

Notice of Meeting and Meeting Agenda Regional Parks Committee

Wednesday, September 27, 2023

9:30 AM

6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7

C. McNeil-Smith (Chair), J. Brownoff (Vice Chair), C. Coleman, S. Goodmanson, G. Holman,
L. Szpak, M. Tait, S. Tobias, K. Williams, R. Windsor, C. Plant (Board Chair, ex officio)

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. Adoption of Minutes

3.1. [23-674](#) Minutes of the June 28, 2023 Regional Parks Committee Meeting

Recommendation: That the minutes of the Regional Parks Committee meeting of June 28, 2023 be adopted as circulated.

Attachments: [Minutes - June 28, 2023](#)

4. Chair's Remarks

5. Presentations/Delegations

The public are welcome to attend CRD Board meetings in-person.

Delegations will have the option to participate electronically. Please complete the online application at www.crd.bc.ca/address 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 CRD Board at crdboard@crd.bc.ca.

5.1. [23-703](#) Delegation - Anna Maria Laughlin; Resident of Saanich: Re: Agenda Item 6.2.: Regional Parks Service - 2024 Operating and Capital Budget and Item 6.3.: CRD Regional Parks & Trails - Non-Tax Revenue Options

5.2. [23-705](#) Delegation - Chris LeTourneur; Resident of Saanich: Re: Agenda Item 6.2.: Regional Parks Service - 2024 Operating and Capital Budget

6. Committee Business

6.1. [23-666](#) Service Planning 2024 - Regional Parks Community Need Summary

Recommendation: The Regional Parks Committee recommends the Committee of the Whole recommend to the Capital Regional District Board:
That Appendix A, Community Need Summary - Regional Parks, be approved as presented and form the basis of the Provisional 2024-2028 Financial Plan.

Attachments: [Staff Report: Service Planning 2024 - Regnl Parks Community Need Summary](#)
 [Appendix A: Community Need Summary - Regional Parks](#)

6.2. [23-673](#) Regional Parks Service - 2024 Operating and Capital Budget

Recommendation: The Regional Parks Committee recommends the Committee of the Whole recommend to the Capital Regional District Board:
That Appendix A, Operating & Capital Budget - Regional Parks Service be approved as presented and form the basis of the Provisional 2024-2028 Financial Plan.

Attachments: [Staff Report: Regional Parks – 2024 Operating and Capital Budget](#)
 [Appendix A: Operating & Capital Budget – Regional Parks Service](#)
 [Appendix B: Five-Year Capital Expenditure Plan Summary – 2024-2028](#)
 [Appendix C: Asset and Reserve Summary Schedule](#)

6.3. [23-671](#) CRD Regional Parks & Trails - Non-Tax Revenue Options

Recommendation: The Regional Parks Committee recommends to the Capital Regional District Board:
1. That staff initiate a gradual implementation of parking fee changes over three years, including the expansion of seasonal paid parking to nine additional regional parks in 2024 to generate additional funds through non-tax revenue for the Regional Trestles Renewal, Trails Widening and Lighting Project; and
2. That staff bring back an amendment to the Capital Regional District Regional Parks Services and Facilities Fees and Charges Bylaw No. 4545 in 2024.

Attachments: [Staff Report: CRD Regional Parks & Trails – Non-Tax Revenue Options](#)

7. Notice(s) of Motion**8. New Business****9. Adjournment**

The next meeting is November 22, 2023.

To ensure quorum, please advise Tamara Pillipow (tpillipow@crd.bc.ca) if you or your alternate cannot attend.

