management (SSI)**

**FINAL BUDGET**

MARCH 2024



**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 \$51,975.

**FUNDING:**

Requisition

1.535 - Storm Water Quality Management (SSI)	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Contract for Services & Consulting	30,000	-	-	-	30,000	30,000	-	-	-	-
Allocations	13,105	4,041	10,864	-	-	10,864	11,031	11,229	11,419	11,620
Other Operating Expenses	14,171	14,339	15,170	-	10,000	25,170	15,170	15,170	15,170	15,170
<b>TOTAL OPERATING COSTS</b>	<b>57,276</b>	<b>18,380</b>	<b>26,034</b>	<b>-</b>	<b>40,000</b>	<b>66,034</b>	<b>26,201</b>	<b>26,399</b>	<b>26,589</b>	<b>26,790</b>
*Percentage Increase over prior year			-54.5%		69.8%	15.3%	-60.3%	0.8%	0.7%	0.8%
<u>CAPITAL/RESERVE</u>										
Transfer to Operating Reserve Fund	-	9,385	-	-	-	-	-	-	-	-
<b>TOTAL COSTS</b>	<b>57,276</b>	<b>27,765</b>	<b>26,034</b>	<b>-</b>	<b>40,000</b>	<b>66,034</b>	<b>26,201</b>	<b>26,399</b>	<b>26,589</b>	<b>26,790</b>
*Percentage Increase over prior year			-54.5%		69.8%	15.3%	-60.3%	0.8%	0.7%	0.8%
<u>FUNDING SOURCES (REVENUE)</u>										
Surplus CFW from 2023 to 2024	-	30,000	-	-	(30,000)	(30,000)	-	-	-	-
Transfer from Operating Reserve Fund	(33,467)	(33,467)	(1,394)	-	(10,000)	(11,394)	(1,071)	(769)	(449)	(130)
Grants in Lieu of Taxes	(21)	(21)	(20)	-	-	(20)	(20)	(20)	(20)	(20)
Other Revenue	(10)	(499)	(10)	-	-	(10)	(10)	(10)	(10)	(10)
<b>TOTAL REVENUE</b>	<b>(33,498)</b>	<b>(3,987)</b>	<b>(1,424)</b>	<b>-</b>	<b>(40,000)</b>	<b>(41,424)</b>	<b>(1,101)</b>	<b>(799)</b>	<b>(479)</b>	<b>(160)</b>
<b>REQUISITION</b>	<b>(23,778)</b>	<b>(23,778)</b>	<b>(24,610)</b>	<b>-</b>	<b>-</b>	<b>(24,610)</b>	<b>(25,100)</b>	<b>(25,600)</b>	<b>(26,110)</b>	<b>(26,630)</b>
*Percentage increase over prior year Requisition			3.5%			3.5%	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: Fund Centre:	1500 105529	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		77,945	57,227	45,833	44,762	43,993	43,544
Transfer from Ops Budget		9,385	-	-	-	-	-
Transfer to Ops Budget		(33,467)	(11,394)	(1,071)	(769)	(449)	(130)
Interest Income*		3,363					
<b>Ending Balance \$</b>		<b>57,227</b>	<b>45,833</b>	<b>44,762</b>	<b>43,993</b>	<b>43,544</b>	<b>43,414</b>

#### Assumptions/Background:

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

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Emergency Comm - CREST (SSI)**

#### **FINAL BUDGET**

MARCH 2024

**Service: 1.925 SSI Emergency Comm. - CREST**

**Committee: Planning and Protective Services**

**DEFINITION:**

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

**PARTICIPATION:**

The Electoral Area of Salt Spring Island.

**MAXIMUM LEVY:**

None stated.

**FUNDING:**

Requisition

1.925 - Emergency Comm - CREST (SSI)	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Payments to CREST	141,855	141,855	147,460	-	-	147,460	150,410	153,420	156,490	159,620
Allocations	2,868	2,868	2,902	-	-	2,902	2,961	3,020	3,080	3,142
Other Operating Expenses	400	1,314	500	-	-	500	500	500	500	500
<b>TOTAL COSTS</b>	<b>145,123</b>	<b>146,037</b>	<b>150,862</b>	<b>-</b>	<b>-</b>	<b>150,862</b>	<b>153,871</b>	<b>156,940</b>	<b>160,070</b>	<b>163,262</b>
*Percentage Increase over prior year			4.0%			4.0%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2023 to 2024	-	(116)	116	-	-	116	-	-	-	-
Balance c/fwd from 2022 to 2023	(292)	(292)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(50)	(848)	(50)	-	-	(50)	(50)	(50)	(50)	(50)
Revenue-Other	(106)	(106)	(110)	-	-	(110)	(110)	(110)	(110)	(110)
<b>TOTAL REVENUE</b>	<b>(448)</b>	<b>(1,362)</b>	<b>(44)</b>	<b>-</b>	<b>-</b>	<b>(44)</b>	<b>(160)</b>	<b>(160)</b>	<b>(160)</b>	<b>(160)</b>
<b>REQUISITION</b>	<b>(144,675)</b>	<b>(144,675)</b>	<b>(150,818)</b>	<b>-</b>	<b>-</b>	<b>(150,818)</b>	<b>(153,711)</b>	<b>(156,780)</b>	<b>(159,910)</b>	<b>(163,102)</b>
*Percentage increase over prior year Requisition			4.2%			4.2%	1.9%	2.0%	2.0%	2.0%

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Highland Water System (SSI)**

**FINAL BUDGET**

MARCH 2024

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 \$1,079,601.

**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

**COMMISSION:**

Fernwood and Highland Water Service Commission- Bylaw 4371 (Dec. 09, 2020)

**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) - Debt Only**

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Allocations	43	43	27	-	-	27	27	28	28	-
<b>TOTAL OPERATING COSTS</b>	<b>43</b>	<b>43</b>	<b>27</b>	<b>-</b>	<b>-</b>	<b>27</b>	<b>27</b>	<b>28</b>	<b>28</b>	<b>-</b>
*Percentage Increase over prior year						-37.2%	0.0%	3.7%	0.0%	NA
<u>DEBT</u>										
MFA Debt Principal	21,138	21,138	21,138	-	-	21,138	8,653	8,653	8,653	-
MFA Debt Interest	10,733	10,733	10,733	-	-	10,733	5,108	5,108	2,554	-
MFA Debt Reserve Fund	90	172	90	-	-	90	90	90	90	-
<b>TOTAL DEBT</b>	<b>31,961</b>	<b>32,043</b>	<b>31,961</b>	<b>-</b>	<b>-</b>	<b>31,961</b>	<b>13,851</b>	<b>13,851</b>	<b>11,297</b>	<b>-</b>
<b>TOTAL COSTS</b>	<b>32,004</b>	<b>32,086</b>	<b>31,988</b>	<b>-</b>	<b>-</b>	<b>31,988</b>	<b>13,878</b>	<b>13,879</b>	<b>11,325</b>	<b>-</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Surplus c/fwd from 2023 to 2024	-	172	(172)	-	-	(172)	-	-	-	-
Surplus c/fwd from 2022 to 2023	(119)	(119)	-	-	-	-	-	-	-	-
Other Income	(90)	(344)	(90)	-	-	(90)	(90)	(90)	(90)	-
<b>TOTAL REVENUE</b>	<b>(209)</b>	<b>(291)</b>	<b>(262)</b>	<b>-</b>	<b>-</b>	<b>(262)</b>	<b>(90)</b>	<b>(90)</b>	<b>(90)</b>	<b>-</b>
<b>REQUISITION - PARCEL TAX</b>	<b>(31,795)</b>	<b>(31,795)</b>	<b>(31,726)</b>	<b>-</b>	<b>-</b>	<b>(31,726)</b>	<b>(13,788)</b>	<b>(13,789)</b>	<b>(11,235)</b>	<b>-</b>
*Percentage increase over prior year Requisition						-0.2%	-56.5%	0.0%	-18.5%	NA



**CAPITAL REGIONAL DISTRICT**

**5 YEAR CAPITAL PLAN**

7071 - 7078

Service #: 2.620

Service Name: Highland Water (SSI)

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total auto-populates
16-01	Renewal	Infrastructure Upgrades (Valve Distribution)	Middle and Upper Reservoir Repairs	\$ 122,442	\$	Cap	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
													\$ -
													\$ -
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			<b>GRAND TOTAL</b>	<b>\$ 122,442</b>			<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000.00</b>

Service:

2.620

Highland Water (SSI)

Project Number

16-01

Capital Project Title

Infrastructure Upgrades (Valve Distribution)

Capital Project Description

Middle and 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**

## **2024 Budget**

### **Highland/Fernwood Water (SSI)**

**FINAL BUDGET**

MARCH 2024

**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 \$731,363.

**COMMISSION:**

Fernwood and Highland Water Service Commission - Bylaw 4371 (Dec. 09, 2020)

**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:

- 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)**

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Sludge Hauling Contract	9,610	7,200	9,950	-	-	9,950	10,150	10,350	10,560	10,770
Waste Sludge Disposal	14,940	11,900	15,460	-	-	15,460	15,770	16,090	16,410	16,740
Repairs & Maintenance	29,120	30,800	9,440	-	20,000	29,440	9,630	9,820	10,010	10,210
Allocations	21,803	21,803	24,436	-	-	24,436	24,908	25,405	25,908	26,420
Water Testing	14,015	13,170	19,750	-	-	19,750	20,148	20,550	20,966	21,386
Electricity	21,420	21,600	22,000	-	-	22,000	22,440	22,890	23,350	23,820
Supplies	23,860	24,010	24,700	-	-	24,700	25,190	25,680	26,180	26,690
Labour Charges	195,460	201,500	212,906	-	-	212,906	217,174	221,530	225,972	230,505
Other Operating Expenses	18,906	16,040	19,370	-	-	19,370	19,820	20,290	20,780	21,290
<b>TOTAL OPERATING COSTS</b>	<b>349,134</b>	<b>348,023</b>	<b>358,012</b>	<b>-</b>	<b>20,000</b>	<b>378,012</b>	<b>365,230</b>	<b>372,605</b>	<b>380,136</b>	<b>387,831</b>
*Percentage Increase over prior year			2.5%		5.7%	8.3%	-3.4%	2.0%	2.0%	2.0%
<u>DEBT / RESERVES</u>										
Transfer to Capital Reserve Fund	75,000	67,611	76,076	-	-	76,076	65,665	53,095	54,355	18,080
Transfer to Operating Reserve Fund	88,000	68,000	65,000	-	-	65,000	29,000	27,000	27,670	10,000
MFA Debt Principal	26,841	26,841	26,841	-	-	26,841	49,971	97,980	166,143	233,659
MFA Debt Interest	7,350	7,350	17,393	-	-	17,393	67,893	169,320	311,556	426,151
MFA Debt Reserve Fund	110	110	9,280	-	-	9,280	19,100	37,650	26,650	26,650
<b>TOTAL DEBT / RESERVES</b>	<b>197,301</b>	<b>169,912</b>	<b>194,590</b>	<b>-</b>	<b>-</b>	<b>194,590</b>	<b>231,629</b>	<b>385,045</b>	<b>586,374</b>	<b>714,540</b>
<b>TOTAL COSTS</b>	<b>546,435</b>	<b>517,935</b>	<b>552,602</b>	<b>-</b>	<b>20,000</b>	<b>572,602</b>	<b>596,859</b>	<b>757,650</b>	<b>966,510</b>	<b>1,102,371</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(20,000)	-	-	-	(20,000)	(20,000)	-	-	-	-
Sales - Water	(60,000)	(51,000)	(60,000)	-	-	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)
User Charges	(390,685)	(390,685)	(414,032)	-	-	(414,032)	(451,289)	(586,680)	(762,680)	(877,081)
Other Revenue	(750)	(1,250)	(940)	-	-	(940)	(950)	(960)	(820)	(830)
<b>TOTAL REVENUE</b>	<b>(471,435)</b>	<b>(442,935)</b>	<b>(474,972)</b>	<b>-</b>	<b>(20,000)</b>	<b>(494,972)</b>	<b>(512,239)</b>	<b>(647,640)</b>	<b>(823,500)</b>	<b>(937,911)</b>
<b>REQUISITION - PARCEL TAX</b>	<b>(75,000)</b>	<b>(75,000)</b>	<b>(77,630)</b>	<b>-</b>	<b>-</b>	<b>(77,630)</b>	<b>(84,620)</b>	<b>(110,010)</b>	<b>(143,010)</b>	<b>(164,460)</b>
*Percentage increase over prior year										
Sales			0.0%			0.0%	0.0%	0.0%	0.0%	0.0%
User Fee			6.0%			6.0%	9.0%	30.0%	30.0%	15.0%
Requisition			3.5%			3.5%	9.0%	30.0%	30.0%	15.0%
<b>Combined</b>			<b>4.9%</b>			<b>4.9%</b>	<b>8.0%</b>	<b>27.0%</b>	<b>27.6%</b>	<b>14.1%</b>

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

Service No.	2.621 Highland & Fernwood Water (SSI)	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
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**EXPENDITURE**

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$290,000	\$1,028,500	\$1,981,500	\$3,750,000	\$2,750,000	\$2,665,000	\$2,665,000	\$12,175,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$290,000</b>	<b>\$1,028,500</b>	<b>\$1,981,500</b>	<b>\$3,750,000</b>	<b>\$2,750,000</b>	<b>\$2,665,000</b>	<b>\$2,665,000</b>	<b>\$12,175,000</b>

**SOURCE OF FUNDS**

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt (New Debt Only)	\$240,000	\$913,000	\$1,895,000	\$3,750,000	\$2,665,000	\$2,665,000	\$2,665,000	\$11,888,000
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$40,000	\$0	\$0	\$40,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$50,000	\$115,500	\$86,500	\$0	\$45,000	\$0	\$0	\$247,000
	<b>\$290,000</b>	<b>\$1,028,500</b>	<b>\$1,981,500</b>	<b>\$3,750,000</b>	<b>\$2,750,000</b>	<b>\$2,665,000</b>	<b>\$2,665,000</b>	<b>\$12,175,000</b>



CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #:

2.621

Service Na

Highland & Fernwood Water (SSI)

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total auto-populates
19-05	New	Referendum or Alternative Approval Process - Funding for Future Projects	Undertake a referendum or AAP to borrow funds to carry out the intake, DAF, back up power and upper reservoir projects.	\$ 40,000	S	Res	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
21-01	New	Public Engagement for Future Projects	Public engagement for the intake, DAF, back up power and upper reservoir projects.	\$ 10,000	S	Res	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
22-01	New	Back up Power	Design and Construction of back up power system. Includes CRD project management.	\$ 470,000	S	Debt	\$ 240,000	\$ 470,000	\$ -	\$ -	\$ -	\$ -	\$ 470,000
21-03	New	Highland Upper Reservoir Replacement	Construction to replace existing leaking upper reservoir. Includes CRD project management.	\$ 1,330,000	S	Debt	\$ -	\$ 1,330,000	\$ -	\$ -	\$ -	\$ -	\$ 1,330,000
21-04	New	Water main AC replacement strategy and preliminary design	Conduct water main replacement assessment and develop a phased replacement strategy (13 km)	\$ 115,000	S	Debt	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000
21-04	New	Water main AC replacement strategy and preliminary design	CRD Project Management		S	Res	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ 15,000
21-05	New	Water Main AC replacement detailed design	Water Main AC replacement detailed design. Includes CRD project management.	\$ 230,000	S	Debt	\$ -	\$ -	\$ 230,000	\$ -	\$ -	\$ -	\$ 230,000
23-01	New	Phased program of AC Water main replacement	Engineering and construction of replacement/renewal of failing water main for high priority areas (\$1000/m over 5 years). Includes construction services and CRD project management.	\$ 13,000,000	S	Debt	\$ -	\$ -	\$ -	\$ 2,665,000	\$ 2,665,000	\$ 2,665,000	\$ 7,995,000
24-01	New	Fernwood PS Hazard Assess and Demolition	Assessment of hazard and demolition. Includes CRD project management.	\$ 60,000	S	Res	\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ 60,000
25-01	New	Fence installation around storage reservoirs	Install fencing around all reservoirs and WTP. Includes CRD project management.	\$ 140,000	S	Debt	\$ -	\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ 140,000
23-07	Renewal	WTP SCADA Upgrades - WTP Communications and Control Upgrades	To upgrade RTU programming software to Workbench. Replace the RTU and PLC controller due to age and criticality to current CRD I/O standards. At end of life for SCADAPAC 357e Series PLCs and add equipment feedback wiring to monitor valve position, motor speed etc. Includes CRD project management.	\$ 220,000	S	Debt	\$ -	\$ 220,000	\$ -	\$ -	\$ -	\$ -	\$ 220,000
24-02	New	Highlands Middle Reservoir Repair	Install new manway in Reservoir, replace temporary piping with permanent, possible power line relocation.	\$ 115,000	S	Debt	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
24-02	New	Highlands Middle Reservoir Repair	CRD Project Management		S	Res	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
24-03	New	WTP driveway improvements	Gravel portion of driveway requires regular maintenance to provide safe access buildings. Upgrade driveway to asphalt or concrete. Includes CRD project management.	\$ 35,000	S	Debt	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000
24-04	Replacement	WTP Bring safety chain to specification.	Removable chain requires replacement with a code compliant removable portion of pipe railing. Retrofit with removable railing. Includes CRD project management.	\$ 13,000	S	Res	\$ -	\$ 13,000	\$ -	\$ -	\$ -	\$ -	\$ 13,000
24-05	Replacement	Fernwood Reservoir 1. Repair roof top railing and check for building code compliance and replace or repair	Code compliance/replacement and ladder enclosure and upper railing are rusting and require assessment. Includes CRD project management.	\$ 15,500	S	Res	\$ -	\$ 15,500	\$ -	\$ -	\$ -	\$ -	\$ 15,500
24-06	New	Critical Spares; Chlorine pump and coagulant pump	Purchase spares. Includes CRD project management.	\$ 12,000	S	Res	\$ -	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ 12,000
24-07	New	Install support for lifting apparatus over DAF system.	Support for a lifting apparatus is required at ceiling level to lift the 80lb lid for the Saturator as well as for confined space entry apparatus	\$ 65,000	S	Debt	\$ -	\$ 55,000	\$ -	\$ -	\$ -	\$ -	\$ 55,000
24-07	New	Install support for lifting apparatus over DAF system.	CRD Project Management		S	Res	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
24-08	Replacement	WTP. replace Mitronics FLT Ultrasonic Probe	Mitronics unit not supported replace with Siemens. Includes CRD project management.	\$ 11,500	S	Res	\$ -	\$ -	\$ 11,500	\$ -	\$ -	\$ -	\$ 11,500
24-09	New	Addition of another tank is required for backwashing of two filters	Rinse water tank currently allows only one filter backwash at a time due to its size. Includes CRD project management.	\$ 16,000	S	Debt	\$ -	\$ 16,000	\$ -	\$ -	\$ -	\$ -	\$ 16,000
24-10	New	Replace or re-line Middle Reservoir - Design	Middle Reservoir is leaking and needs a new liner or to be replaced. Includes CRD project management.	\$ 95,000	S	Debt	\$ -	\$ -	\$ 95,000	\$ -	\$ -	\$ -	\$ 95,000
24-11	New	Replace or re-line Middle Reservoir - Construction	Replace or re-line Middle Reservoir - Construction. Includes construction services and CRD project management.	\$ 1,085,000	S	Debt	\$ -	\$ -	\$ -	\$ 1,085,000	\$ -	\$ -	\$ 1,085,000
24-12	New	Replace Upper Reservoir Pumphouse - Design and Construction	Replace Upper Reservoir Pumphouse - Design. Includes construction and CRD project management.	\$ 35,000	S	Res	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ 35,000
24-13	New	Install Strainer upstream of North End Road PRV	Install Strainer upstream of North End Road PRV. Includes CRD project management.	\$ 17,000	S	Debt	\$ -	\$ 17,000	\$ -	\$ -	\$ -	\$ -	\$ 17,000
27-01	Study	Update Asset Management Plan	Revise McElhanney Condition Assessment to SAMP.	\$ 50,000	S	Grant	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ 40,000
27-01	Study	Update Asset Management Plan	CRD Project Management		S	Res	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000
													\$ -
			<b>GRAND TOTAL</b>	<b>\$ 17,180,000</b>			<b>\$ 290,000</b>	<b>\$ 1,028,500</b>	<b>\$ 1,981,500</b>	<b>\$ 3,750,000</b>	<b>\$ 2,750,000</b>	<b>\$ 2,665,000</b>	<b>\$ 12,175,000</b>

Service: **2.621 Highland & Fernwood Water (SSI)**

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

<b>Project Number</b>	21-01	<b>Capital Project Title</b>	Public Engagement for Future Projects	<b>Capital Project Description</b>	Public engagement for the intake, DAF, back up power and upper reservoir projects.
<b>Project Rationale</b>	Public engagement for the intake and upper reservoir projects.				

<b>Project Number</b>	22-01	<b>Capital Project Title</b>	Back up Power	<b>Capital Project Description</b>	Design and Construction of back up power system. Includes CRD project management.
<b>Project Rationale</b>	Design and construction of a backup power system needed in the event of a power failure to continue to provide water to the community.				

<b>Project Number</b>	21-03	<b>Capital Project Title</b>	Highland Upper Reservoir Replacement	<b>Capital Project Description</b>	Construction to replace existing leaking upper reservoir. Includes CRD project management.
<b>Project Rationale</b>	Upper reservoir is leaking and wasting water. Needs to be replaced.				

Service: 2.621 Highland & Fernwood Water (SSI)

<b>Project Number</b>	21-04	<b>Capital Project Title</b>	Water main AC replacement strategy and preliminary design	<b>Capital Project Description</b>	Conduct water main replacement assessment and develop a phased replacement strategy (13 km).
<b>Project Rationale</b>	The asbestos cement 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.				

<b>Project Number</b>	21-05	<b>Capital Project Title</b>	Water Main AC replacement detailed design	<b>Capital Project Description</b>	Water Main AC replacement detailed design. Includes CRD project management.
<b>Project Rationale</b>					

<b>Project Number</b>	23-01	<b>Capital Project Title</b>	Phased program of AC Water main replacement	<b>Capital Project Description</b>	Engineering and construction of replacement/renewal of failing water main for high priority areas (\$1000/m over 5 years). Includes construction services and CRD project management.
<b>Project Rationale</b>	The asbestos cement water main system needs to be replaced. This project is for the engineering and construction of replacement/renewal of failing water main for high priority areas (\$1000/meter over 10 years).				

<b>Project Number</b>	24-01	<b>Capital Project Title</b>	Fernwood PS Hazard Assess and Demolition	<b>Capital Project Description</b>	Assessment of hazard and demolition. Includes CRD project management.
<b>Project Rationale</b>	This project will assess the hazards and demolish the obsolete Fernwood Pump Station.				

Service: 2.621 Highland & Fernwood Water (SSI)

Project Number 25-01

Capital Project Title Fence installation around storage reservoirs

Capital Project Description Install fencing around all reservoirs and WTP. Includes CRD project management.

Project Rationale This fence is required for community safety (child access etc.) and security of the asset (vandalism).

Project Number 23-07

Capital Project Title WTP SCADA Upgrades - WTP Communications and Control Upgrades

Capital Project Description To upgrade RTU programming software to Workbench. Replace the RTU and PLC controller due to age and criticality to current CRD I/O standards. At end of life for SCADAPAC 357e Series PLCs and add equipment feedback wiring to monitor valve position, motor speed etc. Includes CRD project management.

Project Rationale Various improvements identified in the AMP and by Operations including upgrade RTU programming software to Workbench. Replace the RTU and PLC controller due to age and criticality to current CRD I/O standards.

Project Number 24-02

Capital Project Title Highlands Middle Reservoir Repair

Capital Project Description Install new manway in Reservoir, replace temporary piping with permanent, possible power line relocation.

Project Rationale

Project Number 24-03

Capital Project Title WTP driveway improvements

Capital Project Description Gravel portion of driveway requires regular maintenance to provide safe access to buildings. Upgrade driveway to asphalt or concrete. Includes CRD project management.

Project Rationale

Service: 2.621 Highland & Fernwood Water (SSI)

Project Number	24-04	Capital Project Title	WTP Bring safety chain to specification.	Capital Project Description	Removable chain requires replacement with a code compliant removable portion of pipe railing. Retrofit with removable railing. Includes CRD project management.
Project Rationale					

Project Number	24-05	Capital Project Title	Fernwood Reservoir 1. Repair roof top railing and check for building code compliance and replace or repair	Capital Project Description	Code compliance/replacement and ladder enclosure and upper railing are rusting and require assessment. Includes CRD project management.
Project Rationale					

Project Number	24-06	Capital Project Title	Critical Spares; Chlorine pump and coagulant pump	Capital Project Description	Purchase spares. Includes CRD project management.
Project Rationale					

Project Number	24-07	Capital Project Title	Install support for lifting apparatus over DAF system.	Capital Project Description	Support for a lifting apparatus is required at ceiling level to lift the 80lb lid for the Saturator as well as for confined space entry apparatus.
Project Rationale					

Service: **2.621 Highland & Fernwood Water (SSI)**

<b>Project Number</b>	24-08	<b>Capital Project Title</b>	WTP, replace Miltronics FLT Ultrasonic Probe	<b>Capital Project Description</b>	Miltronics unit not supported replace with Siemens. Includes CRD project management.
<b>Project Rationale</b>					

<b>Project Number</b>	24-09	<b>Capital Project Title</b>	Addition of another tank is required for backwashing of two filters in sequence.	<b>Capital Project Description</b>	Rinse water tank currently allows only one filter backwash at a time due to its size. Includes CRD project management.
<b>Project Rationale</b>					

<b>Project Number</b>	24-10	<b>Capital Project Title</b>	Replace or re-line Middle Reservoir - Design	<b>Capital Project Description</b>	Middle Reservoir is leaking and needs a new liner or to be replaced. Includes CRD project management.
<b>Project Rationale</b>					

<b>Project Number</b>	24-11	<b>Capital Project Title</b>	Replace or re-line Middle Reservoir - Construction	<b>Capital Project Description</b>	Replace or re-line Middle Reservoir - Construction. Includes construction services and CRD project management.
<b>Project Rationale</b>					

Service: **2.621 Highland & Fernwood Water (SSI)**

<b>Project Number</b>	24-12	<b>Capital Project Title</b>	Replace Upper Reservoir Pumphouse - Design and Construction	<b>Capital Project Description</b>	Replace Upper Reservoir Pumphouse - Design. Includes construction and CRD project management.
<b>Project Rationale</b>					

<b>Project Number</b>	24-13	<b>Capital Project Title</b>	Install Strainer upstream of North End Road PRV	<b>Capital Project Description</b>	Install Strainer upstream of North End Road PRV. Includes CRD project management.
<b>Project Rationale</b>					

<b>Project Number</b>	27-01	<b>Capital Project Title</b>	Update Asset Management Plan	<b>Capital Project Description</b>	Revise McElhanney Condition Assessment to SAMP.
<b>Project Rationale</b>					

Highland/Fernwood Water (SSI)  
 Reserve Summary Schedule  
 2024 - 2028 Financial Plan

**Reserve/Fund Summary**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Operating Reserve Fund	101,101	146,101	175,101	202,101	229,771	239,771
Capital Reserve Fund	111,444	72,020	51,185	104,280	113,635	131,715
<b>Total</b>	<b>212,545</b>	<b>218,121</b>	<b>226,286</b>	<b>306,381</b>	<b>343,406</b>	<b>371,486</b>



## 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.

## Reserve Cash Flow

Fund: Fund Centre:	1500 105205	Actual	Budget				
		2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>		30,566	101,101	146,101	175,101	202,101	229,771
<b>Transfer from Ops Budget</b>		67,690	65,000	29,000	27,000	27,670	10,000
<b>Expenditures</b>		-	(20,000)	-	-	-	-
Planned Maintenance Activity		Filter media replacement (deferred)	Reservoir cleaning & inspection				
<b>Interest Income*</b>		2,845					
<b>Ending Balance \$</b>		<b>101,101</b>	<b>146,101</b>	<b>175,101</b>	<b>202,101</b>	<b>229,771</b>	<b>239,771</b>

### Assumptions/Background:

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

## Reserve Schedule

### Reserve Fund: 2.621 Highland/Fernwood Water (SSI) - Capital Reserve Fund - Bylaw 3991

For capital repairs, additions and improvements to water system infrastructure

## Reserve Cash Flow

Fund:	1088	Actual	Budget				
Fund Centre:	102156	2023	2024	2025	2026	2027	2028
Beginning Balance		41,340	111,444	72,020	51,185	104,280	113,635
Transfer from Ops Budget		75,000	76,076	65,665	53,095	54,355	18,080
Transfer from Cap Fund		-					
Transfer to Cap Fund		(10,000)	(115,500)	(86,500)	-	(45,000)	-
Interest Income*		5,104					
<b>Ending Balance \$</b>		<b>111,444</b>	<b>72,020</b>	<b>51,185</b>	<b>104,280</b>	<b>113,635</b>	<b>131,715</b>

### Assumptions/Background:

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

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Cedars of Tuam Water (SSI)**

#### **FINAL BUDGET**

MARCH 2024

**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 \$114,177.

**COMMISSION:**

Cedars of Tuam Water Service Commission established by bylaw No 3693 (April 14th, 2010).

