



Notice of Meeting and Meeting Agenda Salt Spring Island Local Community Commission

Thursday, February 1, 2024

9:00 AM

SIMS Boardroom
124 Rainbow Road
Salt Spring Island BC

Special Meeting- Budget

MS Teams Link [Click here](#)

E. Rook (Chair), G. Holman (Vice Chair), G. Baker, B. Corno, B. Webster

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

1. Territorial Acknowledgement

2. Approval of Agenda

3. Presentations/Delegations

Delegations will have the option to participate electronically. Please complete the online application at www.crd.bc.ca/address for "Addressing the Salt Spring Island Local Community Commission" no later than 4:30 pm two days before the meeting and staff will respond with details.

Alternatively, you may email your comments on an agenda item to the Salt Spring Island Local Community Commission (LCC) at saltspring@crd.bc.ca. Requests must be received no later than 4:30 p.m. two calendar days prior to the meeting.

Delegations

- 3.1. [24-148](#) Delegation - John Gauld; Resident of Salt Spring Island: Re: Agenda Item 4.2. 2024 Local Community Commission Budgets
- 3.2. [24-149](#) Delegation - Shirley Ireland; President SSI Pickleball Association: Re: Agenda Item 4.2. 2024 Local Community Commission Budgets

4. Special Meeting Matters

4.1. [24-136](#) Rainbow Recreation Centre Direct Digital Control Replacement

Recommendation: That the Salt Spring Island Local Community Commission approves amending Project 20-01 Pool Electrical Replacement in the five-year Salt Spring Island Parks and Recreation 1.459 Capital Plan to include \$18,200 of funding to support the replacement of the Direct Digital Control system funded by \$16,900 of Community Works Funding and \$1,300 of Equipment Replacement Funding.

Attachments: [Staff Report: Rainbow Recreation Centre Direct Digital Control Replacement](#)

4.2. [24-133](#) 2024 Local Community Commission Budgets

Recommendation: That the Local Community Commission recommends to the Capital Regional District Board: That the 2024 Local Community Commission 14 services budgets be approved as presented.

Attachments: [Staff Report: 2024 Local Community Commission Budgets](#)
[Appendix A: 2024 SSI Overall Budgets - Provisional](#)
[Appendix B: 2024 SSI Final Budget LCC Budget Changes Summary](#)
[Appendix C: 2024 SSI LCC Budget Packages](#)

4.3. [24-138](#) Motion with Notice: Southern Gulf Islands Tourism Partnership - Priorities for Municipal Regional District Tax (Director Holman)

Recommendation: [At the January 18, 2024 Salt Spring Local Community Commission meeting, the following notice was read by Director Holman into record. Same day consideration was applied to Notice of Motion. The Commission postponed consideration of motion till February 01, 2024 special meeting to allow meeting with Southern Gulf Islands Tourism Partnership for more information and to report back.]

"That the LCC supports the renewal of the 2% Municipal Regional District Tax (MRDT) in the SSI and SGI electoral areas for a five-year period starting in September of 2024, to be allocated to the Southern Gulf Islands Tourism Partnership (SGITP), subject to the following conditions:

-That all of the online MRDT be allocated to affordable housing, with the top priority being employee housing.

-That \$100,000/year be allocated to the Capital Regional District (CRD) rural housing coordinator position, and that \$50,000/year be allocated to the Housing Now program.

-That the remainder of online MRDT be allocated to an affordable housing reserve, to be added to the \$200,000 that SGITP has already allocated for this purpose. The annual amount allocated to the housing reserve could change over time if funding allocated to the Housing Now and CRD rural housing programs changes.

-That MRDT funding would flow through CRD Housing. Priorities for allocation of these resources in the respective Electoral Areas (EA) would be based on recommendations from EA Directors and the Salt Spring Island (SSI) Local Community Commission. Allocation of resources to SSI and Southern Gulf Islands EA should be equitable and reflect the proportion of MRDT revenue from respective EA.

-That a service agreement be finalized between the CRD and SGITP reflecting the above allocations and principles, including SGITP reporting requirements to CRD."

4.4. [24-134](#) 2024 Local Community Commission Administration Budget

Recommendation: The Salt Spring Island Local Community Commission recommends to the Salt Spring Island Electoral Area Director and the Capital Regional District Board that the 2024 Salt Spring Island Local Community Commission Administration budget be approved as presented.

Attachments: [Staff Report: 2024 Local Community Commission Administration Budget](#)
[Appendix A: 2024 SSI Local Community Commission Administration budget](#)

4.5. [24-147](#) Staff Verbal Updates

Recommendation: Staff will provide verbal updates for information on the following:

- Grant-in-Aid
- Island Trust leasing space at SIMS
- SIMS heating costs

5. Adjournment

Next Meeting:

-The next meeting is February 08, 2024. at 5:00PM in the Salt Spring Island Multi Space (SIMS) Boardroom, 124 Rainbow Road, Salt Spring Island, BC V8K 2V5
-The next meeting is February 15, 2024. at 9:00AM in the Salt Spring Island Multi Space (SIMS) Boardroom, 124 Rainbow Road, Salt Spring Island, BC V8K 2V5
To ensure quorum, please advise MacKenzie Williamson (mwilliamson@crd.bc.ca) if you or your alternate cannot attend



Making a difference...together

**REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION
MEETING OF Thursday, February 01, 2024**

SUBJECT **Rainbow Recreation Centre Direct Digital Control Replacement**

ISSUE

To consider adding the Direct Digital Control Replacement Project to the 2024 Capital Plan

BACKGROUND

The Rainbow Recreation Centre (RRC) constructed in 2008 with a six-lane 25 metre lap pool and 12-person whirlpool. In 2018 the Capital Regional District (CRD) assumed the operation and maintenance of the facility from a private contractor and has expanded the facility to include a modular classroom, multipurpose room and two outdoor fenced play areas. In a typical year the centre sees over 65,000 visits and over 400 aquatic program registrations. The site also includes a dog park, community gardens and informal trails.

The 2023 annual maintenance closure was scheduled from December 4th 2023 to January 1st 2024 to complete regular servicing on pumps, filter and mechanical components. New heat pumps were also installed during the closure as the existing heat pumps had reached their end of life. During the closure the Direct Digital Control (DDC) system was assessed, and it has been determined that the existing controllers are 15 years old, heavily corroded and in need of replacement.

The DDC's are digital devices that automate the control of various building systems such as temperature, humidity, pressure, lighting, and air conditioning. DDC controls can make buildings more energy efficient and responsive to changing needs by monitoring and adjusting building conditions.

The scope of work for the DDC controller replacement project includes:

- Replacement of all original components with new matching components.
- Replacement of any low voltage transformers and relays inside control cabinet.
- General clean up of all components and existing wiring inside the control cabinet.

The DDC replacement project has not been identified in the five-year Salt Spring Island Parks and Recreation Capital Plan. A replacement of the centre's electrical components is scheduled for April 2024 during the annual maintenance closure. The DDC replacement project could be completed during the 2024 closure with no impact to regular operations or service levels.

ALTERNATIVES

That the Salt Spring Island Local Community Commission

Alternative 1

Approves amending Project 20-01 Pool Electrical Replacement in the five-year Salt Spring Island Parks and Recreation 1.459 Capital Plan to include \$18,200 of funding to support the replacement of the Direct Digital Control system funded by \$16,900 of Community Works Funding and \$1,300 of Equipment Replacement Funding.

Alternative 2

Refers the report back to staff for additional information.

IMPLICATIONS

Financial Implications

The Pool Equipment Replacement Fund (ERF) has been nearly depleted with a 2023-year end closing balance of \$1,571.97. \$50,000 is budgeted to be transferred into the ERF in 2024 but is needed to support \$35,000 of planned spending for replacement pumps, filters and fans.

DDC Replacement Project Budget	
DDC Replacement	\$13,000
CRD Engineering Support (10%)	\$1,300
Contingency (30%)	\$3,900
TOTAL	\$18,200

Community Works Funding (CWF) has been approved and allocated to the Pool Electrical Replacement project. The CWF application could be amended to include the DDC replacement as part of the scope of work during the 2024 annual maintenance closure. CRD staff time is not eligible for CWF and would need to be thought ERF.

Social Implications

The RRC estimates approximately 65,000 visitors in 2023 and provides opportunities for residents of all ages to be active and interact with other people. If the DDC were to fail, humidity and warm temperatures would result and create an uncomfortable environment for users and for staff who are exposed to the environment for longer periods of time.

CONCLUSION

The DDC's are digital devices that automate the control of various building systems. The current system was installed in 2008 and is in need of replacement. Current ERF funding is limited so additional funding will need to be allocated to this project in 2024 to prevent a possible disruption to the current service level of the Rainbow Recreation Centre.

RECOMMENDATION

That the Salt Spring Island Local Community Commission approves amending Project 20-01 Pool Electrical Replacement in the five-year Salt Spring Island Parks and Recreation 1.459 Capital Plan to include \$18,200 of funding to support the replacement of the Direct Digital Control system funded by \$16,900 of Community Works Funding and \$1,300 of Equipment Replacement Funding.

Submitted by:	Dan Ovington, Manager, Salt Spring Electoral Area
Concurrence:	Karla Campbell, MBA, BPA, Senior Manager, Salt Spring Electoral Area



Making a difference...together

REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION MEETING OF THURSDAY, FEBRUARY 01, 2024

SUBJECT 2024 Local Community Commission Budgets

ISSUE SUMMARY

To present 2024 Local Community Commission (LCC) Final Budgets for recommended approval to the Capital Regional District Board (the Board).

BACKGROUND

The 2024 SSI Local Community Commission budgets for review are specific to 14 services under LCC delegated authority. The services delivered are established through the *Local Government Act and Service Establishment Bylaws* and are guided by the Board strategic and corporate plans, and LCC budget direction.

Budget Approval Process

On September 14 and 21, 2023, the LCC met to review preliminary budgets. At these meetings, budget direction was provided where these impacts have been incorporated into the 2024 SSI provisional financial plan.

On October 25, 2023, the Board approved Provisional 2024-2028 Financial Plan, inclusive of SSI service budgets through Electoral Area Committee (EAC) and LCC recommendations.

The overall Salt Spring Island (SSI) 2024 provisional requisition increase is \$729,637 (9.56%) over 2023. This overall requisition increase of 9.56% is inclusive of SSI share of regional, sub-regional and joint EA services, and eighteen (18) SSI EA wide local services, but exclusive of specified and defined services within SSI. For reference, the overall 2024 SSI Provisional Plan are detailed in Appendix A outlining the requisition summary and gross expenditure highlights, which obtained provisional approval by the Board on October 25, 2023.

Since provisional approval, changes to the plan have been incorporated to account for 2023 year-end results of surplus and deficit, additional directions from LCC and available updated information. The changes to the Provisional Plan will form the 2024 Final Plan. The changes are summarized in Appendix B outlining both requisition impacts and capital plan changes and further incorporated into the service budget packages in Appendix C.