Meeting Minutes

Regional Parks Committee

Wednesday, June 28, 2023

9:30 AM

6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7

PRESENT

Directors: J. Brownoff (Vice Chair), C. Coleman, S. Goodmanson (EP), G. Holman (EP), L. Szpak (9:36 am) (EP), M. Tait (9:31 am) (EP), S. Tobias, K. Williams, R. Windsor, C. Plant (Board Chair, ex officio) (EP)

Staff: T. Robbins, Chief Administrative Officer; L. Hutcheson, General Manager, Parks and Environmental Services; K. Morley, General Manager, Corporate Services; J. Leahy, Senior Manager, Regional Parks; E. Sinclair, Senior Manager, Regional and Strategic Planning; M. MacIntyre, Manager, Planning Resource Mgt and Dev, Regional Parks; E. Taylor, Planner, Regional Parks; S. Orr, Senior Committee Clerk; T. Pillipow, Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Director C. McNeil-Smith

The meeting was called to order at 9:30 am.

1. Territorial Acknowledgement

Director Windsor provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Director Williams, **SECONDED** by Director Coleman,
That the agenda for the June 28, 2023 Regional Parks Committee meeting be approved.
CARRIED

3. Adoption of Minutes

3.1. [23-412](#) Minutes of the May 24, 2023 Regional Parks Committee Meeting

MOVED by Director Windsor, **SECONDED** by Director Coleman,
That the minutes of the Regional Parks Committee meeting of May 24, 2023 be adopted as circulated.
CARRIED

4. Chair's Remarks

Acting Chair Brownoff thanked the View Royal and Saanich Fire Departments for their quick work extinguishing the recent fires in regional parks.

5. Presentations/Delegations

- 5.1. [23-459](#) Delegation - Philip Symons; Representing Greater Victoria Acting Together: Re: Agenda Item 6.3. Consideration of Regional Parks Land for Foodlands Access Program

P. Symons spoke to Item 6.3.

- 5.2. [23-462](#) Delegation - Alastair Craighead; Resident of Victoria: Re: Agenda Item 6.1. First Nations Feedback on the Interim Regional Parks and Trails Strategic Plan 2022-2032

A. Craighead spoke to Item 6.1.

6. Committee Business

- 6.1. [23-453](#) First Nations Feedback on the Interim Regional Parks and Trails Strategic Plan 2022-2032

J. Leahy spoke to Item 6.1.

Director Plant joined the meeting in person at 9:43 am.

Discussion ensued regarding:

- updating the strategic plan as needed moving forward
- addressing the recreation component within the parks

**MOVED by Director Windsor, SECONDED by Director Coleman,
The Regional Parks Committee recommends to the Capital Regional District Board:**

That the Capital Regional District Regional Parks and Trails Strategic Plan 2022-2032 be approved.

CARRIED

- 6.2. [23-429](#) Ditch Maintenance for Mosquito Control - Island View Beach Regional Park

J. Leahy presented Item 6.2. for information.

Discussion ensued regarding:

- arranging a meeting schedule to coordinate efforts between stakeholders
- clearing foliage to allow entry to problem areas
- the working group doing an annual check-in with this committee

6.3. [23-430](#) Consideration of Regional Parks Land for Foodlands Access Program

M. MacIntyre and E. Sinclair spoke to Item 6.3.

Discussion ensued regarding:

- cost recovery for this service
- the zoning status of the property
- including academic institutions in this process

**MOVED by Director Windsor, SECONDED by Director Tobias,
The Regional Parks Committee recommends to the Capital Regional District
Board:**

**That conditional approval be given to use the Bear Hill site as a test location for
the Foodlands Access Program's new farmer incubator.**

CARRIED

6.4. [23-445](#) Island View Beach Regional Park Campground - Operating Season
Extension Pilot Project

M. MacIntyre spoke to Item 6.4.

Discussion ensued on promotional plans to advise the public of the extended
season.

**MOVED by Director Windsor, SECONDED by Director Plant,
The Regional Parks Committee recommends to the Capital Regional District
Board:**

1. That the 2023 operating season for the Island View Beach Regional Park
Campground be extended to the end of the Thanksgiving long weekend, October
9, 2023, as a pilot project; and
2. That CRD staff review the success of the pilot project and report back to the
Regional Parks Committee and Board in early 2024.