**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 - \$9.00 / cubic metre
  - Greater than 38 cubic metres - \$18.00 / 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)	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Repairs & Maintenance	10,570	10,400	580	-	-	580	580	580	580	580
Allocations	3,268	3,268	5,253	-	-	5,253	5,338	5,441	5,545	5,650
Water Testing	2,142	1,960	2,610	-	-	2,610	2,664	2,719	2,775	2,831
Electricity	900	1,020	920	-	-	920	940	960	980	1,000
Supplies	750	830	770	-	-	770	780	790	800	810
Labour Charges	22,110	18,450	24,049	-	-	24,049	24,530	25,023	25,525	26,037
Other Operating Expenses	1,460	1,790	1,800	-	-	1,800	1,830	1,860	1,890	1,920
<b>TOTAL OPERATING COSTS</b>	<b>41,200</b>	<b>37,718</b>	<b>35,982</b>	<b>-</b>	<b>-</b>	<b>35,982</b>	<b>36,662</b>	<b>37,373</b>	<b>38,095</b>	<b>38,828</b>
*Percentage Increase over prior year			-12.7%			-12.7%	1.9%	1.9%	1.9%	1.9%
<u>DEBT / RESERVES</u>										
Transfer to Capital Reserve Fund	6,000	9,978	8,915	-	-	8,915	10,000	6,000	6,000	6,000
Transfer to Operating Reserve Fund	3,500	4,600	3,500	-	-	3,500	3,500	3,000	3,000	3,000
MFA Debt Reserve Fund	920	-	-	-	-	-	8,700	4,650	4,350	-
MFA Debt Principal	-	-	-	-	-	-	-	22,041	33,821	44,842
MFA Debt Interest	1,058	-	-	-	-	-	9,353	42,409	62,081	76,110
<b>TOTAL DEBT / RESERVES</b>	<b>11,478</b>	<b>14,578</b>	<b>12,415</b>	<b>-</b>	<b>-</b>	<b>12,415</b>	<b>31,553</b>	<b>78,100</b>	<b>109,252</b>	<b>129,952</b>
<b>TOTAL COSTS</b>	<b>52,678</b>	<b>52,296</b>	<b>48,397</b>	<b>-</b>	<b>-</b>	<b>48,397</b>	<b>68,215</b>	<b>115,473</b>	<b>147,347</b>	<b>168,780</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(10,000)	(10,000)	-	-	-	-	-	-	-	-
Sales - Water	(9,628)	(9,246)	(9,246)	-	-	(9,246)	(9,246)	(9,246)	(9,246)	(9,246)
User Charges	(33,000)	(33,000)	(39,061)	-	-	(39,061)	(58,879)	(106,137)	(138,011)	(159,444)
Other Revenue	(50)	(50)	(90)	-	-	(90)	(90)	(90)	(90)	(90)
<b>TOTAL REVENUE</b>	<b>(52,678)</b>	<b>(52,296)</b>	<b>(48,397)</b>	<b>-</b>	<b>-</b>	<b>(48,397)</b>	<b>(68,215)</b>	<b>(115,473)</b>	<b>(147,347)</b>	<b>(168,780)</b>
<b>REQUISITION - PARCEL TAX</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
*Percentage increase over prior year										
Sales			-4.0%			-4.0%	0.0%	0.0%	0.0%	0.0%
User Charge			18.4%			18.4%	50.7%	80.3%	30.0%	15.5%
Other			80.0%			80.0%	0.0%	0.0%	0.0%	0.0%
<b>Combined</b>			<b>13.3%</b>			<b>13.4%</b>	<b>41.0%</b>	<b>69.4%</b>	<b>27.6%</b>	<b>14.6%</b>

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

<b>Service No.</b>	<b>2.622</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
	<b>Cedars of Tuam Water (SSI)</b>							

**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	\$5,000	\$55,000	\$885,000	\$465,000	\$460,000	\$0	\$0	\$1,865,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$5,000</b>	<b>\$55,000</b>	<b>\$885,000</b>	<b>\$465,000</b>	<b>\$460,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,865,000</b>

**SOURCE OF FUNDS**

Capital Funds on Hand	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000
Debenture Debt (New Debt Only)	\$0	\$0	\$870,000	\$465,000	\$435,000	\$0	\$0	\$1,770,000
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$42,000	\$0	\$0	\$20,000	\$0	\$0	\$62,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$8,000	\$15,000	\$0	\$5,000	\$0	\$0	\$28,000
	<b>\$5,000</b>	<b>\$55,000</b>	<b>\$885,000</b>	<b>\$465,000</b>	<b>\$460,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,865,000</b>

**CAPITAL REGIONAL DISTRICT**

**5 YEAR CAPITAL PLAN**

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Service #: \_\_\_\_\_ 2.622  
 Service Name: \_\_\_\_\_ Cedars of Tuam Water (SSI)

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5-Year Total auto-populates
18-01	Decommission	Abandon unused wells	Decommission wells.	\$ 5,000	S	Res	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000
21-03	New	Design and construct new well and dist. system	Detailed designs, IHA application, construction documents. Includes construction, construction administration and CRD PM.	\$ 835,000	S	Debt	\$ -	\$ -	\$ 835,000	\$ -	\$ -	\$ -	\$ 835,000
22-02	New	Power generation equipment	Back up power construction (only required if new well does not go ahead).	\$ 35,000	S	Debt	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ 35,000
23-01	New	Electrical Service Replacement	Operations has developed a SOW to replace the failing electrical service, replace baseboard heater with heat tracing, replace fuse switch, Square D Load Centre, wooden electrical mast, well pump cables, replace lighting with LED, install C rated receptacles, install exhaust system. (only required if new well does not go ahead).	\$ 50,000	S	Grant	\$ -	\$ 42,000	\$ -	\$ -	\$ -	\$ -	\$ 42,000
23-01	New	Electrical Service Replacement			S	Res		\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ 8,000
24-02	New	Referendum or Alternative Approval Process - Funding for Future Projects	Seek service area electors approval to fund projects	\$ 10,000	S	Res	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ 10,000
24-03	New	Public Engagement for Future Projects	Undertake a referendum or AAP to borrow funds	\$ 5,000	S	Cap	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000
26-01	New	Analysis and Design of AC pipe replacement	Analysis and Design of AC pipe replacement.	\$ 30,000	S	Debt	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
26-02	New	New pipeline construction	New pipeline construction to replace AC pipe.	\$ 870,000	S	Debt	\$ -	\$ -	\$ -	\$ 435,000	\$ 435,000	\$ -	\$ 870,000
27-01	Study	Update Asset Management Plan	Revise McElhanney Condition Assessment to SAMP.	\$ 25,000	S	Grant	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ 20,000
27-01	Study	Update Asset Management Plan	CRD Project Management		S	Res	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000
													\$ -
													\$ -
<b>GRAND TOTAL</b>				<b>\$ 1,865,000</b>			<b>\$ 5,000</b>	<b>\$ 55,000</b>	<b>\$ 885,000</b>	<b>\$ 465,000</b>	<b>\$ 460,000</b>	<b>\$ -</b>	<b>\$ 1,865,000</b>

Service: 2.622 Cedars of Tuam Water (SSI)

<b>Project Number</b>	18-01	<b>Capital Project Title</b>	Abandon unused wells	<b>Capital Project Description</b>	Decommission wells.
<b>Project Rationale</b>	Abandon unused wells to prevent groundwater contamination.				

<b>Project Number</b>	21-03	<b>Capital Project Title</b>	Design and construct new well and dist. system	<b>Capital Project Description</b>	Detailed designs, IHA application, construction documents. Includes constuction, construction administration and CRD PM.
<b>Project Rationale</b>	Detailed design and construction for new well				

<b>Project Number</b>	22-02	<b>Capital Project Title</b>	Power generation equipment	<b>Capital Project Description</b>	Back up power construction (only required if new well does not go ahead).
<b>Project Rationale</b>	Design of back up power. Project contingent on the the new well project not proceeding.				

<b>Project Number</b>	23-01	<b>Capital Project Title</b>	Electrical Service Replacement	<b>Capital Project Description</b>	Operations has developed a SOW to replace the failing electrical service, replace baseboard heater with heat tracing, replace fuse switch, Square D Load Centre, wooden electrical mast, well pump cables, replace lighting with LED, install CR rated receptacles, install exhaust system. (only required if new well does not go ahead).
<b>Project Rationale</b>	Operations has developed a SOW to replace the failing electrical service, replace baseboard heater with heat tracing, replace fuse switch, Square D Load Centre, wooden electrical mast, well pump cables, replace lighting with LED, install CR rated receptacles, install exhasust system. (only required if new well does not go ahead).				



Service: **2.622** **Cedars of Tuam Water (SSI)**

<b>Project Number</b>	26-01	<b>Capital Project Title</b>	Analysis and Design of AC pipe replacement	<b>Capital Project Description</b>	Analysis and Design of AC pipe replacement.
<b>Project Rationale</b>	New pipeline construction to replace AC pipe. Analysis and investigation - \$20K. CRD PM - \$10K.				

<b>Project Number</b>	26-02	<b>Capital Project Title</b>	New pipeline construction	<b>Capital Project Description</b>	New pipeline construction to replace AC pipe.
<b>Project Rationale</b>					

<b>Project Number</b>	24-03	<b>Capital Project Title</b>	Public Engagement for Future Projects	<b>Capital Project Description</b>	Undertake a referendum or AAP to borrow funds
<b>Project Rationale</b>					

<b>Project Number</b>	27-01	<b>Capital Project Title</b>	Update Asset Management Plan	<b>Capital Project Description</b>	Revise McElhanney Condition Assessment to SAMP.
<b>Project Rationale</b>					

**Cedars of Tuam Water (SSI)  
Reserve Summary Schedule  
2024 - 2028 Finacial Plan**

**Reserve/Fund Summary**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Operating Reserve Fund	2,722	6,222	9,722	12,722	15,722	18,722
Capital Reserve Fund	16,170	17,085	12,085	18,085	19,085	25,085
<b>Total</b>	<b>18,892</b>	<b>23,307</b>	<b>21,807</b>	<b>30,807</b>	<b>34,807</b>	<b>43,807</b>

## 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.

## Reserve Cash Flow

Fund: Fund Centre:	1500 105532	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		7,867	2,722	6,222	9,722	12,722	15,722
Transfer from Op Budget		4,535	3,500	3,500	3,000	3,000	3,000
Transfer to Op Budget		(10,000)	-	-	-	-	-
Planned Maintenance Activity		Reservoir cleaning and inspection					
Interest Income*		320					
<b>Ending Balance \$</b>		<b>2,722</b>	<b>6,222</b>	<b>9,722</b>	<b>12,722</b>	<b>15,722</b>	<b>18,722</b>

### Assumptions/Background:

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

## Reserve Schedule

### Reserve Fund: 2.622 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, construction 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: Fund Centre:	1057 101843	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		7,395	16,170	17,085	12,085	18,085	19,085
Transfer from Ops Budget		8,323	8,915	10,000	6,000	6,000	6,000
Transfer from Cap Fund		-					
Transfer to Cap Fund		-	(8,000)	(15,000)	-	(5,000)	-
Interest Income*		452					
<b>Ending Balance \$</b>		<b>16,170</b>	<b>17,085</b>	<b>12,085</b>	<b>18,085</b>	<b>19,085</b>	<b>25,085</b>

#### **Assumptions/Background:**

Transfer as much as operating budget will allow.

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

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Beddis Water**

#### **FINAL BUDGET**

MARCH 2024

**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 \$428,455.

**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		<b>(\$325,500)</b>	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		<b>(\$300,000)</b>	3.15%
BORROWED: SI Bylaw No. 3910 (July 2013)		<b>(\$70,000)</b>	3.85%
Remaining:		<u>\$30,000</u>	

**COMMISSION:**

Beddis Water Service Commission established by Bylaw No. 3693 (April 14th, 2010)

**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:
    - 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**

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Operations Contracts	23,080	-	-	-	-	-	-	-	-	-
Grit & Waste Sludge Disposal	12,760	10,700	12,210	-	-	12,210	12,460	12,710	12,960	13,220
Repairs & Maintenance	19,940	28,000	6,150	-	-	6,150	6,270	6,390	6,520	6,650
Allocations	12,520	12,520	15,147	-	-	15,147	15,436	15,750	16,067	16,391
Water Testing	10,241	8,920	11,750	-	-	11,750	11,984	12,228	12,474	12,723
Electricity	12,000	10,900	11,200	-	-	11,200	11,420	11,650	11,880	12,120
Supplies	11,080	16,200	11,470	-	-	11,470	11,700	11,930	12,160	12,400
Labour Charges	77,940	95,000	106,640	-	-	106,640	108,778	110,962	113,188	115,460
Other Operating Expenses	11,480	9,120	12,310	-	-	12,310	12,590	12,880	13,180	13,500
<b>TOTAL OPERATING COSTS</b>	<b>191,041</b>	<b>191,360</b>	<b>186,877</b>	<b>-</b>	<b>-</b>	<b>186,877</b>	<b>190,638</b>	<b>194,500</b>	<b>198,429</b>	<b>202,464</b>
*Percentage Increase over prior year			-2.2%			-2.2%	2.0%	2.0%	2.0%	2.0%
<u>DEBT / RESERVES</u>										
Transfer to Operating Reserve Fund	7,830	7,830	11,910	-	-	11,910	10,000	9,000	9,000	9,000
Transfer to Capital Reserve Fund	60,000	56,528	88,000	-	-	88,000	115,390	121,000	127,600	13,437
MFA Debt Reserve Fund	70	70	3,400	-	-	3,400	15,820	3,050	31,200	27,800
MFA Debt Principal	30,817	30,817	-	-	-	-	8,614	48,693	56,420	135,463
MFA Debt Interest	7,420	7,420	3,740	-	-	3,740	31,967	86,265	129,641	260,146
<b>TOTAL DEBT / RESERVES</b>	<b>106,137</b>	<b>102,665</b>	<b>107,050</b>	<b>-</b>	<b>-</b>	<b>107,050</b>	<b>181,791</b>	<b>268,008</b>	<b>353,861</b>	<b>445,846</b>
<b>TOTAL COSTS</b>	<b>297,178</b>	<b>294,025</b>	<b>293,927</b>	<b>-</b>	<b>-</b>	<b>293,927</b>	<b>372,429</b>	<b>462,508</b>	<b>552,290</b>	<b>648,310</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(14,000)	(14,000)	-	-	-	-	-	-	-	-
Sales - Water	(72,000)	(65,000)	(68,000)	-	-	(68,000)	(72,000)	(72,000)	(72,000)	(72,000)
User Charges	(130,690)	(130,690)	(139,837)	-	-	(139,837)	(185,979)	(241,768)	(297,370)	(356,840)
Other Revenue	(170)	(4,017)	(150)	-	-	(150)	(150)	(150)	(150)	(150)
<b>TOTAL REVENUE</b>	<b>(216,860)</b>	<b>(213,707)</b>	<b>(207,987)</b>	<b>-</b>	<b>-</b>	<b>(207,987)</b>	<b>(258,129)</b>	<b>(313,918)</b>	<b>(369,520)</b>	<b>(428,990)</b>
<b>REQUISITION - PARCEL TAX</b>	<b>(80,318)</b>	<b>(80,318)</b>	<b>(85,940)</b>	<b>-</b>	<b>-</b>	<b>(85,940)</b>	<b>(114,300)</b>	<b>(148,590)</b>	<b>(182,770)</b>	<b>(219,320)</b>
*Percentage increase over prior year										
Sales			-5.6%			-5.6%	5.9%	0.0%	0.0%	0.0%
User Fee			7.0%			7.0%	33.0%	30.0%	23.0%	20.0%
Requisition			7.0%			7.0%	33.0%	30.0%	23.0%	20.0%
<b>Combined</b>			<b>3.8%</b>			<b>3.8%</b>	<b>26.7%</b>	<b>24.2%</b>	<b>19.4%</b>	<b>17.4%</b>

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

<b>Service No.</b>	<b>2.624</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
	<b>Beddis Water (SSI)</b>							

**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	\$10,000	\$428,000	\$1,674,000	\$443,000	\$3,170,000	\$2,780,000	\$8,495,000	
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$10,000</b>	<b>\$428,000</b>	<b>\$1,674,000</b>	<b>\$443,000</b>	<b>\$3,170,000</b>	<b>\$2,780,000</b>	<b>\$8,495,000</b>	

**SOURCE OF FUNDS**

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$340,000	\$1,582,000	\$305,000	\$3,120,000	\$2,780,000	\$8,127,000	
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$40,000	\$0	\$40,000	
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$10,000	\$88,000	\$92,000	\$138,000	\$10,000	\$0	\$328,000	
	<b>\$10,000</b>	<b>\$428,000</b>	<b>\$1,674,000</b>	<b>\$443,000</b>	<b>\$3,170,000</b>	<b>\$2,780,000</b>	<b>\$8,495,000</b>	



CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 2.624

Service Name: Beddis Water (SSI)

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total auto-populates
20-02	Study	Referendum or Alternative Approval Process - Funding for Future Projects	Seek service area electors approval to fund projects	\$ 20,000	S	Res	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
21-01	New	Back up power generation equipment - design	Back up power design and construction. Includes construction services and CRD project management.	\$ 480,000	S	Debt	\$ -	\$ -	\$ -	\$ 140,000	\$ 340,000	\$ -	\$ 480,000
21-03	Study	Public Engagement for Future Projects	Undertake a referendum or AAP to borrow funds	\$ 10,000	S	Res	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
21-04	New	Design of booster pump and second reservoir at Sky Valley lower reservoir and decommission of upper reservoir.	Preliminary and detailed design of booster pump and second reservoir at Sky Valley lower reservoir. Includes CRD project management.	\$ 86,000	S	Res	\$ -	\$ 53,000	\$ -	\$ -	\$ -	\$ -	\$ 53,000
23-01	Decommission	AC Pipe Removal	Remove approximately 50m of abandoned AC water pipe. Includes CRD project management.	\$ 22,000	S	Debt	\$ -	\$ 22,000	\$ -	\$ -	\$ -	\$ -	\$ 22,000
24-01	New	Changes to DAF control panel	Motor overload resets to be external to the controller. Provide support for ultrasonic probe.	\$ 55,000	S	Debt	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
24-01	New	Changes to DAF control panel	CRD Project Management	\$ -	S	Res	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000
24-05	New	Ventilation for WTP and Pump Building	A mechanical exhaust system is required to extract blue green cyanotoxins produced by blue green algae in the summer months. Relocate vent from chlorine room directly outside. Includes CRD project management.	\$ 24,000	S	Debt	\$ -	\$ 24,000	\$ -	\$ -	\$ -	\$ -	\$ 24,000
24-06	Replacement	Replacement of flocculator mixer motors at WTP.	Replacement of flocculator mixer motors at WTP. Includes CRD project management.	\$ 24,000	S	Debt	\$ -	\$ 24,000	\$ -	\$ -	\$ -	\$ -	\$ 24,000
24-07	Decommission	WTP Demolish old chlorine/pump building	WTP Demolish old chlorine/pump building - demolition, hazard assessment and CRD project management	\$ 30,000	S	Debt	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
24-08	Renewal	WTP SCADA Upgrades - WTP Communications and Control Upgrades	To upgrade RTU programming software to Workbench. Replace the RTU and PLC controller due to age and criticality to current CRD I/O standards. At end of life for SCADAPAC 357e Series PLCs and add equipment feedback wiring to monitor valve position, motor speed etc. Includes CRD project management	\$ 220,000	S	Debt	\$ -	\$ 220,000	\$ -	\$ -	\$ -	\$ -	\$ 220,000
25-01	Decommission	Decommission of Sky Valley Upper Reservoir	Decommission and removal of Sky Valley Upper Reservoir - demolition, hazard assessment and CRD project management	\$ 62,000	S	Debt	\$ -	\$ -	\$ 62,000	\$ -	\$ -	\$ -	\$ 62,000
25-02	New	Booster pump and second reservoir at Sky Valley lower reservoir	Booster pump and second reservoir at Sky Valley lower reservoir - Construction, construction services and CRD project management	\$ 1,320,000	S	Debt	\$ -	\$ -	\$ 1,320,000	\$ -	\$ -	\$ -	\$ 1,320,000
25-03	New	WTP Electrical Upgrades from 2020 AMP	Various electrical upgrades from the 2020 AMP - design. Includes construction, construction services and CRD project management	\$ 335,000	S	Debt	\$ -	\$ -	\$ 200,000	\$ 135,000	\$ -	\$ -	\$ 335,000
25-06	Study	AC Water main Assessment and Replacement Strategy	Develop a strategy and phased program for AC pipeline replacement and first stage design. Includes CRD project management	\$ 92,000	S	Res	\$ -	\$ -	\$ 92,000	\$ -	\$ -	\$ -	\$ 92,000
25-04	Replacement	AC Water Main Replacement Detailed Design	Detailed Design for replacement of ~5.2 km of AC pipe. Includes CRD project management.	\$ 138,000	S	Res	\$ -	\$ -	\$ -	\$ 138,000	\$ -	\$ -	\$ 138,000
25-05	Replacement	AC Water Main Replacement Construction	Replace ~ 5.2 km of AC Pipe at \$1/km. Includes construction services and CRD project management.	\$ 5,560,000	S	Debt	\$ -	\$ -	\$ -	\$ -	\$ 2,780,000	\$ 2,780,000	\$ 5,560,000
27-01	Study	Update Asset Management Plan	Revise McElhanney Condition Assessment to SAMP.	\$ 50,000	S	Grant	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ 40,000
27-01	Study	Update Asset Management Plan	CRD Project Management	\$ -	S	Res	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000
													\$ -
													\$ -
			<b>GRAND TOTAL</b>	<b>\$ 8,528,000</b>			<b>\$ 10,000</b>	<b>\$ 428,000</b>	<b>\$ 1,674,000</b>	<b>\$ 443,000</b>	<b>\$ 3,170,000</b>	<b>\$ 2,780,000</b>	<b>\$ 8,495,000</b>

Service: 2.624 Beddis Water (SSI)

<b>Project Number</b>	20-02	<b>Capital Project Title</b>	Referendum or Alternative Approval Process - Funding for Future Projects	<b>Capital Project Description</b>	Seek service area electors approval to fund projects
<b>Project Rationale</b>	Need to obtain approval from the area electors for future projects.				

<b>Project Number</b>	21-03	<b>Capital Project Title</b>	Public Engagement for Future Projects	<b>Capital Project Description</b>	Undertake a referendum or AAP to borrow funds
<b>Project Rationale</b>	As per Commission request (Dec. 15/2015), capital construction projects greater than \$50,000 are to be funded thru debt, in which case a referendum may be required.				

<b>Project Number</b>	21-01	<b>Capital Project Title</b>	Back up power generation equipment - design	<b>Capital Project Description</b>	Back up power design and construction. Includes construction services and CRD project management.
<b>Project Rationale</b>	In order to maintain potable water service in the event of an extended power outage, back up power is required.				

<b>Project Number</b>	21-04	<b>Capital Project Title</b>	Design of booster pump and second reservoir at Sky Valley lower reservoir and decommission of upper reservoir.	<b>Capital Project Description</b>	Preliminary and detailed design of booster pump and second reservoir at Sky Valley lower reservoir. Includes CRD project management.
<b>Project Rationale</b>	Need to replace an existing reservoir with a new one and this will require a booster pump to operate it. This project os for the preliminary design.				

<b>Project Number</b>	23-01	<b>Capital Project Title</b>	AC Pipe Removal	<b>Capital Project Description</b>	Remove approximately 50m of abandoned AC water pipe. Includes CRD project management.
<b>Project Rationale</b>	This is for a short section of surficial abandoned asbestos pipe which needs to be removed and disposed of before it deteriorates further and enters the environment.				

Service: 2.624 Beddis Water (SSI)

<b>Project Number</b>	24-01	<b>Capital Project Title</b>	Changes to DAF control panel	<b>Capital Project Description</b>	Motor overload resets to be external to the controller. Provide support for ultra-sonic probe.
<b>Project Rationale</b>	Various changes, modifications and upgrades required for the control panel for the DAF unit.				

<b>Project Number</b>	25-03	<b>Capital Project Title</b>	WTP Electrical Upgrades from 2020 AMP	<b>Capital Project Description</b>	Various electrical upgrades from the 2020 AMP - design. Includes construction, construction services and CRD project management.
<b>Project Rationale</b>	Similar to all water distribution systems on SSI, the Beddis system was constructed using asbestos cement pipe which is at the end of its useful life span and requires replacement. Failures cause water leaks and this will occur on a more frequent basis in the future. This project is for the construction phase of the project.				

<b>Project Number</b>	24-07	<b>Capital Project Title</b>	WTP Demolish old chlorine/pump building	<b>Capital Project Description</b>	WTP Demolish old chlorine/pump building - demolition, hazard assessment and CRD project management.
<b>Project Rationale</b>					

<b>Project Number</b>	24-08	<b>Capital Project Title</b>	WTP SCADA Upgrades - WTP Communications and Control Upgrades	<b>Capital Project Description</b>	To upgrade RTU programming software to Workbench. Replace the RTU and PLC controller due to age and criticality to current CRD I/O standards. At end of life for SCADAPAC 357e Series PLCs and add equipment feedback wiring to monitor valve position, motor speed etc. Includes CRD project management.
<b>Project Rationale</b>					

<b>Project Number</b>	25-01	<b>Capital Project Title</b>	Decommission of Sky Valley Upper Reservoir	<b>Capital Project Description</b>	Decommission and removal of Sky Valley Upper Reservoir - demolition, hazard assessment and CRD project management.
<b>Project Rationale</b>					

Service: **2.624** **Beddis Water (SSI)**

**Project Number** 25-02 **Capital Project Title** Booster pump and second reservoir at Sky Valley lower reservoir **Capital Project Description** Booster pump and second reservoir at Sky Valley lower reservoir - Construction, construction services and CRD project management.

**Project Rationale**

**Project Number** 25-03 **Capital Project Title** WTP Electrical Upgrades from 2020 AMP **Capital Project Description** Various electrical upgrades from the 2020 AMP - design. Includes construction, construction services and CRD project management.

**Project Rationale**

**Project Number** 25-01 **Capital Project Title** Decommission of Sky Valley Upper Reservoir **Capital Project Description** Decommission and removal of Sky Valley Upper Reservoir - demolition, hazard assessment and CRD project management.

**Project Rationale** The Sky Valley Upper Reservoir is no longer in use and needs to be decommissioned and disposed of. It will be replaced by a second reservoir at the Lower location.

**Project Number** 25-02 **Capital Project Title** Booster pump and second reservoir at Sky Valley lower reservoir **Capital Project Description** Booster pump and second reservoir at Sky Valley lower reservoir - Construction, construction services and CRD project management.

**Project Rationale** When the Sky Valley Upper Reservoir is decommissioned it will be replaced by a booster pump and second reservoir at the lower Sky Valley location.

**Project Number** 25-05 **Capital Project Title** AC Water Main Replacement Construction **Capital Project Description** Replace ~ 5.2 km of AC Pipe at \$1k/m. Includes construction services and CRD project management.

**Project Rationale**

**Project Number** 27-01 **Capital Project Title** Update Asset Management Plan **Capital Project Description** Revise McElhanney Condition Assessment to SAMP.

**Project Rationale**

**Beddis Water Reserves  
 Summary Schedule  
 2024 -2028 Financial Plan**

**Reserve/Fund Summary**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Operating Reserve Fund	4,016	15,926	25,926	34,926	43,926	52,926
Capital Reserve Fund	15,873	15,873	39,263	22,263	139,863	153,300
<b>Total</b>	<b>19,889</b>	<b>31,799</b>	<b>65,189</b>	<b>57,189</b>	<b>183,789</b>	<b>206,226</b>

## 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.

### Reserve Cash Flow

Fund: Fund Centre:	1500 105206	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		17,170	4,016	15,926	25,926	34,926	43,926
Transfer from Ops Budget		-	11,910	10,000	9,000	9,000	9,000
Expenditures		(14,000)	-	-	-	-	-
Planned Maintenance Activity		Reservoir cleaning and inspection					
Interest Income*		846					
<b>Ending Balance \$</b>		<b>4,016</b>	<b>15,926</b>	<b>25,926</b>	<b>34,926</b>	<b>43,926</b>	<b>52,926</b>

#### Assumptions/Background:

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

## Reserve Schedule

### Reserve Fund: 2.624 Beddis Water - Capital Reserve Fund - Bylaw 3274

For capital repairs, additions and improvements to water system infrastructure

## Reserve Cash Flow

Fund:	1069	Actual	Budget				
Fund Centre:	101894	2023	2024	2025	2026	2027	2028
Beginning Balance		4,198	15,873	15,873	39,263	22,263	139,863
Transfer from Ops Budget		55,062	88,000	115,390	121,000	127,600	13,437
Transfer from Cap Fund		-					
Transfer to Cap Fund		(43,000)	(88,000)	(92,000)	(138,000)	(10,000)	-
Interest Income (Expense)		(387)					
<b>Ending Balance \$</b>		<b>15,873</b>	<b>15,873</b>	<b>39,263</b>	<b>22,263</b>	<b>139,863</b>	<b>153,300</b>

### **Assumptions/Background:**

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

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Fulford Water (SSI)**

#### **FINAL BUDGET**

MARCH 2024



**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 of actual assessed value of land and improvements. To a maximum of \$532,552.

**MAXIMUM CAPITAL DEBT:**

**COMMISSION:**

Fulford Water Service commission - Bylaw No 3693 (April 14, 2010).