The attached LCC 2024 budget packages in Appendix C, which include operating budgets and capital plans will be presented for final budget approval in March 2024 by the Board.

ALTERNATIVES

Alternative 1

That the Local Community Commission recommends to the Capital Regional District Board:

That the 2024 Local Community Commission 14 services budgets be approved as presented.

Alternative 2

That the Local Community Commission recommends to the Capital Regional District Board:
 That the 2024 Local Community Commission 14 services budgets be approved with specific amendments.

IMPLICATIONS

Financial Implication – Requisition

Following Tables summarize the changes in tax requisition specific for fourteen (14) SSI services under LCC authority.

Table 1: 2024 Provisional vs 2023 Final Requisition

	2024 Provisional* Plan \$	2023 Final Plan\$	\$ Change	% Change
SSI LCC Services	4,583,810	4,048,664	535,146	13.2%

*2024 Provisional Plan approved by the CRD Board on October 25, 2023

Table 2: 2024 Final vs 2024 Provisional Requisition

	2024 Final Plan \$	2024 Provisional* Plan	\$ Change	% Change
SSI LCC Services	4,635,288	4,583,810	51,478	1.12%

*2024 Provisional Plan approved by the CRD Board on October 25, 2023

The budget drivers for the changes from provisional to proposed final are outlined in Appendix B.

Table 3: 2024 Final vs 2023 Final Requisition

	2024 Final Plan \$	2023 Final Plan \$	\$ Change	% Change
SSI LCC Services	4,635,288	4,048,664	586,624	14.5%

The total requisition changes outlined in three tables above are further detailed by services in Appendix B.

The actual tax rate impact to SSI residents will vary depending on the specified and defined service areas in which they reside in addition to their individual 2024 property assessment values. The 2024 provisional requisition impact shown in Appendix A reflects the 2023 assessment values from BC Assessments. New assessment information will be incorporated in the final budget when revised data is released by BC Assessments in early February 2024. The revised assessment

will only impact cost apportionment for regional, sub-regional and EA joint services. There will be no cost apportionment for fourteen SSI LCC service budgets as only the properties within SSI EA fund the services.

CONCLUSION

The fourteen SSI services have been delegated to the LCC by the CRD Board for review and recommendation of budgets annually. The presented 2024 LCC services Final Budgets have been prepared in alignment with service plans, directions received by the LCC and 2023 results of surplus and deficit. The 2024 LCC services Final Budgets will form the 2024-2028 Final Financial Plan, which are subject to final approval by the Board as part of the Financial Plan bylaw by March 31, 2024.

RECOMMENDATION

That the Local Community Commission recommends to the Capital Regional District Board:
That the 2024 Local Community Commission 14 services budgets be approved as presented.

Submitted by:	Karla Campbell, MBA, BPA, Senior Manager SSI Electoral Administration
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT(S)

- Appendix A: 2024 Salt Spring Island Overall Budgets - Provisional
- Appendix B: 2024 Salt Spring Island Final Budget LCC Budget Changes Summary
- Appendix C: 2024 Salt Spring Island LCC Budget Packages

Electoral Areas Committee - October 23, 2023
2024 Preliminary Electoral Area Budget Review

Appendix B-1: Requisition Summary (SSI)

SALT SPRING ISLAND Electoral Area	2024		2023		Difference		Change in Cost per Avg.	
		Cost per Avg. Residential Assessment		Cost per Avg. Residential Assessment	Increase/(Decrease) \$	%	Household \$	%
1.010 Legislative & General Government	417,200	63.20	390,080	59.09	27,120	6.95%	4.11	6.95%
1.10X Facilities Management	5,960	0.90	5,647	0.86	312	5.53%	0.05	5.53%
1.101 G.I.S.	4,573	0.69	4,419	0.67	155	3.50%	0.02	3.50%
1.112 Regional Grant in Aid	-	-	515	0.08	(515)	-100.00%	(0.08)	-100.00%
1.224 Community Health	18,343	2.78	21,440	3.25	(3,096)	-14.44%	(0.47)	-14.44%
1.280 Regional Parks	602,076	91.21	547,771	82.98	54,305	9.91%	8.23	9.91%
1.309 Climate Action and Adaptation	48,835	7.40	52,671	7.98	(3,837)	-7.28%	(0.58)	-7.28%
1.310 Land Banking & Housing	63,917	9.68	51,613	7.82	12,304	23.84%	1.86	23.84%
1.312 Regional Goose Management	7,472	1.13	7,289	1.10	183	2.51%	0.03	2.51%
1.324 Regional Planning Services	43,637	6.61	42,162	6.39	1,476	3.50%	0.22	3.50%
1.335 Geo-Spatial Referencing System	5,754	0.87	5,570	0.84	184	3.30%	0.03	3.30%
1.374 Regional Emergency Program Support	4,318	0.65	4,240	0.64	77	1.82%	0.01	1.82%
1.375 Hazardous Material Incident Response	10,904	1.65	10,271	1.56	634	6.17%	0.10	6.17%
1.911 911 Systems	6,576	1.00	4,907	0.74	1,668	34.00%	0.25	34.00%
1.921 Regional CREST Contribution	50,042	7.58	46,119	6.99	3,923	8.51%	0.59	8.51%
21.ALL Feasibility Study Reserve Fund - All	7,260	1.10	-	-	7,260	100.00%	1.10	100.00%
Total Regional	\$1,296,867	\$196.46	\$1,194,715	\$180.99	\$102,152	8.55%	\$15.47	8.55%
1.230 Traffic Safety Commission	2,619	0.40	2,619	0.40	-	0.00%	-	0.00%
1.311 Regional Housing Trust Fund	26,568	4.02	36,968	5.60	(10,400)	-28.13%	(1.58)	-28.13%
1.313 Animal Care Services	132,634	20.09	128,148	19.41	4,486	3.50%	0.68	3.50%
1.913 913 Fire Dispatch	58,949	8.93	56,142	8.50	2,808	5.00%	0.43	5.00%
Total Sub-Regional	\$220,770	\$33.44	\$223,876	\$33.92	(\$3,106)	-1.39%	(\$0.47)	-1.39%
1.103 Elections	28,103	4.26	28,103	4.26	-	0.00%	-	0.00%
1.104 U.B.C.M.	5,497	0.83	5,319	0.81	178	3.35%	0.03	3.35%
1.318 Building Inspection	248,949	37.71	216,476	32.79	32,473	15.00%	4.92	15.00%
1.320 Noise Control	18,653	2.83	18,023	2.73	630	3.50%	0.10	3.50%
1.322 Nuisances & Unsightly Premises	24,922	3.78	24,081	3.65	841	3.49%	0.13	3.49%
1.372 Electoral Area Emergency Program	73,160	11.08	68,375	10.36	4,786	7.00%	0.72	7.00%
Total Joint Electoral Area	\$399,284	\$60.49	\$360,376	\$54.59	\$38,908	10.80%	\$5.89	10.80%
1.111 Electoral Area Admin Exp - SSI	684,287	103.66	622,011	94.23	62,276	10.01%	9.43	10.01%
1.116 Grant-in-Aid - Salt Spring Island	48,752	7.39	21,558	3.27	27,194	126.14%	4.12	126.14%
1.124 SSI Economic Development Commission	73,699	11.16	95,958	14.54	(22,259)	-23.20%	(3.37)	-23.20%
1.141 Salt Spring Island Public Library	726,250	110.02	675,683	102.36	50,567	7.48%	7.66	7.48%
1.236 Salt Spring Island Fernwood Dock	21,380	3.64	15,888	2.71	5,492	34.57%	0.94	34.57%
1.238A Community Transit (SSI)	325,586	49.32	261,262	39.58	64,324	24.62%	9.74	24.62%
1.238B Community Transportation (SSI)	157,829	23.91	147,826	22.39	10,003	6.77%	1.52	6.77%
1.299 Salt Spring Island Arts	133,032	20.15	123,090	18.65	9,942	8.08%	1.51	8.08%
1.316 SSI Building Numbering	10,208	1.55	9,871	1.50	337	3.41%	0.05	3.41%
1.342 SSI Livestock Injury Compensation	105	0.02	105	0.02	-	0.00%	-	0.00%
1.371 SSI Emergency Program	130,170	19.72	126,745	19.20	3,425	2.70%	0.52	2.70%
1.378 SSI Search and Rescue	25,704	3.89	25,704	3.89	-	0.00%	-	0.00%
1.455 Salt Spring Island - Community Parks	592,659	89.78	584,647	88.57	8,012	1.37%	1.21	1.37%
1.458 Salt Spring Is. - Community Rec	111,442	16.88	77,640	11.76	33,802	43.54%	5.12	43.54%
1.459 Salt Spring Is. - Pool, Parks, Land, Art & Rec. P	1,922,858	291.29	1,614,486	244.58	308,372	19.10%	46.72	19.10%
1.535 Stormwater Quality Management - SSI	21,726	3.73	23,778	3.60	832	3.50%	0.13	3.50%
1.925 Emergency Comm - CREST - SSI	148,417	22.48	144,675	21.92	3,742	2.59%	0.57	2.59%
3.705 SSI Liquid Waste Disposal	412,586	70.32	376,975	64.25	35,611	9.45%	6.07	9.45%
21.E.A. Feasibility Study Reserve Fund - SSI	(10,000)	(1.51)	-	-	(10,000)	-100.00%	(1.51)	-100.00%
Total SSI Electoral Area	\$5,539,574	\$847.42	\$4,947,902	\$757.00	\$591,672	11.96%	\$90.41	11.94%
Total Capital Regional District	\$7,456,495	\$1,137.81	\$6,726,870	\$1,026.50	\$729,625	10.85%	\$111.31	10.84%
CRHD Capital Regional Hospital District	908,682	137.66	908,670	\$137.65	12	0.00%	0.00	0.00%
Total CRD and CRHD	\$8,365,176	\$1,275.47	\$7,635,539	\$1,164.16	\$729,637	9.56%	\$111.31	9.56%

Average residential assessment - 2023 **\$1,095,911** **\$1,095,911**

Major Impacts (Changes in \$/Avg HH >+/- \$1.00)	Change in Requisition \$	%	Change in Cost / Avg HH \$	%
REGIONAL				
Legislative & General Government	27,120	0.36%	4.11	0.35%
Regional Parks	54,305	0.71%	8.23	0.71%
Land Banking & Housing	12,304	0.16%	1.86	0.16%
Feasibility Study Reserve Fund - All	7,260	0.10%	1.10	0.09%
SUB-REGIONAL				
Regional Housing Trust Fund	(10,400)	-0.14%	(1.58)	-0.14%
JOINT EA				
Building Inspection	32,473	0.43%	4.92	0.42%
SSI EA				
Electoral Area Admin Exp - SSI	62,276	0.82%	9.43	0.81%
Grant-in-Aid - Salt Spring Island	27,194	0.36%	4.12	0.35%
SSI Economic Development Commission	(22,259)	-0.29%	(3.37)	-0.29%
Salt Spring Island Public Library	50,567	0.66%	7.66	0.66%
Community Transit (SSI)	64,324	0.84%	9.74	0.84%
Community Transportation (SSI)	10,003	0.13%	1.52	0.13%
Salt Spring Island Arts	9,942	0.13%	1.51	0.13%
Salt Spring Island - Community Parks	8,012	0.10%	1.21	0.10%
Salt Spring Is. - Community Rec	33,802	0.44%	5.12	0.44%
Salt Spring Is. - Pool, Parks, Land, Art & Rec. P	308,372	4.04%	46.72	4.01%
SSI Liquid Waste Disposal	35,611	0.47%	6.07	0.52%
Feasibility Study Reserve Fund - SSI	(10,000)	-0.13%	(1.51)	-0.13%
Capital Regional Hospital District	12	0.00%	0.00	0.00%
Other	28,720	0.38%	4.45	0.38%
TOTAL CRD & CRHD	729,637	9.56%	\$111.31	9.56%