CARRIED

7. Notice(s) of Motion

There were no notice(s) of motion.

8. New Business

There was no new business.

9. Adjournment

**MOVED by Director Williams, SECONDED by Director Coleman,
That the June 28, 2023 Regional Parks Committee meeting be adjourned at 10:40
am.**

CARRIED

CHAIR

RECORDER



Making a difference...together

REPORT TO REGIONAL PARKS COMMITTEE MEETING OF WEDNESDAY, SEPTEMBER 27, 2023

SUBJECT **Service Planning 2024 – Regional Parks Community Need Summary**

ISSUE SUMMARY

To provide strategic context and an overview of services, initiatives and performance data related to the Regional Parks Community Need.

BACKGROUND

The Capital Regional District (CRD) Board approved the 2023-2026 Board Priorities on March 8, 2023. Staff then developed the 2023-2026 CRD Corporate Plan, which was approved by the CRD Board on April 12, 2023.

The CRD Corporate Plan presents the work the organization needs to deliver over the four-year term, along with the critical regional, sub-regional and local services, to meet the region's most important needs (i.e., Community Needs) and advance the Board's Vision and Priorities. Board Priorities, Corporate Plan initiatives and core service delivery form the foundation of the five-year financial plan.

The 2024 planning cycle marks the first year of the implementation of the 2023-2026 CRD Corporate Plan. The CRD's annual service plans, known as Community Need Summaries, provide an overview of the operational and strategic context, services levels, initiatives, and performance data for each Community Need. They also provide details of the initiatives, associated staffing, timing and service levels required to advance the work in future years.

The Regional Parks Community Need Summary is attached as Appendix A. The desired outcome is additional land acquisitions and increased access to parks and recreational trails that are safe, respect Indigenous culture and conservation values.

The CRD reports on the progress of its initiatives and services on a regular basis. The Board receives updates about the Board Strategic Priorities through the Chief Administrative Officer Quarterly Progress Reports. The Board also receives an overview of progress made on delivering the Corporate Plan twice a year at the strategic check-in and provisional budget meetings, which take place in the spring and fall respectively. The next strategic check-in will take place in spring 2024. During the year, standing committees and commissions also fulfill an oversight and advisory role in relation to the work.

ALTERNATIVES

Alternative 1

The Regional Parks Committee recommends the Committee of the Whole recommend to the Capital Regional District Board:

That Appendix A, Community Need Summary – Regional Parks, be approved as presented and form the basis of the Provisional 2024-2028 Financial Plan.

Alternative 2

The Regional Parks Committee recommends the Committee of the Whole recommend to the Capital Regional District Board:

That Appendix A, Community Need Summary – Regional Parks, be approved as amended and form the basis of the Final 2024-2028 Financial Plan.

IMPLICATIONS

Governance Implications

In 2024, staff have prioritized programs and initiatives that:

- Advance 2023-2026 Board Priorities or Corporate Plan initiatives;
- Operationalize capital investments; and/or
- Are necessary to maintain a core service level following a regulatory change or where there is a safety risk to customers, communities, or staff.

The Executive Leadership Team (ELT) has reviewed and assessed all initiative business cases and confirmed alignment with the criteria. ELT has determined that the consolidated package of work is appropriate and a proportional response to the CRD Board's and communities' expectations of the organization.

Financial Implications

To exercise constraint and cost containment, the CRD Board directed staff to keep the core inflationary adjustment to 3.5% through the 2024 Service and Financial Planning Guidelines. Staff and management have taken the necessary steps to mitigate the financial impact of proposed initiatives, as well as cost escalation and high inflation rate experienced in 2022 through to 2023.

Financial and staff impacts for initiatives will be summarized and included in the provisional budget, which will be presented at the Committee of the Whole meeting scheduled for October 25, 2023. Starting this year, this will also include a five-year forecast of staffing level changes, which will be reviewed annually.