**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: \$3.60 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)**

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Operations Contract	27,340	4,500	5,950	-	-	5,950	6,070	6,190	6,310	6,440
Grit & Waste Sludge Disposal	7,890	3,500	8,170	-	-	8,170	8,330	8,500	8,670	8,840
Repairs & Maintenance	8,410	4,700	8,710	-	20,000	28,710	8,890	9,070	9,250	9,440
Allocations	9,609	9,609	10,688	-	-	10,688	10,881	11,095	11,311	11,531
Water Testing	6,018	4,282	6,930	-	-	6,930	7,071	7,212	7,355	7,499
Electricity	10,890	8,800	9,100	-	-	9,100	9,280	9,470	9,660	9,850
Supplies	8,030	10,500	9,310	-	-	9,310	9,490	9,670	9,850	10,040
Labour Charges	61,710	91,590	89,947	-	-	89,947	91,750	93,592	95,468	97,384
Other Operating Expenses	10,670	8,170	10,950	-	-	10,950	11,220	11,500	11,780	12,070
<b>TOTAL OPERATING COSTS</b>	<b>150,567</b>	<b>145,651</b>	<b>159,755</b>	<b>-</b>	<b>20,000</b>	<b>179,755</b>	<b>162,982</b>	<b>166,299</b>	<b>169,654</b>	<b>173,094</b>
*Percentage Increase over prior year			6.1%		13.3%	19.4%	-9.3%	2.0%	2.0%	2.0%
<u>DEBT / RESERVES</u>										
Transfer to Operating Reserve Fund	8,000	18,316	8,000	-	-	8,000	8,000	8,000	8,000	8,000
Transfer to Capital Reserve Fund	42,600	42,600	51,374	-	-	51,374	51,960	26,905	34,075	28,475
MFA Debt Reserve Fund	40	40	2,250	-	-	2,250	13,000	11,300	11,300	11,250
MFA Debt Principal	9,669	9,669	9,669	-	-	9,669	15,243	48,051	76,552	95,384
MFA Debt Interest	5,763	5,763	8,183	-	-	8,183	29,364	83,222	129,139	174,209
<b>TOTAL DEBT / RESERVES</b>	<b>66,072</b>	<b>76,388</b>	<b>79,476</b>	<b>-</b>	<b>-</b>	<b>79,476</b>	<b>117,567</b>	<b>177,478</b>	<b>259,066</b>	<b>317,318</b>
<b>TOTAL COSTS</b>	<b>216,639</b>	<b>222,039</b>	<b>239,231</b>	<b>-</b>	<b>20,000</b>	<b>259,231</b>	<b>280,549</b>	<b>343,777</b>	<b>428,720</b>	<b>490,412</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	-	-	-	-	(20,000)	(20,000)	-	-	-	-
Sales - Water	(16,400)	(22,000)	(19,000)	-	-	(19,000)	(16,400)	(16,400)	(16,400)	(16,400)
User Charges	(149,357)	(149,357)	(164,291)	-	-	(164,291)	(197,149)	(244,457)	(308,020)	(354,222)
Other Revenue	(670)	(470)	(710)	-	-	(710)	(720)	(730)	(740)	(700)
<b>TOTAL REVENUE</b>	<b>(166,427)</b>	<b>(171,827)</b>	<b>(184,001)</b>	<b>-</b>	<b>(20,000)</b>	<b>(204,001)</b>	<b>(214,269)</b>	<b>(261,587)</b>	<b>(325,160)</b>	<b>(371,322)</b>
<b>REQUISITION - PARCEL TAX</b>	<b>(50,212)</b>	<b>(50,212)</b>	<b>(55,230)</b>	<b>-</b>	<b>-</b>	<b>(55,230)</b>	<b>(66,280)</b>	<b>(82,190)</b>	<b>(103,560)</b>	<b>(119,090)</b>
*Percentage increase over prior year										
Sales			15.9%			15.9%	-13.7%	0.0%	0.0%	0.0%
User Fee			10.0%			10.0%	20.0%	24.0%	26.0%	15.0%
Requisition			10.0%			10.0%	20.0%	24.0%	26.0%	15.0%
<b>Combined</b>			<b>10.4%</b>			<b>10.4%</b>	<b>17.3%</b>	<b>22.6%</b>	<b>24.8%</b>	<b>14.4%</b>

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

<b>Service No.</b>	<b>2.626</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
	<b>Fulford Water (SSI)</b>							

**EXPENDITURE**

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$7,000	\$103,000	\$0	\$0	\$0	\$0	\$0	\$103,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$302,000	\$1,320,000	\$1,125,000	\$1,175,000	\$1,125,000	\$1,125,000	\$5,047,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$7,000</b>	<b>\$405,000</b>	<b>\$1,320,000</b>	<b>\$1,125,000</b>	<b>\$1,175,000</b>	<b>\$1,125,000</b>	<b>\$1,125,000</b>	<b>\$5,150,000</b>

**SOURCE OF FUNDS**

Capital Funds on Hand	\$7,000	\$7,000	\$0	\$0	\$0	\$0	\$0	\$7,000
Debenture Debt (New Debt Only)	\$0	\$220,000	\$1,295,000	\$1,125,000	\$1,125,000	\$1,125,000	\$1,125,000	\$4,890,000
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$90,000	\$0	\$0	\$40,000	\$0	\$0	\$130,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$88,000	\$25,000	\$0	\$10,000	\$0	\$0	\$123,000
	<b>\$7,000</b>	<b>\$405,000</b>	<b>\$1,320,000</b>	<b>\$1,125,000</b>	<b>\$1,175,000</b>	<b>\$1,125,000</b>	<b>\$1,125,000</b>	<b>\$5,150,000</b>

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 2.626

Service Name: Fulford Water (SSI)

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total auto-populates
21-02	Study	Public Engagement for Future Projects	Inform and engage public within service area on upcoming works that will require borrowing to fund.	\$ 20,000	S	Res	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
21-03	Study	Referendum or Alternative Approval Process - Funding for Future Projects	Undertake a referendum or AAP to borrow funds to carry out the replacement of the asbestos cement water main lines.	\$ 10,000	S	Res	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
22-02	New	Installation of turbidity meter on influent line	Installation of turbidity meter on influent line	\$ 28,000	E	Cap	\$ 3,000	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000
22-02	New	Installation of turbidity meter on influent line	Installation of turbidity meter on influent line		E	Res	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
22-04	New	Fulford AC Water Main Renewal Program and Detailed Design	Develop a renewal program, cost estimate and detailed design. Includes CRD project management.	\$ 170,000	S	Debt	\$ -	\$ -	\$ 170,000	\$ -	\$ -	\$ -	\$ 170,000
23-01	New	Replacement of impellers of pumps at Sunnyside Pump station	Replacement of impellers in pumps at Sunnyside Pump station to match WTP processing capacity.	\$ 21,000	E	Cap	\$ 4,000	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000
23-01	New	Replacement of impellers of pumps at Sunnyside Pump station	Replacement of impellers in pumps at Sunnyside Pump station to match WTP processing capacity.		E	Res	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
24-01	New	Electrical service improvement at Fulford WTP	Replacement of panel board directory and address issues with regard to resetting motor overload.	\$ 50,000	E	Grant	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
24-01	New	Electrical service improvement at Fulford WTP	Replacement of panel board directory and address issues with regard to resetting motor overload. CRD project management.		E	Res	\$ -	\$ 16,000	\$ -	\$ -	\$ -	\$ -	\$ 16,000
24-02	New	Ventilation for WTP	A mechanical exhaust system is required to extract blue green cyanotoxins produced by blue green algae in the summer months	\$ 20,000	S	Grant	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
24-02	New	Ventilation for WTP	A mechanical exhaust system is required to extract blue green cyanotoxins produced by blue green algae in the summer months. CRD project management.		S	Res	\$ -	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000
24-03	Replacement	Replacement of flocculator mixer motors at WTP.	Replacement of flocculator mixer motors at WTP	\$ 20,000	S	Grant	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
24-03	Replacement	Replacement of flocculator mixer motors at WTP.	Replacement of flocculator mixer motors at WTP. CRD project management.		S	Res	\$ -	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000
24-04	New	Install In-Line Strainers upstream of PRVs	Install In-Line Strainers upstream of PRVs. Includes CRD project management.	\$ 14,000	S	Res	\$ -	\$ -	\$ 14,000	\$ -	\$ -	\$ -	\$ 14,000
24-05	Replacement	Replace Air Valves in raw water line on Sunnyside	Replace Air Valves in raw water line on Sunnyside. Includes construction services and CRD project management.	\$ 11,000	S	Res	\$ -	\$ -	\$ 11,000	\$ -	\$ -	\$ -	\$ 11,000
24-06	New	Sunnyside PRS Install Guard Rail	Install a guard rail along the concrete edge of the Sunnyside PRS. Includes CRD project management.	\$ 4,000	S	Res	\$ -	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000
24-07	New	WTP SCADA Upgrades - WTP Communications and Control Upgrades	To upgrade RTU programming software to Workbench. Replace the RTU and PLC controller due to age and criticality to current CRD I/O standards. At end of life for SCADAPAC 357e Series PLCs and add equipment feedback wiring to monitor valve position, motor speed etc. Includes CRD project management.	\$ 220,000	S	Debt	\$ -	\$ 220,000	\$ -	\$ -	\$ -	\$ -	\$ 220,000
25-01	New	Water main replacement program - construction.	Water main replacement and construction - phased program. Based on \$1000/m and includes water meters and service connections. Includes construction services and CRD project management.	\$ 4,500,000	S	Debt	\$ -	\$ -	\$ 1,125,000	\$ 1,125,000	\$ 1,125,000	\$ 1,125,000	\$ 4,500,000
27-01	Study	Update Asset Management Plan	Update Management Plan	\$ 50,000	S	Grant	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 40,000
27-01	Study	Update Asset Management Plan	CRD Project Management		S	Res	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000
													\$ -
			<b>GRAND TOTAL</b>	<b>\$ 5,138,000</b>			<b>\$ 7,000</b>	<b>\$ 405,000</b>	<b>\$ 1,320,000</b>	<b>\$ 1,125,000</b>	<b>\$ 1,175,000</b>	<b>\$ 1,125,000</b>	<b>\$ 6,150,000</b>

Service:

2.626

Fulford Water (SSI)

<b>Project Number</b>	21-02	<b>Capital Project Title</b>	Public Engagement for Future Projects	<b>Capital Project Description</b>	Inform and engage public within service area on upcoming works that will require borrowing to fund.
<b>Project Rationale</b>	Inform and engage public within service area on upcoming works that will require borrowing to fund.				

<b>Project Number</b>	21-03	<b>Capital Project Title</b>	Referendum or Alternative Approval Process - Funding for Future Projects	<b>Capital Project Description</b>	Undertake a referendum or AAP to borrow funds to carry out the replacement of the asbestos cement water main lines.
<b>Project Rationale</b>	Undertake a referendum or AAP to borrow funds to carry out the new well design and construction.				

<b>Project Number</b>	22-02	<b>Capital Project Title</b>	Installation of turbidity meter on influent line	<b>Capital Project Description</b>	Installation of turbidity meter on influent line
<b>Project Rationale</b>	Meter required to measure water quality.				

<b>Project Number</b>	22-04	<b>Capital Project Title</b>	Fulford AC Water Main Renewal Program and Detailed Design	<b>Capital Project Description</b>	Develop a renewal program, cost estimate and detailed design. Includes CRD project management.
<b>Project Rationale</b>					

Service:

2.626

Fulford Water (SSI)

<b>Project Number</b>	23-01	<b>Capital Project Title</b>	Replacement of impellers of pumps at Sunnyside Pump station	<b>Capital Project Description</b>	Replacement of impellers in pumps at Sunnyside Pump station to match WTP processing capacity.
<b>Project Rationale</b>	Replacement of aging equipment.				

<b>Project Number</b>	24-01	<b>Capital Project Title</b>	Electrical service improvement at Fulford WTP	<b>Capital Project Description</b>	Replacement of panel board directory and address issues with regard to resetting motor overload.
<b>Project Rationale</b>	Replacement of aging equipment.				

<b>Project Number</b>	24-02	<b>Capital Project Title</b>	Ventilation for WTP	<b>Capital Project Description</b>	A mechanical exhaust system is required to extract blue green cyanotoxins produced by blue green algae in the summer months.
<b>Project Rationale</b>					

<b>Project Number</b>	24-03	<b>Capital Project Title</b>	Replacement of flocculator mixer motors at WTP.	<b>Capital Project Description</b>	Replacement of flocculator mixer motors at WTP
<b>Project Rationale</b>					

Service: 2.626 Fulford Water (SSI)

<b>Project Number</b>	24-04	<b>Capital Project Title</b>	Install In-Line Strainers upstream of PRVs	<b>Capital Project Description</b>	Install In-Line Strainers upstream of PRVs. Includes CRD project management.
<b>Project Rationale</b>	Back up power is required to ensure continuity of potable water service in the event of a prolonged power outage. This project is for the construction and CRD project management of it.				

<b>Project Number</b>	24-05	<b>Capital Project Title</b>	Replace Air Valves in raw water line on Sunnyside	<b>Capital Project Description</b>	Replace Air Valves in raw water line on Sunnyside. Includes construction services and CRD project management.
<b>Project Rationale</b>	Operations has identified an H & S issue for the maintenance of this equipment and require lifting apparatus at height in order to make the maintenance tasks for the DAF unit safe.				

<b>Project Number</b>	24-06	<b>Capital Project Title</b>	Sunnyside PRS Install Guard Rail	<b>Capital Project Description</b>	Install a guard rail along the concrete edge of the Sunnyside PRS. Includes CRD project management.
<b>Project Rationale</b>					

<b>Project Number</b>	24-07	<b>Capital Project Title</b>	WTP SCADA Upgrades - WTP Communications and Control Upgrades	<b>Capital Project Description</b>	To upgrade RTU programming software to Workbench. Replace the RTU and PLC controller due to age and criticality to current CRD I/O standards. At end of life for SCADAPAC 357e Series PLCs and add equipment feedback wiring to monitor valve position, motor speed etc. Includes CRD project management.
<b>Project Rationale</b>					

Service: 2.626 Fulford Water (SSI)

<b>Project Number</b>	25-01	<b>Capital Project Title</b>	Water main replacement program - construction.	<b>Capital Project Description</b>	Water main replacement and construction - phased program. Based on \$1000/m and includes water meters and service connections. Includes construction services and CRD project management.
<b>Project Rationale</b>	Aging asbestos concrete water lines require replacement.				

<b>Project Number</b>	27-01	<b>Capital Project Title</b>	Update Asset Management Plan	<b>Capital Project Description</b>	Update Management Plan
<b>Project Rationale</b>					



**Fulford Water (SSI)  
Reserve Summary Schedule  
2024 - 2028 Financial Plan**

**Reserve/Fund Summary**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Operating Reserve Fund	19,903	7,903	15,903	23,903	31,903	39,903
Capital Reserve Fund	49,940	13,314	40,274	67,179	91,254	119,729
<b>Total</b>	<b>69,843</b>	<b>21,217</b>	<b>56,177</b>	<b>91,082</b>	<b>123,157</b>	<b>159,632</b>

## 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.

## Reserve Cash Flow

Fund: 1500 Fund Centre: 105207	Actual	Budget				
	2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>	4,404	19,903	7,903	15,903	23,903	31,903
<b>Transfer from Ops Budget</b>	15,100	8,000	8,000	8,000	8,000	8,000
<b>Expenditures</b>	-	(20,000)	-	-	-	-
Planned Maintenance Activity		Reservoir cleaning and inspection				
<b>Interest Income*</b>	399					
<b>Ending Balance \$</b>	<b>19,903</b>	<b>7,903</b>	<b>15,903</b>	<b>23,903</b>	<b>31,903</b>	<b>39,903</b>

#### **Assumptions/Background:**

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

**Reserve Schedule**

**Reserve Fund: 2.626 Fulford Water (SSI) - Capital Reserve Fund**

Bylaw 3275

**Reserve Cash Flow**

Fund: Fund Centre:	1070 101897	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		29,584	49,940	13,314	40,274	67,179	91,254
Transfer from Ops Budget		42,600	51,374	51,960	26,905	34,075	28,475
Transfer from Cap Fund		-					
Transfer to Cap Fund		(23,500)	(88,000)	(25,000)	-	(10,000)	-
Interest Income*		1,256					
<b>Ending Balance \$</b>		<b>49,940</b>	<b>13,314</b>	<b>40,274</b>	<b>67,179</b>	<b>91,254</b>	<b>119,729</b>

**Assumptions/Background:**

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

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Cedar Lane Water (SSI)**

**FINAL BUDGET**

MARCH 2024

**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 \$138,600.

**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)	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<b>OPERATING COSTS</b>										
Operations Contract	9,430	500	2,150	-	-	2,150	2,190	2,230	2,270	2,320
Repairs & Maintenance	1,650	7,990	1,710	-	5,000	6,710	1,750	21,790	1,830	1,870
Allocations	3,999	3,999	5,825	-	-	5,825	5,925	6,041	6,158	6,277
Water Testing	3,162	2,660	3,360	-	-	3,360	3,424	3,491	3,559	3,628
Electricity	4,810	4,580	4,810	-	-	4,810	4,910	5,010	5,110	5,210
Supplies	1,610	1,380	1,660	-	-	1,660	1,690	1,720	1,750	1,780
Labour Charges	26,250	40,580	35,565	-	-	35,565	36,278	37,007	37,750	38,508
Other Operating Expenses	3,350	3,010	3,070	-	-	3,070	3,130	3,190	3,250	3,320
<b>TOTAL OPERATING COSTS</b>	<b>54,261</b>	<b>64,699</b>	<b>58,150</b>	<b>-</b>	<b>5,000</b>	<b>63,150</b>	<b>59,297</b>	<b>80,479</b>	<b>61,677</b>	<b>62,913</b>
*Percentage Increase over prior year			7.2%		9.2%	16.4%	-6.1%	35.7%	-23.4%	2.0%
<b>DEBT / RESERVES</b>										
Transfer to Capital Reserve Fund	15,000	6,367	10,930	-	-	10,930	9,935	14,325	25,320	13,300
Transfer to Operating Reserve Fund	4,130	4,130	4,000	-	-	4,000	4,000	8,000	8,000	4,000
MFA Debt Reserve Fund	930	30	4,510	-	-	4,510	2,740	950	6,750	6,450
MFA Debt Principal	5,394	5,394	5,394	-	-	5,394	11,350	18,291	20,698	37,799
MFA Debt Interest	3,465	2,430	7,358	-	-	7,358	22,658	32,515	42,835	71,538
<b>TOTAL DEBT / RESERVES</b>	<b>28,919</b>	<b>18,351</b>	<b>32,192</b>	<b>-</b>	<b>-</b>	<b>32,192</b>	<b>50,683</b>	<b>74,081</b>	<b>103,603</b>	<b>133,087</b>
<b>TOTAL COSTS</b>	<b>83,180</b>	<b>83,050</b>	<b>90,342</b>	<b>-</b>	<b>5,000</b>	<b>95,342</b>	<b>109,980</b>	<b>154,560</b>	<b>165,280</b>	<b>196,000</b>
<b>FUNDING SOURCES (REVENUE)</b>										
Transfers from Operations Reserve Fund	-	-	-	-	(5,000)	(5,000)	-	(20,000)	-	-
Sales - Water	(11,500)	(11,350)	(11,500)	-	-	(11,500)	(11,500)	(11,500)	(11,500)	(11,500)
User Charges	(55,300)	(55,300)	(60,832)	-	-	(60,832)	(76,040)	(95,050)	(118,810)	(142,570)
Other Revenue	(180)	(200)	(190)	-	-	(190)	(160)	(160)	(160)	(160)
<b>TOTAL REVENUE</b>	<b>(66,980)</b>	<b>(66,850)</b>	<b>(72,522)</b>	<b>-</b>	<b>(5,000)</b>	<b>(77,522)</b>	<b>(87,700)</b>	<b>(126,710)</b>	<b>(130,470)</b>	<b>(154,230)</b>
<b>REQUISITION - PARCEL TAX</b>	<b>(16,200)</b>	<b>(16,200)</b>	<b>(17,820)</b>	<b>-</b>	<b>-</b>	<b>(17,820)</b>	<b>(22,280)</b>	<b>(27,850)</b>	<b>(34,810)</b>	<b>(41,770)</b>
*Percentage increase over prior year										
Sales			0.0%			0.0%	0.0%	0.0%	0.0%	0.0%
User Charge			10.0%			10.0%	25.0%	25.0%	25.0%	20.0%
Requisition			10.0%			10.0%	25.0%	25.0%	25.0%	20.0%
<b>Combined</b>			<b>8.6%</b>			<b>8.6%</b>	<b>21.8%</b>	<b>22.4%</b>	<b>22.9%</b>	<b>18.6%</b>

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

<b>Service No.</b>	<b>2.628</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
	<b>Cedar Lane Water (SSI)</b>							

**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	\$468,000	\$274,000	\$105,000	\$680,000	\$645,000	\$645,000	\$2,172,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$0</b>	<b>\$468,000</b>	<b>\$274,000</b>	<b>\$105,000</b>	<b>\$680,000</b>	<b>\$645,000</b>	<b>\$645,000</b>	<b>\$2,172,000</b>

**SOURCE OF FUNDS**

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$448,000	\$274,000	\$95,000	\$675,000	\$645,000	\$645,000	\$2,137,000
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	\$20,000	\$0	\$10,000	\$5,000	\$0	\$0	\$35,000
	<b>\$0</b>	<b>\$468,000</b>	<b>\$274,000</b>	<b>\$105,000</b>	<b>\$680,000</b>	<b>\$645,000</b>	<b>\$645,000</b>	<b>\$2,172,000</b>

**CAPITAL REGIONAL DISTRICT**

**5 YEAR CAPITAL PLAN**

2024 - 2028

Service #

2.628

Service Name:

Cedar Lane Water (SS)

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total auto-populates
18-01	Renewal	Abandon unused wells	Decommission wells	\$ 10,000	S	Res	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000
21-01	New	Power generation equipment design and construction	Design of back up power generation for WWTP and Pump stations.	\$ 310,000	S	Debt	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
21-01	New	Power generation equipment design and construction	Construction of back up power generation for WWTP and Pump stations. Includes construction, construction services and CRD project management.		S	Debt	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ 250,000
23-01	New	Investigation for new groundwater sources	Conduct study and site investigation to identify groundwater sources and new well location. Includes CRD project management.	\$ 35,000	S	Debt	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000
21-03	New	Detailed Hydrogeological Assessment	Conduct a detailed hydrogeological assessment of the Cedar Lane water system.	\$ 55,000	S	Debt	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
21-03	New	Detailed Hydrogeological Assessment	CRD project management		S	Res	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000
21-06	New	WTP Manganese treatment construction / chlorine exhaust	Construct and install manganese removal system and exhaust in chlorine room. Includes construction management and CRD project management.	\$ 270,000	S	Debt	\$ -	\$ 270,000	\$ -	\$ -	\$ -	\$ -	\$ 270,000
24-02	New	WTP provide spare pressure pump and sub-drive unit	WTP provide spare pressure pump and sub-drive unit. Includes CRD project management.	\$ 33,000	S	Debt	\$ -	\$ 33,000	\$ -	\$ -	\$ -	\$ -	\$ 33,000
24-03	New	Mansell Well #1 Building Remove structure and rebuild a useable structure to surround the well	Demolition of existing, design and construction of new well house structure. Includes hazard assessment and CRD project management.	\$ 39,000	S	Debt	\$ -	\$ -	\$ -	\$ 39,000	\$ -	\$ -	\$ 39,000
24-04	New	Referendum or Alternative Approval Process - Funding for Future Projects	Seek service area electors approval to fund projects. Public Engagement for Future Projects. Undertake a referendum or AAP to borrow funds.	\$ 15,000	S	Res	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
27-01	Study	Update Asset Management Plan	Update Asset Management Plan.	\$ 35,000	S	Debt	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000
27-01	Study	Update Asset Management Plan	CRD project management		S	Res	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000
25-01	New	Water main AC replacement strategy and preliminary design	Conduct water main replacement assessment and develop a phased replacement strategy (1200m). Includes CRD project management.	\$ 24,000	S	Debt	\$ -	\$ -	\$ 24,000	\$ -	\$ -	\$ -	\$ 24,000
25-02	New	Water Main AC replacement detailed design	Water Main AC replacement detailed design. Includes CRD project management.	\$ 56,000	S	Debt	\$ -	\$ -	\$ -	\$ 56,000	\$ -	\$ -	\$ 56,000
26-01	New	Phased program of AC Water main replacement	Engineering and construction of replacement/renewal of failing water main for high priority areas (\$1000/m). Includes construction services and CRD project management.	\$ 1,290,000	S	Debt	\$ -	\$ -	\$ -	\$ -	\$ 645,000	\$ 645,000	\$ 1,290,000
													\$ -
													\$ -
													\$ -
			<b>GRAND TOTAL</b>	<b>\$ 2,172,000</b>			<b>\$ -</b>	<b>\$ 468,000</b>	<b>\$ 274,000</b>	<b>\$ 105,000</b>	<b>\$ 680,000</b>	<b>\$ 645,000</b>	<b>\$ 2,172,000</b>



Service: 2.628 Cedar Lane Water (SSI)

Project Number 18-01 Capital Project Title Abandon unused wells Capital Project Description Decommission wells

Project Rationale The original system drilled five wells, and two (well #1 and #5) are in production and operate separately. Wells that are no longer in use must be closed to avoid potential future aquifer contamination. Abandoning a well must be in accordance with Groundwater Protection Regulations

Project Number 21-01 Capital Project Title Power generation equipment design and construction Capital Project Description Design of back up power generation for WWTP and Pump stations.

Project Rationale Design and construction of back up power generation for WWTP and Pump stations to maintain potable water service during power outages.

Project Number 23-01 Capital Project Title Investigation for new groundwater sources Capital Project Description Conduct study and site investigation to identify groundwater sources and new well location. Includes CRD project management.

Project Rationale Conduct study and site investigation to identify groundwater sources and new well location as the current wells are depleting. In the SAMP of April 2020 by McElhanney Consulting Services Ltd. It was noted that a new well will be required in the next 1 to 5 years at a cost of \$60K.

Project Number 21-03 Capital Project Title Detailed Hydrogeological Assessment Capital Project Description Conduct a detailed hydrogeological assessment of the Cedar Lane water system.

Project Rationale Detailed study of groundwater source, state of the aquifer, ground water balance and potential risks and concerns are required to support a sustainable groundwater supply for the residents of the Cedar Lane Water Service Area. Note that approval for a CWF grant was obtained on August 10th, 2020.

Service: **2.628** Cedar Lane Water (SSI)

Project Number 21-06

Capital Project Title WTP Manganese treatment construction / chlorine exhaust

Capital Project Description Construct and install manganese removal system and exhaust in chlorine room. Includes construction management and CRD project management.

Project Rationale Health Canada has changed manganese limits. Maximum acceptable concentration (MAC) for total manganese in drinking water is 0.12 mg/L (120 µg/L). Cedar Lane water testing results can exceed this threshold value and sometimes double. There is some urgency to get this done as it is a potential health issue. SSI Engineering intends to get the design done (by third party consultant) in the last half of 2022.

Project Number 24-02

Capital Project Title WTP provide spare pressure pump and sub-drive unit

Capital Project Description WTP provide spare pressure pump and sub-drive unit. Includes CRD project management.

Project Rationale

Project Number 24-03

Capital Project Title Mansell Well #1 Building Remove structure and rebuild a useable structure to surround the well

Capital Project Description Demolition of existing, design and construction of new well house structure. Includes hazard assessment and CRD project management.

Project Rationale

Project Number 24-04

Capital Project Title Referendum or Alternative Approval Process - Funding for Future Projects

Capital Project Description Seek service area electors approval to fund projects. Public Engagement for Future Projects. Undertake a referendum or AAP to borrow funds.

Project Rationale

Service: **2.628** Cedar Lane Water (SSI)

<b>Project Number</b>	27-01	<b>Capital Project Title</b>	Update Asset Management Plan	<b>Capital Project Description</b>	Update Asset Management Plan.
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**Project Rationale**

<b>Project Number</b>	25-01	<b>Capital Project Title</b>	Water main AC replacement strategy and preliminary design	<b>Capital Project Description</b>	Conduct water main replacement assessment and develop a phased replacement strategy (1200m). Includes CRD project management.
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**Project Rationale** Analysis and design to replace the asbestos cement piping distribution system. All such piping systems need to be replaced on SSI.

<b>Project Number</b>	25-02	<b>Capital Project Title</b>	Water Main AC replacement detailed design	<b>Capital Project Description</b>	Water Main AC replacement detailed design. Includes CRD project management.
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**Project Rationale**

<b>Project Number</b>	26-01	<b>Capital Project Title</b>	Phased program of AC Water main replacement	<b>Capital Project Description</b>	Engineering and construction of replacement/renewal of failing water main for high priority areas (\$1000/m). Includes construction services and CRD project management.
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**Project Rationale** Construction to replace the asbestos cement piping distribution system. All such piping systems need to be replaced on SSI.

Cedar Lane Water (SSI)  
 Reserve Summary Schedule  
 2024 - 2028 Financial Plan

**Reserve/Fund Summary**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Operating Reserve Fund	9,815	8,815	12,815	815	8,815	12,815
Capital Reserve Fund	26,267	17,197	27,132	31,457	51,777	65,077
<b>Total</b>	<b>36,081</b>	<b>26,011</b>	<b>39,946</b>	<b>32,271</b>	<b>60,591</b>	<b>77,891</b>

## 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.

## Reserve Cash Flow

Fund: Fund Centre:	1500 105208	Actual	Budget				
		2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>		5,331	9,815	8,815	12,815	815	8,815
<b>Transfer from Ops Budget</b>		4,130	4,000	4,000	8,000	8,000	4,000
<b>Expenditures</b>		-	(5,000)	-	(20,000)	-	-
Planned Maintenance Activity			Building/Facility Maintenance/Security		Reservoir cleaning & inspection		
<b>Interest Income*</b>		353					
<b>Ending Balance \$</b>		<b>9,815</b>	<b>8,815</b>	<b>12,815</b>	<b>815</b>	<b>8,815</b>	<b>12,815</b>

### Assumptions/Background:

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

**Reserve Schedule**

**Reserve Fund: 2.628 Cedar Lane Water (SSI) - Capital Reserve Fund**

Bylaw 3582

**Reserve Cash Flow**

Fund: Fund Centre:	1076 102020	Actual	Budget				
		2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>		17,143	26,267	17,197	27,132	31,457	51,777
<b>Transfer from Ops Budget</b>		8,052	10,930	9,935	14,325	25,320	13,300
<b>Transfer from Cap Fund</b>		-					
<b>Transfer to Cap Fund</b>		-	(20,000)	-	(10,000)	(5,000)	-
<b>Interest Income*</b>		1,071					
<b>Ending Balance \$</b>		<b>26,267</b>	<b>17,197</b>	<b>27,132</b>	<b>31,457</b>	<b>51,777</b>	<b>65,077</b>

**Assumptions/Background:**

Transfer as much as operating budget will allow.

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

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Fernwood Water (SSI)**

#### **FINAL BUDGET**

MARCH 2024

**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 \$446,263.

**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 and Highland Water Service Commission- Bylaw 4371 (Dec. 09, 2020)

**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.

**RESERVE FUND BYLAW:**

Bylaw No. 1832.