SALT SPRING ISLAND		Cost per Avg. Residential Assessment		Cost per Avg. Residential Assessment		Difference Increase/(Decrease)		Change in Cost per Avg. Household	
Local/Specified/Defined Services		2024	2023	2024	2023	\$	%	\$	%
1.234	SSI Street Lighting	31,928	4.96	27,842	4.33	4,086	14.68%	0.63	14.68%
2.620	SSI Highland Water System	31,818	125.27	31,795	125.18	23	0.07%	0.09	0.07%
2.621	Highland / Fernwood Water - SSI	77,630	233.12	75,000	225.23	2,630	3.51%	7.90	3.51%
2.624	Beddis Water	85,940	627.30	80,318	586.26	5,622	7.00%	41.04	7.00%
2.626	Fulford Water	51,970	509.51	50,212	492.27	1,758	3.50%	17.24	3.50%
2.628	Cedar Lane Water (SSI)	17,820	481.62	16,200	437.84	1,620	10.00%	43.78	10.00%
2.660	Fernwood Water	14,658	185.54	14,658	185.54	-	0.00%	-	0.00%
3.755	Regional Source Control - Maliview Estates	6,486	8.59	6,359	8.42	127	2.00%	0.17	2.00%
3.810	Ganges Sewer	61,990	147.60	59,891	142.60	2,099	3.50%	5.00	3.50%
3.820	Maliview Estates Sewer System	5,070	53.94	4,900	52.13	170	3.47%	1.81	3.47%
Total Local/Specified/Defined Services		385,310		367,175		18,135			

Average residential assessment - 2023

\$1,095,911

\$1,095,911

Appendix B-2

Salt Spring Island - Operating Budget Highlights - Gross Expenditure (+/- 3.5% and +/- \$20,000)

SSI Services +/- 3.5% and +/- \$20,000	Gross Expenditure 2024	Gross Expenditure 2023	Changes \$	Changes %	Main Budget Driver
1.111 - SSI Admin	1,373,863	1,161,470	212,393	18.3%	<ul style="list-style-type: none"> Increased salaries & wages \$146k, inclusive of contract change and 1.0 FTE transfer from SSI Parks & Recreation partially funded by allocation recovery Annualization of LCC commission remuneration \$17K Increased transfers to reserves \$60k; Reduced one time 2023 capital asset purchase of (\$23k)
1.535 - SSI Stormwater Quality Management	36,034	57,276	(21,242)	-37.1%	<ul style="list-style-type: none"> Reduced One-time governance review in 2023, \$20k - funded by operating reserve fund (ORF)
Local Community Commission (LCC) Authority					
1.124 - SSI Economic Development Commission	74,349	96,581	(22,232)	-23.0%	<ul style="list-style-type: none"> Decreased website maintenance (\$15k), reduced contributions to SGITP (\$10k); partially offset by increased transfer to Operating Reserve Fund (ORF) \$5k
1.141 - Salt Spring Island Public Library	727,906	677,239	50,667	7.5%	<ul style="list-style-type: none"> Increased contribution to SSI Public Library
1.455 - SSI Community Parks	1,033,949	1,097,686	(63,737)	-5.8%	<ul style="list-style-type: none"> Decreased deficit carryover from previous year (\$44k), reduced salaries & wages due to transfer of staff to pool & park land budget (\$35k); partially offset by increased transfers to reserve \$13k
1.458 SSI Community Recreation	386,702	313,379	73,323	23.4%	<ul style="list-style-type: none"> Increased salaries & wages (IBC 16b-1.1, 0.6 FTE) \$54k, recreation programs \$33k, transfer to ORF \$5k; partially offset by reduced deficit carryover from previous year (\$23k)
1.459 - SSI Pool & Park Land	2,458,698	2,154,490	304,208	14.1%	<ul style="list-style-type: none"> Increased salaries & wages \$27k, internal allocations (OH, HR, SSI Admin engineering & admin support) \$97k, programs costs and contracted services \$63k, R&M, utilities & supplies \$51k, transfers to reserves \$40k, increased deficit carryover from previous year \$18k
3.705 - S.S.I. Liquid Waste Disposal	1,150,132	1,028,430	121,702	11.8%	<ul style="list-style-type: none"> Increased sludge hauling costs due to increased disposal costs \$105k partially funded by tipping fee user charge Increased operations labour charge \$15k Increased contributions to Abattoir 3rd party operator 5k; offset by reduced R&M 2023 one-time (\$9k)
Total Salt Spring Island Electoral Area	7,241,633	6,586,551	655,082	9.9%	
2.621 - Highland/Fernwood Water	572,602	546,435	26,167	4.8%	<ul style="list-style-type: none"> Increased Operations Labour charge \$17k and water testing \$6k
2.626 - Fulford Water	246,280	216,639	29,641	13.7%	<ul style="list-style-type: none"> One-time cyclical maintenance in 2024, \$20k - funded by operating reserve fund (ORF) Increased debt costs \$10k - \$504k long term MFA borrowing for various capital projects in 2024 - funded by requisition & user charge
3.810 - Ganges Sewer	1,264,781	1,187,404	77,377	6.5%	<ul style="list-style-type: none"> Increased sludge hauling costs \$23k Increased operations labour charge \$34k Increased screening, grit and waste disposal \$4k
3.820 - Malview Sewer	268,646	218,911	49,735	22.7%	<ul style="list-style-type: none"> One-time cyclical maintenance in 2024, \$40k - funded by operating reserve fund (ORF)
Total Local/Specified/Defined Area	2,352,309	2,169,389	182,920	8.4%	
Other (Services not meeting criteria above)	1,807,892	1,783,453	24,439	1.4%	
Total Salt Spring Island	11,401,834	10,539,393	862,441	8.2%	

Salt Spring Island - Operating Budget by Expenditure Type (in \$ millions)

Expenditure Type	Provisional Plan \$M 2024	Financial Plan \$M* 2023	Changes \$M	Changes %
Operations	9.82	9.07	0.75	8.3%
Capital Funding	-	0.02	(0.02)	-100.0%
Debt Servicing	0.70	0.71	(0.01)	-1.4%
Transfer to Reserves	0.88	0.74	0.15	19.9%
Total Salt Spring Island	11.40	10.54	0.86	8.2%

*Based on Amendment Financial Plan (Bylaw No. 4570)

**Salt Spring Island Local Community Commission - February 01, 2024
2024 Final Budget Review**

Change in Requisition (2024 Final vs 2024 Provisional)

Electoral Area - Salt Spring Island	2024 Requisition \$		2024 Requisition Change		Requisition Change Comments
	Final	Provisional*	Final vs Provisional \$	%	
LCC Island Wide Services					
1.116 Grants in Aid - Salt Spring Island	43,752	48,752	(5,000)	-10.26%	Decrease due to a one-time \$5,000 donation to offset requisition (LCC Motion January 18, 2024)
1.124 SSI Economic Development Commission	58,699	73,699	(15,000)	-20.35%	Decrease due to one-time \$15,000 surplus carry forward to 2024 to offset requisition
1.141 Salt Spring Island Public Library	727,294	726,250	1,044	0.14%	Increase due to existing MFA debt refinanced at higher rate (3.85% to 4.25%)
1.236 Salt Spring Island Fernwood Dock	21,380	21,380	-	0.00%	
1.238A Community Transit (S.S.I.)	353,679	325,586	28,093	8.63%	Increase due to receipt of 2024/2025 BC Transit budget that includes higher operations and maintenance costs
1.238B Community Transportation (S.S.I.)	157,829	157,829	-	0.00%	
1.299 Salt Spring Island Arts	133,716	133,032	684	0.51%	Increase due to higher deficit carry forward to 2024
1.342 SSI Livestock Injury Compensation	13	105	(92)	-87.62%	Decrease due to higher surplus carry forward to 2024
1.378 SSI Search and Rescue	22,917	25,704	(2,787)	-10.84%	Decrease due to one-time surplus carry forward to 2024 to offset requisition
1.455 Salt Spring Island Community Parks	598,527	592,659	5,868	0.99%	Increase due to higher deficit carry forward to 2024 & reduced market revenue, partially offset by reduced maintenance costs
1.458 Salt Spring Island Community Rec	118,975	111,442	7,533	6.76%	Increase due to higher deficit carry forward to 2024 & higher costs related to new staff costs and vehicle maintenance, partially offset by higher revenue
1.459 Salt Spring Island Park, Land & Rec Prog	1,946,013	1,922,858	23,155	1.20%	Increase due to addition of one-time auxiliary staff costs in lieu of 0.5 FTE deferred to 2025, higher water utility costs, partially offset by lower deficit carry forward to 2024
3.705 S.S.I. Liquid Waste Disposal	420,625	412,586	8,039	1.95%	Increase due to existing MFA debt refinanced at higher rate (3.85% to 4.25%)
Total	4,603,419	4,551,882	51,537	1.13%	
LCC Specified Area Services					
1.234 Salt Spring Island Street Lighting	31,869	31,928	(59)	-0.18%	Decrease due to lower deficit carry forward to 2024
Total LCC Services	4,635,288	4,583,810	51,478	1.12%	

Change in Requisition (2024 Provisional vs 2023 Final)

Electoral Area - Salt Spring Island	Requisition \$		Requisition Change	
	2024 Provisional*	2023 Final	2024 Provisional vs 2023 Final \$	%
LCC Island Wide Services				
1.116 Grants in Aid - Salt Spring Island	48,752	21,558	27,194	126.1%
1.124 SSI Economic Development Commission	73,699	95,958	(22,259)	-23.2%
1.141 Salt Spring Island Public Library	726,250	675,683	50,567	7.5%
1.236 Salt Spring Island Fernwood Dock	21,380	15,888	5,492	34.6%
1.238A Community Transit (S.S.I.)	325,586	261,262	64,324	24.6%
1.238B Community Transportation (S.S.I.)	157,829	147,826	10,003	6.8%
1.299 Salt Spring Island Arts	133,032	123,090	9,942	8.1%
1.342 SSI Livestock Injury Compensation	105	105	-	0.0%
1.378 SSI Search and Rescue	25,704	25,704	-	0.0%
1.455 Salt Spring Island Community Parks	592,659	584,647	8,012	1.4%
1.458 Salt Spring Island Community Rec	111,442	77,640	33,802	43.5%
1.459 Salt Spring Island Park, Land & Rec Prog	1,922,858	1,614,486	308,372	19.1%
3.705 S.S.I. Liquid Waste Disposal	412,586	376,975	35,611	9.4%
Total	4,551,882	4,020,822	531,060	13.2%
LCC Specified Area Services				
1.234 Salt Spring Island Street Lighting	31,928	27,842	4,086	14.7%
Total LCC Services	4,583,810	4,048,664	535,146	13.2%