A separate supplemental service budget report will be submitted to the Regional Parks committee.

Service Delivery Implications

Appendix A includes information about existing service delivery, operational considerations and performance. Additional information has been provided below about the proposed changes for 2024.

Staff are proposing to advance three new initiatives for the Regional Parks Community Need that have financial implications for 2024, as shown in Table 1. The key drivers for the initiatives are:

1. advancing a Board or Corporate Plan Priority;
2. operationalizing capital investment(s); and
3. adjustments to core service levels to maintain safety and regulatory obligations.

Table 1. Regional Parks Community Need Initiatives (2024)

Initiative	Implementation year(s)	Staff impacts (2024)	Incremental cost (2024)	Funding source
7c-3.1 Elk/Beaver Lake Water Quality Monitoring	2024-2026	-	\$25,000	Requisition
7e-3.1 Asset Management Engineered Structure Inspections	2024-ongoing	-	\$225,000	Requisition
7f-1.1 First Nations Strategic Priority Initiatives	2024-ongoing	-	\$300,000	Requisition

The information in Table 1 reflects the initiative business case costs, which ELT reviewed as part of its annual assessment of initiatives. The financial impacts reflect full program costs, including cost of staffing.

7c-3.1 Elk/Beaver Lake Water Quality Monitoring

Elk/Beaver Lake Regional Park is one of the busiest regional parks, with high recreational and ecological values. The lake has been impacted by nutrient loading from the surrounding area and invasive species, which has resulted in increased algae blooms and weed growth, which in turn impacts recreational use and ecosystem function. The CRD Board approved the installation of an in-lake oxygenation system in 2023 to help improve water quality.

Initiative 7c-3.1 follows this earlier initiative and seeks a one-time increase to the Regional Parks core budget in 2024-2026 to gather data to assess the overall health of the lake over time and make recommendations to support the long-term management of water quality at Elk/Beaver Lake and operation of the oxygenation system.

7e-3.1 Asset Management Engineered Structure Inspections

The Regional Parks division manages a portfolio of 41 dam, bridge and trestle engineered structures that are critical to delivering the regional parks and trails service. To meet the established guidelines and regulatory requirements set by the Province, engineered inspections and condition assessments are required. Assurance statements for engineered structures are also required to follow regulations and must be provided by qualified professional engineers. The cost to complete engineered inspections on critical aging infrastructure have increased in recent years.

Initiative 7e-3.1 seeks to increase the Regional Parks core budget to address the rising cost of engineered inspections of regional park dam, bridge and trestle structure. Doing so will enable the Regional Parks division to ensure regulatory compliance and to extend the service life of aging critical infrastructure.

7f-1.1 First Nations Strategic Priority Initiatives

First Nations wish to be involved in the implementation of the recently refreshed Regional Parks and Trails Strategic Plan 2022-2032 and have stressed that there should be “nothing about us, without us.”

Current short-term transactional arrangements for engaging First Nations on regional park and regional trail initiatives are no longer sufficient to advance reconciliation efforts and meaningfully involve and collaborate with First Nations in the operation and management of regional parks and regional trails. Additional capacity is required to support strengthening relationships and to move toward co-development of long-term agreements that recognize and support reconciliation, self-determination, decision-making and economic independence related to regional parks and regional trails.

Initiative 7f-1.1 seeks an increase to the Regional Parks core budget to provide additional capacity funding to facilitate this work.

CONCLUSION

CRD staff are progressing initiatives identified in the 2023-2026 CRD Corporate Plan, including the Board Priorities. The CRD Board and commissions with delegated authorities determine resourcing through the annual review and approval of the provisional financial plan. To support decision-making, staff provide recommendations on funding, timing and service levels through the service and financial planning processes.