**2.660 - Fernwood Water (SSI) - Debt Only**

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2024 ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Allocations	26	26	13	-	-	13	13	14	14	-
<b>TOTAL OPERATING COSTS</b>	<b>26</b>	<b>26</b>	<b>13</b>	<b>-</b>	<b>-</b>	<b>13</b>	<b>13</b>	<b>14</b>	<b>14</b>	<b>-</b>
*Percentage Increase over prior year						-50.0%	0.0%	7.7%	0.0%	NA
<u>DEBT</u>										
MFA Debt Principal	10,262	10,263	10,262	-	-	10,262	5,268	2,584	2,584	-
MFA Debt Interest	4,416	4,416	4,416	-	-	4,416	1,846	1,526	763	-
MFA Debt Reserve Fund	40	85	40	-	-	40	40	40	40	-
<b>TOTAL DEBT</b>	<b>14,718</b>	<b>14,764</b>	<b>14,718</b>	<b>-</b>	<b>-</b>	<b>14,718</b>	<b>7,154</b>	<b>4,150</b>	<b>3,387</b>	<b>-</b>
<b>TOTAL COSTS</b>	<b>14,744</b>	<b>14,790</b>	<b>14,731</b>	<b>-</b>	<b>-</b>	<b>14,731</b>	<b>7,167</b>	<b>4,164</b>	<b>3,401</b>	<b>-</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Surplus c/fwd from 2023 to 2024	-	70	(70)	-	-	(70)	-	-	-	-
Surplus c/fwd from 2022 to 2023	(46)	(46)	-	-	-	-	-	-	-	-
Other Revenue	(40)	(156)	(40)	-	-	(40)	(40)	(40)	(40)	-
<b>TOTAL REVENUE</b>	<b>(86)</b>	<b>(132)</b>	<b>(110)</b>	<b>-</b>	<b>-</b>	<b>(110)</b>	<b>(40)</b>	<b>(40)</b>	<b>(40)</b>	<b>-</b>
<b>REQUISITION - PARCEL TAX</b>	<b>(14,658)</b>	<b>(14,658)</b>	<b>(14,621)</b>	<b>-</b>	<b>-</b>	<b>(14,621)</b>	<b>(7,127)</b>	<b>(4,124)</b>	<b>(3,361)</b>	<b>-</b>
*Percentage increase over prior year Requisition						-0.3%	-51.3%	-42.1%	-18.5%	NA

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Ganges Sewer (SSI)**

**FINAL BUDGET**

MARCH 2024

**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 \$3,098,111.

**MAXIMUM CAPITAL DEBT:**

Authorized: (A Bylaw 4007, Aug 12, 2015)	\$3,900,000
Borrowed:	\$3,900,000
Remaining	\$0

**COMMISSION:**

Ganges Sewer Local Services Commission - Bylaw No. 3693 (April 14, 2010)

**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)	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	2024				2025	2026	2027	2028
			CORE BUDGET	ONGOING	ONE-TIME	TOTAL				
<u>OPERATING COSTS</u>										
Sludge Hauling Contracts	30,980	54,000	54,000	-	-	54,000	55,080	56,180	57,300	58,450
Screenings, Grit & Waste Sludge Disposal	128,490	134,150	132,980	-	-	132,980	135,640	138,350	141,110	143,930
Repairs & Maintenance	94,750	92,150	15,300	-	80,000	95,300	45,610	15,920	41,240	16,580
Allocations	49,469	49,469	56,902	-	-	56,902	58,023	59,189	60,372	61,572
Electricity	63,710	54,700	59,700	-	-	59,700	60,890	62,100	63,350	64,620
Water	3,260	3,300	3,370	-	-	3,370	3,440	3,510	3,580	3,650
Supplies	16,710	14,411	17,290	-	-	17,290	17,640	18,000	18,360	18,730
Labour Charges	398,496	375,912	432,833	-	-	432,833	441,510	450,369	459,403	468,620
Other Operating Expenses	33,301	41,566	39,560	-	-	39,560	34,930	35,840	36,770	37,730
<b>TOTAL OPERATING COSTS</b>	<b>819,166</b>	<b>819,658</b>	<b>811,935</b>	<b>-</b>	<b>80,000</b>	<b>891,935</b>	<b>852,763</b>	<b>839,458</b>	<b>881,485</b>	<b>873,882</b>
*Percentage Increase over prior year			-0.9%		9.8%	8.9%	-4.4%	-1.6%	5.0%	-0.9%
<u>DEBT / RESERVES</u>										
Transfer to Operating Reserve Fund	42,000	-	35,000	-	-	35,000	40,000	25,000	30,000	30,000
Transfer to Capital Reserve Fund	29,725	-	41,083	-	-	41,083	53,420	38,250	79,540	91,110
Transfer to Equipment Replacement Fund	50,000	50,000	50,000	-	-	50,000	50,000	50,000	50,000	50,000
MFA Principal Payment	128,013	128,013	128,013	-	-	128,013	128,013	194,498	197,502	197,502
MFA Interest Payment	117,800	117,800	117,800	-	-	117,800	146,011	231,920	235,744	235,744
MFA Debt Reserve Fund	700	700	950	-	-	950	27,193	2,136	950	950
<b>TOTAL DEBT / RESERVES</b>	<b>368,238</b>	<b>296,513</b>	<b>372,846</b>	<b>-</b>	<b>-</b>	<b>372,846</b>	<b>444,637</b>	<b>541,804</b>	<b>593,736</b>	<b>605,306</b>
<b>TOTAL COSTS</b>	<b>1,187,404</b>	<b>1,116,171</b>	<b>1,184,781</b>	<b>-</b>	<b>80,000</b>	<b>1,264,781</b>	<b>1,297,400</b>	<b>1,381,262</b>	<b>1,475,221</b>	<b>1,479,188</b>
*Percentage Increase over prior year			-0.2%		6.7%	6.5%	2.6%	6.5%	6.8%	0.3%
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(80,000)	(8,767)	-	-	(80,000)	(80,000)	(30,000)	-	(25,000)	-
User Charges	(1,045,452)	(1,045,452)	(1,120,290)	-	-	(1,120,290)	(1,198,710)	(1,306,592)	(1,371,921)	(1,399,358)
Other Revenue	(2,061)	(2,061)	(2,357)	-	-	(2,357)	(2,360)	(2,370)	(2,380)	(2,390)
<b>TOTAL REVENUE</b>	<b>(1,127,513)</b>	<b>(1,056,280)</b>	<b>(1,122,647)</b>	<b>-</b>	<b>(80,000)</b>	<b>(1,202,647)</b>	<b>(1,231,070)</b>	<b>(1,308,962)</b>	<b>(1,399,301)</b>	<b>(1,401,748)</b>
<b>REQUISITION - PARCEL TAX</b>	<b>(59,891)</b>	<b>(59,891)</b>	<b>(62,134)</b>	<b>-</b>	<b>-</b>	<b>(62,134)</b>	<b>(66,330)</b>	<b>(72,300)</b>	<b>(75,920)</b>	<b>(77,440)</b>
*Percentage increase over prior year										
User Fee			7.2%			7.2%	7.0%	9.0%	5.0%	2.0%
Requisition			3.7%			3.7%	6.8%	9.0%	5.0%	2.0%
<b>Combined</b>			<b>7.0%</b>			<b>7.0%</b>	<b>7.0%</b>	<b>9.0%</b>	<b>5.0%</b>	<b>2.0%</b>

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

<b>Service No.</b>	<b>3.810</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
	<b>Ganges Sewer Utility (SSI)</b>							

**EXPENDITURE**

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$575,000	\$0	\$0	\$0	\$0	\$0	\$575,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$115,000	\$332,500	\$6,217,186	\$474,375	\$0	\$0	\$0	\$7,024,061
Vehicles	\$77,000	\$77,000	\$0	\$0	\$0	\$0	\$0	\$77,000
	<b>\$192,000</b>	<b>\$984,500</b>	<b>\$6,217,186</b>	<b>\$474,375</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,676,061</b>

**SOURCE OF FUNDS**

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$2,624,296	\$118,594	\$0	\$0	\$0	\$2,742,890
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$127,000	\$712,625	\$3,322,890	\$355,781	\$0	\$0	\$0	\$4,391,296
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$65,000	\$271,875	\$270,000	\$0	\$0	\$0	\$0	\$541,875
	<b>\$192,000</b>	<b>\$984,500</b>	<b>\$6,217,186</b>	<b>\$474,375</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,676,061</b>



**Service:** 3.810 Ganges Sewer Utility (SSI)

<b>Project Number</b>	21-01	<b>Capital Project Title</b>	Strategic Asset Management Plan	<b>Capital Project Description</b>	Identify condition of assets, develop prioritized list of infrastructure replacement.
<b>Project Rationale</b>	Identify condition of assets, develop prioritized list of infrastructure replacement.				

<b>Project Number</b>	21-04	<b>Capital Project Title</b>	Ganges WWTP Lab Room, Crew Room, blower room design, and chemical storage (Refer to 24-06 below)	<b>Capital Project Description</b>	Detailed Design for lab and crew room/facility and Blower room expansion for Ganges WWTP
<b>Project Rationale</b>	Detailed designs of expanded facilities are required for the lab, crew area, blower room and storage at the Ganges WWTP.				

<b>Project Number</b>	22-01	<b>Capital Project Title</b>	Electorate Assent for Borrowing	<b>Capital Project Description</b>	Referendum or Alternative Approval Process - Funding for Construction of WWTP chemical storage, lab, crew room facilities
<b>Project Rationale</b>	Referendum or Alternative Approval Process - Funding for Construction of WWTP chemical storage, lab, crew room facilities				

<b>Project Number</b>	22-02	<b>Capital Project Title</b>	Public Engagement	<b>Capital Project Description</b>	Inform and engage public within service area on upcoming works required for borrowing to fund.
<b>Project Rationale</b>	Inform and engage public within service area on upcoming works required for borrowing to fund.				

Service: **3.810** **Ganges Sewer Utility (SSI)**

**Project Number** 22-03 **Capital Project Title** Aeration system improvement construction (Refer to 24-06 below) **Capital Project Description** Construction of aeration system improvements including blowers, diffusers and piping systems.

**Project Rationale** Required to maintain and improve the process performance of the WWTP.

**Project Number** 23-01 **Capital Project Title** Replace Generator Trailer **Capital Project Description** Equipment replacement. Replace IWS Operations Trailer F00845 1999 Ubilt Generator Trailer

**Project Rationale** Equipment replacement. Replace IWS Operations Trailer F00845 1999 Ubilt Generator Trailer. Existing unit has reached the end of its service life.

**Project Number** 23-03 **Capital Project Title** Key components and spares replacement schedule **Capital Project Description** Provisional allowance for the supply and installation of key components and critical spares.

**Project Rationale** Provisional allowance for the supply and installation of key components and critical spares.

**Project Number** 24-01 **Capital Project Title** Electrical upgrades **Capital Project Description** Installation of additional lighting and HMI upgrade.

**Project Rationale** Installation of additional lighting and HMI upgrade.



Service: **3.810** **Ganges Sewer Utility (SSI)**

Project Number 24-02

Capital Project Title Replace sludge thickener membranes

Capital Project Description Replacement of failing sludge thickening membrane. (Requires Early Approval)

Project Rationale Sludge thickening membranes are failing and required replacement in order to avoid increases to operating costs.

Project Number 24-03

Capital Project Title Ganges WWTP Replacement of Electrical & Instrumentation

Capital Project Description Ganges WWTP Replacement of Electrical & Instrumentation including upgrade RTU programming software to Workbench. Replace the RTU and PLC controller due to age and criticality to current CRD I/O standards. At end of life for SCADAPAC 357e Series PLCs and add equipment feedback wiring to monitor valve position, motor speed etc. Design, Construction and CRD Project Management (GCFC)

Project Rationale

Project Number 24-04

Capital Project Title Ganges Service Area System Modelling

Capital Project Description Ganges Service Area System Modelling Modeling and CRD Project Mngement (GCFC)

Project Rationale

Project Number 24-05

Capital Project Title Ganges WWTP Performance Improvement Study

Capital Project Description Ganges WWTP Performance Improvement Study. Study and CRD Project Management (GCFC)

Project Rationale

Service: **3.810** **Ganges Sewer Utility (SSI)**

<b>Project Number</b>	24-06	<b>Capital Project Title</b>	Ganges WWTP Construction of Performance Improvements (This negates the requirement for 21-04 and 22-03 above)	<b>Capital Project Description</b>	Construction of performance improvements (from study 24-05 incl. chemical storage and aeration system improvements) Construction and CRD Project Management.
<b>Project Rationale</b>					

<b>Project Number</b>	25-02	<b>Capital Project Title</b>	Ganges Replace 100% Surcharged Sewer Pipelines	<b>Capital Project Description</b>	Ganges Replace 100% Surcharged Lines ~430m. Design, Construction and CRD Project Management. (GCFC)
<b>Project Rationale</b>					

<b>Project Number</b>	26-01	<b>Capital Project Title</b>	Ganges Replace 75% Surcharged Sewer Pipelines	<b>Capital Project Description</b>	Ganges Replace 75% Surcharged Lines ~ 220m. Design, Construction and CRD Project Management.
<b>Project Rationale</b>					

**Ganges Sewer (SSI)  
Reserve Summary Schedule  
2024 - 2028 Financial Plan**

**Reserve/Fund Summary**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Operating Reserve Fund	60,660	15,660	25,660	50,660	55,660	85,660
Equipment Replacement Fund	151,214	201,214	251,214	301,214	351,214	401,214
Capital Reserve Funds	571,220	340,428	123,848	162,098	241,638	332,748
<b>Total</b>	<b>783,095</b>	<b>557,303</b>	<b>400,723</b>	<b>513,973</b>	<b>648,513</b>	<b>819,623</b>

## 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	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Fund Centre:	105210						
<b>Beginning Balance</b>		96,008	60,660	15,660	25,660	50,660	55,660
<b>Transfer from Ops Budget</b>		-	35,000	40,000	25,000	30,000	30,000
<b>Deficit Recovery</b>		(40,957)	-	-	-	-	-
<b>Expenditures</b>		-	(80,000)	(30,000)	-	(25,000)	-
Planned Maintenance Activity			Sanitary sewer flushing & inspections (deferred to 2024)	Sanitary sewer flushing & inspections	WWTP tank draining, cleaning & inspection	Outfall Inspection	
<b>Interest Income*</b>		5,609					
<b>Ending Balance \$</b>		<b>60,660</b>	<b>15,660</b>	<b>25,660</b>	<b>50,660</b>	<b>55,660</b>	<b>85,660</b>

#### Assumptions/Background:

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

**Reserve Schedule**

**Reserve Fund: 3.810 Ganges Sewer (SSI) - Capital Reserve Fund #1 - Bylaw 3125**

For capital repairs, additions and improvements to sewage system infrastructure

**Reserve Cash Flow**

Fund:	1056	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Fund Centre:	101836						
Beginning Balance		524,422	499,294	268,502	51,922	90,172	169,712
Transfer from Ops Budget		-	41,083	53,420	38,250	79,540	91,110
Transfer from Cap Fund		-					
Transfer to Cap Fund		(10,274)	(271,875)	(270,000)	-	-	-
Transfer to Ops for CAP Exp		(40,000)	-	-	-	-	-
Interest Income*		25,146					
<b>Ending Balance \$</b>		<b>499,294</b>	<b>268,502</b>	<b>51,922</b>	<b>90,172</b>	<b>169,712</b>	<b>260,822</b>

**Assumptions/Background:**

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

**Reserve Schedule**

**Reserve Fund: 3.810 Ganges Sewer (SSI) - Capital Reserve Fund #2 - Bylaw 3125**

For capital repairs, additions and improvements to sewage system infrastructure

**Reserve Cash Flow**

Fund:	1056	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Fund Centre:	101900						
Beginning Balance		68,618	71,926	71,926	71,926	71,926	71,926
Transfer from Ops Budget		-	-	-	-	-	-
Transfer to Cap Fund		-	-	-	-	-	-
Interest Income*		3,308					
<b>Ending Balance \$</b>		<b>71,926</b>	<b>71,926</b>	<b>71,926</b>	<b>71,926</b>	<b>71,926</b>	<b>71,926</b>

**Assumptions/Background:**

For use only to fund costs resulting from expansion of service - Bylaw 3262

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

**Reserve Schedule**

**Reserve Fund: 3.810 Ganges Sewer (SSI) - Equipment Replacement Fund**

GANGESSWR.ERF

**Reserve Cash Flow**

Fund:	1022	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Fund Centre:	101458						
Beginning Balance		100,200	151,214	201,214	251,214	301,214	351,214
Transfer from Ops Budget		50,000	50,000	50,000	50,000	50,000	50,000
Interest Income		1,014					
<b>Ending Balance \$</b>		<b>151,214</b>	<b>201,214</b>	<b>251,214</b>	<b>301,214</b>	<b>351,214</b>	<b>401,214</b>

**Assumptions/Background:**

Membrane replacement at \$500K every 10 years, anticipated next replacement in 2030.

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Maliview Sewer Utility (SSI)**

#### **FINAL BUDGET**

MARCH 2024



**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 \$159,957.

**MAXIMUM CAPITAL DEBT:**

AUTHORIZED:	LA Bylaw No. 2991	65,500
BORROWED:	Bylaw No. 3196 (Aug 2004)	(40,982) <i>Retired in 2019</i>
	Bylaw No. 3364 (Aug 2006)	(24,000) <i>Retired in 2021</i>
	Expired	(518)
REMAINING:		<u><u>\$0</u></u>

**COMMISSION:**

Maliview Sewer Local Service Commission - Bylaw 4371 (Dec 09, 2020)

**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.

<b>User Charge:</b>	Annual Fixed Fee per water service connection
<b>Parcel Tax:</b>	Annual, levied only on properties capable of being connected to the system.
<b>Consumption Charge:</b>	\$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
<b>Connection Charge:</b>	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	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Sludge Hauling Contracts	24,160	19,000	25,010	-	-	25,010	25,510	26,020	26,540	27,070
Screenings, Grit & Waste Sludge Disposal	37,820	32,000	39,140	-	-	39,140	39,920	40,720	41,530	42,360
Repairs & Maintenance	3,950	20,990	4,090	-	40,000	44,090	4,160	4,230	14,300	4,380
Allocations	21,716	21,716	24,097	-	-	24,097	24,556	25,048	25,547	26,052
Electricity	3,360	3,100	3,450	-	-	3,450	3,520	3,590	3,660	3,730
Water	1,420	1,420	1,470	-	-	1,470	1,500	1,530	1,560	1,590
Supplies	1,180	1,180	1,200	-	-	1,200	1,220	1,240	1,260	1,280
Labour Charges	47,980	57,730	52,222	-	-	52,222	53,270	54,341	55,432	56,546
Other Operating Expenses	9,500	9,040	9,144	-	-	9,144	9,360	9,580	9,810	10,050
<b>TOTAL OPERATING COSTS</b>	<b>151,086</b>	<b>166,176</b>	<b>159,823</b>	<b>-</b>	<b>40,000</b>	<b>199,823</b>	<b>163,016</b>	<b>166,299</b>	<b>179,639</b>	<b>173,058</b>
*Percentage Increase over prior year			5.8%		26.5%	32.3%	-18.4%	2.0%	8.0%	-3.7%
<u>DEBT / RESERVES</u>										
Transfer to Capital Reserve Fund	39,650	40,035	39,870	-	-	39,870	36,335	32,575	34,595	36,160
Transfer to Operating Reserve Fund	13,000	13,000	13,000	-	-	13,000	13,000	13,000	13,000	13,000
Debt Reserve Fund	3,410	-	3,710	-	-	3,710	2,300	2,300	-	-
MFA Principal Payment	-	-	-	-	-	-	9,399	15,226	21,053	21,053
MFA Interest Payment	11,765	-	12,243	-	-	12,243	18,797	28,687	36,104	36,104
<b>TOTAL DEBT / RESERVES</b>	<b>67,825</b>	<b>53,035</b>	<b>68,823</b>	<b>-</b>	<b>-</b>	<b>68,823</b>	<b>79,831</b>	<b>91,788</b>	<b>104,752</b>	<b>106,317</b>
<b>TOTAL COSTS</b>	<b>218,911</b>	<b>219,211</b>	<b>228,646</b>	<b>-</b>	<b>40,000</b>	<b>268,646</b>	<b>242,847</b>	<b>258,087</b>	<b>284,391</b>	<b>279,375</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	-	-	-	-	(40,000)	(40,000)	-	-	(10,000)	-
Sales - Sewer Use	(25,000)	(25,000)	(25,000)	-	-	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)
User Charges	(188,861)	(188,861)	(198,306)	-	-	(198,306)	(212,192)	(227,052)	(242,950)	(247,810)
Other Revenue	(150)	(450)	(270)	-	-	(270)	(230)	(230)	(230)	(230)
<b>TOTAL REVENUE</b>	<b>(214,011)</b>	<b>(214,311)</b>	<b>(223,576)</b>	<b>-</b>	<b>(40,000)</b>	<b>(263,576)</b>	<b>(237,422)</b>	<b>(252,282)</b>	<b>(278,180)</b>	<b>(273,040)</b>
<b>REQUISITION - PARCEL TAX</b>	<b>(4,900)</b>	<b>(4,900)</b>	<b>(5,070)</b>	<b>-</b>	<b>-</b>	<b>(5,070)</b>	<b>(5,425)</b>	<b>(5,805)</b>	<b>(6,211)</b>	<b>(6,335)</b>
*Percentage increase over prior year										
Sales			0.0%			0.0%	0.0%	0.0%	0.0%	0.0%
User Fees			5.0%			5.0%	7.0%	7.0%	7.0%	2.0%
Requisition			3.5%			3.5%	7.0%	7.0%	7.0%	2.0%
<b>Combined</b>			<b>4.4%</b>			<b>4.4%</b>	<b>6.2%</b>	<b>6.3%</b>	<b>6.3%</b>	<b>1.8%</b>

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

<b>Service No.</b>	<b>3.820</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
	<b>Maliview Sewer Utility (SSI)</b>							

**EXPENDITURE**

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$2,110,000	\$1,050,000	\$1,675,000	\$285,000	\$0	\$0	\$0	\$3,010,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$2,110,000</b>	<b>\$1,050,000</b>	<b>\$1,675,000</b>	<b>\$285,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,010,000</b>

**SOURCE OF FUNDS**

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$301,000	\$100,000	\$501,000	\$230,000	\$0	\$0	\$0	\$831,000
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$1,809,000	\$850,000	\$1,139,000	\$45,000	\$0	\$0	\$0	\$2,034,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$100,000	\$35,000	\$10,000	\$0	\$0	\$0	\$145,000
	<b>\$2,110,000</b>	<b>\$1,050,000</b>	<b>\$1,675,000</b>	<b>\$285,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,010,000</b>

**CAPITAL REGIONAL DISTRICT**

**5 YEAR CAPITAL PLAN**

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Service #: 3.820

Service Name: Malview Sewer Utility (SSI)

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total auto-populates
21-01	Replacement	Referendum for Borrowing	Referendum or Alternative Approval Process - Funding for Future Projects	\$ 35,000	S	Res	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
21-02	Replacement	Public Engagement	Inform and engage public within service area on upcoming works that will require borrowing to fund.	\$ 50,000	S	Res	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
21-03	Replacement	Wastewater Treatment Plant Upgrade	Upgrading current RBC process WWTP to MBBR process to meet regulatory requirements	\$ 2,260,000	S	Grant	\$ 1,809,000	\$ 850,000	\$ 1,139,000	\$ -	\$ -	\$ -	\$ 1,989,000
21-03	Replacement	Wastewater Treatment Plant Upgrade	Malview Resident's 10% Share. Includes CRD project management.		S	Debt	\$ 201,000		\$ 271,000	\$ -	\$ -	\$ -	\$ 271,000
22-02	Renewal	Collection system repairs and/or renewal	Replacement/repair of collection pipe and manholes. Includes CRD project management.	\$ 460,000	S	Debt	\$ -	\$ -	\$ 230,000	\$ 230,000	\$ -	\$ -	\$ 460,000
23-01	New	SAMP Development	Develop an asset management plan for the facility.	\$ 55,000	S	Grant	\$ -	\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$ 45,000
23-01	New		CRD Project Management		S	Res	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000
23-02	Study	I&I program (MOE Requirement)	Clean, CCTV, smoke test & report, review and develop defects list and repair requirements.	\$ 120,000	S	Debt	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
23-02	Study	I&I program (MOE Requirement)	CRD Project Management		S	Res	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
24-01	New	Public Education Program Sewers	Public Education Program Sewers	\$ 15,000	S	Res	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ 15,000
24-02	New	Provisional allowance for the supply and installation of key components and critical spares.	Provisional allowance for the supply and installation of key components and critical spares.	\$ 40,000	S	Res	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 40,000
													\$ -
													\$ -
													\$ -
			<b>GRAND TOTAL</b>	<b>\$ 3,035,000</b>			<b>\$ 2,110,000</b>	<b>\$ 1,050,000</b>	<b>\$ 1,675,000</b>	<b>\$ 285,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,010,000</b>

Service: **3.820 Maliview Sewer Utility (SSI)**

<b>Project Number</b>	21-03	<b>Capital Project Title</b>	Wastewater Treatment Plant Upgrade	<b>Capital Project Description</b>	Upgrading current RBC process WWTP to MBBR process to meet regulatory requirements
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**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.

<b>Project Number</b>	22-02	<b>Capital Project Title</b>	Collection system repairs and/or renewal	<b>Capital Project Description</b>	Replacement/repair of collection pipe and manholes. Includes CRD project management.
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**Project Rationale** The current collection systems are aged and failing need to be replaced.This is the initial phase.

<b>Project Number</b>	23-01	<b>Capital Project Title</b>	SAMP Development	<b>Capital Project Description</b>	Develop an asset management plan for the facility.
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**Project Rationale** This service has no up-to-date asset management plan

<b>Project Number</b>	23-02	<b>Capital Project Title</b>	I&I program (MOE Requirement)	<b>Capital Project Description</b>	Clean, CCTV, smoke test & report, review and develop defects list and repair requirements.
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**Project Rationale** The MoE has stipulated that there shall be an I & I Program. The first stage is investigative and will include cleaning, CCTV inspection and smoke testing to locate the leaks and develop a strategy for their repair. The second stage will be the physical repair and renewal of the wastewater piping and manholes.

Service: **3.820** Maliview Sewer Utility (SSI)

Project Number	21-01	Capital Project Title	Referendum for Borrowing	Capital Project Description	Referendum or Alternative Approval Process - Funding for Future Projects
Project Rationale					

Project Number	21-02	Capital Project Title	Public Engagement	Capital Project Description	Inform and engage public within service area on upcoming works that will require borrowing to fund.
Project Rationale					

Project Number	24-01	Capital Project Title	Public Education Program Sewers	Capital Project Description	Public Education Program Sewers
Project Rationale					

Project Number	24-02	Capital Project Title	Provisional allowance for the supply and installation of key components and critical spares.	Capital Project Description	Provisional allowance for the supply and installation of key components and critical spares.
Project Rationale					

**Maliview Estates Sewer System  
 Summary Schedule  
 2024 - 2028 Financial Plan**

**Reserve/Fund Summary**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Operating Reserve Fund	45,843	18,843	31,843	44,843	47,843	60,843
Capital Reserve Fund	124,168	64,038	65,373	87,948	122,543	158,703
<b>Total</b>	<b>170,012</b>	<b>82,882</b>	<b>97,217</b>	<b>132,792</b>	<b>170,387</b>	<b>219,547</b>

## 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.

## Reserve Cash Flow

Fund: 1500 Fund Centre: 105211	Actual	Budget				
	2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>	31,043	45,843	18,843	31,843	44,843	47,843
<b>Transfer from Ops Budget</b>	13,000	13,000	13,000	13,000	13,000	13,000
<b>Expenditures</b>	-	(40,000)	-	-	(10,000)	-
Planned Maintenance Activity		Sanitary sewer system flushing and inspections			Outfall Inspection	
<b>Interest Income*</b>	1,800					
<b>Ending Balance \$</b>	<b>45,843</b>	<b>18,843</b>	<b>31,843</b>	<b>44,843</b>	<b>47,843</b>	<b>60,843</b>

### **Assumptions/Background:**

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



## Reserve Schedule

### Reserve Fund: 3.820 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	Actual	Budget				
Fund Centre: 101385	2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>	79,029	124,168	64,038	65,373	87,948	122,543
<b>Transfer from Ops Budget</b>	41,279	39,870	36,335	32,575	34,595	36,160
<b>Transfer from Cap Fund</b>	-					
<b>Transfer to Cap Fund</b>	-	(100,000)	(35,000)	(10,000)	-	-
<b>Interest Income*</b>	3,860					
<b>Ending Balance \$</b>	<b>124,168</b>	<b>64,038</b>	<b>65,373</b>	<b>87,948</b>	<b>122,543</b>	<b>158,703</b>

### **Assumptions/Background:**

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

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **SSI Grants in Aid**

#### **FINAL BUDGET**

MARCH 2024

**Service:** 1.116 SSI Grants in Aid

**Commission:** Salt Spring Local Community Commission

**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 \$332,957.

**COMMISSION:**

Salt Spring Local Community Commission

**FUNDING:**

Requisition

1.116 - SSI Grants in Aid	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Grants in Aid	53,484	44,000	45,000	-	8,986	53,986	48,000	48,000	48,000	48,000
Allocations	7,288	7,288	4,799	-	-	4,799	4,904	5,011	5,119	5,228
Other Expenses	-	32	-	-	-	-	-	-	-	-
<b>TOTAL OPERATING COSTS</b>	<b>60,772</b>	<b>51,320</b>	<b>49,799</b>	<b>-</b>	<b>8,986</b>	<b>58,785</b>	<b>52,904</b>	<b>53,011</b>	<b>53,119</b>	<b>53,228</b>
*Percentage Increase over prior year			-18.1%		14.8%	-3.3%	-10.0%	0.2%	0.2%	0.2%
<u>FUNDING SOURCES (REVENUE)</u>										
Surplus c/fwd from 2023 to 2024	-	14,773	(787)	-	(13,986)	(14,773)	-	-	-	-
Surplus c/fwd from 2022 to 2023	(33,964)	(33,964)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(37)	(37)	(40)	-	-	(40)	(40)	(40)	(40)	(40)
Donations	(5,000)	(10,000)	-	-	-	-	-	-	-	-
Other Revenue	(213)	(534)	(220)	-	-	(220)	(220)	(220)	(220)	(220)
<b>TOTAL REVENUE</b>	<b>(39,214)</b>	<b>(29,762)</b>	<b>(1,047)</b>	<b>-</b>	<b>(13,986)</b>	<b>(15,033)</b>	<b>(260)</b>	<b>(260)</b>	<b>(260)</b>	<b>(260)</b>
<b>REQUISITION</b>	<b>(21,558)</b>	<b>(21,558)</b>	<b>(48,752)</b>	<b>-</b>	<b>5,000</b>	<b>(43,752)</b>	<b>(52,644)</b>	<b>(52,751)</b>	<b>(52,859)</b>	<b>(52,968)</b>
*Percentage increase over prior year Requisition			126.1%		-23.2%	103.0%	20.3%	0.2%	0.2%	0.2%

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **SSI Economic Sustainability**