Change in Requisition (2024 Final vs 2023 Final)

Electoral Area - Salt Spring Island	Requisition \$		Requisition Change	
	2024 Final	2023 Final	2024 Final vs 2023 Final \$	%
LCC Island Wide Services				
1.116 Grants in Aid - Salt Spring Island	43,752	21,558	22,194	103.0%
1.124 SSI Economic Development Commission	58,699	95,958	(37,259)	-38.8%
1.141 Salt Spring Island Public Library	727,294	675,683	51,611	7.6%
1.236 Salt Spring Island Fernwood Dock	21,380	15,888	5,492	34.6%
1.238A Community Transit (S.S.I.)	353,679	261,262	92,417	35.4%
1.238B Community Transportation (S.S.I.)	157,829	147,826	10,003	6.8%
1.299 Salt Spring Island Arts	133,716	123,090	10,626	8.6%
1.342 SSI Livestock Injury Compensation	13	105	(92)	-87.6%
1.378 SSI Search and Rescue	22,917	25,704	(2,787)	-10.8%
1.455 Salt Spring Island Community Parks	598,527	584,647	13,880	2.4%
1.458 Salt Spring Island Community Rec	118,975	77,640	41,335	53.2%
1.459 Salt Spring Island Park, Land & Rec Prog	1,946,013	1,614,486	331,527	20.5%
3.705 S.S.I. Liquid Waste Disposal	420,625	376,975	43,650	11.6%
Total	4,603,419	4,020,822	582,597	14.5%
LCC Specified Area Services				
1.234 Salt Spring Island Street Lighting	31,869	27,842	4,027	14.5%
Total LCC Services	4,635,288	4,048,664	586,624	14.5%

* SSI LCC directed budget changes from the meetings on September 14th&21st were included into the 2024 Provisional Budgets. The CRD Board approved the Provisional Budgets on October 25th, 2023

**Salt Spring Island Local Community Commission - February 01, 2024
2024 Final Budget Review**

Appendix B

Change in Capital Plan (2024 Final vs Provisional) - Salt Spring Island

Service	Service Name	Project Description	Amount \$			Comments
			Provisional	Final	Change	
1.141	Salt Spring Island Public Library	Archives Climate Control System Replacement	-	80,000	80,000	LCC Motion on November 23, 2023 - New capital project
1.238B	Community Transportation	Lower Ganges Road - Barrier removal or relocation.	14,000	-	(14,000)	Moved from 2024 to 2026
		Lower Ganges Road - Concrete Barrier removal or relocation	69,000	-	(69,000)	Moved from 2024 to 2026
1.455	SSI Community Parks	Linear Park Development	30,000	150,000	120,000	Revised project budget and spending in 2024 for additional grant funding
			30,000	-	(30,000)	Project occurred in 2023; no carryforward to 2024
1.459	SSI Park Land & Rec Programs	Park Maintenance Facility	517,500	615,000	97,500	Revised spending in 2024 and advanced spending from 2025 for additional grant funding
		Pool Building Structural Repairs	-	50,000	50,000	Revised project budget and spending in 2024 for additional grant funding
		Ball Field Development	150,000	450,000	300,000	Revised project budget and spending in 2024 for donated funding
		Firehall Repurpose	-	15,000	15,000	Revised project budget and spending in 2024. Funded by reserves
		EV Charger	-	10,000	10,000	Revised project budget and spending in 2024 for additional grant funding
	New EV Maintenance Truck	30,000	-	(30,000)	No longer required	
3.705	SSI Septage/Composting	Abattoir Purchase of Assets	-	15,000	15,000	Revised project spending in 2024, carryforward from 2023
Total Changes - Salt Spring Island			840,500	1,385,000	544,500	

Appendix C

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 Final Budget

SSI Grants in Aid

Local Community Commission (LCC) Review

FEBRUARY 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 \$346,536.

COMMISSION:

Salt Spring Local Community Commission

FUNDING:

Requisition

1.116 - SSI Grants in Aid	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	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
TOTAL OPERATING COSTS	60,772	51,320	49,799	-	8,986	58,785	52,904	53,011	53,119	53,228
*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)
TOTAL REVENUE	(39,214)	(29,762)	(1,047)	-	(13,986)	(15,033)	(260)	(260)	(260)	(260)
REQUISITION	(21,558)	(21,558)	(48,752)	-	5,000	(43,752)	(52,644)	(52,751)	(52,859)	(52,968)
*Percentage increase over prior year Requisition			126.1%		-23.2%	103.0%	20.3%	0.2%	0.2%	0.2%

CAPITAL REGIONAL DISTRICT

2024 Final Budget

SSI Economic Sustainability

Local Community Commission (LCC) Review

FEBRUARY 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	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
OPERATING COSTS										
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
TOTAL OPERATING COSTS	96,581	58,233	69,349	-	-	69,349	69,716	70,134	70,535	70,947
*Percentage Increase over prior year			-28.2%			-28.2%	0.5%	0.6%	0.6%	0.6%
CAPITAL / RESERVE										
Transfer to Operating Reserve Fund	-	23,619	5,000	-	-	5,000	5,000	5,000	5,000	5,000
TOTAL COSTS	96,581	81,852	74,349	-	-	74,349	74,716	75,134	75,535	75,947
FUNDING SOURCES (REVENUE)										
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)
TOTAL REVENUE	(623)	14,106	(650)	-	(15,000)	(15,650)	(14,845)	(14,065)	(13,245)	(12,405)
REQUISITION	(95,958)	(95,958)	(73,699)	-	15,000	(58,699)	(59,871)	(61,069)	(62,290)	(63,542)
*Percentage increase over prior year Requisition			-23.2%		-15.6%	-38.8%	2.0%	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:	1500	Actual	Budget				
		2023	2024	2025	2026	2027	2028
Fund Centre:	105534						
Beginning Balance		25,197	79,988	84,988	75,783	67,368	59,783
Transfer from Ops Budget		23,619	5,000	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					
Ending Balance \$		79,988	84,988	75,783	67,368	59,783	53,048

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 Final Budget

SSI Public Library

Local Community Commission (LCC) Review

FEBRUARY 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 \$1,289,114.

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	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
TOTAL OPERATING COSTS	507,837	508,707	558,424	-	-	558,424	610,657	622,956	635,515	648,344
*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	-	-	23,255	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
TOTAL DEBT / RESERVE	169,402	169,623	170,526	-	-	170,526	173,841	177,191	180,008	183,463
TOTAL COSTS	677,239	678,330	728,950	-	-	728,950	784,498	800,147	815,523	831,807
<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)
TOTAL REVENUE	(1,556)	(2,647)	(1,656)	-	-	(1,656)	(1,680)	(1,700)	(1,130)	(1,150)
REQUISITION	(675,683)	(675,683)	(727,294)	-	-	(727,294)	(782,818)	(798,447)	(814,393)	(830,657)
*Percentage increase over prior year Requisition			7.6%			7.6%	7.6%	2.0%	2.0%	2.0%

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

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

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
	\$0	\$90,000	\$0	\$0	\$0	\$0	\$15,000	\$105,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$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
	\$0	\$90,000	\$0	\$0	\$0	\$0	\$15,000	\$105,000

Service:

1.141

SSI Public Library

Project Number	23-01	Capital Project Title	Emergency Repairs	Capital Project Description	Unforseen Emergency Repairs
Project Rationale					

Project Number	28-01	Capital Project Title	Roof Repairs	Capital Project Description	Repair Roof
Project Rationale					

Project Number	24-01	Capital Project Title	Archives Climate Control System	Capital Project Description	Archives Climate Control System Replacement
Project Rationale					

Reserve Schedule

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

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

Reserve Cash Flow

Fund:	1084	Estimated	Budget				
Fund Centre:	102136	2023	2024	2025	2026	2027	2028
Beginning Balance		56,881	82,977	86,232	112,802	142,722	312,812
Transfer from Ops Budget		22,967	23,255	26,570	29,920	170,090	173,545
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		-	(20,000)	-	-	-	(15,000)
Interest Income*		3,129					
Ending Balance \$		82,977	86,232	112,802	142,722	312,812	471,357

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 Final Budget

SSI Street Lighting

Local Community Commission (LCC) Review

FEBRUARY 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 \$50,917.

FUNDING:

Requisition

1.234 - SSI Street Lighting	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	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
TOTAL OPERATING COSTS	26,960	27,122	27,848	4,000	-	31,848	32,515	33,092	33,671	34,249
*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	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	26,960	27,122	27,848	4,000	-	31,848	32,515	33,092	33,671	34,249
<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)
TOTAL REVENUE	882	720	21	-	-	21	(40)	(40)	(40)	(40)
REQUISITION	(27,842)	(27,842)	(27,869)	(4,000)	-	(31,869)	(32,475)	(33,052)	(33,631)	(34,209)
*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*		-					
Ending Balance \$		-	-	-	-	-	-

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 Final Budget

Fernwood Dock (SSI)

Local Community Commission (LCC) Review

FEBRUARY 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 \$346,536.