RECOMMENDATION

The Regional Parks Committee recommends the Committee of the Whole recommend to the Capital Regional District Board:

That Appendix A, Community Need Summary – Regional Parks, be approved as presented and form the basis of the Provisional 2024-2028 Financial Plan.

Submitted by:	Jeff Leahy, Senior Manager, Regional Parks
Concurrence:	Larisa Hutcheson, P. Eng., General Manager, Parks & Environmental Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT

Appendix A: Community Need Summary – Regional Parks

7

Regional Parks



Additional land acquisitions and increased access to parks and recreational trails that respect Indigenous culture and conservation values

01 Strategy

STRATEGIES & PLANS

- › [Regional Parks & Trails Strategic Plan](#)
- › [Regional Growth Strategy](#)
- › [Climate Action Strategy](#)
- › [Special Task Force on First Nations Relations](#)
- › [CRD Corporate Plan](#)
- › [Statement of Reconciliation](#)
- › [Regional Trails Management Plan](#)
- › [Land Acquisition Strategy](#)
- › [Park Management Plans \(Various\)](#)

CORPORATE PLAN GOALS

- 7a Complete the strategic planning & engagement process
- 7b Access & equity
- 7c Enhance the protection of biodiversity, ecological integrity & natural assets in regional parks
- 7d Expand access to green space & outdoor recreation
- 7e Climate action & resilience
- 7f Reconciliation

02 Contacts

Jeff Leahy, Senior Manager, Regional Parks

@ [email](#)

T. 250.478.3344

03 Operating Context

ACHIEVEMENTS IN 2023

1. Complete Regional Parks & Trails Strategic Plan
2. Regional Trails Asset Renewal Plan
3. Regional Trails Detour Policy
4. Complete Mayne Island Regional Trail
5. Complete Mill Hill Sewer Line
6. Bilston Creek Bridge Replacements
7. Initiate State of Natural Values Report
8. Initiate State of Outdoor Recreation Report
9. Inclusion and Accessibility Assessment
10. Complete Regional Park Trail Standards
11. Initiate Land Acquisition Strategy Renewal
12. Complete Regional Parks Asset Renewal Plan
13. Initiate Lochside Trail License Agreement Update
14. Initiate Conservation and Outdoor Rec Plan
15. Regional Parks included in National Conservation Network
16. Impact Assessment Process
17. Elk Lake Oxygenation System
18. Initiate Regional Parks Resident Survey 2023
19. Complete Approved FTE Increase
20. Critical Repairs to Selkirk Trestle (Phase 0)
21. Lochside Trail Paving Project complete from Swartz Bay to Beacon Avenue.

FACTORS THAT WILL AFFECT OUR OPERATIONS IN 2024 AND BEYOND

- **Changes to Regional Development** – The region is experiencing growth in multi-family developments, development sites and intensity of development. This is leading to more pressure for recreational space on nearby regional parks.
- **Changes to Recreational Use Patterns** – With the increasing popularity of outdoor recreation come challenges for meeting user objectives, including ensuring safety, mitigating environmental damage, and resolving conflict between users. There is also increased pressure for a diversity of recreational uses and greater advocacy from various recreational stakeholder groups.
- **Sustainable Service Delivery** – Major infrastructure in regional parks is nearing the end of its lifespan and needs improvements to support demands they were not built for. In recent years, the increased cost of materials and the complexity of projects has led to high costs for these major capital projects. Anticipate increased costs associated with the need for improved and safer active transportation infrastructure.
- **First Nation Reconciliation** – The CRD supports working with First Nations on common interests and recognizes that how this is achieved will be an ongoing discussion with each First Nation and will evolve as priorities, capacities and governance structures shift over time. Reconciliation is a journey towards strengthened relationships with First Nations and overall increased cultural awareness and respect to improve management of regional parks and trails.
- **Demographic Changes** – The population within the CRD is aging overall. It is also becoming more ethnically diverse. This demographic change will likely continue and will create demands for different forms of recreation and new ways of using open space. It also raises the need to help new Canadians to learn about regional parks and trails, to fully enjoy the park experiences, and to understand and respect the environment of the regional parks and trails system. These demographic changes will give rise to different recreation demands for people with differing needs and abilities.