#### **FINAL BUDGET**

MARCH 2024

**Service:** 1.124 SSI Economic Development Sustainability

**Commission:** Salt Spring Island Local Community Commission

**DEFINITION:**

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:**

None stated

**COMMISSION:**

Salt Spring Island Local Community Commission

**FUNDING:**

Requisition

**1.124 - SSI Economic Sustainability**

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Website Maintenance	15,000	200	100	-	-	100	100	100	100	100
Project Costs	40,000	18,809	40,000	-	-	40,000	40,000	40,000	40,000	40,000
Third Party Payments	20,000	20,000	10,000	-	-	10,000	10,000	10,000	10,000	10,000
Allocations	12,181	12,181	13,239	-	-	13,239	13,486	13,784	14,065	14,347
Operating - Other	9,400	7,043	6,010	-	-	6,010	6,130	6,250	6,370	6,500
<b>TOTAL OPERATING COSTS</b>	<b>96,581</b>	<b>58,233</b>	<b>69,349</b>	<b>-</b>	<b>-</b>	<b>69,349</b>	<b>69,716</b>	<b>70,134</b>	<b>70,535</b>	<b>70,947</b>
*Percentage Increase over prior year			-28.2%			-28.2%	0.5%	0.6%	0.6%	0.6%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	23,619	5,000	-	(5,000)	-	5,000	5,000	5,000	5,000
<b>TOTAL COSTS</b>	<b>96,581</b>	<b>81,852</b>	<b>74,349</b>	<b>-</b>	<b>(5,000)</b>	<b>69,349</b>	<b>74,716</b>	<b>75,134</b>	<b>75,535</b>	<b>75,947</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Surplus CFW from 2023 to 2024	-	15,000	-	-	(15,000)	(15,000)	-	-	-	-
Transfer from Operating Reserve Fund	-	-	-	-	-	-	(14,205)	(13,415)	(12,585)	(11,735)
Grants in Lieu of Taxes	(73)	(73)	(80)	-	-	(80)	(60)	(60)	(60)	(60)
Other Income	(550)	(821)	(570)	-	-	(570)	(580)	(590)	(600)	(610)
<b>TOTAL REVENUE</b>	<b>(623)</b>	<b>14,106</b>	<b>(650)</b>	<b>-</b>	<b>(15,000)</b>	<b>(15,650)</b>	<b>(14,845)</b>	<b>(14,065)</b>	<b>(13,245)</b>	<b>(12,405)</b>
<b>REQUISITION</b>	<b>(95,958)</b>	<b>(95,958)</b>	<b>(73,699)</b>	<b>-</b>	<b>20,000</b>	<b>(53,699)</b>	<b>(59,871)</b>	<b>(61,069)</b>	<b>(62,290)</b>	<b>(63,542)</b>
*Percentage increase over prior year Requisition			-23.2%		-20.8%	-44.0%	11.5%	2.0%	2.0%	2.0%

## Reserve Schedule

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

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

## Reserve Cash Flow

Fund: Fund Centre:	1500 105534	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		25,197	79,988	79,988	70,783	62,368	54,783
Transfer from Ops Budget		23,619	-	5,000	5,000	5,000	5,000
Surplus from closed BX project		29,957	-	(14,205)	(13,415)	(12,585)	(11,735)
Interest Income*		1,215					
<b>Ending Balance \$</b>		<b>79,988</b>	<b>79,988</b>	<b>70,783</b>	<b>62,368</b>	<b>54,783</b>	<b>48,048</b>

#### Assumptions/Background:

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



# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **SSI Public Library**

#### **FINAL BUDGET**

MARCH 2024

**Service:** 1.141 SSI Public Library

**Commission:** Salt Spring Island Local Community Commission

**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 \$1,238,600.

**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	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Contribution to Library	465,850	465,850	512,440	-	-	512,440	563,680	574,950	586,450	598,180
Allocations	24,644	24,644	25,419	-	-	25,419	25,927	26,446	26,975	27,514
Insurance	8,150	8,150	8,250	-	-	8,250	8,660	9,090	9,540	10,020
Other Operating Expenses	6,693	10,063	9,815	-	-	9,815	9,890	9,970	10,050	10,130
Contingency	2,500	-	2,500	-	-	2,500	2,500	2,500	2,500	2,500
<b>TOTAL OPERATING COSTS</b>	<b>507,837</b>	<b>508,707</b>	<b>558,424</b>	<b>-</b>	<b>-</b>	<b>558,424</b>	<b>610,657</b>	<b>622,956</b>	<b>635,515</b>	<b>648,344</b>
*Percentage Increase over prior year			10.0%			10.0%	9.4%	2.0%	2.0%	2.0%
<u>DEBT / RESERVE</u>										
Transfer to Capital Reserve Fund	23,255	22,967	23,255	-	(10,000)	13,255	26,570	29,920	170,090	173,545
MFA Debt Reserve Fund	540	1,049	620	-	-	620	620	620	30	30
MFA Principal Payment	112,357	112,357	112,731	-	-	112,731	112,731	112,731	5,368	5,368
MFA Interest Payment	33,250	33,250	33,920	-	-	33,920	33,920	33,920	4,520	4,520
<b>TOTAL DEBT / RESERVE</b>	<b>169,402</b>	<b>169,623</b>	<b>170,526</b>	<b>-</b>	<b>(10,000)</b>	<b>160,526</b>	<b>173,841</b>	<b>177,191</b>	<b>180,008</b>	<b>183,463</b>
<b>TOTAL COSTS</b>	<b>677,239</b>	<b>678,330</b>	<b>728,950</b>	<b>-</b>	<b>(10,000)</b>	<b>718,950</b>	<b>784,498</b>	<b>800,147</b>	<b>815,523</b>	<b>831,807</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(492)	(492)	(512)	-	-	(512)	(520)	(530)	(540)	(550)
MFA Debt reserve fund earnings	(540)	(873)	(620)	-	-	(620)	(620)	(620)	(30)	(30)
Other Income	(524)	(1,282)	(524)	-	-	(524)	(540)	(550)	(560)	(570)
<b>TOTAL REVENUE</b>	<b>(1,556)</b>	<b>(2,647)</b>	<b>(1,656)</b>	<b>-</b>	<b>-</b>	<b>(1,656)</b>	<b>(1,680)</b>	<b>(1,700)</b>	<b>(1,130)</b>	<b>(1,150)</b>
<b>REQUISITION</b>	<b>(675,683)</b>	<b>(675,683)</b>	<b>(727,294)</b>	<b>-</b>	<b>10,000</b>	<b>(717,294)</b>	<b>(782,818)</b>	<b>(798,447)</b>	<b>(814,393)</b>	<b>(830,657)</b>
*Percentage increase over prior year Requisition			7.6%		-1.4%	6.2%	9.1%	2.0%	2.0%	2.0%

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

<b>Service No.</b>	<b>1.141</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
	<b>SSI Public Library</b>							

**EXPENDITURE**

Buildings	\$0	\$90,000	\$0	\$0	\$0	\$0	\$15,000	\$105,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$0</b>	<b>\$90,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15,000</b>	<b>\$105,000</b>

**SOURCE OF FUNDS**

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$70,000	\$0	\$0	\$0	\$0	\$0	\$70,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$20,000	\$0	\$0	\$0	\$0	\$15,000	\$35,000
	<b>\$0</b>	<b>\$90,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15,000</b>	<b>\$105,000</b>

**CAPITAL REGIONAL DISTRICT**

**5 YEAR CAPITAL PLAN**

2024 - 2028

Service #: 1.141

Service Name: SSI Public Library

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total auto-populates
23-01	New	Emergency Repairs	Unforseen Emergency Repairs	\$ 10,000	B	Res	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
28-01	New	Roof Repairs	Repair Roof	\$ 15,000	B	Res	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000
24-01	New	Archives Climate Control System	Archives Climate Control System Replacement	\$ 80,000	B	Res	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
24-01	New	Archives Climate Control System	Archives Climate Control System Replacement		B	Grant	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000
													\$ -
													\$ -
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													\$ -
													\$ -
<b>GRAND TOTAL</b>				<b>\$ 105,000</b>			<b>\$ -</b>	<b>\$ 90,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ 105,000</b>

Service:

1.141

SSI Public Library

Project Number

23-01

Capital Project Title

Emergency Repairs

Capital Project Description

Unforseen Emergency Repairs

Project Rationale

[Redacted]

Project Number

28-01

Capital Project Title

Roof Repairs

Capital Project Description

Repair Roof

Project Rationale

[Redacted]

Project Number

24-01

Capital Project Title

Archives Climate Control System

Capital Project Description

Archives Climate Control System Replacement

Project Rationale

[Redacted]

## 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	Actual	Budget				
Fund Centre:	102136	2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>		56,881	85,260	78,515	105,085	135,005	305,095
<b>Transfer from Ops Budget</b>		22,967	13,255	26,570	29,920	170,090	173,545
<b>Transfer from Cap Fund</b>		2,283	-	-	-	-	-
<b>Transfer to Cap Fund</b>		-	(20,000)	-	-	-	(15,000)
<b>Interest Income*</b>		3,129					
<b>Ending Balance \$</b>		<b>85,260</b>	<b>78,515</b>	<b>105,085</b>	<b>135,005</b>	<b>305,095</b>	<b>463,640</b>

#### **Assumptions/Backgrounds:**

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

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **SSI Street Lighting**

#### **FINAL BUDGET**

MARCH 2024



**Service:** 1.234 SSI Street Lighting

**Commission:** Salt Spring Island Local Community Commission

**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 \$48,872.

**FUNDING:**

Requisition

1.234 - SSI Street Lighting	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2024 ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Electricity	25,650	25,524	26,400	-	-	26,400	27,000	27,500	28,000	28,500
Allocations	1,310	1,310	1,348	2,000	-	3,348	3,415	3,492	3,571	3,649
Contribution projects	-	-	-	2,000	-	2,000	2,000	2,000	2,000	2,000
Other Operating Expenses	-	288	100	-	-	100	100	100	100	100
<b>TOTAL OPERATING COSTS</b>	<b>26,960</b>	<b>27,122</b>	<b>27,848</b>	<b>4,000</b>	<b>-</b>	<b>31,848</b>	<b>32,515</b>	<b>33,092</b>	<b>33,671</b>	<b>34,249</b>
*Percentage Increase over prior year			3.3%	14.8%		18.1%	2.1%	1.8%	1.7%	1.7%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
<b>TOTAL COSTS</b>	<b>26,960</b>	<b>27,122</b>	<b>27,848</b>	<b>4,000</b>	<b>-</b>	<b>31,848</b>	<b>32,515</b>	<b>33,092</b>	<b>33,671</b>	<b>34,249</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Deficit c/fwd from 2023 to 2024	-	(61)	61	-	-	61	-	-	-	-
Deficit c/fwd from 2022 to 2023	922	922	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(20)	(20)	(20)	-	-	(20)	(20)	(20)	(20)	(20)
Revenue - Other	(20)	(121)	(20)	-	-	(20)	(20)	(20)	(20)	(20)
<b>TOTAL REVENUE</b>	<b>882</b>	<b>720</b>	<b>21</b>	<b>-</b>	<b>-</b>	<b>21</b>	<b>(40)</b>	<b>(40)</b>	<b>(40)</b>	<b>(40)</b>
<b>REQUISITION</b>	<b>(27,842)</b>	<b>(27,842)</b>	<b>(27,869)</b>	<b>(4,000)</b>	<b>-</b>	<b>(31,869)</b>	<b>(32,475)</b>	<b>(33,052)</b>	<b>(33,631)</b>	<b>(34,209)</b>
*Percentage increase over prior year Requisition			0.1%	14.4%		14.5%	1.9%	1.8%	1.8%	1.7%

**Reserve Schedule**

**Reserve Fund: 1.234 SSI Street Lighting - Operating Reserve Fund**

Bylaw No. 4584  
Newly created in 2023

**Reserve Cash Flow**

Fund:	1500	Actual	Budget				
Fund Centre:	105557	2023	2024	2025	2026	2027	2028
Beginning Balance		-	-	-	-	-	-
Transfer from Ops Budget		-	-	-	-	-	-
Transfer to Ops Budget		-	-	-	-	-	-
Interest Income*		-					
<b>Ending Balance \$</b>		-	-	-	-	-	-

**Assumptions/Backgrounds:**

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

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Fernwood Dock (SSI)**

#### **FINAL BUDGET**

MARCH 2024

**Service: 1.236 SSI Small Craft Harbour (Fernwood Dock)**

**Commission: Salt Spring Island Local Community Commission**

**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 Local Community 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 \$332,957.

**COMMISSION:**

Salt Spring Island Local Community Commission

**FUNDING:**

Parcel Tax

1.236 - Fernwood Dock (SSI)	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Repairs & Maintenance	6,190	2,323	6,410	-	-	6,410	6,530	6,670	6,800	6,940
Insurance	3,256	3,256	3,350	-	-	3,350	3,520	3,700	3,880	4,070
Supplies	790	-	820	-	-	820	840	860	880	900
Allocations	3,562	3,562	3,670	-	-	3,670	3,743	3,817	3,894	3,972
Other Operating Expenses	2,257	404	2,297	-	-	2,297	2,441	2,575	2,708	2,841
<b>TOTAL OPERATING COSTS</b>	<b>16,055</b>	<b>9,545</b>	<b>16,547</b>	<b>-</b>	<b>-</b>	<b>16,547</b>	<b>17,074</b>	<b>17,622</b>	<b>18,162</b>	<b>18,723</b>
*Percentage Increase over prior year			3.1%			3.1%	3.2%	3.2%	3.1%	3.1%
<u>CAPITAL / RESERVE</u>										
Transfer to Capital Reserve Fund	-	6,525	-	-	-	-	10,000	16,000	18,000	20,000
<b>TOTAL CAPITAL / RESERVE</b>	<b>-</b>	<b>6,525</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,000</b>	<b>16,000</b>	<b>18,000</b>	<b>20,000</b>
<b>TOTAL COSTS</b>	<b>16,055</b>	<b>16,070</b>	<b>16,547</b>	<b>-</b>	<b>-</b>	<b>16,547</b>	<b>27,074</b>	<b>33,622</b>	<b>36,162</b>	<b>38,723</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Interest Income	(130)	(145)	(130)	-	-	(130)	(130)	(130)	(130)	(130)
Grants in Lieu of Taxes	(37)	(37)	(37)	-	-	(37)	(40)	(40)	(40)	(40)
<b>TOTAL REVENUE</b>	<b>(167)</b>	<b>(182)</b>	<b>(167)</b>	<b>-</b>	<b>-</b>	<b>(167)</b>	<b>(170)</b>	<b>(170)</b>	<b>(170)</b>	<b>(170)</b>
<b>REQUISITION - PARCEL TAX</b>	<b>(15,888)</b>	<b>(15,888)</b>	<b>(16,380)</b>	<b>-</b>	<b>-</b>	<b>(16,380)</b>	<b>(26,904)</b>	<b>(33,452)</b>	<b>(35,992)</b>	<b>(38,553)</b>
*Percentage increase over prior year Requisition			3.1%			3.1%	64.2%	24.3%	7.6%	7.1%

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

<b>Service No. 1.236</b> <b>SSI Small Craft Harbour (Fernwood Dock)</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
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**EXPENDITURE**

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$70,000	\$130,000	\$60,000	\$10,000	\$10,000	\$280,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$0</b>	<b>\$70,000</b>	<b>\$130,000</b>	<b>\$60,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$280,000</b>

**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	\$75,000	\$0	\$0	\$0	\$75,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$70,000	\$55,000	\$60,000	\$10,000	\$10,000	\$205,000
	<b>\$0</b>	<b>\$70,000</b>	<b>\$130,000</b>	<b>\$60,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$280,000</b>





**Service:** 1.236 SSI Small Craft Harbour (Fernwood Dock)

<b>Project Number</b>	23-01	<b>Capital Project Title</b>	Annual Preventative Maintenance and Repairs	<b>Capital Project Description</b>	Paint and replace rotten deck boards, float rail and antislip gangway.
<b>Project Rationale</b>	Annual preventative maintenance and repairs to extend useful life.				

<b>Project Number</b>	24-02	<b>Capital Project Title</b>	Anticipated work from 2023 inspection	<b>Capital Project Description</b>	Replace and repair damaged sections
<b>Project Rationale</b>	Lifecycle replacement				

## 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:	1080	Actual	Budget				
Fund Centre:	102111	2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>		215,513	180,891	110,891	65,891	21,891	29,891
<b>Transfer from Ops Budget</b>		6,525	-	10,000	16,000	18,000	20,000
<b>Transfer from Cap Fund</b>		-					
<b>Transfer to Cap Fund</b>		(50,000)	(70,000)	(55,000)	(60,000)	(10,000)	(10,000)
<b>Interest Income*</b>		8,854					
<b>Ending Balance \$</b>		<b>180,891</b>	<b>110,891</b>	<b>65,891</b>	<b>21,891</b>	<b>29,891</b>	<b>39,891</b>

### **Assumptions/Background:**

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

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Community Transit (SSI)**

#### **FINAL BUDGET**

MARCH 2024

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

**Commission:** Salt Spring Island Local Community Commission

**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 \$245,000 or \$0.076 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$506,095.

**COMMISSION:**

Salt Spring Island Local Community Commission

**FUNDING:**

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

**1.238A - Community Transit (SSI)**

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Gross Municipal Obligation	537,754	535,954	600,009	-	-	600,009	635,310	675,932	689,451	703,240
Allocations	24,650	24,650	30,084	-	-	30,084	30,699	31,315	31,953	32,592
Other Operating Expenses	2,480	3,456	2,580	-	-	2,580	2,640	2,700	2,760	2,830
<b>TOTAL OPERATING COSTS</b>	<b>564,884</b>	<b>564,060</b>	<b>632,673</b>	<b>-</b>	<b>-</b>	<b>632,673</b>	<b>668,649</b>	<b>709,947</b>	<b>724,164</b>	<b>738,662</b>
*Percentage Increase over prior year			12.0%			12.0%	5.7%	6.2%	2.0%	2.0%
<u>CAPITAL / RESERVES</u>										
Transfer to Capital Reserve Fund	35,000	35,000	-	-	-	-	5,000	40,000	40,000	40,000
Transfer to Operating Reserve Fund	-	21,292	-	-	-	-	30,000	8,520	9,460	10,425
<b>TOTAL CAPITAL / RESERVES</b>	<b>35,000</b>	<b>56,292</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>35,000</b>	<b>48,520</b>	<b>49,460</b>	<b>50,425</b>
<b>TOTAL COSTS</b>	<b>599,884</b>	<b>620,352</b>	<b>632,673</b>	<b>-</b>	<b>-</b>	<b>632,673</b>	<b>703,649</b>	<b>758,467</b>	<b>773,624</b>	<b>789,087</b>
*Percentage Increase over prior year			5.5%			5.5%	11.2%	7.8%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(120,000)	(120,000)	(67,000)	-	-	(67,000)	-	-	-	-
Transit Pass Revenue	(195,482)	(206,494)	(211,324)	-	-	(211,324)	(216,867)	(219,177)	(223,561)	(228,032)
Safe Restart Funding Allocation	(22,476)	(29,430)	-	-	-	-	-	-	-	-
Other Income	(520)	(3,022)	(520)	-	-	(520)	(520)	(520)	(520)	(520)
Grants in Lieu of Taxes	(144)	(144)	(150)	-	-	(150)	(160)	(160)	(160)	(160)
<b>TOTAL REVENUE</b>	<b>(338,622)</b>	<b>(359,090)</b>	<b>(278,994)</b>	<b>-</b>	<b>-</b>	<b>(278,994)</b>	<b>(217,547)</b>	<b>(219,857)</b>	<b>(224,241)</b>	<b>(228,712)</b>
<b>REQUISITION</b>	<b>(261,262)</b>	<b>(261,262)</b>	<b>(353,679)</b>	<b>-</b>	<b>-</b>	<b>(353,679)</b>	<b>(486,102)</b>	<b>(538,610)</b>	<b>(549,383)</b>	<b>(560,375)</b>
*Percentage increase over prior year Requisition			35.4%			35.4%	37.4%	10.8%	2.0%	2.0%



**CAPITAL REGIONAL DISTRICT**

**5 YEAR CAPITAL PLAN**

2024 - 2028

Service #: 1.238A

Service Name: Community Transit (SSI)

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total auto-populates
23-01	New	Bus Shelters	Bus Shelter program. Location TBA. Construction.	\$ 300,000	S	Grant	\$ -	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 200,000
23-01	New	Bus Shelters	Bus Shelter program. Location TBA. Site and foundation design. (CWF Grant)		S	Grant	\$ -	\$ 20,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 60,000
23-01	New	Bus Shelters	Bus Shelter program. Location TBA. CRD Project Management.		S	Res	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 40,000
23-02	New	O & M Facility Plan	O & M Facility Plan with secure vehicle parking and battery electric bus (BEB) charging infrastructure.	\$ 50,000	S	Cap	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
													\$ -
													\$ -
													\$ -
			<b>GRAND TOTAL</b>	<b>\$ 350,000</b>			<b>\$ 50,000</b>	<b>\$ 110,000</b>	<b>\$ 60,000</b>	<b>\$ 60,000</b>	<b>\$ 60,000</b>	<b>\$ 60,000</b>	<b>\$ 350,000</b>

Service:

1.238A

Community Transit (SSI)

Project Number

23-01

Capital Project Title

Bus Shelters

Capital Project Description

Bus Shelter program. Location TBA. Construction.

Project Rationale Continuation of the Art Inspired Bus Shelter program. The plan is to design and build one bus shelter per year with the design one year and the construction the next. Location TBA.

Project Number

23-02

Capital Project Title

O & M Facility Plan

Capital Project Description

O & M Facility Plan with secure vehicle parking and battery electric bus (BEB) charging infrastructure.

Project Rationale O & M Facility Plan with secure vehicle parking and battery electric bus (BEB) charging infrastructure.



Community Transit (SSI)  
 Reserve Summary Schedule  
 2024 - 2028 Financial Plan

**Reserve/Fund Summary**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Operating Reserve Fund	101,382	34,382	64,382	72,902	82,362	92,787
Capital Reserve Fund	8,583	8,583	3,583	33,583	63,583	93,583
<b>Total</b>	<b>109,965</b>	<b>42,965</b>	<b>67,965</b>	<b>106,485</b>	<b>145,945</b>	<b>186,370</b>

**Reserve Schedule**

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

**Reserve Cash Flow**

Fund: Fund Centre:	1500 105409	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		192,796	101,382	34,382	64,382	72,902	82,362
Transfer from Ops Budget		21,292	-	30,000	8,520	9,460	10,425
Transfer to Ops Budget		(120,000)	(67,000)	-	-	-	-
Interest Income*		7,294					
<b>Ending Balance \$</b>		<b>101,382</b>	<b>34,382</b>	<b>64,382</b>	<b>72,902</b>	<b>82,362</b>	<b>92,787</b>

**Assumptions/Background:**

To fund service expansions & bus leasing costs

\*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: 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	Actual	Budget				
		2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>		23,915	8,583	8,583	3,583	33,583	63,583
<b>Transfer from Ops Budget</b>		35,000	-	5,000	40,000	40,000	40,000
<b>Planned Purchase</b>		(50,000)	-	(10,000)	(10,000)	(10,000)	(10,000)
<b>Interest Income (expense)*</b>		(332)					
<b>Ending Balance \$</b>		<b>8,583</b>	<b>8,583</b>	<b>3,583</b>	<b>33,583</b>	<b>63,583</b>	<b>93,583</b>

### **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.

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

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Community Transportation (SSI)**

**FINAL BUDGET**

MARCH 2024

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

**Commission:** Salt Spring Island Local Community Commission

**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 \$293,002.

**COMMISSION:**

Salt Spring Island Local Community Commission

**FUNDING:**

Requisition

**1.238B - Community Transportation (SSI)**

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Pathway Maintenance	-	2,926	2,000	-	-	2,000	2,000	2,000	2,000	2,000
Allocations	57,301	57,301	21,809	-	-	21,809	22,201	22,677	23,125	23,597
Labour Cost	22,030	24,432	23,130	-	-	23,130	23,612	24,102	24,602	25,118
Other Operating Expenses	1,662	2,034	1,550	-	-	1,550	1,560	1,570	1,580	1,590
<b>TOTAL OPERATING COSTS</b>	<b>80,993</b>	<b>86,693</b>	<b>48,489</b>	<b>-</b>	<b>-</b>	<b>48,489</b>	<b>49,373</b>	<b>50,349</b>	<b>51,307</b>	<b>52,305</b>
*Percentage Increase over prior year			-40.1%			-40.1%	1.8%	2.0%	1.9%	1.9%
<u>DEBT / RESERVE</u>										
Transfer to Capital Reserve Fund	68,000	61,454	100,000	-	(60,000)	40,000	100,000	100,000	100,000	100,000
Transfer to Operating Reserve Fund	-	-	9,770	-	(9,770)	-	4,730	2,000	2,000	2,000
MFA Debt Reserve Fund	-	-	-	-	-	-	3,200	3,200	3,150	4,100
Principal Payment	-	-	-	-	-	-	-	9,368	18,737	27,959
Interest Payment	-	-	-	-	-	-	3,920	19,600	39,078	56,840
<b>TOTAL DEBT / RESERVES</b>	<b>68,000</b>	<b>61,454</b>	<b>109,770</b>	<b>-</b>	<b>(69,770)</b>	<b>40,000</b>	<b>111,850</b>	<b>134,168</b>	<b>162,965</b>	<b>190,899</b>
<b>TOTAL COSTS</b>	<b>148,993</b>	<b>148,147</b>	<b>158,259</b>	<b>-</b>	<b>(69,770)</b>	<b>88,489</b>	<b>161,223</b>	<b>184,517</b>	<b>214,272</b>	<b>243,204</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Other Income	(1,040)	(194)	(300)	-	-	(300)	(300)	(300)	(300)	(300)
Grants in Lieu of Taxes	(127)	(127)	(130)	-	-	(130)	(130)	(130)	(130)	(130)
<b>TOTAL REVENUE</b>	<b>(1,167)</b>	<b>(321)</b>	<b>(430)</b>	<b>-</b>	<b>-</b>	<b>(430)</b>	<b>(430)</b>	<b>(430)</b>	<b>(430)</b>	<b>(430)</b>
<b>REQUISITION</b>	<b>(147,826)</b>	<b>(147,826)</b>	<b>(157,829)</b>	<b>-</b>	<b>69,770</b>	<b>(88,059)</b>	<b>(160,793)</b>	<b>(184,087)</b>	<b>(213,842)</b>	<b>(242,774)</b>
*Percentage increase over prior year Requisition			6.8%		-47.2%	-40.4%	82.6%	14.5%	16.2%	13.5%

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

<b>Service No.</b>	<b>1.238B Community Transportation (SSI)</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
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**EXPENDITURE**

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$45,000	\$55,000	\$0	\$0	\$0	\$0	\$0	\$55,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$347,000	\$1,270,000	\$968,000	\$1,100,000	\$1,570,000	\$1,570,000	\$5,255,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$45,000</b>	<b>\$402,000</b>	<b>\$1,270,000</b>	<b>\$968,000</b>	<b>\$1,100,000</b>	<b>\$1,570,000</b>	<b>\$1,570,000</b>	<b>\$5,310,000</b>

**SOURCE OF FUNDS**

Capital Funds on Hand	\$45,000	\$45,000	\$0	\$0	\$0	\$0	\$0	\$45,000
Debenture Debt (New Debt Only)	\$0	\$0	\$320,000	\$320,000	\$315,000	\$410,000	\$410,000	\$1,365,000
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$210,000	\$840,000	\$460,000	\$700,000	\$1,015,000	\$1,015,000	\$3,225,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$147,000	\$110,000	\$188,000	\$85,000	\$145,000	\$145,000	\$675,000
	<b>\$45,000</b>	<b>\$402,000</b>	<b>\$1,270,000</b>	<b>\$968,000</b>	<b>\$1,100,000</b>	<b>\$1,570,000</b>	<b>\$1,570,000</b>	<b>\$5,310,000</b>

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #:

1.2388

Service Na

Community Transportation (55)