COMMISSION:

Salt Spring Island Local Community Commission (LCC)

FUNDING:

Parcel Tax

1.236 - Fernwood Dock (SSI)	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	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
TOTAL OPERATING COSTS	16,055	9,545	16,547	-	-	16,547	17,074	17,622	18,162	18,723
*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	-	5,000	-	5,000	10,000	16,000	18,000	20,000
TOTAL CAPITAL / RESERVE	-	6,525	-	5,000	-	5,000	10,000	16,000	18,000	20,000
TOTAL COSTS	16,055	16,070	16,547	5,000	-	21,547	27,074	33,622	36,162	38,723
<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)
TOTAL REVENUE	(167)	(182)	(167)	-	-	(167)	(170)	(170)	(170)	(170)
REQUISITION - PARCEL TAX	(15,888)	(15,888)	(16,380)	(5,000)	-	(21,380)	(26,904)	(33,452)	(35,992)	(38,553)
*Percentage increase over prior year Requisition			3.1%	31.5%		34.6%	25.8%	24.3%	7.6%	7.1%

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

Service No. 1.236							
SSI Small Craft Harbour (Fernwood Dock)	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL

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
	\$0	\$70,000	\$130,000	\$60,000	\$10,000	\$10,000	\$280,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$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
	\$0	\$70,000	\$130,000	\$60,000	\$10,000	\$10,000	\$280,000

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 1.236

Service Name: SSI Small Craft Harbour (Fernwood Dock)

				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	Renewal	Annual Preventative Maintenance and Repairs	Paint and replace rotten deck boards, float rail and antislip gangway.	\$ 50,000	\$	Res	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000
23-01	Renewal	Annual Preventative Maintenance and Repairs	Paint and replace rotten deck boards, float rail and antislip gangway.		\$		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24-02	Renewal	Anticipated work from 2023 inspection	Replace and repair damaged sections	\$ 230,000	\$	Res	\$ -	\$ 60,000	\$ 45,000	\$ 50,000	\$ -	\$ -	\$ 155,000
24-02	Renewal	Anticipated work from 2023 inspection	CWF or Grant funding required to replace and repair damaged sections		\$	Grant	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ 75,000
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
GRAND TOTAL				\$ 280,000			\$ -	\$ 70,000	\$ 130,000	\$ 60,000	\$ 10,000	\$ 10,000	\$ 280,000

Service: 1.236

SSI Small Craft Harbour (Fernwood Dock)

Project Number	23-01	Capital Project Title	Annual Preventative Maintenance and Repairs	Capital Project Description	Paint and replace rotten deck boards, float rail and antislip gangway.
----------------	-------	-----------------------	---	-----------------------------	--

Project Rationale Annual preventative maintenance and repairs to extend useful life.

Project Number	24-02	Capital Project Title	Anticipated work from 2023 inspection	Capital Project Description	Replace and repair damaged sections
----------------	-------	-----------------------	---------------------------------------	-----------------------------	-------------------------------------

Project Rationale 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: Fund Centre:	1080 102111	Estimated	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		215,513	180,891	115,891	70,891	26,891	34,891
Transfer from Ops Budget		6,525	5,000	10,000	16,000	18,000	20,000
Transfer from Cap Fund		-					
Transfer to Cap Fund		(50,000)	(70,000)	(55,000)	(60,000)	(10,000)	(10,000)
Interest Income*		8,854					
Ending Balance \$		180,891	115,891	70,891	26,891	34,891	44,891

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 Final Budget

Community Transit (SSI)

Local Community Commission (LCC) Review

FEBRUARY 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 \$526,735.

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	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
TOTAL OPERATING COSTS	564,884	564,060	632,673	-	-	632,673	668,649	709,947	724,164	738,662
*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	-	-	-	-	35,000	40,000	40,000	40,000
Transfer to Operating Reserve Fund	-	21,292	-	-	-	-	-	8,520	9,460	10,425
TOTAL CAPITAL / RESERVES	35,000	56,292	-	-	-	-	35,000	48,520	49,460	50,425
TOTAL COSTS	599,884	620,352	632,673	-	-	632,673	703,649	758,467	773,624	789,087
*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)
TOTAL REVENUE	(338,622)	(359,090)	(278,994)	-	-	(278,994)	(217,547)	(219,857)	(224,241)	(228,712)
REQUISITION	(261,262)	(261,262)	(353,679)	-	-	(353,679)	(486,102)	(538,610)	(549,383)	(560,375)
*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
													\$ -
													\$ -
													\$ -
			GRAND TOTAL	\$ 350,000			\$ 50,000	\$ 110,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 350,000

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	23-01	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

	Estimated	Budget				
	2023	2024	2025	2026	2027	2028
Operating Reserve Fund	101,382	34,382	34,382	42,902	52,362	62,787
Capital Reserve Fund	8,583	8,583	33,583	63,583	93,583	123,583
Total	109,965	42,965	67,965	106,485	145,945	186,370

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	34,382	42,902	52,362
Transfer from Ops Budget		21,292	-	-	8,520	9,460	10,425
Transfer to Ops Budget		(120,000)	(67,000)	-	-	-	-
Interest Income*		7,294					
Ending Balance \$		101,382	34,382	34,382	42,902	52,362	62,787

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:	1091	Estimated	Budget				
		2023	2024	2025	2026	2027	2028
Fund Centre:	102201						
Beginning Balance		23,915	8,583	8,583	33,583	63,583	93,583
Transfer from Ops Budget		35,000	-	35,000	40,000	40,000	40,000
Planned Purchase		(50,000)	-	(10,000)	(10,000)	(10,000)	(10,000)
Interest Income (expense)*		(332)					
Ending Balance \$		8,583	8,583	33,583	63,583	93,583	123,583

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 Final Budget

Community Transportation (SSI)

Local Community Commission (LCC) Review

FEBRUARY 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 \$304,952.

COMMISSION:

Salt Spring Island Local Community Commission

FUNDING:

Requisition

1.238B - Community Transportation (SSI)

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	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
TOTAL OPERATING COSTS	80,993	86,693	48,489	-	-	48,489	49,373	50,349	51,307	52,305
*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	-	-	100,000	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
TOTAL DEBT / RESERVES	68,000	61,454	109,770	-	-	109,770	111,850	134,168	162,965	190,899
TOTAL COSTS	148,993	148,147	158,259	-	-	158,259	161,223	184,517	214,272	243,204
<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)
TOTAL REVENUE	(1,167)	(321)	(430)	-	-	(430)	(430)	(430)	(430)	(430)
REQUISITION	(147,826)	(147,826)	(157,829)	-	-	(157,829)	(160,793)	(184,087)	(213,842)	(242,774)
*Percentage increase over prior year Requisition						6.8%	1.9%	14.5%	16.2%	13.5%

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

Service No.	1.238B Community Transportation (SSI)	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
--------------------	--	--	-------------	-------------	-------------	-------------	-------------	--------------

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	\$5,255,000	\$5,255,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$45,000	\$402,000	\$1,270,000	\$968,000	\$1,100,000	\$1,570,000	\$5,310,000	\$5,310,000

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	\$1,365,000	\$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	\$3,225,000	\$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	\$675,000	\$675,000
	\$45,000	\$402,000	\$1,270,000	\$968,000	\$1,100,000	\$1,570,000	\$5,310,000	\$5,310,000

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #:

1.2388

Service Na

Community Transportation (55)

				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 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 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
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
GRAND TOTAL				\$ 6,310,000			\$ 45,000	\$ 492,000	\$ 1,270,000	\$ 968,000	\$ 1,190,000	\$ 1,570,000	\$ 6,310,000

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)

Project Number	22-14	Capital Project Title	Design and Construction of Pathway - Swanson Road (600 m)	Capital Project Description	Design of pathway network sections that has been designed in the previous year - Swanson Road from Atkins to end of Lakeview Crescent.
Project Rationale	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.				

Project Number	23-01	Capital Project Title	Design and Construction of Pathway - Park Drive (200 m)	Capital Project Description	Annual program to develop detailed design and obtain permits and regulatory approvals - Park Drive from LGR to Aldous Road and CRD Project Management
Project Rationale	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.				

Project Number	23-03	Capital Project Title	Design and construction of Pathway along harbour side on Lower Ganges Road. (400 m)	Capital Project Description	Design and engineering for a pathway along Lower Ganges Road on the harbour side from Upper Ganges Road to the intersection at Rainbow Road.
Project Rationale	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.				

Project Number	24-01	Capital Project Title	Strategic Asset Management Plan & Accessibility Assessment	Capital Project Description	Identify condition of pathways, develop prioritized list of maintenance and long term planning including accessibility assessment.
Project Rationale	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)

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

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

Project Number	26-02	Capital Project Title	Prepare designs in support of application for the BC Active Transportation Infrastructure Grant.	Capital Project Description	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
Project Rationale					

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

Reserve/Fund Summary

	Estimated	Budget				
	2023	2024	2025	2026	2027	2028
Operating Reserve Fund	19,987	29,757	34,487	36,487	38,487	40,487
Pathways CRF	355,426	308,426	298,426	210,426	225,426	180,426
Total	375,413	338,183	332,913	246,913	263,913	220,913

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					
Ending Balance \$		19,987	29,757	34,487	36,487	38,487	40,487

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:	1086	Estimated	Budget					
		2023	2024	2025	2026	2027	2028	
Fund Centre:	102142							
Beginning Balance		391,522	355,426	308,426	298,426	210,426	225,426	
Transfer from Ops Budget		61,454	100,000	100,000	100,000	100,000	100,000	
Transfer from Capital Fund		-						
Planned Purchase		(115,000)	(147,000)	(110,000)	(188,000)	(85,000)	(145,000)	
Interest Income*		17,450						
Ending Balance \$		355,426	308,426	298,426	210,426	225,426	180,426	

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 Final Budget

Salt Spring Island Arts

Local Community Commission (LCC) Review

FEBRUARY 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 \$214,852.

FUNDING:

Requisition

1.299 - Salt Spring Island Arts	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	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
TOTAL COSTS	122,604	123,751	127,142	-	5,690	132,832	129,671	132,251	134,882	137,574
*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)
TOTAL REVENUE	486	(661)	884	-	-	884	(90)	(90)	(90)	(90)
REQUISITION	(123,090)	(123,090)	(128,026)	-	(5,690)	(133,716)	(129,581)	(132,161)	(134,792)	(137,484)
*Percentage increase over prior year Requisition			4.0%		4.6%	8.6%	-3.1%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2024 Final Budget

SSI Livestock Injury Compensation

Local Community Commission (LCC) Review

FEBRUARY 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	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
TOTAL COSTS	3,158	158	3,158	-	-	3,158	3,161	3,164	3,168	3,171
*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)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(3,053)	(53)	(3,145)	-	-	(3,145)	-	-	-	-
REQUISITION	(105)	(105)	(13)	-	-	(13)	(3,161)	(3,164)	(3,168)	(3,171)
*Percentage increase over prior year Requisition						-87.6%	24215.4%	0.1%	0.1%	0.1%

CAPITAL REGIONAL DISTRICT

2024 Final Budget

SSI Search and Rescue

Local Community Commission (LCC) Review

FEBRUARY 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 \$36,733.

FUNDING:

Requisition

1.378 - SSI Search and Rescue	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	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
TOTAL COSTS	25,042	22,312	25,804	-	-	25,804	25,804	25,804	25,804	25,804
*Percentage Increase over prior year			3.0%		0.0%	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)
TOTAL REVENUE	662	3,392	(100)	-	(2,787)	(2,887)	(100)	(100)	(100)	(100)
REQUISITION	(25,704)	(25,704)	(25,704)	-	2,787	(22,917)	(25,704)	(25,704)	(25,704)	(25,704)
*Percentage increase over prior year Requisition			0.0%		-10.8%	-10.8%	12.2%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT

2024 Final Budget

Salt Spring Island Pool, Park Land, Community Recreation and Parks

Local Community Commission (LCC) Review

FEBRUARY 2024

1.455 / 1.458 / 1.459

Salt Spring Island Parks & Rec -
All Service Areas

OPERATING COSTS

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
Swimming Pool	947,815	1,060,378	1,008,951	57,504	-	1,066,455	1,104,282	1,117,102	1,140,969	1,165,362
Park Land	1,065,130	1,130,604	1,105,425	92,408	25,445	1,223,278	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	(51,309)	-	972,085	994,480	1,016,377	1,038,134	1,060,820
TOTAL OPERATING COSTS	3,305,516	3,489,568	3,449,140	166,935	30,445	3,646,520	3,759,378	3,837,718	3,919,729	3,999,330

*Percentage Increase

	4.3%	5.1%	0.9%	10.3%	3.1%	2.1%	2.1%	2.0%
--	------	------	------	-------	------	------	------	------

CAPITAL / RESERVE

Swimming Pool	47,500	44,000	95,000	-	-	95,000	145,000	150,000	150,000	150,000
Park Land	52,124	52,124	45,000	-	-	45,000	242,500	225,500	220,500	217,500
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
TOTAL CAPITAL / RESERVES / DEBT	114,714	104,944	173,000	-	-	173,000	455,725	517,566	512,316	508,896

TOTAL COSTS

	3,420,230	3,594,512	3,622,140	166,935	30,445	3,819,520	4,215,103	4,355,284	4,432,045	4,508,226
--	------------------	------------------	------------------	----------------	---------------	------------------	------------------	------------------	------------------	------------------

Internal Recoveries

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

OPERATING LESS RECOVERIES

	2,943,902	3,146,361	3,129,150	166,935	30,445	3,326,530	3,712,253	3,842,384	3,908,885	3,974,596
--	------------------	------------------	------------------	----------------	---------------	------------------	------------------	------------------	------------------	------------------

FUNDING SOURCES (REVENUE)

Swimming Pool	(265,081)	(374,054)	(290,330)	-	60,179	(230,151)	(311,130)	(302,050)	(308,090)	(314,250)
Park Land	(147,654)	(193,113)	(143,590)	(13,500)	(8,059)	(165,149)	(154,110)	(157,200)	(160,340)	(163,550)
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)
TOTAL REVENUE	(667,129)	(869,588)	(702,450)	(57,430)	96,865	(663,015)	(783,960)	(784,340)	(800,010)	(816,010)

REQUISITION

	(2,276,773)	(2,276,773)	(2,426,700)	(109,505)	(127,310)	(2,663,515)	(2,928,293)	(3,058,044)	(3,108,875)	(3,158,586)
--	--------------------	--------------------	--------------------	------------------	------------------	--------------------	--------------------	--------------------	--------------------	--------------------

*Percentage increase over prior year requisition

	6.6%	4.8%	5.6%	17.0%	9.9%	4.4%	1.7%	1.6%
--	------	------	------	-------	------	------	------	------

AUTHORIZED POSITIONS:

Salaried	12.325		12.325	-0.40		11.925	12.425	12.425	12.425	12.425
----------	--------	--	--------	-------	--	--------	--------	--------	--------	--------

1.45X SSI Pool, Park Land, Community Recreation and Community Parks
Reserves Summary
2024 - 2028 Financial Plan

Reserve/Fund Summary						
Reserve/Fund Summary	Estimated	Budget				
	2023	2024	2025	2026	2027	2028
1.459 SSI Pool & Park Land						
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	96,656	136,656	201,656	291,656	381,656
Capital Reserve Fund - SSI Park Land	226,209	106,209	181,209	266,209	351,209	436,209
Capital Reserve Fund - Park Land Acquisition	613,636	613,636	613,636	613,636	613,636	613,636
Equipment Replacement Fund - SSI Pool	43	15,043	35,043	45,043	55,043	65,043
Subtotal	927,648	842,648	992,648	1,182,648	1,397,648	1,612,648
1.458 SSI Community Recreation						
Operating Reserve Fund	473	5,473	14,823	23,723	32,373	40,603
Capital Reserve Fund - Community Recreation Facilities	135,075	15,075	14,075	13,075	12,075	11,075
Equipment Replacement Fund	5,104	5,104	5,104	5,104	5,104	5,104
Subtotal	140,652	25,652	34,002	41,902	49,552	56,782
1.455 SSI Community Parks						
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	2,872	2,872	27,872	57,872	85,872	110,872
Equipment Replacement Fund	59,947	15,447	1,947	3,447	4,947	6,447
Subtotal	63,500	41,500	53,000	112,500	167,000	218,500
Ending Balance \$	1,131,799	909,799	1,079,649	1,337,049	1,614,199	1,887,929

CAPITAL REGIONAL DISTRICT

2024 Final Budget

Salt Spring Island - Community Parks

Local Community Commission (LCC) Review

FEBRUARY 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 \$1,039,608.

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

Salt Spring Island Local Community Commission

FUNDING:

Requisition

1.455 - Salt Spring Island - Recreation - Community Parks	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD	ACTUAL	CORE BUDGET	2024			2025	2026	2027	2028
	BUDGET			ONGOING	ONE-TIME	TOTAL				
OPERATING COSTS										
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	-	-	69,470	71,020	72,510	73,990	75,540
TOTAL OPERATING COSTS	1,006,929	978,200	1,023,394	(51,309)	-	972,085	994,480	1,016,377	1,038,134	1,060,820
*Percentage Increase		-2.9%	1.6%	-5.1%		-3.5%	2.3%	2.2%	2.1%	2.2%
CAPITAL / RESERVES										
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
TOTAL CAPITAL / RESERVES	15,000	8,820	28,000	-	-	28,000	25,500	25,500	25,500	25,500
DEBT CHARGES	-	-	-	-	-	-	-	-	-	-
Requisition										
TOTAL COST	1,021,929	987,020	1,051,394	(51,309)	-	1,000,085	1,019,980	1,041,877	1,063,634	1,086,320
*Percentage Increase		-3.4%	2.9%	-5.0%		-2.1%	2.0%	2.1%	2.1%	2.1%
Internal Time Recovery	(390,890)	(342,698)	(404,570)	-	-	(404,570)	(412,660)	(420,910)	(429,330)	(437,920)
TOTAL COSTS NET OF RECOVERIES	631,039	644,322	646,824	(51,309)	-	595,515	607,320	620,967	634,304	648,400
*Percentage Increase		2.1%	2.5%	-8.1%		-5.6%	2.0%	2.2%	2.1%	2.2%
FUNDING SOURCES (REVENUE)										
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)
TOTAL REVENUE	(46,392)	(59,675)	(32,200)	-	35,212	3,012	(32,850)	(33,520)	(34,190)	(34,880)
REQUISITION	(584,647)	(584,647)	(614,624)	51,309	(35,212)	(598,527)	(574,470)	(587,447)	(600,114)	(613,520)
*Percentage increase over prior year requisition			5.1%	-8.8%	6.0%	2.4%	-4.0%	2.3%	2.2%	2.2%
AUTHORIZED POSITIONS:										
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

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

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$30,000	\$30,000	\$60,000	\$15,000	\$15,000	\$15,000	\$15,000	\$135,000
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
	\$305,000	\$540,000	\$130,000	\$25,000	\$25,000	\$25,000	\$25,000	\$745,000

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	\$60,000	\$30,000	\$15,000	\$15,000	\$15,000	\$15,000	\$135,000
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
	\$305,000	\$540,000	\$130,000	\$25,000	\$25,000	\$25,000	\$25,000	\$745,000

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

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

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

Project Number	23-03	Capital Project Title	Playground Upgrades	Capital Project Description	Drummon Park Playground Replacement
Project Rationale					

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

Reserve/Fund Summary

Reserve/Fund Summary Projected year end balance	Estimated	Budget				
	2023	2024	2025	2026	2027	2028
1.455 SSI Community Parks						
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	2,872	2,872	27,872	57,872	85,872	110,872
Equipment Replacement Fund	59,947	15,447	1,947	3,447	4,947	6,447
Ending Balance \$	63,500	41,500	53,000	112,500	167,000	218,500

Assumptions/Background:

--

Reserve Schedule

1.455 - Community Parks - Operating Reserve Fund

For requisition rate stabilization during periods of fluctuating revenues.

Reserve Cash Flow

Fund: Fund Centre:	1500 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						
Ending Balance \$	59	7,559	12,559	17,559	22,559	27,559	

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	Estimated	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	63,699	622	15,622	10,622	33,622	53,622
Transfer from Ops Budget	18,820	15,000	30,000	33,000	30,000	30,000
Expenditures (Based on Capital Plan)	(85,274)	-	(35,000)	(10,000)	(10,000)	(10,000)
Interest Income*	3,377					
Ending Balance \$	622	15,622	10,622	33,622	53,622	73,622

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	Estimated	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		3,189	2,872	2,872	27,872	57,872	85,872
Transfer from Ops Budget		20,000	-	50,000	30,000	28,000	25,000
Expenditures (Based on Capital Plan)		(20,000)	-	(25,000)	-	-	-
Interest Income (Expense)*		(317)					
Ending Balance \$		2,872	2,872	27,872	57,872	85,872	110,872

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
Beginning Balance		71,534	59,947	15,447	1,947	3,447	4,947
Transfer from Ops Budget		10,000	15,500	16,500	16,500	16,500	16,500
Expenditures (Based on Capital Plan)		(27,282)	(60,000)	(30,000)	(15,000)	(15,000)	(15,000)
Proceeds from Disposal		5,228	-	-	-	-	-
Interest Income		466					
Ending Balance \$		59,947	15,447	1,947	3,447	4,947	6,447

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2024 Final Budget

Salt Spring Island - Community Recreation

Local Community Commission (LCC) Review

FEBRUARY 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 \$547,527.