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	PROJECT BUDGET & SCHEDULE										
				Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5-Year Total sub-populates	
22-04	New	Construction Program for Pathway Network Merchant Mews (300 m)	Construction of pathway at Merchant Mews to just south of Leisure Lane. (70% BCAT 30% CWF)	\$ 230,000	S	Grant	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
22-04	New	Construction Program for Pathway Network Merchant Mews (300 m)	CRD Project Management		S	Res	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
24-01	New	Strategic Asset Management Plan & Accessibility Assessment	Identify condition of pathways, develop prioritized list of maintenance and long term planning including accessibility assessment.	\$ 95,000	S	Grant	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000
24-01	New	Strategic Asset Management Plan & Accessibility Assessment	CRD Project Management		S	Res	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
22-06	New	Lower Ganges Road - Barrier removal or relocation.	Removal of barriers along Lower Ganges Road from Baker Road south. Includes CRD project management.	\$ 14,000	S	Res	\$ -	\$ -	\$ -	\$ 14,000	\$ -	\$ -	\$ -	\$ 14,000
22-08	New	Lower Ganges Road - Concrete Barrier removal or relocation.	Remove and/or relocate concrete barriers along Lower Ganges Road from Booth Canal Road north. Includes CRD project management.	\$ 69,000	S	Res	\$ -	\$ -	\$ -	\$ 69,000	\$ -	\$ -	\$ -	\$ 69,000
22-12	New	Design and Construction of Pathway - Rainbow Road (350 m)	Design an asphalt sidewalk along the south side of Rainbow Road from Lower Ganges Road to 100-167 Rainbow Road including left turn lane near LGR.	\$ 1,075,000	S	Res	\$ -	\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ 60,000
22-12	New	Design and Construction of Pathway - Rainbow Road (350 m)	Construct an asphalt sidewalk along the south side of Rainbow Road from Lower Ganges Road to 100-167 Rainbow Road including left turn lane near LGR. Includes construction administration and CRD project management. (70% BCAT)		S	Grant	\$ -	\$ -	\$ -	\$ 10,000	\$ 700,000	\$ -	\$ -	\$ 710,000
22-12	New	Design and Construction of Pathway - Rainbow Road (350 m)	Construct an asphalt sidewalk along the south side of Rainbow Road from Lower Ganges Road to 100-167 Rainbow Road including left turn lane near LGR. Includes construction administration and CRD project management. (30%)		S	Debt	\$ -	\$ -	\$ -	\$ -	\$ 305,000	\$ -	\$ -	\$ 305,000
22-14	New	Design and Construction of Pathway - Swanson Road (600 m)	Design of pathway network sections that has been designed in the previous year - Swanson Road from Atkins to end of Lakeview Crescent.	\$ 485,000	S	Res	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
22-14	New	Design and Construction of Pathway - Swanson Road (600 m)	Construction of pathway network sections that has been designed in the previous year - Swanson Road from Atkins to end of Lakeview Crescent. Includes construction administration and CRD project management. (70% BCAT)		S	Grant	\$ -	\$ -	\$ 10,000	\$ 310,000	\$ -	\$ -	\$ -	\$ 320,000
22-14	New	Design and Construction of Pathway - Swanson Road (600 m)	Construction of pathway network sections that has been designed in the previous year - Swanson Road from Atkins to end of Lakeview Crescent. Includes construction administration and CRD project management. (30%)		S	Debt	\$ -	\$ -	\$ -	\$ 135,000	\$ -	\$ -	\$ -	\$ 135,000
23-01	New	Design and Construction of Pathway - Park Drive (200 m)	Annual program to develop detailed design and obtain permits and regulatory approvals - Park Drive from LGR to Aldous Road and CRD Project Management	\$ 190,000	S	Res	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000
23-01	New	Design and Construction of Pathway - Park Drive (200 m)	Construction of pathway network sections that has been designed in the previous year - Park Drive from LGR to Aldous Road. (70% BCAT)		S	Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 105,000	\$ -	\$ 105,000
23-01	New	Design and Construction of Pathway - Park Drive (200 m)	Construction of pathway network sections that has been designed in the previous year - Park Drive from LGR to Aldous Road. (30%) Includes construction administration and CRD project management.		S	Debt	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 60,000	\$ -	\$ 65,000
23-03	New	Design and construction of Pathway along harbour side on Lower Ganges Road. (400 m)	Design and engineering for a pathway along Lower Ganges Road on the harbour side from Upper Ganges Road to the intersection at Rainbow Road.	\$ 1,180,000	S	Res	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
23-03	New	Design and construction of Pathway along harbour side on Lower Ganges Road. (400 m)	Construction of a pathway along Lower Ganges Road on the harbour side from Upper Ganges Road to the intersection at Rainbow Road. Includes construction administration and CRD project management. (70% BCAT)		S	Grant	\$ -	\$ 10,000	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ 760,000
23-03	New	Design and construction of Pathway along harbour side on Lower Ganges Road. (400 m)	Construction of a pathway along Lower Ganges Road on the harbour side from Upper Ganges Road to the intersection at Rainbow Road. Includes construction administration and CRD project management. (30%)		S	Debt	\$ -	\$ -	\$ 320,000	\$ -	\$ -	\$ -	\$ -	\$ 320,000
24-02	New	Design and Construction of Pathway - Whims Road (300 m)	Detailed design and obtain permits and regulatory approvals - Whims Road from Malview to North End Road, and CRD Project Management	\$ 255,000	S	Res	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000
24-02	New	Design and Construction of Pathway - Whims Road (300 m)	Construction of a pathway along Whims Road from Malview to North End Road, and CRD Project Management. (70% BCAT)		S	Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140,000	\$ -	\$ 140,000
24-02	New	Design and Construction of Pathway - Whims Road (300 m)	Construction of a pathway along Whims Road from Malview to North End Road, and CRD Project Management. (30%) Includes construction administration and CRD project management.		S	Debt	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 85,000	\$ -	\$ 90,000
25-01	New	Design and Construction of Pathway - Sunset Road (500 m)	Detailed design and obtain permits and regulatory approvals - Sunset Road from Vesuvius Bay Road to Duck Creek Park	\$ 465,000	S	Res	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000
25-01	New	Design and Construction of Pathway - Sunset Road (500 m)	Construction of a pathway along Sunset Road from Vesuvius Bay Road to Duck Creek Park. Includes construction administration and CRD project management. (70% BCAT)		S	Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 310,000	\$ -	\$ 310,000
25-01	New	Design and Construction of Pathway - Sunset Road (500 m)	Construction of a pathway along Sunset Road from Vesuvius Bay Road to Duck Creek Park. Includes construction administration and CRD project management. (30%)		S	Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 130,000	\$ -	\$ 130,000
22-09	New	Pathway Standards and Maintenance Development	Develop a set of standards and specifications for pathway design, construction and maintenance. Includes CRD project management.	\$ 22,000	S	Res	\$ -	\$ 22,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,000
23-05	New	Pathway Maintenance Equipment	Purchase of equipment for snow removal and pathway repairs and maintenance.	\$ 55,000	E	Cap	\$ 45,000	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000
23-05	New	Pathway Maintenance Equipment	Purchase of equipment for snow removal and pathway repairs and maintenance.		E	Res	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
24-03	New	McPhillips Avenue Pedestrian Facilities	Design of pedestrian facilities along McPhillips Avenue. Includes 30% of construction and CRD project management.	\$ 270,000	S	Res	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ 90,000	\$ -	\$ 130,000
24-03	New	McPhillips Avenue Pedestrian Facilities	Construction of pedestrian facilities along McPhillips Avenue. (70% BCAT)		S	Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140,000	\$ -	\$ 140,000
28-01	New	Design and Construction of Pathway - Drake Road (650 m)	Detailed design and obtain permits and regulatory approvals - Lower Ganges Road to 221 Drake Road along Drake Road	\$ 485,000	S	Res	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000
28-01	New	Design and Construction of Pathway - Drake Road (650 m)	Construction of a pathway from Lower Ganges Road to 221 Drake Road along Drake Road. Includes construction administration and CRD project management. (70% BCAT)		S	Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 320,000	\$ -	\$ 320,000
28-01	New	Design and Construction of Pathway - Drake Road (650 m)	Construction of a pathway from Lower Ganges Road to 221 Drake Road along Drake Road. Includes construction administration and CRD project management.		S	Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 135,000	\$ -	\$ 135,000
24-04	New	Referendum or Alternative Approval Process - Funding for Future Projects	Seek service area elections approval to fund projects. Public Engagement for Future Projects. Undertake a referendum or AAP to borrow funds.	\$ 35,000	S	Res	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000
26-01	New	Design and Construction of Pathway - Jackson Road (310 m)	Detailed design and obtain permits and regulatory approvals - Rainbow Road to Seaview Avenue along Jackson Road	\$ 250,000	S	Res	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000
26-01	New	Design and Construction of Pathway - Jackson Road (310 m)	Construction of a pathway from Rainbow Road to Seaview Avenue along Jackson Road. Includes construction administration and CRD project management. (70% BCAT)		S	Grant	\$ -	\$ -	\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ 140,000
26-01	New	Design and Construction of Pathway - Jackson Road (310 m)	Construction of a pathway from Rainbow Road to Seaview Avenue along Jackson Road. Includes construction administration and CRD project management.		S	Debt	\$ -	\$ -	\$ -	\$ 85,000	\$ -	\$ -	\$ -	\$ 85,000
25-02	New	Legal Survey of Drake Road proposed pathway	Legal survey of Drake Road proposed pathway to better understand pedestrian and cycling options. Includes CRD PM time.	\$ 15,000	S	Res	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
26-02	New	Prepare designs in support of application for the BC Active Transportation Infrastructure Grant.	Prepare designs in support of application for the BC Active Transportation Infrastructure Grant for Lower Ganges and Fulford - Ganges Road from Rainbow Road to Seaview Avenue, McPhillips Avenue (Option 1, 2023 Active Transportation Network Plan), Jackson Avenue and South Rainbow Road.	\$ 120,000	S	Debt	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000
26-02	New	Prepare designs in support of application for the BC Active Transportation Infrastructure Grant.	CRD administration and project management.		S	Res	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ 20,000
<b>GRAND TOTAL</b>				<b>\$ 6,310,000</b>			<b>\$ 45,000</b>	<b>\$ 492,000</b>	<b>\$ 1,270,000</b>	<b>\$ 968,000</b>	<b>\$ 1,190,000</b>	<b>\$ 1,570,000</b>	<b>\$ 5,310,000</b>	



Service: 1.238B Community Transportation (SSI)

**Project Number** 22-04 **Capital Project Title** Construction Program for Pathway Network Merchant Mews (300 m) **Capital Project Description** Construction of pathway at Merchant Mews to just south of Leisure Lane. (70% BCAT 30% CWF)

**Project Rationale** This is a pathway to benefit users from a safety and access perspective from the Merchant Mews commercial area connecting it to pathways that lead to Ganges.

**Project Number** 22-06 **Capital Project Title** Lower Ganges Road - Barrier removal or relocation. **Capital Project Description** Removal of barriers along Lower Ganges Road from Baker Road south. Includes CRD project management.

**Project Rationale** Subsequent to community feedback and concerns around the recently completed pathway from the Booth Canal Road to north of Baker Road certain barriers will be removed or relocated.

**Project Number** 22-08 **Capital Project Title** Lower Ganges Road - Concrete Barrier removal or relocation. **Capital Project Description** Remove and/or relocate concrete barriers along Lower Ganges Road from Booth Canal Road north. Includes CRD project management.

**Project Rationale** Subsequent to community feedback and concerns around the recently completed pathway from the Booth Canal Road to north of Baker Road certain barriers will be removed or relocated from Booth Canal Road north along Lower Ganges Road

**Project Number** 22-12 **Capital Project Title** Design and Construction of Pathway - Rainbow Road (350 m) **Capital Project Description** Design an asphalt sidewalk along the south side of Rainbow Road from Lower Ganges Road to 100-167 Rainbow Road including left turn lane near LGR.

**Project Rationale** This project is part of the Active Transportation network. Design and construct an asphalt sidewalk along the south side of Rainbow Road from Lower Ganges Road to 100-167 Rainbow Road.

**Service:** 1.238B Community Transportation (SSI)

<b>Project Number</b>	22-14	<b>Capital Project Title</b>	Design and Construction of Pathway - Swanson Road (600 m)	<b>Capital Project Description</b>	Design of pathway network sections that has been designed in the previous year - Swanson Road from Atkins to end of Lakeview Crescent.
<b>Project Rationale</b>	This project is part of the Active transportation. Design and construction of pathway network sections that have been designed in the previous year - Swanson Road from Atkins to Lakeview Crescent.				

<b>Project Number</b>	23-01	<b>Capital Project Title</b>	Design and Construction of Pathway - Park Drive (200 m)	<b>Capital Project Description</b>	Annual program to develop detailed design and obtain permits and regulatory approvals - Park Drive from LGR to Aldous Road and CRD Project Management
<b>Project Rationale</b>	This project is part of the Active Transportation network. Annual program to develop detailed design and obtain permits and regulatory approvals - Park Drive from LGR to Aldous Road and CRD Project Management.				

<b>Project Number</b>	23-03	<b>Capital Project Title</b>	Design and construction of Pathway along harbour side on Lower Ganges Road. (400 m)	<b>Capital Project Description</b>	Design and engineering for a pathway along Lower Ganges Road on the harbour side from Upper Ganges Road to the intersection at Rainbow Road.
<b>Project Rationale</b>	This project is part of the Active Transportation network. Design and engineering for a pathway along Lower Ganges Road on the harbour side from Upper Ganges Road to the intersection at Rainbow Road.				

<b>Project Number</b>	24-01	<b>Capital Project Title</b>	Strategic Asset Management Plan & Accessibility Assessment	<b>Capital Project Description</b>	Identify condition of pathways, develop prioritized list of maintenance and long term planning including accessibility assessment.
<b>Project Rationale</b>	Annual program to develop detailed design and obtain permits and regulatory approvals - Whims Road from Maliview to North End Road, and CRD Project Management.				

Service: 1.238B Community Transportation (SSI)

Project Number 25-01

Capital Project Title Design and Construction of Pathway - Sunset Road (500 m)

Capital Project Description Detailed design and obtain permits and regulatory approvals - Sunset Road from Vesuvius Bay Road to Duck Creek Park.

Project Rationale Active Transportation network. Annual program to develop detailed design and obtain permits and regulatory approvals - Sunset Road from Vesuvius Bay Road to Duck Creek Park.

Project Number 22-09

Capital Project Title Pathway Standards and Maintenance Development

Capital Project Description Develop a set of standards and specifications for pathway design, construction and maintenance. Includes CRD project management.

Project Rationale Develop a set of standards and specifications for pathway design, construction and maintenance.

Project Number 23-05

Capital Project Title Pathway Maintenance Equipment

Capital Project Description Purchase of equipment for snow removal and pathway repairs and maintenance.

Project Rationale Purchase of equipment for snow removal and pathway repairs and maintenance.

Project Number 24-03

Capital Project Title McPhillips Avenue Pedestrian Facilities

Capital Project Description Design of pedestrian facilities along McPhillips Avenue. Includes 30% of construction and CRD project management.

Project Rationale

**Service:** 1.238B Community Transportation (SSI)

<b>Project Number</b>	28-01	<b>Capital Project Title</b>	Design and Construction of Pathway - Drake Road (650 m)	<b>Capital Project Description</b>	Detailed design and obtain permits and regulatory approvals - Lower Ganges Road to 221 Drake Road along Drake Road
<b>Project Rationale</b>					

<b>Project Number</b>	24-04	<b>Capital Project Title</b>	Referendum or Alternative Approval Process - Funding for Future Projects	<b>Capital Project Description</b>	Seek service area electors approval to fund projects. Public Engagement for Future Projects. Undertake a referendum or AAP to borrow funds.
<b>Project Rationale</b>					

<b>Project Number</b>	26-01	<b>Capital Project Title</b>	Design and Construction of Pathway - Jackson Road (310 m)	<b>Capital Project Description</b>	Detailed design and obtain permits and regulatory approvals - Rainbow Road to Seaview Avenue along Jackson Road
<b>Project Rationale</b>					

<b>Project Number</b>	26-02	<b>Capital Project Title</b>	Prepare designs in support of application for the BC Active Transportation Infrastructure Grant.	<b>Capital Project Description</b>	Prepare designs in support of application for the BC Active Transportation Infrastructure Grant for Lower Ganges and Fulford - Ganges Road from Rainbow Road to Seaview Avenue, McPhillins Avenue (Option 1 - 2023 Active
<b>Project Rationale</b>					

**Service:** 1.238B Community Transportation (SSI)

<b>Project Number</b>	25-02	<b>Capital Project Title</b>	Legal Survey of Drake Road proposed pathway	<b>Capital Project Description</b>	Legal survey of Drake Road proposed pathway to better understand pedestrian and cycling options. Includes CRD PM time.
<b>Project Rationale</b>	[Redacted]				

<b>Project Number</b>	24-02	<b>Capital Project Title</b>	Design and Construction of Pathway - Whims Road (300 m)	<b>Capital Project Description</b>	Detailed design and obtain permits and regulatory approvals - Whims Road from Maliview to North End Road, and CRD Project Management.
<b>Project Rationale</b>	[Redacted]				

**Community Transportation (SSI)  
Reserve Summary Schedule  
2024 - 2028 Financial Plan**

**Reserve/Fund Summary**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Operating Reserve Fund	19,987	29,757	34,487	36,487	38,487	40,487
Pathways Capital Reserve Fund	355,426	248,426	238,426	150,426	165,426	120,426
<b>Total</b>	<b>375,413</b>	<b>278,183</b>	<b>272,913</b>	<b>186,913</b>	<b>203,913</b>	<b>160,913</b>

**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: Fund Centre:	1500 105539	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		19,068	19,987	29,757	34,487	36,487	38,487
Transfer from Ops Budget		-	9,770	4,730	2,000	2,000	2,000
Planned Purchase		-	-	-	-	-	-
Interest Income*		919					
<b>Ending Balance \$</b>		<b>19,987</b>	<b>29,757</b>	<b>34,487</b>	<b>36,487</b>	<b>38,487</b>	<b>40,487</b>

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

For Pathway and Bike Lane infrastructure

## Reserve Cash Flow

Fund: Fund Centre:	1086 102142	Actual	Budget				
		2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>		391,522	355,426	248,426	238,426	150,426	165,426
<b>Transfer from Ops Budget</b>		61,454	40,000	100,000	100,000	100,000	100,000
<b>Transfer from Capital Fund</b>		-					
<b>Planned Purchase</b>		(115,000)	(147,000)	(110,000)	(188,000)	(85,000)	(145,000)
<b>Interest Income*</b>		17,450					
<b>Ending Balance \$</b>		<b>355,426</b>	<b>248,426</b>	<b>238,426</b>	<b>150,426</b>	<b>165,426</b>	<b>120,426</b>

#### **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

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



# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Salt Spring Island Arts**

**FINAL BUDGET**

MARCH 2024

**Service:** 1.299 SSI Arts

**Commission:** Salt Spring Island Local Community Commission

**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 \$206,433.

**FUNDING:**

Requisition

1.299 - Salt Spring Island Arts	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Art Centre Society	83,993	83,993	86,933	-	-	86,933	88,669	90,440	92,246	94,094
Gulf Islands Community Arts Council	35,997	35,997	37,257	-	-	37,257	38,001	38,760	39,534	40,326
Allocations	2,404	2,404	2,452	-	-	2,452	2,501	2,551	2,602	2,654
Other Operating Expenses	210	1,357	500	-	5,690	6,190	500	500	500	500
<b>TOTAL COSTS</b>	<b>122,604</b>	<b>123,751</b>	<b>127,142</b>	<b>-</b>	<b>5,690</b>	<b>132,832</b>	<b>129,671</b>	<b>132,251</b>	<b>134,882</b>	<b>137,574</b>
*Percentage Increase over prior year			3.7%		4.6%	8.3%	-2.4%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Deficit c/fwd from 2023 to 2024	-	(974)	974	-	-	974	-	-	-	-
Deficit c/fwd from 2022 to 2023	576	576	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(90)	(90)	(90)	-	-	(90)	(90)	(90)	(90)	(90)
Revenue - Other	-	(173)	-	-	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>486</b>	<b>(661)</b>	<b>884</b>	<b>-</b>	<b>-</b>	<b>884</b>	<b>(90)</b>	<b>(90)</b>	<b>(90)</b>	<b>(90)</b>
<b>REQUISITION</b>	<b>(123,090)</b>	<b>(123,090)</b>	<b>(128,026)</b>	<b>-</b>	<b>(5,690)</b>	<b>(133,716)</b>	<b>(129,581)</b>	<b>(132,161)</b>	<b>(134,792)</b>	<b>(137,484)</b>
*Percentage increase over prior year Requisition			4.0%		4.6%	8.6%	-3.1%	2.0%	2.0%	2.0%

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **SSI Livestock Injury Compensation**

**FINAL BUDGET**

MARCH 2024

**Service:** 1.342 SSI Livestock Injury Compensation

**Commission:** Salt Spring Island Local Community Commission

**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 Island Electoral Area.

**MAXIMUM LEVY:**

None stated

**FUNDING:**

Requisition

1.342 - SSI Livestock Injury Compensation	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Allocations	158	158	158	-	-	158	161	164	168	171
Compensation Claim Payments	3,000	-	3,000	-	-	3,000	3,000	3,000	3,000	3,000
<b>TOTAL COSTS</b>	<b>3,158</b>	<b>158</b>	<b>3,158</b>	<b>-</b>	<b>-</b>	<b>3,158</b>	<b>3,161</b>	<b>3,164</b>	<b>3,168</b>	<b>3,171</b>
*Percentage Increase over prior year						0.0%	0.1%	0.1%	0.1%	0.1%
<u>FUNDING SOURCES (REVENUE)</u>										
Surplus c/fwd from 2023 to 2024	-	3,145	(3,145)	-	-	(3,145)	-	-	-	-
Surplus c/fwd from 2022 to 2023	(3,053)	(3,053)	-	-	-	-	-	-	-	-
Other Income	-	(145)	-	-	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>(3,053)</b>	<b>(53)</b>	<b>(3,145)</b>	<b>-</b>	<b>-</b>	<b>(3,145)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>REQUISITION</b>	<b>(105)</b>	<b>(105)</b>	<b>(13)</b>	<b>-</b>	<b>-</b>	<b>(13)</b>	<b>(3,161)</b>	<b>(3,164)</b>	<b>(3,168)</b>	<b>(3,171)</b>
*Percentage increase over prior year Requisition						-87.6%	24215.4%	0.1%	0.1%	0.1%

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **SSI Search and Rescue**

#### **FINAL BUDGET**

MARCH 2024

**Service: 1.378 SSI Search and Rescue**

**Commission: Salt Spring Island Local Community Commission**

**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 \$35,293.

**FUNDING:**

Requisition



1.378 - SSI Search and Rescue	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Contribution to SSI SAR Society	23,403	18,989	24,222	-	-	24,222	24,187	24,151	24,115	24,079
Allocations	1,639	1,639	1,252	-	-	1,252	1,277	1,303	1,329	1,355
Other Expenses	-	1,684	330	-	-	330	340	350	360	370
<b>TOTAL COSTS</b>	<b>25,042</b>	<b>22,312</b>	<b>25,804</b>	<b>-</b>	<b>-</b>	<b>25,804</b>	<b>25,804</b>	<b>25,804</b>	<b>25,804</b>	<b>25,804</b>
*Percentage Increase over prior year			3.0%			3.0%	0.0%	0.0%	0.0%	0.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Surplus c/fwd from 2023 to 2024	-	2,787	-	-	(2,787)	(2,787)	-	-	-	-
Deficit c/fwd from 2022 to 2023	762	762	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(18)	(18)	(20)	-	-	(20)	(20)	(20)	(20)	(20)
Revenue - Other	(82)	(139)	(80)	-	-	(80)	(80)	(80)	(80)	(80)
<b>TOTAL REVENUE</b>	<b>662</b>	<b>3,392</b>	<b>(100)</b>	<b>-</b>	<b>(2,787)</b>	<b>(2,887)</b>	<b>(100)</b>	<b>(100)</b>	<b>(100)</b>	<b>(100)</b>
<b>REQUISITION</b>	<b>(25,704)</b>	<b>(25,704)</b>	<b>(25,704)</b>	<b>-</b>	<b>2,787</b>	<b>(22,917)</b>	<b>(25,704)</b>	<b>(25,704)</b>	<b>(25,704)</b>	<b>(25,704)</b>
*Percentage increase over prior year Requisition			0.0%		-10.8%	-10.8%	12.2%	0.0%	0.0%	0.0%

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Salt Spring Island Pool, Park Land, Community Rec and Parks**

#### **FINAL BUDGET**

MARCH 2024

1.455 / 1.458 / 1.459

**Salt Spring Island Parks & Rec -  
All Service Areas**

OPERATING COSTS

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
Swimming Pool	947,815	1,060,378	1,008,943	57,504	-	1,066,447	1,104,282	1,117,102	1,140,969	1,165,362
Park Land	1,065,130	1,130,604	1,105,412	92,408	25,445	1,223,265	1,272,449	1,307,706	1,335,734	1,359,585
Community Recreation	285,642	320,386	311,370	68,332	5,000	384,702	388,167	396,533	404,892	413,563
Community Parks	1,006,929	978,200	1,023,394	(61,309)	-	962,085	984,480	1,006,377	1,028,134	1,050,820
<b>TOTAL OPERATING COSTS</b>	<b>3,305,516</b>	<b>3,489,568</b>	<b>3,449,119</b>	<b>156,935</b>	<b>30,445</b>	<b>3,636,499</b>	<b>3,749,378</b>	<b>3,827,718</b>	<b>3,909,729</b>	<b>3,989,330</b>

\*Percentage Increase

	4.3%	4.7%	0.9%	10.0%	3.1%	2.1%	2.1%	2.0%
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CAPITAL / RESERVE

Swimming Pool	47,500	44,000	65,000	-	-	65,000	145,000	150,000	150,000	150,000
Park Land	52,124	52,124	25,000	-	-	25,000	242,500	227,000	222,000	219,000
Community Recreation	-	-	5,000	-	-	5,000	9,350	8,900	8,650	8,230
Community Parks	15,000	8,820	28,000	-	-	28,000	25,500	25,500	25,500	25,500
DEBT CHARGES	90	-	-	-	-	-	33,375	107,666	107,666	107,666
<b>TOTAL CAPITAL / RESERVES / DEBT</b>	<b>114,714</b>	<b>104,944</b>	<b>123,000</b>	<b>-</b>	<b>-</b>	<b>123,000</b>	<b>455,725</b>	<b>519,066</b>	<b>513,816</b>	<b>510,396</b>

**TOTAL COSTS**

	<b>3,420,230</b>	<b>3,594,512</b>	<b>3,572,119</b>	<b>156,935</b>	<b>30,445</b>	<b>3,759,499</b>	<b>4,205,103</b>	<b>4,346,784</b>	<b>4,423,545</b>	<b>4,499,726</b>
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**Internal Recoveries**

	(476,328)	(448,151)	(492,990)	-	-	(492,990)	(502,850)	(512,900)	(523,160)	(533,630)
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**OPERATING LESS RECOVERIES**

	<b>2,943,902</b>	<b>3,146,361</b>	<b>3,079,129</b>	<b>156,935</b>	<b>30,445</b>	<b>3,266,509</b>	<b>3,702,253</b>	<b>3,833,884</b>	<b>3,900,385</b>	<b>3,966,096</b>
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FUNDING SOURCES (REVENUE)

Swimming Pool	(265,081)	(374,054)	(290,322)	-	60,179	(230,143)	(311,130)	(302,050)	(308,090)	(314,250)
Park Land	(147,654)	(193,113)	(143,577)	(21,500)	(8,059)	(173,136)	(162,110)	(165,360)	(168,660)	(172,040)
Community Recreation	(208,002)	(242,746)	(236,330)	(43,930)	9,533	(270,727)	(285,870)	(291,570)	(297,390)	(303,330)
Community Parks	(46,392)	(59,675)	(32,200)	-	35,212	3,012	(32,850)	(33,520)	(34,190)	(34,880)
<b>TOTAL REVENUE</b>	<b>(667,129)</b>	<b>(869,588)</b>	<b>(702,429)</b>	<b>(65,430)</b>	<b>96,865</b>	<b>(670,994)</b>	<b>(791,960)</b>	<b>(792,500)</b>	<b>(808,330)</b>	<b>(824,500)</b>

**REQUISITION**

	<b>(2,276,773)</b>	<b>(2,276,773)</b>	<b>(2,376,700)</b>	<b>(91,505)</b>	<b>(127,310)</b>	<b>(2,595,515)</b>	<b>(2,910,293)</b>	<b>(3,041,384)</b>	<b>(3,092,055)</b>	<b>(3,141,596)</b>
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\*Percentage increase over prior year requisition

	4.4%	4.0%	5.6%	14.0%	12.1%	4.5%	1.7%	1.6%
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AUTHORIZED POSITIONS:

Salaried	12.325		12.325	-0.40		11.925	12.425	12.425	12.425	12.425
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**1.45X SSI Pool, Park Land, Community Recreation and Community Parks  
Reserves Summary  
2024 - 2028 Financial Plan**

<b>Reserve/Fund Summary</b>						
<b>Reserve/Fund Summary</b>	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
<b>1.459 SSI Pool &amp; Park Land</b>						
Operating Reserve Fund - SSI Pool & Park Land	1,103	11,103	26,103	56,103	86,103	116,103
Capital Reserve Fund - SSI Pool	86,656	66,656	106,656	171,656	261,656	351,656
Capital Reserve Fund - SSI Park Land	226,210	91,210	166,210	251,210	336,210	421,210
Capital Reserve Fund - Park Land Acquisition	613,636	613,636	613,636	613,636	613,636	613,636
Equipment Replacement Fund - SSI Pool	43	13,743	33,743	43,743	53,743	63,743
<b>Subtotal</b>	<b>927,649</b>	<b>796,349</b>	<b>946,349</b>	<b>1,136,349</b>	<b>1,351,349</b>	<b>1,566,349</b>
<b>1.458 SSI Community Recreation</b>						
Operating Reserve Fund	473	5,473	14,823	23,723	32,373	40,603
Capital Reserve Fund - Community Recreation Facilities	135,075	2,575	1,575	2,075	2,575	3,075
Equipment Replacement Fund	5,104	5,104	5,104	5,104	5,104	5,104
<b>Subtotal</b>	<b>140,652</b>	<b>13,152</b>	<b>21,502</b>	<b>30,902</b>	<b>40,052</b>	<b>48,782</b>
<b>1.455 SSI Community Parks</b>						
Operating Reserve Fund	59	7,559	12,559	17,559	22,559	27,559
Capital Reserve Fund - Community Parks	622	15,622	10,622	33,622	53,622	73,622
Capital Reserve Fund - Community Park Facilities	9,314	9,314	34,314	64,314	92,314	117,314
Equipment Replacement Fund	75,637	31,137	17,637	19,137	20,637	22,137
<b>Subtotal</b>	<b>85,632</b>	<b>63,632</b>	<b>75,132</b>	<b>134,632</b>	<b>189,132</b>	<b>240,632</b>
<b>Ending Balance \$</b>	<b>1,153,932</b>	<b>873,132</b>	<b>1,042,982</b>	<b>1,301,882</b>	<b>1,580,532</b>	<b>1,855,762</b>

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Salt Spring Island - Community Parks**

**FINAL BUDGET**

MARCH 2024

**Service:** 1.455 SSI Community Parks

**Commission:** Salt Spring Island Local Community Commission

**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 \$998,871.

**MAXIMUM CAPITAL DEBT:**

N/A

**COMMISSION:**

Salt Spring Island Local Community Commission

**FUNDING:**

Requisition

1.455 - Salt Spring Island - Community Parks	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<b>OPERATING COSTS</b>										
Salaries	487,519	430,044	508,746	(56,309)	-	452,437	463,005	473,816	484,876	496,179
Maintenance, Security & Insurance	35,690	36,141	36,520	-	-	36,520	37,450	38,420	39,410	40,420
Internal Allocations	124,672	124,672	131,200	-	-	131,200	134,915	137,831	140,218	143,111
Utilities & Operating - Supplies	39,489	41,569	39,928	-	-	39,928	40,690	41,470	42,260	43,050
Contract for Services	36,295	59,663	10,140	5,000	-	15,140	15,450	15,760	16,070	16,390
Travel - Vehicles	24,090	24,370	24,940	-	-	24,940	25,440	25,950	26,460	26,980
Parks Maintenance Labour	195,610	198,999	202,450	-	-	202,450	206,510	210,620	214,850	219,150
Bylaw Labour	63,564	62,742	69,470	(10,000)	-	59,470	61,020	62,510	63,990	65,540
<b>TOTAL OPERATING COSTS</b>	<b>1,006,929</b>	<b>978,200</b>	<b>1,023,394</b>	<b>(61,309)</b>	<b>-</b>	<b>962,085</b>	<b>984,480</b>	<b>1,006,377</b>	<b>1,028,134</b>	<b>1,050,820</b>
*Percentage Increase		-2.9%	1.6%	-6.1%		-4.5%	2.3%	2.2%	2.2%	2.2%
<b>CAPITAL / RESERVES</b>										
Transfer to Equipment Replacement Fund	5,000	5,000	5,500	-	-	5,500	5,500	5,500	5,500	5,500
Transfer to Capital Reserve Fund	5,000	3,820	15,000	-	-	15,000	15,000	15,000	15,000	15,000
Transfer to Operating Reserve Fund	5,000	-	7,500	-	-	7,500	5,000	5,000	5,000	5,000
<b>TOTAL CAPITAL / RESERVES</b>	<b>15,000</b>	<b>8,820</b>	<b>28,000</b>	<b>-</b>	<b>-</b>	<b>28,000</b>	<b>25,500</b>	<b>25,500</b>	<b>25,500</b>	<b>25,500</b>
DEBT CHARGES	-	-	-	-	-	-	-	-	-	-
Requisition										
<b>TOTAL COST</b>	<b>1,021,929</b>	<b>987,020</b>	<b>1,051,394</b>	<b>(61,309)</b>	<b>-</b>	<b>990,085</b>	<b>1,009,980</b>	<b>1,031,877</b>	<b>1,053,634</b>	<b>1,076,320</b>
*Percentage Increase		-3.4%	2.9%	-6.0%		-3.1%	2.0%	2.2%	2.1%	2.2%
<b>Internal Time Recovery</b>	(390,890)	(342,698)	(404,570)	-	-	(404,570)	(412,660)	(420,910)	(429,330)	(437,920)
<b>TOTAL COSTS NET OF RECOVERIES</b>	<b>631,039</b>	<b>644,322</b>	<b>646,824</b>	<b>(61,309)</b>	<b>-</b>	<b>585,515</b>	<b>597,320</b>	<b>610,967</b>	<b>624,304</b>	<b>638,400</b>
*Percentage Increase		2.1%	2.5%	-9.7%		-7.2%	2.0%	2.3%	2.2%	2.3%
<b>FUNDING SOURCES (REVENUE)</b>										
Deficit c/fwd from 2023 to 2024	-	(35,212)	-	-	35,212	35,212	-	-	-	-
Deficit c/fwd from 2022 to 2023	75,757	75,757	-	-	-	-	-	-	-	-
Rental Income	(111,100)	(93,046)	(20,760)	-	-	(20,760)	(21,180)	(21,610)	(22,040)	(22,480)
Grants in Lieu of Taxes	(339)	(339)	(350)	-	-	(350)	(360)	(370)	(380)	(390)
Provincial Grant	-	-	-	-	-	-	-	-	-	-
Other Grant	-	-	-	-	-	-	-	-	-	-
Revenue-Other	(10,710)	(6,835)	(11,090)	-	-	(11,090)	(11,310)	(11,540)	(11,770)	(12,010)
<b>TOTAL REVENUE</b>	<b>(46,392)</b>	<b>(59,675)</b>	<b>(32,200)</b>	<b>-</b>	<b>35,212</b>	<b>3,012</b>	<b>(32,850)</b>	<b>(33,520)</b>	<b>(34,190)</b>	<b>(34,880)</b>
<b>REQUISITION</b>	<b>(584,647)</b>	<b>(584,647)</b>	<b>(614,624)</b>	<b>61,309</b>	<b>(35,212)</b>	<b>(588,527)</b>	<b>(564,470)</b>	<b>(577,447)</b>	<b>(590,114)</b>	<b>(603,520)</b>
*Percentage increase over prior year requisition			5.1%	-10.5%	6.0%	0.7%	-4.1%	2.3%	2.2%	2.3%
<b>AUTHORIZED POSITIONS:</b>										
Salaried	5.1		5.1	(1.0)		4.1	4.1	4.1	4.1	4.1
User Funding	17.6%					3.5%	3.5%	3.5%	3.5%	3.5%

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

<b>Service No.</b>	<b>1.455</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
	<b>SSI Community Parks</b>							

**EXPENDITURE**

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$30,000	\$15,000	\$60,000	\$15,000	\$15,000	\$15,000	\$15,000	\$120,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$275,000	\$420,000	\$70,000	\$10,000	\$10,000	\$10,000	\$10,000	\$520,000
Vehicles	\$0	\$90,000	\$0	\$0	\$0	\$0	\$0	\$90,000
	<b>\$305,000</b>	<b>\$525,000</b>	<b>\$130,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$730,000</b>

**SOURCE OF FUNDS**

Capital Funds on Hand	\$40,000	\$40,000	\$0	\$0	\$0	\$0	\$0	\$40,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$30,000	\$45,000	\$30,000	\$15,000	\$15,000	\$15,000	\$15,000	\$120,000
Grants (Federal, Provincial)	\$230,000	\$440,000	\$40,000	\$0	\$0	\$0	\$0	\$480,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$5,000	\$0	\$60,000	\$10,000	\$10,000	\$10,000	\$10,000	\$90,000
	<b>\$305,000</b>	<b>\$525,000</b>	<b>\$130,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$730,000</b>





Service:

1.455

SSI Community Parks

**Project Number** 25-01 **Capital Project Title** Cushion Lake Beach Access Upgrades **Capital Project Description** Upgrades and improvements required for existing beach accesses on MOTI right of ways.

**Project Rationale** Upgrades required for existing beach accesses

**Project Number** 24-02 **Capital Project Title** Maintenance Equipment replacement **Capital Project Description** Replace maintenance equipment (Floor scrubber, Lighting, Flat deck trailer, push mower, weed eater, chainsaws)

**Project Rationale** Replacement of equipment that has reached its end of life.

**Project Number** 25-02 **Capital Project Title** Grace Point Boardwalk Upgrades **Capital Project Description** Preventative maintenance to existing Grace Point boardwalk based on 2020 structural assessment

**Project Rationale**

**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

<b>Project Number</b>	21-01	<b>Capital Project Title</b>	Linear Park Development	<b>Capital Project Description</b>	Trial and parking upgrades or development
<b>Project Rationale</b>	Upgrade existing trail network, develop new trails, improve or expand parking				

<b>Project Number</b>	23-01	<b>Capital Project Title</b>	New Maintenance Machinery	<b>Capital Project Description</b>	New mower, gator, tractor, skid steer
<b>Project Rationale</b>					

<b>Project Number</b>	23-03	<b>Capital Project Title</b>	Playground Upgrades	<b>Capital Project Description</b>	Drummon Park Playground Replacement
<b>Project Rationale</b>					

<b>Project Number</b>	21-05	<b>Capital Project Title</b>	ERF Park Maintenance Vehicle Replacement	<b>Capital Project Description</b>	Replace maintenance 2012 Silverado truck with EV
<b>Project Rationale</b>					

**Reserve/Fund Summary**

Reserve/Fund Summary Projected year end balance	Actual	Budget				
	2023	2024	2025	2026	2027	2028
<b>1.455 SSI Community Parks</b>						
Operating Reserve Fund	59	7,559	12,559	17,559	22,559	27,559
Capital Reserve Fund - Community Parks	622	15,622	10,622	33,622	53,622	73,622
Capital Reserve Fund - Community Park Facilities	9,314	9,314	34,314	64,314	92,314	117,314
Equipment Replacement Fund	75,637	31,137	17,637	19,137	20,637	22,137
<b>Ending Balance \$</b>	<b>85,632</b>	<b>63,632</b>	<b>75,132</b>	<b>134,632</b>	<b>189,132</b>	<b>240,632</b>

**Assumptions/Background:**

**Reserve Schedule**

**1.455 - Community Parks - Operating Reserve Fund**

For requisition rate stabilization during periods of fluctuating revenues.

**Reserve Cash Flow**

Fund: 1500 Fund Centre: 105548	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	-	59	7,559	12,559	17,559	22,559
Transfer from Ops Budget	-	7,500	5,000	5,000	5,000	5,000
Expenditures	-	-	-	-	-	-
Interest Income*	59					
<b>Ending Balance \$</b>	<b>59</b>	<b>7,559</b>	<b>12,559</b>	<b>17,559</b>	<b>22,559</b>	<b>27,559</b>

**Assumptions/Background:**

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

**Reserve Schedule**

**1.455 - Community Parks - Capital Reserve Fund**

Bylaw 3085

**Reserve Cash Flow**

Fund: 1064 Fund Centre: 101792	Actual	Budget				
	2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>	63,699	622	15,622	10,622	33,622	53,622
<b>Transfer from Ops Budget - 1.455 Community Parks</b>	3,820	15,000	15,000	15,000	15,000	15,000
<b>Transfer from Ops Budget - 1.459 ParkLand</b>	15,000	-	15,000	18,000	15,000	15,000
<b>Expenditures (Based on Capital Plan)</b>	(85,274)	-	(35,000)	(10,000)	(10,000)	(10,000)
<b>Interest Income*</b>	3,377					
<b>Ending Balance \$</b>	<b>622</b>	<b>15,622</b>	<b>10,622</b>	<b>33,622</b>	<b>53,622</b>	<b>73,622</b>

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

**Reserve Schedule**

**1.455 - Community Park Facilities - Capital Reserve Fund**

Bylaw 2859

**Reserve Cash Flow**

Fund: Fund Centre:	1060 102030	Actual	Budget				
		2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>		3,189	9,314	9,314	34,314	64,314	92,314
<b>Transfer from Ops Budget - 1.459 ParkLand</b>		20,000	-	50,000	30,000	28,000	25,000
<b>Transfer from Cap Fund</b>		6,441					
<b>Expenditures (Based on Capital Plan)</b>		(20,000)	-	(25,000)	-	-	-
<b>Interest Income (Expense)*</b>		(317)					
<b>Ending Balance \$</b>		<b>9,314</b>	<b>9,314</b>	<b>34,314</b>	<b>64,314</b>	<b>92,314</b>	<b>117,314</b>

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

**Reserve Schedule**

**1.455 SSI Parks - Equipment Replacement Fund**

For replacement of equipment and vehicles belonging to SSI Parks.

**Reserve Cash Flow**

Fund: Fund Centre:	1022 101444	Actual	Budget				
		2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>		71,534	75,637	31,137	17,637	19,137	20,637
<b>Transfer from Ops Budget - 1.455 Community Parks</b>		5,000	5,500	5,500	5,500	5,500	5,500
<b>Transfer from Ops Budget - 1.459 ParkLand</b>		5,000	10,000	11,000	11,000	11,000	11,000
<b>Expenditures (Based on Capital Plan)</b>		(27,282)	(60,000)	(30,000)	(15,000)	(15,000)	(15,000)
<b>Proceeds from Disposal</b>		5,228	-	-	-	-	-
<b>Transfer from Cap Fund</b>		15,690					
<b>Interest Income</b>		466					
<b>Ending Balance \$</b>		<b>75,637</b>	<b>31,137</b>	<b>17,637</b>	<b>19,137</b>	<b>20,637</b>	<b>22,137</b>

**Assumptions/Background:**

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



# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **Salt Spring Island - Community Recreation**

**FINAL BUDGET**

MARCH 2024

**Service:** 1.458 SSI Community Recreation

**Commission:** Salt Spring Island Local Community Commission

**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:**

Greater of \$262,436 or \$0.079 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$526,072.

**MAXIMUM CAPITAL DEBT:**

N/A

**COMMISSION:**

Salt Spring Island Local Community Commission

**FUNDING:**

Requisition

1.458 - Salt Spring Island - Community Recreation Programs	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD	ESTIMATED	2024				2025	2026	2027	2028
	BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL				
<b>OPERATING COSTS</b>										
Salaries and Wages	149,068	131,043	161,935	38,832	-	200,767	205,297	209,930	214,666	219,509
Recreation Programs	83,920	134,056	91,005	26,500	-	117,505	119,860	122,260	124,710	127,200
Program Supplies	8,540	8,016	8,470	-	5,000	13,470	8,640	8,810	8,980	9,160
Internal Allocations	37,974	37,974	41,585	-	-	41,585	42,750	43,673	44,436	45,354
Travel and Insurance	2,230	1,437	2,370	-	-	2,370	2,430	2,490	2,550	2,610
Other Operating	3,910	7,860	6,005	3,000	-	9,005	9,190	9,370	9,550	9,730
<b>TOTAL OPERATING COSTS</b>	<b>285,642</b>	<b>320,386</b>	<b>311,370</b>	<b>68,332</b>	<b>5,000</b>	<b>384,702</b>	<b>388,167</b>	<b>396,533</b>	<b>404,892</b>	<b>413,563</b>
*Percentage Increase			9.0%	23.9%		34.7%	0.9%	2.2%	2.1%	2.1%
<b>CAPITAL / RESERVES</b>										
Transfer to Operating Reserve Fund	-	-	5,000	-	-	5,000	9,350	8,900	8,650	8,230
<b>TOTAL COSTS</b>	<b>285,642</b>	<b>320,386</b>	<b>316,370</b>	<b>68,332</b>	<b>5,000</b>	<b>389,702</b>	<b>397,517</b>	<b>405,433</b>	<b>413,542</b>	<b>421,793</b>
<b>FUNDING SOURCES (REVENUE)</b>										
Deficit CFW from 2023 to 2024	-	(9,533)	-	-	9,533	9,533	-	-	-	-
Deficit CFW from 2022 to 2023	27,737	27,737	-	-	-	-	-	-	-	-
Revenue - Fees	(225,699)	(228,929)	(226,290)	(43,930)	-	(270,220)	(275,630)	(281,130)	(286,740)	(292,470)
Grants in Lieu of Taxes	(40)	(40)	(40)	-	-	(40)	(40)	(40)	(40)	(40)
Federal Grant	(10,000)	(6,000)	(10,000)	-	-	(10,000)	(10,200)	(10,400)	(10,610)	(10,820)
Provincial Grant	-	(20,981)	-	-	-	-	-	-	-	-
Revenue - Other	-	(5,000)	-	-	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>(208,002)</b>	<b>(242,746)</b>	<b>(236,330)</b>	<b>(43,930)</b>	<b>9,533</b>	<b>(270,727)</b>	<b>(285,870)</b>	<b>(291,570)</b>	<b>(297,390)</b>	<b>(303,330)</b>
<b>REQUISITION</b>	<b>(77,640)</b>	<b>(77,640)</b>	<b>(80,040)</b>	<b>(24,402)</b>	<b>(14,533)</b>	<b>(118,975)</b>	<b>(111,647)</b>	<b>(113,863)</b>	<b>(116,152)</b>	<b>(118,463)</b>
*Percentage increase over prior year requisition			3.1%	31.4%	18.72%	53.2%	-6.2%	2.0%	2.0%	2.0%
<b>AUTHORIZED POSITIONS:</b>										
Salaried	0.70		0.70	0.775		1.475	1.475	1.475	1.475	1.475
User Funding %	79.0%		71.5%			69.3%	69.3%	69.3%	69.3%	69.3%



**CAPITAL REGIONAL DISTRICT**

**5 YEAR CAPITAL PLAN**

2024 - 2028

Service #: 1.458

Service Name: SSI Community Recreation

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total auto-populates
24-01	Replacement	Office and Computer Equipment	Upgrade and replace office and computer equipment	\$ 35,000	E	ERF	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 25,000
22-02	Renewal	Bike Park Annual Repairs and Upgrades	Upgrades and repairs to Lions Bike Park	\$ 17,500	S	Res	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 12,500
23-06	New	Recreation Program Equipment	Purchase of large equipment for new programs i.e. mats, bars, foam, mirrors	\$ 40,000	E	Res	\$ -	\$ 15,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 35,000
24-04	Study	Accessibility Assessments	Accessibility assessments for Rainbow Recreation Centre, SIMS, Portlock, Master Plan	\$ 20,000	E	Res	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
24-02	New	Ganges Harbour Walk (Detailed Design & Construction Documents)	Detailed design & construction for the Ganges Harbour Walk are required to secure a Statutory Right of Way needed for future construction	\$ 360,000	S	Res	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
24-02	New	Ganges Harbour Walk (Detailed Design & Construction Documents)	Detailed design & construction for the Ganges Harbour Walk are required to secure a Statutory Right of Way needed for future construction		S	Grant	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
													\$ -
													\$ -
													\$ -
													\$ -
			<b>GRAND TOTAL</b>	<b>\$ 472,500</b>			<b>\$ -</b>	<b>\$ 242,500</b>	<b>\$ 12,500</b>	<b>\$ 12,500</b>	<b>\$ 12,500</b>	<b>\$ 12,500</b>	<b>\$ 292,500</b>

Service: 1.458 SSI Community Recreation

Project Number 22-02 Capital Project Title Bike Park Annual Repairs and Upgrades Capital Project Description Upgrades and repairs to Lions Bike Park

Project Rationale annual preventative maintenance

Project Number 23-06 Capital Project Title Recreation Program Equipment Capital Project Description Purchase of large equipment for new programs i.e. mats, bars, foam, mirrors

Project Rationale New Program Development

Project Number 24-01 Capital Project Title Office and Computer Equipment Capital Project Description Upgrade and replace office and computer equipment

Project Rationale New Program Development

Project Number 24-02 Capital Project Title Ganges Harbour Walk (Detailed Design & Construction Documents) Capital Project Description Detailed design & construction for the Ganges Harbour Walk are required to secure a Statutory Right of Way needed for future construction

Project Rationale

**Project Number**

24-04

**Capital Project Title**

Accessibility Assessments

**Capital Project Description**

Accessibility assessments for Rainbow  
Recreation Centre, SIMS, Portlock, Master  
Plans

**Project Rationale**

[Redacted]

**Reserve/Fund Summary**

Reserve/Fund Summary Projected year end balance	Actual	Budget				
	2023	2024	2025	2026	2027	2028
<b>1.458 SSI Community Recreation</b>						
Operating Reserve Fund	473	5,473	14,823	23,723	32,373	40,603
Capital Reserve Fund - Community Recreation Facilities	135,075	2,575	1,575	2,075	2,575	3,075
Equipment Replacement Fund	5,104	5,104	5,104	5,104	5,104	5,104
<b>Ending Balance \$</b>	<b>140,652</b>	<b>13,152</b>	<b>21,502</b>	<b>30,902</b>	<b>40,052</b>	<b>48,782</b>

**Assumptions/Background:**



**Reserve Schedule**

**1.458 - Community Recreation - Operating Reserve Fund**

For requisition rate stabilization during periods of fluctuating revenues.

**Reserve Cash Flow**

Fund: 1500 Fund Centre: 105549	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	451	473	5,473	14,823	23,723	32,373
Transfer from Ops Budget	-	5,000	9,350	8,900	8,650	8,230
Expenditures	-	-	-	-	-	-
Interest Income*	22					
<b>Ending Balance \$</b>	<b>473</b>	<b>5,473</b>	<b>14,823</b>	<b>23,723</b>	<b>32,373</b>	<b>40,603</b>

**Assumptions/Background:**

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

**Reserve Schedule**

**1.458 - Community Recreation Facilities - Capital Reserve Fund**

Bylaw 2859

**Reserve Cash Flow**

Fund: Fund Centre:	1060 101786	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		138,561	135,075	2,575	1,575	2,075	2,575
Transfer from Ops Budget - 1.459 ParkLand		-	5,000	6,500	8,000	8,000	8,000
Expenditures (Based on Capital Plan)		(10,000)	(137,500)	(7,500)	(7,500)	(7,500)	(7,500)
Interest Income*		6,514					
<b>Ending Balance \$</b>		<b>135,075</b>	<b>2,575</b>	<b>1,575</b>	<b>2,075</b>	<b>2,575</b>	<b>3,075</b>

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

**Reserve Schedule**

**1.458 SSI Recreation - Equipment Replacement Fund**

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

**Reserve Cash Flow**

Fund: Fund Centre:	1022 101445	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		6,212	5,104	5,104	5,104	5,104	5,104
Transfer from Ops Budget - 1.459 ParkLand		5,000	5,000	5,000	5,000	5,000	5,000
Expenditures (Based on Capital Plan)		(6,158)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Interest Income		50					
<b>Ending Balance \$</b>		<b>5,104</b>	<b>5,104</b>	<b>5,104</b>	<b>5,104</b>	<b>5,104</b>	<b>5,104</b>

**Assumptions/Background:**

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

# **CAPITAL REGIONAL DISTRICT**

**2024 Budget**

**Salt Spring Island - Pool & Park Land**

**FINAL BUDGET**

MARCH 2024

**Service:** 1.459 SSI Pool & Park Land

**Commission:** Salt Spring Island Local Community Commission

**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 \$1,896,612 or \$0.6325 / \$1,000 on actual assessed value of land and improvements. To a maximum of \$4,211,905.

**MAXIMUM CAPITAL DEBT:**

N/A

**COMMISSION:**

Salt Spring Island Local Community Commission

**FUNDING:**

Requisition

1.459 - Salt Spring Island - Pool & Park Land	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2024 ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Pool	947,815	1,060,378	1,008,943	57,504	-	1,066,447	1,104,282	1,117,102	1,140,969	1,165,362
Park Land	1,065,130	1,130,604	1,105,412	92,408	25,445	1,223,265	1,272,449	1,307,706	1,335,734	1,359,585
<b>TOTAL OPERATING COSTS</b>	<b>2,012,945</b>	<b>2,190,982</b>	<b>2,114,355</b>	<b>149,912</b>	<b>25,445</b>	<b>2,289,712</b>	<b>2,376,731</b>	<b>2,424,808</b>	<b>2,476,703</b>	<b>2,524,947</b>
*Percentage Increase			5.0%	7.4%	1.3%	13.7%	3.8%	2.0%	2.1%	1.9%
<u>CAPITAL / RESERVES</u>										
Transfer to Pool CRF	7,500	-	10,000	-	-	10,000	85,000	90,000	90,000	90,000
Transfer to Pool ERF	40,000	40,000	50,000	-	-	50,000	50,000	50,000	50,000	50,000
Transfer to Pool ORF	-	4,000	5,000	-	-	5,000	10,000	10,000	10,000	10,000
Transfer to Park, Land & Recreation CRF	42,124	42,124	5,000	-	-	5,000	206,500	191,000	186,000	183,000
Transfer to Park, Land & Recreation ERF	10,000	10,000	15,000	-	-	15,000	16,000	16,000	16,000	16,000
Transfer to Park, Land & Recreation ORF	-	-	5,000	-	-	5,000	20,000	20,000	20,000	20,000
<b>TOTAL CAPITAL / RESERVES</b>	<b>99,624</b>	<b>96,124</b>	<b>90,000</b>	<b>-</b>	<b>-</b>	<b>90,000</b>	<b>387,500</b>	<b>377,000</b>	<b>372,000</b>	<b>369,000</b>
DEBT CHARGES	90	-	-	-	-	-	33,375	107,666	107,666	107,666
<b>TOTAL COSTS</b>	<b>2,112,659</b>	<b>2,287,106</b>	<b>2,204,355</b>	<b>149,912</b>	<b>25,445</b>	<b>2,379,712</b>	<b>2,797,606</b>	<b>2,909,474</b>	<b>2,956,369</b>	<b>3,001,613</b>
*Percentage Increase			4.3%	7.1%	1.2%	12.6%	17.6%	4.0%	1.6%	1.5%
<b>Internal Recoveries</b>	<b>(85,438)</b>	<b>(105,453)</b>	<b>(88,420)</b>	<b>-</b>	<b>-</b>	<b>(88,420)</b>	<b>(90,190)</b>	<b>(91,990)</b>	<b>(93,830)</b>	<b>(95,710)</b>
<b>OPERATING LESS RECOVERIES</b>	<b>2,027,221</b>	<b>2,181,653</b>	<b>2,115,935</b>	<b>149,912</b>	<b>25,445</b>	<b>2,291,292</b>	<b>2,707,416</b>	<b>2,817,484</b>	<b>2,862,539</b>	<b>2,905,903</b>
<u>FUNDING SOURCES (REVENUE)</u>										
Net Deficit CFW from 2023 to 2024	-	(52,120)	-	-	52,120	52,120	-	-	-	-
Deficit CFW 2022 to 2023	41,831	41,831	-	-	-	-	-	-	-	-
Transfer from Operating Reserve	(22,160)	(22,160)	-	-	-	-	(15,000)	-	-	-
Pool Fees	(279,810)	(324,613)	(282,800)	-	-	(282,800)	(288,450)	(294,220)	(300,100)	(306,100)
Lease and Rental Income	(139,360)	(170,327)	(142,930)	(21,500)	-	(164,430)	(161,440)	(164,680)	(167,970)	(171,340)
Payments in Lieu	(1,146)	(1,146)	(1,169)	-	-	(1,169)	(1,210)	(1,230)	(1,250)	(1,270)
Revenue - Other	(12,090)	(38,632)	(7,000)	-	-	(7,000)	(7,140)	(7,280)	(7,430)	(7,580)
<b>TOTAL REVENUE</b>	<b>(412,735)</b>	<b>(567,167)</b>	<b>(433,899)</b>	<b>(21,500)</b>	<b>52,120</b>	<b>(403,279)</b>	<b>(473,240)</b>	<b>(467,410)</b>	<b>(476,750)</b>	<b>(486,290)</b>
<b>REQUISITION</b>	<b>(1,614,486)</b>	<b>(1,614,486)</b>	<b>(1,682,036)</b>	<b>(128,412)</b>	<b>(77,565)</b>	<b>(1,888,013)</b>	<b>(2,234,176)</b>	<b>(2,350,074)</b>	<b>(2,385,789)</b>	<b>(2,419,613)</b>
*Percentage increase over prior year requisition			4.2%	8.0%	4.8%	16.9%	18.3%	5.2%	1.5%	1.4%
AUTHORIZED POSITIONS:										
Salaried	6.525		6.525	-0.175		6.350	6.850	6.850	6.850	6.850
User Funding %	13.2%					11.9%	10.3%	10.1%	10.2%	10.2%

1.459 - Salt Spring Island - Swimming Pool	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD	ESTIMATED	2024				2025	2026	2027	2028
	BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL				
<b>OPERATING COSTS</b>										
Salaries & Wages	577,490	672,381	617,898	40,504	-	658,402	673,054	692,559	707,960	723,695
Contract for Services	4,230	17,674	4,500	3,400	-	7,900	8,060	8,220	8,380	8,550
Utilities	138,190	146,400	139,810	-	-	139,810	142,610	145,470	148,380	151,350
Supplies - Chemicals	53,000	71,030	54,860	-	-	54,860	55,960	57,080	58,220	59,380
Programs and Other Operating	65,040	93,066	82,702	-	-	82,702	84,370	86,030	87,740	89,490
Maintenance & Insurance	43,740	32,395	38,080	13,600	-	51,680	67,710	53,770	54,840	55,940
Internal Allocations	23,265	23,265	26,733	-	-	26,733	27,268	27,813	28,369	28,937
Parks Maintenance Labour	42,860	4,167	44,360	-	-	44,360	45,250	46,160	47,080	48,020
<b>TOTAL OPERATING COSTS</b>	<b>947,815</b>	<b>1,060,378</b>	<b>1,008,943</b>	<b>57,504</b>	<b>-</b>	<b>1,066,447</b>	<b>1,104,282</b>	<b>1,117,102</b>	<b>1,140,969</b>	<b>1,165,362</b>
*Percentage Increase			6.4%	6.1%		12.5%	3.5%	1.2%	2.1%	2.1%
<b>CAPITAL / RESERVES</b>										
Transfer to Capital Reserve Fund	7,500	-	10,000	-	-	10,000	85,000	90,000	90,000	90,000
Transfer to Equipment Replacement Fund	40,000	40,000	50,000	-	-	50,000	50,000	50,000	50,000	50,000
Transfer to Operating Reserve Fund	-	4,000	5,000	-	-	5,000	10,000	10,000	10,000	10,000
<b>DEBT CHARGES</b>	<b>90</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>33,375</b>	<b>107,666</b>	<b>107,666</b>	<b>107,666</b>
<b>TOTAL CAPITAL / RESERVES / DEBT</b>	<b>47,590</b>	<b>44,000</b>	<b>65,000</b>	<b>-</b>	<b>-</b>	<b>65,000</b>	<b>178,375</b>	<b>257,666</b>	<b>257,666</b>	<b>257,666</b>
<b>TOTAL COSTS</b>	<b>995,405</b>	<b>1,104,378</b>	<b>1,073,943</b>	<b>57,504</b>	<b>-</b>	<b>1,131,447</b>	<b>1,282,657</b>	<b>1,374,768</b>	<b>1,398,635</b>	<b>1,423,028</b>
*Percentage Increase			7.9%	5.8%		13.7%	13.4%	7.2%	1.7%	1.7%
<b>Internal Recoveries</b>	<b>(21,270)</b>	<b>(21,270)</b>	<b>(22,010)</b>	<b>-</b>	<b>-</b>	<b>(22,010)</b>	<b>(22,450)</b>	<b>(22,900)</b>	<b>(23,360)</b>	<b>(23,830)</b>
<b>OPERATING LESS RECOVERIES</b>	<b>974,135</b>	<b>1,083,108</b>	<b>1,051,933</b>	<b>57,504</b>	<b>-</b>	<b>1,109,437</b>	<b>1,260,207</b>	<b>1,351,868</b>	<b>1,375,275</b>	<b>1,399,198</b>
<b>FUNDING SOURCES (REVENUE)</b>										
Deficit CFW from 2023 to 2024	-	(60,179)	-	-	60,179	60,179	-	-	-	-
Deficit CFW from 2022 to 2023	41,831	41,831	-	-	-	-	-	-	-	-
Transfer from Operating Reserve	(20,000)	(20,000)	-	-	-	-	(15,000)	-	-	-
Revenue - Fees	(279,810)	(324,613)	(282,800)	-	-	(282,800)	(288,450)	(294,220)	(300,100)	(306,100)
Grants in Lieu of Taxes	(512)	(512)	(522)	-	-	(522)	(540)	(550)	(560)	(570)
Revenue - Other	(6,590)	(10,581)	(7,000)	-	-	(7,000)	(7,140)	(7,280)	(7,430)	(7,580)
<b>TOTAL REVENUE</b>	<b>(265,081)</b>	<b>(374,054)</b>	<b>(290,322)</b>	<b>-</b>	<b>60,179</b>	<b>(230,143)</b>	<b>(311,130)</b>	<b>(302,050)</b>	<b>(308,090)</b>	<b>(314,250)</b>
<b>REQUISITION</b>	<b>(709,054)</b>	<b>(709,054)</b>	<b>(761,611)</b>	<b>(57,504)</b>	<b>(60,179)</b>	<b>(879,294)</b>	<b>(949,077)</b>	<b>(1,049,818)</b>	<b>(1,067,185)</b>	<b>(1,084,948)</b>
*Percentage increase over prior year requisition			7.4%	8.1%	8.5%	24.0%	7.9%	10.6%	1.7%	1.7%
<b>AUTHORIZED POSITIONS:</b>										
Salaried	3.31		3.31	0.79		4.10	4.10	4.10	4.10	4.10
User Funding %	28.1%					25.0%	22.5%	21.4%	21.5%	21.5%