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 BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
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
TOTAL OPERATING COSTS	285,642	320,386	311,370	68,332	5,000	384,702	388,167	396,533	404,892	413,563
*Percentage Increase			9.0%	23.9%		34.7%	0.9%	2.2%	2.1%	2.1%
<u>CAPITAL / RESERVES</u>										
Transfer to Operating Reserve Fund	-	-	5,000	-	-	5,000	9,350	8,900	8,650	8,230
TOTAL CAPITAL / RESERVES	-	-	5,000	-	-	5,000	9,350	8,900	8,650	8,230
TOTAL COSTS	285,642	320,386	316,370	68,332	5,000	389,702	397,517	405,433	413,542	421,793
<u>FUNDING SOURCES (REVENUE)</u>										
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)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(208,002)	(242,746)	(236,330)	(43,930)	9,533	(270,727)	(285,870)	(291,570)	(297,390)	(303,330)
REQUISITION	(77,640)	(77,640)	(80,040)	(24,402)	(14,533)	(118,975)	(111,647)	(113,863)	(116,152)	(118,463)
*Percentage increase over prior year requisition			3.1%	31.4%	18.72%	53.2%	-6.2%	2.0%	2.0%	2.0%
AUTHORIZED POSITIONS:										
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
22-01	Study	Skate Board Park Condition Assessment	Assess Kanaka skate board park	\$ 5,000	S	Res	\$ 5,000	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ 7,500
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 constructor	\$ 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 constructor		S	Grant	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
			GRAND TOTAL	\$ 477,500			\$ 5,000	\$ 250,000	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 300,000

Service:

1.458

SSI Community Recreation

Project Number	22-01	Capital Project Title	Skate Board Park Condition Assessment	Capital Project Description	Assess Kanaka skate board park
-----------------------	-------	------------------------------	---------------------------------------	------------------------------------	--------------------------------

Project Rationale Asset management

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					

Reserve/Fund Summary

Reserve/Fund Summary Projected year end balance	Estimated	Budget				
	2023	2024	2025	2026	2027	2028
1.458 SSI Community Recreation						
Operating Reserve Fund	473	5,473	14,823	23,723	32,373	40,603
Capital Reserve Fund - Community Recreation Facilities	135,075	15,075	14,075	13,075	12,075	11,075
Equipment Replacement Fund	5,104	5,104	5,104	5,104	5,104	5,104
Ending Balance \$	140,652	25,652	34,002	41,902	49,552	56,782

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					
Ending Balance \$	473	5,473	14,823	23,723	32,373	40,603

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: 1060 Fund Centre: 101786	Estimated	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	138,561	135,075	15,075	14,075	13,075	12,075
Transfer from Ops Budget	-	25,000	6,500	6,500	6,500	6,500
Expenditures (Based on Capital Plan)	(10,000)	(145,000)	(7,500)	(7,500)	(7,500)	(7,500)
Interest Income*	6,514					
Ending Balance \$	135,075	15,075	14,075	13,075	12,075	11,075

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		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					
Ending Balance \$		5,104	5,104	5,104	5,104	5,104	5,104

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2024 Final Budget

Salt Spring Island - Pool & Park Land

Local Community Commission (LLC) Review

FEBRUARY 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 \$4,383,681.

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	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Pool	947,815	1,060,378	1,008,951	57,504	-	1,066,455	1,104,282	1,117,102	1,140,969	1,165,362
Park Land	1,065,130	1,130,604	1,105,425	92,408	25,445	1,223,278	1,272,449	1,307,706	1,335,734	1,359,585
TOTAL OPERATING COSTS	2,012,945	2,190,982	2,114,376	149,912	25,445	2,289,733	2,376,731	2,424,808	2,476,703	2,524,947
*Percentage Increase			5.0%	7.4%		13.8%	3.8%	2.0%	2.1%	1.9%
<u>CAPITAL / RESERVES</u>										
Transfer to Pool CRF	7,500	-	40,000	-	-	40,000	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	25,000	-	-	25,000	206,500	189,500	184,500	181,500
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
TOTAL CAPITAL / RESERVES	99,624	96,124	140,000	-	-	140,000	387,500	375,500	370,500	367,500
DEBT CHARGES	90	-	-	-	-	-	33,375	107,666	107,666	107,666
TOTAL COSTS	2,112,659	2,287,106	2,254,376	149,912	25,445	2,429,733	2,797,606	2,907,974	2,954,869	3,000,113
*Percentage Increase			6.7%	7.1%		15.0%	15.1%	3.9%	1.6%	1.5%
Internal Recoveries	(85,438)	(105,453)	(88,420)	-	-	(88,420)	(90,190)	(91,990)	(93,830)	(95,710)
OPERATING LESS RECOVERIES	2,027,221	2,181,653	2,165,956	149,912	25,445	2,341,313	2,707,416	2,815,984	2,861,039	2,904,403
<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)	(13,500)	-	(156,430)	(153,440)	(156,520)	(159,650)	(162,850)
Payments in Lieu	(1,146)	(1,146)	(1,190)	-	-	(1,190)	(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)
TOTAL REVENUE	(412,735)	(567,167)	(433,920)	(13,500)	52,120	(395,300)	(465,240)	(459,250)	(468,430)	(477,800)
REQUISITION	(1,614,486)	(1,614,486)	(1,732,036)	(136,412)	(77,565)	(1,946,013)	(2,242,176)	(2,356,734)	(2,392,609)	(2,426,603)
*Percentage increase over prior year requisition			7.3%	8.4%	4.8%	20.5%	15.2%	5.1%	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%					11.6%	10.3%	10.1%	10.2%	10.2%

1.459 - Salt Spring Island - Swimming Pool	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
OPERATING COSTS										
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	82,710	-	-	82,710	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
TOTAL OPERATING COSTS	947,815	1,060,378	1,008,951	57,504	-	1,066,455	1,104,282	1,117,102	1,140,969	1,165,362
*Percentage Increase			6.5%	6.1%		12.5%	3.5%	1.2%	2.1%	2.1%
CAPITAL / RESERVES										
Transfer to Capital Reserve Fund	7,500	-	40,000	-	-	40,000	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
DEBT CHARGES	90	-	-	-	-	-	33,375	107,666	107,666	107,666
TOTAL CAPITAL / RESERVES / DEBT	47,590	44,000	95,000	-	-	95,000	178,375	257,666	257,666	257,666
TOTAL COSTS	995,405	1,104,378	1,103,951	57,504	-	1,161,455	1,282,657	1,374,768	1,398,635	1,423,028
*Percentage Increase			10.9%	5.8%		16.7%	10.4%	7.2%	1.7%	1.7%
Internal Recoveries	(21,270)	(21,270)	(22,010)	-	-	(22,010)	(22,450)	(22,900)	(23,360)	(23,830)
OPERATING LESS RECOVERIES	974,135	1,083,108	1,081,941	57,504	-	1,139,445	1,260,207	1,351,868	1,375,275	1,399,198
FUNDING SOURCES (REVENUE)										
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)	(530)	-	-	(530)	(540)	(550)	(560)	(570)
Revenue - Other	(6,590)	(10,581)	(7,000)	-	-	(7,000)	(7,140)	(7,280)	(7,430)	(7,580)
TOTAL REVENUE	(265,081)	(374,054)	(290,330)	-	60,179	(230,151)	(311,130)	(302,050)	(308,090)	(314,250)
REQUISITION	(709,054)	(709,054)	(791,611)	(57,504)	(60,179)	(909,294)	(949,077)	(1,049,818)	(1,067,185)	(1,084,948)
*Percentage increase over prior year requisition			11.6%	8.1%	8.5%	28.2%	4.4%	10.6%	1.7%	1.7%
AUTHORIZED POSITIONS:										
Salaried	3.31		3.31	0.79		4.10	4.10	4.10	4.10	4.10
User Funding %	28.1%					24.3%	22.5%	21.4%	21.5%	21.5%

1.459 - Salt Spring Island - Park Land	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
OPERATING COSTS										
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	31,820	-	-	31,820	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	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	1,065,130	1,130,604	1,105,425	92,408	25,445	1,223,278	1,272,449	1,307,706	1,335,734	1,359,585
*Percentage Increase			3.8%	8.7%		14.8%	4.0%	2.8%	2.1%	1.8%
CAPITAL / RESERVES										
Transfer to Capital Reserve Fund - Parkland	42,124	42,124	25,000	-	-	25,000	206,500	189,500	184,500	181,500
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
TOTAL CAPITAL / RESERVES	52,124	52,124	45,000	-	-	45,000	242,500	225,500	220,500	217,500
TOTAL COSTS	1,117,254	1,182,728	1,150,425	92,408	25,445	1,268,278	1,514,949	1,533,206	1,556,234	1,577,085
*Percentage Increase			3.0%	8.3%		13.5%	19.4%	1.2%	1.5%	1.3%
Internal Recoveries	(64,168)	(84,183)	(66,410)	-	-	(66,410)	(67,740)	(69,090)	(70,470)	(71,880)
OPERATING LESS RECOVERIES	1,053,086	1,098,545	1,084,015	92,408	25,445	1,201,868	1,447,209	1,464,116	1,485,764	1,505,205
FUNDING SOURCES (REVENUE)										
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)	(13,500)	-	(143,750)	(140,510)	(143,330)	(146,200)	(149,130)
Grants in Lieu of Taxes	(634)	(634)	(660)	-	-	(660)	(670)	(680)	(690)	(700)
Revenue - Other	(5,500)	(28,051)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(147,654)	(193,113)	(143,590)	(13,500)	(8,059)	(165,149)	(154,110)	(157,200)	(160,340)	(163,550)
REQUISITION	(905,432)	(905,432)	(940,425)	(78,908)	(17,386)	(1,036,719)	(1,293,099)	(1,306,916)	(1,325,424)	(1,341,655)
*Percentage increase over prior year requisition			3.9%	8.7%	1.9%	14.5%	24.7%	1.1%	1.4%	1.2%
AUTHORIZED POSITIONS:										
Salaried	3,215		3,215	(0,965)		2,250	2,750	2,750	2,750	2,750
User Funding %	11.4%					11.3%	9.3%	9.3%	9.4%	9.5%

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

Service No.	1.459 SSI Park Land & Rec Programs	Carry Forward from 2023	2024	2025	2026	2027	2028	TOTAL
--------------------	---	--	-------------	-------------	-------------	-------------	-------------	--------------

EXPENDITURE

Buildings	\$0	\$745,000	\$1,500,000	\$25,000	\$0	\$0	\$2,270,000
Equipment	\$0	\$35,000	\$40,000	\$40,000	\$40,000	\$40,000	\$195,000
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
<hr/>							
	\$65,000	\$1,275,000	\$1,635,000	\$115,000	\$90,000	\$90,000	\$3,205,000

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	\$35,000	\$30,000	\$40,000	\$40,000	\$40,000	\$185,000
Grants (Federal, Provincial)	\$0	\$790,000	\$0	\$0	\$0	\$0	\$790,000
Donations / Third Party Funding	\$0	\$300,000	\$0	\$0	\$0	\$0	\$300,000
Reserve Fund	\$65,000	\$150,000	\$105,000	\$75,000	\$50,000	\$50,000	\$430,000
<hr/>							
	\$65,000	\$1,275,000	\$1,635,000	\$115,000	\$90,000	\$90,000	\$3,205,000

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					

Project Number	24-02	Capital Project Title	EV Charger	Capital Project Description	EV Charger
Project Rationale					

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

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

Project Number	23-02	Capital Project Title	New EV Maintenance Truck	Capital Project Description	Partial funding to purchase new EV vehicle. Comm parks CRF has additional funding
Project Rationale					

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

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

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

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

Reserve/Fund Summary

Reserve/Fund Summary Projected year end balance	Estimated	Budget				
	2023	2024	2025	2026	2027	2028
1.459 SSI Pool & Park Land						
Operating Reserve Fund	1,103	11,103	26,103	56,103	86,103	116,103
Capital Reserve Fund - SSI Pool	86,656	96,656	136,656	201,656	291,656	381,656
Capital Reserve Fund - SSI Park Land	226,209	106,209	181,209	266,209	351,209	436,209
Park Land Acquisition	613,636	613,636	613,636	613,636	613,636	613,636
Equipment Replacement Fund - SSI Pool	43	15,043	35,043	45,043	55,043	65,043
Ending Balance \$	927,648	842,648	992,648	1,182,648	1,397,648	1,612,648

Assumptions/Background:

--

Reserve Schedule

1.459 - Pool & Park Land - Operating Reserve Fund

For requisition rate stabilization during periods of fluctuating revenues.

Reserve Cash Flow

Fund: 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					
Ending Balance \$		1,103	11,103	26,103	56,103	86,103	116,103

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: 1078 Fund Centre: 102045	Estimated	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	98,457	86,656	96,656	136,656	201,656	291,656
Transfer from Ops Budget	-	40,000	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					
Ending Balance \$	86,656	96,656	136,656	201,656	291,656	381,656

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	Estimated	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	228,846	226,209	106,209	181,209	266,209	351,209
Transfer from Ops Budget	7,124	-	135,000	135,000	135,000	135,000
Transfer from Cap Fund	-	-	-	-	-	-
Expenditures (Based on Capital Plan)	(20,000)	(120,000)	(60,000)	(50,000)	(50,000)	(50,000)
Interest Income*	10,238					
Ending Balance \$	226,209	106,209	181,209	266,209	351,209	436,209

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	Estimated	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					
Ending Balance \$	613,636	613,636	613,636	613,636	613,636	613,636

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	15,043	35,043	45,043	55,043
Transfer from Ops Budget		40,000	50,000	50,000	50,000	50,000	50,000
Expenditures (Based on Capital Plan)		(67,029)	(35,000)	(30,000)	(40,000)	(40,000)	(40,000)
Interest Income (Expense)		(28)					
Ending Balance \$		43	15,043	35,043	45,043	55,043	65,043

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2024 Final Budget

SSI Septage/Composting

Local Community Commission (LCC)

FEBRUARY 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 \$693,072.

COMMISSION:

Salt Spring Island Local Community Commission (LCC)

FUNDING:

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

RESERVE FUND:

Bylaw No. 2274 (Feb 22, 1995)

3.705 - SSI Septage/Composting

	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
Sludge Hauling Contract	592,875	656,119	697,500	-	-	697,500	711,450	725,680	740,190	754,990
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
TOTAL OPERATING COSTS	857,387	890,056	972,569	5,000	-	977,569	1,004,964	1,033,958	1,035,142	1,048,753
*Percentage Increase over prior year			13.4%	0.6%		14.0%	2.8%	2.9%	0.1%	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
TOTAL DEBT / RESERVES	171,043	217,764	180,602	-	-	180,602	201,518	272,278	286,909	299,569
TOTAL COSTS	1,028,430	1,107,820	1,153,171	5,000	-	1,158,171	1,206,482	1,306,236	1,322,051	1,348,322
*Percentage Increase over prior year			12.1%	0.5%		12.6%	4.2%	8.3%	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)	(490,500)	-	-	(490,500)	(500,310)	(510,320)	(520,530)	(530,940)
Sale - Sewage Sludge	(213,750)	(259,405)	(245,250)	-	-	(245,250)	(250,160)	(255,160)	(260,260)	(265,470)
Grants in Lieu of Taxes	(535)	(535)	(796)	-	-	(796)	(810)	(830)	(850)	(870)
Recoveries	-	(4,100)	-	-	-	-	-	-	-	-
Other Revenue	(670)	(157)	(1,000)	-	-	(1,000)	(820)	(820)	(820)	(820)
TOTAL REVENUE	(651,455)	(730,845)	(737,546)	-	-	(737,546)	(761,100)	(782,130)	(782,460)	(798,100)
REQUISITION - PARCEL TAX	(376,975)	(376,975)	(415,625)	(5,000)	-	(420,625)	(445,382)	(524,106)	(539,591)	(550,222)
*Percentage increase over prior year Requisition			10.3%	1.2%		11.6%	5.9%	17.7%	3.0%	2.0%

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

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

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
	\$35,000	\$220,000	\$2,280,000	\$132,500	\$0	\$0	\$0	\$2,632,500

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
	\$35,000	\$220,000	\$2,280,000	\$132,500	\$0	\$0	\$0	\$2,632,500

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
													\$ -
													\$ -
			GRAND TOTAL	\$ 2,632,500			\$ 35,000	\$ 220,000	\$ 2,280,000	\$ 132,500	\$ -	\$ -	\$ 2,632,500

Service:

3.705

SSI Septage / Composting

Project Number	21-01	Capital Project Title	Strategic Asset management plan	Capital Project Description	Develop an asset management plan to develop asset inventory, asset conditions and develop strategies for near, medium, and long term capital/maintenance projects.
Project Rationale	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.				

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

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

Service:

3.705

SSI Septage / Composting

Project Number	24-02	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	Referendum or Alternative Approval Process - Funding for Future Projects				

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

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

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

Reserve/Fund Summary

	Estimated	Budget				
	2023	2024	2025	2026	2027	2028
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
Total	217,814	149,814	170,889	175,574	215,964	269,014

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
Beginning Balance		20,630	46,700	52,700	58,700	53,700	68,700
Transfer from Ops Budget		25,000	6,000	15,000	10,000	15,000	15,000
Expenditures		-	-	(9,000)	(15,000)	-	-
Planned Maintenance Activity				Power Line Maintenance	Power Line Maintenance		
Interest Income*		1,070					
Ending Balance \$		46,700	52,700	58,700	53,700	68,700	83,700

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

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.



Making a difference...together

REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION MEETING OF THURSDAY, FEBRUARY 01, 2024

SUBJECT 2024 Local Community Commission Administration Budget

ISSUE SUMMARY

To present the 2024 Salt Spring Island Local Community Commission (LCC) Administration budget.

BACKGROUND

Since provisional budget approval, changes to the LCC budget have been incorporated to account for 2023 year-end results of surplus and deficit. The 2024 LCC Administration budget has been amended to include costs for additional meetings (staff time), an inflation adjustment for Commission remuneration, and increased transfer to equipment replacement fund (ERF) for LCC board room upgrades. For reference, the proposed final 2024 LCC Administration budget is detailed in Appendix A, outlining the requisition summary and changes to the provisional budget approved by the Board on October 25, 2023.

At the request of the Chair and Vice Chair, the boardroom electronic upgrade project was re-assessed by finding an alternate meeting space that is more accessible and allows for a more effective room layout to accommodate a commission table, staff table, public gallery, and presentation/speaker lectern without overcrowding. A larger meeting space is available at the Spring Island Multi Space (SIMS). However, significant investment is required for technology infrastructure, including audio-visual (AV) equipment and internet connection, as well as improved functionality in the meeting management software used by the CRD. The original project budget was estimated at \$40,000, funded equally by the LCC administration budget (\$20,000) and the SSI management administration budget (\$20,000). Due to the project scope change, the revised project budget was increased to \$70,000. The incremental project cost of \$30,000 will be fully funded by the LCC administration budget as these costs are directly related to relocation to a new space. A one-time transfer to the ERF has increased from \$20,000 to \$40,000 and is required to support the meeting room improvements.

ALTERNATIVES

Alternative 1

The Salt Spring Island Local Community Commission recommends to the Salt Spring Island Electoral Area Director and the Capital Regional District Board that the 2024 Salt Spring Island Local Community Commission Administration budget be approved as presented.

Alternative 2

The Salt Spring Island Local Community Commission recommends to the Salt Spring Island Electoral Area Director and the Capital Regional District Board that the 2024 Salt Spring Island Local Community Commission Administration budget be approved as amended.

IMPLICATIONS

Financial Implications

Following Table summarize the changes in tax requisition:

Table 1: 2024 Final vs 2024 Provisional Requisition

	2024 Final Plan \$	2024 Provisional Plan	\$ Change	% Change
LCC Admin Budget	\$151,824	\$120,670	\$31,154	25.8%

CONCLUSION

The 2024 LCC Administration budget has been prepared in alignment with the request from the LCC for additional meetings and alternative meeting space following the provisional budget approval and 2023 results of surplus and deficit. The 2024 LCC Administration Final Budget will form the 2024-2028 Final Financial Plan, which are subject to final approval by the Board as part of the Financial Plan bylaw by March 31, 2024.

RECOMMENDATION

The Salt Spring Island Local Community Commission recommends to the Salt Spring Island Electoral Area Director and the Capital Regional District Board that the 2024 Salt Spring Island Local Community Commission Administration budget be approved as presented.

Submitted by:	Karla Campbell, MBA, BPA, Senior Manager, Salt Spring Island Electoral Area
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

Appendix A: 2024 SSI Local Community Commission Administration budget

CAPITAL REGIONAL DISTRICT

2024 Final Budget

Admin Expenditures (SSI)

LCC Component Only

Local Community Commission (LCC) Review

FEBRUARY 2024

Change in 2024 Budget from Provisional to Final
 Service: 1.111 SSI Admin
 Component: LCC Only

Total Expenditure

Comments

2024 Budget-Provisional

125,670

Contributions to ERF	20,000	Increase contributions to cover Boardroom upgrades in 2024
Staff overtime & travel charges	8,364	Estimated staff overtime & travel charges attending meetings
Meeting expenses	2,110	One-time meeting room bookings
Remunerations	680	Increase in commissioners' remunerations
Total Changes	<hr/> 31,154	

2024 Budget-Final

156,824

Summary of % Expense Change

Contributions to ERF	15.9%
Staff overtime & travel charges	6.7%
Meeting expenses	1.7%
Balance of change	0.5%
<i>% expense increase from 2024 Provisional Budget:</i>	24.8%
<i>% Requisition increase from 2024 Provisional Budget:</i>	25.8%

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

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

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$76,100	\$4,900	\$15,900	\$10,900	\$6,100	\$113,900
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
	\$0	\$76,100	\$69,900	\$15,900	\$10,900	\$6,100	\$178,900

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	\$76,100	\$69,900	\$15,900	\$10,900	\$6,100	\$178,900
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
	\$0	\$76,100	\$69,900	\$15,900	\$10,900	\$6,100	\$178,900

CAPITAL REGIONAL DISTRICT

Service #:

1.111

Service Nam

SSI Admin. Expenditures

LCC

				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 component and LCC \$20k/\$50k)	\$ 70,000	E	ERF	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
			GRAND TOTAL	\$ 163,900				\$ 76,100	\$ 69,900	\$ 15,900	\$ 10,900	\$ 6,100	\$ 178,900

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:	1500	Actual	Budget					
			2023	2024	2025	2026	2027	2028
Fund Centre:	105558							
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*		-						
Ending Balance \$		-	5,000	28,000	51,000	4,000	27,000	

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 - LCC

ERF Group: EASSILCC.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget					
			2023	2024	2025	2026	2027	2028
Fund Centre:	102275							
Beginning Balance		-	6,685	1,685	6,685	11,685	16,685	
Transfer from Ops Budget		6,685	45,000	5,000	5,000	5,000	5,000	
Planned Purchase		-	(50,000)	-	-	-	-	
Interest Income		-						
Ending Balance \$		6,685	1,685	6,685	11,685	16,685	21,685	

Assumptions/Background:

Office equipment, computers, and vehicle replacement