1.459 - Salt Spring Island - Park Land	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<b>OPERATING COSTS</b>										
Salaries & Wages	431,029	426,226	395,331	(18,733)	25,445	402,043	426,846	436,819	447,012	456,061
Allocation to SSI Admin	146,230	146,230	163,920	-	-	163,920	166,920	170,630	174,130	177,940
Maintenance, Disposal & Security	43,140	57,582	45,100	-	-	45,100	46,000	46,914	47,867	48,407
Utilities	90,060	89,509	100,133	28,000	-	128,133	130,710	133,333	136,003	136,753
Contract for Services, Rent & Legal	76,350	106,468	89,770	27,000	-	116,770	119,100	133,048	135,684	136,524
Program Development	-	4,413	1,000	-	-	1,000	1,020	1,040	1,060	1,080
Advertising, Promotion & Planning	9,540	2,829	14,220	-	-	14,220	14,510	14,796	15,083	15,363
Internal Allocations	102,394	101,319	123,221	56,141	-	179,362	185,333	189,694	192,904	197,116
Travel & Training	4,620	8,043	5,520	-	-	5,520	5,630	5,740	5,850	5,970
Licences, Fees & Insurance	40,793	24,393	39,970	-	-	39,970	41,610	43,323	45,126	46,966
Supplies & Other	26,274	53,861	31,807	-	-	31,807	37,450	33,099	33,765	34,125
Parks Maintenance Labour	92,190	105,783	95,420	-	-	95,420	97,320	99,270	101,250	103,280
Bylaw Labour	2,510	3,948	-	-	-	-	-	-	-	-
<b>TOTAL OPERATING COSTS</b>	<b>1,065,130</b>	<b>1,130,604</b>	<b>1,105,412</b>	<b>92,408</b>	<b>25,445</b>	<b>1,223,265</b>	<b>1,272,449</b>	<b>1,307,706</b>	<b>1,335,734</b>	<b>1,359,585</b>
*Percentage Increase			3.8%	8.7%	2.3%	14.8%	4.0%	2.8%	2.1%	1.8%
<b>CAPITAL / RESERVES</b>										
Transfer to Capital Reserve Fund - Parkland	42,124	42,124	5,000	-	-	5,000	206,500	191,000	186,000	183,000
Transfer to Equipment Replacement Fund	10,000	10,000	15,000	-	-	15,000	16,000	16,000	16,000	16,000
Transfer to Operating Reserve Fund - Parkland	-	-	5,000	-	-	5,000	20,000	20,000	20,000	20,000
<b>TOTAL CAPITAL / RESERVES</b>	<b>52,124</b>	<b>52,124</b>	<b>25,000</b>	<b>-</b>	<b>-</b>	<b>25,000</b>	<b>242,500</b>	<b>227,000</b>	<b>222,000</b>	<b>219,000</b>
<b>TOTAL COSTS</b>	<b>1,117,254</b>	<b>1,182,728</b>	<b>1,130,412</b>	<b>92,408</b>	<b>25,445</b>	<b>1,248,265</b>	<b>1,514,949</b>	<b>1,534,706</b>	<b>1,557,734</b>	<b>1,578,585</b>
*Percentage Increase			1.2%	8.3%	2.2%	11.7%	21.4%	1.3%	1.5%	1.3%
<b>Internal Recoveries</b>	(64,168)	(84,183)	(66,410)	-	-	(66,410)	(67,740)	(69,090)	(70,470)	(71,880)
<b>OPERATING LESS RECOVERIES</b>	<b>1,053,086</b>	<b>1,098,545</b>	<b>1,064,002</b>	<b>92,408</b>	<b>25,445</b>	<b>1,181,855</b>	<b>1,447,209</b>	<b>1,465,616</b>	<b>1,487,264</b>	<b>1,506,705</b>
<b>FUNDING SOURCES (REVENUE)</b>										
Surplus CFW from 2023 to 2024	-	8,059	-	-	(8,059)	(8,059)	-	-	-	-
Transfer from Operating Reserve	(2,160)	(2,160)	-	-	-	-	-	-	-	-
Lease Income	(12,250)	(25,834)	(12,680)	-	-	(12,680)	(12,930)	(13,190)	(13,450)	(13,720)
Rental Income	(127,110)	(144,493)	(130,250)	(21,500)	-	(151,750)	(148,510)	(151,490)	(154,520)	(157,620)
Grants in Lieu of Taxes	(634)	(634)	(647)	-	-	(647)	(670)	(680)	(690)	(700)
Revenue - Other	(5,500)	(28,051)	-	-	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>(147,654)</b>	<b>(193,113)</b>	<b>(143,577)</b>	<b>(21,500)</b>	<b>(8,059)</b>	<b>(173,136)</b>	<b>(162,110)</b>	<b>(165,360)</b>	<b>(168,660)</b>	<b>(172,040)</b>
<b>REQUISITION</b>	<b>(905,432)</b>	<b>(905,432)</b>	<b>(920,425)</b>	<b>(70,908)</b>	<b>(17,386)</b>	<b>(1,008,719)</b>	<b>(1,285,099)</b>	<b>(1,300,256)</b>	<b>(1,318,604)</b>	<b>(1,334,665)</b>
*Percentage increase over prior year requisition			1.7%	7.8%	1.9%	11.4%	27.4%	1.2%	1.4%	1.2%
<b>AUTHORIZED POSITIONS:</b>										
Salaried	3,215		3,215	(0,965)		2,250	2,750	2,750	2,750	2,750
User Funding %	11.4%					12.2%	9.8%	9.9%	9.9%	10.0%



**CAPITAL REGIONAL DISTRICT1**  
**FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028**

<b>Service No.</b>	<b>1.459</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
	<b>SSI Park Land &amp; Rec Programs</b>							

**EXPENDITURE**

Buildings	\$0	\$895,000	\$1,500,000	\$25,000	\$0	\$0	\$2,420,000
Equipment	\$0	\$103,200	\$40,000	\$40,000	\$40,000	\$40,000	\$263,200
Land	\$15,000	\$15,000	\$50,000	\$50,000	\$50,000	\$50,000	\$215,000
Engineered Structures	\$50,000	\$450,000	\$45,000	\$0	\$0	\$0	\$495,000
Vehicles	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000
	<b>\$65,000</b>	<b>\$1,493,200</b>	<b>\$1,635,000</b>	<b>\$115,000</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$3,423,200</b>

**SOURCE OF FUNDS**

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$1,500,000	\$0	\$0	\$0	\$1,500,000
Equipment Replacement Fund	\$0	\$51,300	\$30,000	\$40,000	\$40,000	\$40,000	\$201,300
Grants (Federal, Provincial)	\$0	\$826,900	\$0	\$0	\$0	\$0	\$826,900
Donations / Third Party Funding	\$0	\$450,000	\$0	\$0	\$0	\$0	\$450,000
Reserve Fund	\$65,000	\$165,000	\$105,000	\$75,000	\$50,000	\$50,000	\$445,000
	<b>\$65,000</b>	<b>\$1,493,200</b>	<b>\$1,635,000</b>	<b>\$115,000</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$3,423,200</b>

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

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Service #:

1.459

Service Name:

SSI Park Land & Rec Programs

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	PROJECT BUDGET & SCHEDULE									
				Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total auto-populates
24-01	Renewal	Alternative Approval Process	An alternative approval process to fund repairs to pool structural and other capital	\$ 20,000	B	Res	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
25-01	Renewal	Pool Building Structural Repairs	Repairs to pool structural and other capital	\$ 1,550,000	B	Debt	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 1,500,000
25-01	Renewal	Pool Building Structural Repairs	Repairs to pool structural and other capital-CWF funded	\$ 50,000	B	Grant	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
19-15	Replacement	Pool equipment replacements	Replace pool office and mechanical equipment including pumps, filters, boilers, fans, strainer, chlorinator	\$ 185,000	E	ERF	\$ -	\$ 35,000	\$ 30,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 185,000
26-01	Renewal	Pool Tile Grouting & Expansion Joints	RegROUT pool bottom tiles and expansion joints	\$ 25,000	B	Res	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000
24-03	New	Pool expansion (Design Phase)	Designs and costing for leisure pool expansion	\$ 45,000	S	Res	\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ 45,000
20-10	New	Ball Field Development	Upgrade Hydrofield and develop detailed designs for Fernwood Elementary School	\$ 500,000	S	Res	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
20-10	New	Ball Field Development			S	Other	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
20-10	New	Ball Field Development	CWF/Grant required to complete sports field development and upgrades.		S	Grant	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
20-14	New	Park Maintenance Facility	Feasibility study, design and construction of a new park maintenance facility.	\$ 650,000	B	Res	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
20-14	New	Park Maintenance Facility	CWF		B	Grant	\$ -	\$ 102,500	\$ -	\$ -	\$ -	\$ -	\$ 102,500
20-14	New	Park Maintenance Facility	Growing Community Funding to Support Park Maintenance Facility Project		B	Grant	\$ -	\$ 487,500	\$ -	\$ -	\$ -	\$ -	\$ 487,500
25-02	Study	Firehall Repurpose	Repurpose, remediate or demolition of Ganges Fire Hall	\$ 215,000	L	Res	\$ 15,000	\$ 15,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 215,000
25-03	Replacement	Life Rings	Replace four life rings at waterfront access points	\$ 10,000	E	Res	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ 10,000
23-06	Renewal	SIMS Upgrades	Capital improvements to the Salt Spring Island Multi Space (SIMS)	\$ 96,500	B	Res	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
23-06	Renewal	SIMS Upgrades	CWF/Grant required for capital improvements to the Salt Spring Island Multi Space (SIMS)		B	Grant	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
24-02	New	EV Charger	EV Charger	\$ 20,000	V	Grant	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
21-04	New	EV charger and infrastructure recreation centre parking lot	EV charger and infrastructure recreation centre parking lot	\$ 20,000	V	Res	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
20-02	Replacement	Pool Electrical replacement	Replacement of Direct Digital Control System	\$ 18,200	E	Grant	\$ -	\$ 16,900	\$ -	\$ -	\$ -	\$ -	\$ 16,900
20-02	Replacement	Pool Electrical replacement	Replacement of Direct Digital Control System		E	ERF	\$ -	\$ 1,300	\$ -	\$ -	\$ -	\$ -	\$ 1,300
24-05	New	Portlock Shed and Equipment Replacement	Portlock Shed and Equipment Replacement	\$ 200,000	B	Other	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
24-05	New	Portlock Shed and Equipment Replacement	Equipment Replacement		E	Res	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000
24-05	New	Portlock Shed and Equipment Replacement	Equipment Replacement		E	ERF	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
													\$ -
													\$ -
													\$ -
			<b>GRAND TOTAL</b>	<b>\$ 3,554,700</b>			<b>\$ 65,000</b>	<b>\$ 1,493,200</b>	<b>\$ 1,635,000</b>	<b>\$ 115,000</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>	<b>\$ 3,423,200</b>

Service: 1.459 SSI Park Land & Rec Programs

Project Number	24-01	Capital Project Title	Alternative Approval Process	Capital Project Description	An alternative approval process to fund repairs to pool structural and other capital
Project Rationale	Capital improvements to pool building				

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	25-01	Capital Project Title	Pool Building Structural Repairs	Capital Project Description	Repairs to pool structural and other capital
Project Rationale					

Project Number	24-03	Capital Project Title	Pool expansion (Design Phase)	Capital Project Description	Designs and costing for leisure pool expansion
Project Rationale					

<b>Project Number</b>	24-02	<b>Capital Project Title</b>	EV Charger	<b>Capital Project Description</b>	EV Charger
<b>Project Rationale</b>					

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

<b>Project Number</b>	25-02	<b>Capital Project Title</b>	Firehall Repurpose	<b>Capital Project Description</b>	Repurpose, remediate or demolition of Ganges Fire Hall
<b>Project Rationale</b>					

<b>Project Number</b>	25-03	<b>Capital Project Title</b>	Life Rings	<b>Capital Project Description</b>	Replace four life rings at waterfront access points
<b>Project Rationale</b>					

<b>Project Number</b>	23-06	<b>Capital Project Title</b>	SIMS Upgrades	<b>Capital Project Description</b>	Capital improvements to the Salt Spring Island Multi Space (SIMS)
<b>Project Rationale</b>					

<b>Project Number</b>	21-04	<b>Capital Project Title</b>	EV charger and infrastructure recreation centre parking lot	<b>Capital Project Description</b>	EV charger and infrastructure recreation centre parking lot
<b>Project Rationale</b>					

<b>Project Number</b>	20-10	<b>Capital Project Title</b>	Ball Field Development	<b>Capital Project Description</b>	Upgrade Hydrofield and develop detailed designs for Fernwood Elementary School
<b>Project Rationale</b>					

<b>Project Number</b>	26-01	<b>Capital Project Title</b>	Pool Tile Grouting & Expansion Joints	<b>Capital Project Description</b>	RegROUT pool bottom tiles and expansion joints
<b>Project Rationale</b>					

<b>Project Number</b>	20-02	<b>Capital Project Title</b>	Pool Electrical replacement	<b>Capital Project Description</b>	Replacement of Direct Digital Control System
<b>Project Rationale</b>					

<b>Project Number</b>	24-05	<b>Capital Project Title</b>	Portlock Shed and Equipment Replacement	<b>Capital Project Description</b>	Portlock Shed and Equipment Replacement
<b>Project Rationale</b>					

**Reserve/Fund Summary**

Reserve/Fund Summary Projected year end balance	Actual	Budget				
	2023	2024	2025	2026	2027	2028
<b>1.459 SSI Pool &amp; Park Land</b>						
Operating Reserve Fund	1,103	11,103	26,103	56,103	86,103	116,103
Capital Reserve Fund - SSI Pool	86,656	66,656	106,656	171,656	261,656	351,656
Capital Reserve Fund - SSI Park Land	226,210	91,210	166,210	251,210	336,210	421,210
Park Land Acquisition	613,636	613,636	613,636	613,636	613,636	613,636
Equipment Replacement Fund - SSI Pool	43	13,743	33,743	43,743	53,743	63,743
<b>Ending Balance \$</b>	<b>927,649</b>	<b>796,349</b>	<b>946,349</b>	<b>1,136,349</b>	<b>1,351,349</b>	<b>1,566,349</b>

**Assumptions/Background:**

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**Reserve Schedule**

**1.459 - Pool & Park Land - Operating Reserve Fund**

For requisition rate stabilization during periods of fluctuating revenues.

**Reserve Cash Flow**

Fund: Fund Centre:	1500 105550	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		18,581	1,103	11,103	26,103	56,103	86,103
Transfer from Ops Budget		4,000	10,000	30,000	30,000	30,000	30,000
Expenditures		(22,160)	-	(15,000)	-	-	-
Interest Income*		682					
<b>Ending Balance \$</b>		<b>1,103</b>	<b>11,103</b>	<b>26,103</b>	<b>56,103</b>	<b>86,103</b>	<b>116,103</b>

**Assumptions/Background:**

2023 - \$22,160 One-time transfer to Pool and Park Land to support core budget

2025 - \$15,000 HVAC duct cleaning - cyclical expense every 5-years

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



**Reserve Schedule**

**1.459 - Salt Spring Island Pool - Capital Reserve Fund**

Bylaw 3686

**Reserve Cash Flow**

Fund: Fund Centre:	1078 102045	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		98,457	86,656	66,656	106,656	171,656	261,656
Transfer from Ops Budget		-	10,000	85,000	90,000	90,000	90,000
Transfer from Cap Fund		-					
Expenditures (Based on Capital Plan)		(16,000)	(30,000)	(45,000)	(25,000)	-	-
Interest Income*		4,199					
<b>Ending Balance \$</b>		<b>86,656</b>	<b>66,656</b>	<b>106,656</b>	<b>171,656</b>	<b>261,656</b>	<b>351,656</b>

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

**Reserve Schedule**

**1.459 - Park Land - Capital Reserve Fund**

Bylaw 2859

**Reserve Cash Flow**

Fund: 1060 Fund Centre: 101603	Actual	Budget				
	2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>	228,847	226,210	91,210	166,210	251,210	336,210
<b>Transfer from Ops Budget</b>	7,124	-	135,000	135,000	135,000	135,000
<b>Transfer from Cap Fund</b>	-	-	-	-	-	-
<b>Expenditures (Based on Capital Plan)</b>	(20,000)	(135,000)	(60,000)	(50,000)	(50,000)	(50,000)
<b>Interest Income*</b>	10,238					
<b>Ending Balance \$</b>	<b>226,210</b>	<b>91,210</b>	<b>166,210</b>	<b>251,210</b>	<b>336,210</b>	<b>421,210</b>

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

**Reserve Schedule**

**1.459 - Parkland Acquisition**

Bylaw 2110

**Reserve Cash Flow**

Fund: 1035 Fund Centre: 101379	Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	585,418	613,636	613,636	613,636	613,636	613,636
Transfer from Ops Budget	-	-	-	-	-	-
Expenditures (Based on Capital Plan)	-	-	-	-	-	-
Interest Income*	28,218					
<b>Ending Balance \$</b>	<b>613,636</b>	<b>613,636</b>	<b>613,636</b>	<b>613,636</b>	<b>613,636</b>	<b>613,636</b>

**Assumptions/Background:**

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

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

**Reserve Schedule**

**1.459 SSI Pool - Equipment Replacement Fund**

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

**Reserve Cash Flow**

Fund: Fund Centre:	1022 101412	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		27,101	43	13,743	33,743	43,743	53,743
Transfer from Ops Budget		40,000	50,000	50,000	50,000	50,000	50,000
Expenditures (Based on Capital Plan)		(67,029)	(36,300)	(30,000)	(40,000)	(40,000)	(40,000)
Interest Income (Expense)		(28)					
<b>Ending Balance \$</b>		<b>43</b>	<b>13,743</b>	<b>33,743</b>	<b>43,743</b>	<b>53,743</b>	<b>63,743</b>

**Assumptions/Background:**

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

# **CAPITAL REGIONAL DISTRICT**

## **2024 Budget**

### **SSI Septage/Composting**

#### **FINAL BUDGET**

MARCH 2024

**Service:**

**3.705 SSI Liquid Waste Disposal**

**Commission: Salt Spring Island Local Community Commission**

**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 \$665,914.

**COMMISSION:**

Salt Spring Island Local Community Commission (LCC)

**FUNDING:**

<b>Parcel Tax:</b>	Annual, levied on all properties in the Electoral Area
<b>Tipping Fee:</b>	\$0.475 per imperial gallon (Bylaw No. 4525, December 2022)
<b>Connection Charge:</b>	N/A

**RESERVE FUND:**

Bylaw No. 2274 (Feb 22, 1995)

**3.705 - SSI Septage/Composting**

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Sludge Hauling Contract	592,875	656,119	747,500	-	-	747,500	762,450	777,700	793,250	809,120
Grit & Waste Sludge Disposal	3,600	1,736	3,730	-	-	3,730	3,800	3,880	3,960	4,040
Repairs & Maintenance	16,880	20,073	8,160	-	-	8,160	17,320	23,660	8,820	8,990
Allocations	41,973	41,973	45,325	-	-	45,325	46,231	47,156	48,098	49,059
Electricity	6,500	7,379	6,680	-	-	6,680	6,810	6,950	7,090	7,230
Supplies	7,910	2,757	8,190	-	-	8,190	8,350	8,520	8,690	8,860
Labour Charges	167,596	135,468	182,494	-	-	182,494	186,163	189,912	193,734	197,634
Contribution Composting Facility Operation	5,000	450	5,000	5,000	-	10,000	9,000	12,000	8,000	1,000
Other Operating Expenses	15,053	24,101	15,490	-	-	15,490	15,840	16,200	16,560	16,950
<b>TOTAL OPERATING COSTS</b>	<b>857,387</b>	<b>890,056</b>	<b>1,022,569</b>	<b>5,000</b>	<b>-</b>	<b>1,027,569</b>	<b>1,055,964</b>	<b>1,085,978</b>	<b>1,088,202</b>	<b>1,102,883</b>
*Percentage Increase over prior year			19.3%	0.5%		19.8%	2.8%	2.8%	0.2%	1.3%
<u>DEBT / RESERVES</u>										
MFA Debt Reserve	470	888	1,820	-	-	1,820	23,420	1,445	620	620
MFA Debt Principal	107,308	107,308	110,188	-	-	110,188	79,269	102,137	104,227	104,227
MFA Debt Interest	53,265	53,265	56,594	-	-	56,594	68,754	139,011	141,672	141,672
Transfer to Operating Reserve Fund	10,000	25,000	6,000	-	-	6,000	15,000	10,000	15,000	15,000
Transfer to Capital Reserve Fund	-	31,303	6,000	-	-	6,000	15,075	19,685	25,390	38,050
<b>TOTAL DEBT / RESERVES</b>	<b>171,043</b>	<b>217,764</b>	<b>180,602</b>	<b>-</b>	<b>-</b>	<b>180,602</b>	<b>201,518</b>	<b>272,278</b>	<b>286,909</b>	<b>299,569</b>
<b>TOTAL COSTS</b>	<b>1,028,430</b>	<b>1,107,820</b>	<b>1,203,171</b>	<b>5,000</b>	<b>-</b>	<b>1,208,171</b>	<b>1,257,482</b>	<b>1,358,256</b>	<b>1,375,111</b>	<b>1,402,452</b>
*Percentage Increase over prior year			17.0%	0.5%		17.5%	4.1%	8.0%	1.2%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(9,000)	-	-	-	-	-	(9,000)	(15,000)	-	-
Sale - Septage Sludge	(427,500)	(466,648)	(528,650)	-	-	(528,650)	(539,220)	(550,000)	(561,000)	(572,220)
Sale - Sewage Sludge	(213,750)	(259,405)	(261,600)	-	-	(261,600)	(266,830)	(272,170)	(277,610)	(283,160)
Grants in Lieu of Taxes	(535)	(535)	(541)	-	-	(541)	(810)	(830)	(850)	(870)
Recoveries	-	(4,100)	-	-	-	-	-	-	-	-
Other Revenue	(670)	(157)	(1,255)	-	-	(1,255)	(830)	(830)	(830)	(830)
<b>TOTAL REVENUE</b>	<b>(651,455)</b>	<b>(730,845)</b>	<b>(792,046)</b>	<b>-</b>	<b>-</b>	<b>(792,046)</b>	<b>(816,690)</b>	<b>(838,830)</b>	<b>(840,290)</b>	<b>(857,080)</b>
<b>REQUISITION - PARCEL TAX</b>	<b>(376,975)</b>	<b>(376,975)</b>	<b>(411,125)</b>	<b>(5,000)</b>	<b>-</b>	<b>(416,125)</b>	<b>(440,792)</b>	<b>(519,426)</b>	<b>(534,821)</b>	<b>(545,372)</b>
*Percentage increase over prior year Requisition			9.1%	1.3%		10.4%	5.9%	17.8%	3.0%	2.0%

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

<b>Service No.</b>	<b>3.705</b>	<b>Carry Forward from 2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>TOTAL</b>
	<b>SSI Septage / Composting</b>							

**EXPENDITURE**

Buildings	\$0	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$35,000	\$190,000	\$2,280,000	\$132,500	\$0	\$0	\$0	\$2,602,500
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>\$35,000</b>	<b>\$220,000</b>	<b>\$2,280,000</b>	<b>\$132,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,632,500</b>

**SOURCE OF FUNDS**

Capital Funds on Hand	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
Debenture Debt (New Debt Only)	\$0	\$120,000	\$2,280,000	\$82,500	\$0	\$0	\$0	\$2,482,500
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$40,000	\$0	\$0	\$0	\$40,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$15,000	\$80,000	\$0	\$10,000	\$0	\$0	\$0	\$90,000
	<b>\$35,000</b>	<b>\$220,000</b>	<b>\$2,280,000</b>	<b>\$132,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,632,500</b>



**CAPITAL REGIONAL DISTRICT**

**5 YEAR CAPITAL PLAN**

2024 - 2028

Service #: 3.705

Service Name: SSI Septage / Composting

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total auto-populates
21-01	Study	Strategic Asset management plan	Develop an asset management plan to develop asset inventory, asset conditions and develop strategies for near, medium, and long term capital/maintenance projects.	\$ 50,000	S	Grant	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 40,000
21-01	Study		CRD Project Management		S	Res	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000
23-01	New	Grit Chamber	Design review, sizing, and installation of Grit Chamber to substantially reduce maintenance costs. Includes CRD Project Management	\$ 20,000	S	Cap	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
24-01	New	Storage Building Upgrades	Storage Building new mandoor, interior H&S improvements, close in wall. Includes CRD Project Management.	\$ 30,000	B	Res	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
24-02	New	Referendum or Alternative Approval Process - Funding for Future Projects	Seek service area electors approval to fund projects. Public Engagement for Future Projects. Undertake a referendum or AAP to borrow funds.	\$ 35,000	S	Res	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000
25-01	New	Burgoyne Septage Treatment Facility	Burgoyne Septage Treatment Facility - Design, Construction, Construction Services, Lagoon Closure and CRD Project Management	\$ 2,482,500	S	Debt	\$ -	\$ 120,000	\$ 2,280,000	\$ 82,500	\$ -	\$ -	\$ 2,482,500
23-02	New	Abattoir Purchase of Assets	To purchase assets from Abattoir Society to reimburse them.	\$ 15,000	S	Res	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
													\$ -
													\$ -
			<b>GRAND TOTAL</b>	<b>\$ 2,632,500</b>			<b>\$ 35,000</b>	<b>\$ 220,000</b>	<b>\$ 2,280,000</b>	<b>\$ 132,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,632,500</b>

Service:

3.705

SSI Septage / Composting

<b>Project Number</b>	21-01	<b>Capital Project Title</b>	Strategic Asset management plan	<b>Capital Project Description</b>	Develop an asset management plan to develop asset inventory, asset conditions and develop strategies for near, medium, and long term capital/maintenance projects.
<b>Project Rationale</b>	Develop an asset management plan to develop asset inventory, asset conditions and develop strategies for near, medium, and long term capital/maintenance projects. Will be done after the new facilities are constructed.				

<b>Project Number</b>	23-01	<b>Capital Project Title</b>	Grit Chamber	<b>Capital Project Description</b>	Design review, sizing, and installation of Grit Chamber to substantially reduce maintenance costs. Includes CRD Project Management.
<b>Project Rationale</b>	Installation of a grit chamber as suggested by Operations to substantially reduce maintenance costs.				

<b>Project Number</b>	24-01	<b>Capital Project Title</b>	Storage Building Upgrades	<b>Capital Project Description</b>	Storage Building new mandoor, interior H&S improvements, close in wall. Includes CRD Project Management.
<b>Project Rationale</b>	Storage Building Upgrade-on early approval list				

Service:

3.705

SSI Septage / Composting

<b>Project Number</b>	24-02	<b>Capital Project Title</b>	Referendum or Alternative Approval Process - Funding for Future Projects	<b>Capital Project Description</b>	Seek service area electors approval to fund projects. Public Engagement for Future Projects. Undertake a referendum or AAP to borrow funds.
<b>Project Rationale</b>	Referendum or Alternative Approval Process - Funding for Future Projects				

<b>Project Number</b>	25-01	<b>Capital Project Title</b>	Burgoyne Septage Treatment Facility	<b>Capital Project Description</b>	Burgoyne Septage Treatment Facility - Design, Construction, Construction Services, Lagoon Closure and CRD Project Management.
<b>Project Rationale</b>	Burgoyne Septage Treatment Facility				

<b>Project Number</b>	23-02	<b>Capital Project Title</b>	Abattoir Purchase of Assets	<b>Capital Project Description</b>	To purchase assets from Abattoir Society to reimburse them.
<b>Project Rationale</b>	To purchase assets from Abattoir Society to reimburse them.				

SSI Septage/Composting  
 Reserve Summary Schedule  
 2024 - 2028 Financial Plan

**Reserve/Fund Summary**

	<b>Actual</b>	<b>Budget</b>				
	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Operating Reserve Fund	46,700	52,700	58,700	53,700	68,700	83,700
Capital Reserve Fund	171,114	97,114	112,189	121,874	147,264	185,314
<b>Total</b>	<b>217,814</b>	<b>149,814</b>	<b>170,889</b>	<b>175,574</b>	<b>215,964</b>	<b>269,014</b>

## 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.

## Reserve Cash Flow

Fund: Fund Centre:	1500 105209	Actual	Budget				
		2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>		20,630	46,700	52,700	58,700	53,700	68,700
<b>Transfer from Ops Budget</b>		25,000	6,000	15,000	10,000	15,000	15,000
<b>Expenditures</b>		-	-	(9,000)	(15,000)	-	-
Planned Maintenance Activity				Power Line Maintenance	Power Line Maintenance		
<b>Interest Income*</b>		1,070					
<b>Ending Balance \$</b>		<b>46,700</b>	<b>52,700</b>	<b>58,700</b>	<b>53,700</b>	<b>68,700</b>	<b>83,700</b>

### Assumptions/Background:

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

## Reserve Schedule

### Reserve Fund: 3.705 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: Fund Centre:	1087 102146	Actual	Budget				
		2023	2024	2025	2026	2027	2028
<b>Beginning Balance</b>		153,382	171,114	97,114	112,189	121,874	147,264
<b>Transfer from Ops Budget</b>		31,303	6,000	15,075	19,685	25,390	38,050
<b>Transfer from Cap Fund</b>		-					
<b>Transfer to Cap Fund</b>		(20,000)	(80,000)	-	(10,000)	-	-
<b>Interest Income*</b>		6,429					
<b>Ending Balance \$</b>		<b>171,114</b>	<b>97,114</b>	<b>112,189</b>	<b>121,874</b>	<b>147,264</b>	<b>185,314</b>

#### **Assumptions/Background:**

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