- **Events** – Regional parks provide locations for recreation activity, events, tourism and filming, all of which are major contributors to the regional economy. However, there is also growing demand for economic activity in the parks, arising from activities such as commercial filming, and numerous group events. The number of permits continues to increase to allow these type of events to occur within the system.
- **Volunteers** – There are shifting trends in terms of volunteers in regional parks and trails. Volunteer input is a valued and essential contribution to the regional park system; however, it requires investment to manage and facilitate volunteer programs.
- **Ecological Integrity** – Over a number of years, there has been increased interest in understanding the region’s biodiversity and reaching national climate targets, as well as including Traditional Ecological Knowledge. Increased pressures stem from the need to provide funding, supervision and expertise to support conservation programs that maintain and monitor ecological integrity.
- **Human Disturbance** – Conflict can occur between the need to protect ecological, geological and cultural features and visitor access or recreational activities. While some park features, such as streams, coastal dunes and similar natural ecosystems may be considered attractive for some recreation pursuits, they may not be suitable for many activities because of their vulnerability to irreversible change. The CRD has a responsibility to protect species and ecosystems at risk, as well as areas with Indigenous cultural value.
- **Species At Risk** – Effective management of threatened plant and animal species can be complex and requires specialist expertise. Threatened species recovery is a long-term process and success may take time and be financially costly.
- **Climate Change** – Regional Parks continued to mitigate and respond to the impacts of climate change (drought, unseasonably warm temperatures, wildfire, increasing rain, snow and wind events) on park assets and natural resources.
- **Monitoring and Research** – Increased monitoring and research will be required to evaluate the success of conservation programs, the impact of activities on parks and to determine where additional efforts may be required.

OPERATIONAL STATISTICS

› **8.8 million visits** to regional parks and trails in 2021.

04 Services

The services listed below rely on the support of several corporate and support divisions to operate effectively on a daily basis. More information about these services is available in the Corporate Services and Government Relations Community Need Summaries.

SERVICE BUDGET REFERENCES¹

1.280 Regional Parks

1. PLANNING & DEVELOPMENT

Description

Contribute to effective and efficient decision making through plan and policy development, natural and cultural resource management, capital development planning, project management and geographic mapping and development of the Strategic Plan and park management plans. Provide oversight of the Land Acquisition Program. Guide the implementation of scientific and technical work related to environmental management.

What you can expect from us

- ▶ Increase the percentage of management plans that are less than 15 years old.
- ▶ First Nations Reconciliation. Develop work plans and traditional use agreements with willing First Nations. Seek economic development opportunities for First Nations in regional parks.
- ▶ All new management plans seek to have First Nations section written by First Nations.
- ▶ Evaluate up to 20 candidate properties for land acquisition and complete two acquisitions per year. Annual budget of \$5M. Develop two annual acquisition reports and update the 10-year land acquisition strategy.
- ▶ Provide planning and project management for capital projects. Procure a minimum of two grants annually to support capital development.
- ▶ Procure engineer assessments of critical built assets (dams, trestles, bridges) up to a value of \$225,000 annually. Prepare a 10-year critical asset assessment schedule.
- ▶ Manage asset inventory data and coordinate renewal forecasting asset management and capital project planning in 5, 10 and 20 year capital plans.
- ▶ Provide spatial and GIS data analysis and collection for a range of purposes, including existing and new digital data-sharing agreements and up to 200 public and internal cartography products for 34 parks and 100s of sign posts, park facilities, trails, etc.
- ▶ Respond to 70+ development referrals per year.

Staffing Complement

Regional Parks: **12 FTE + 1 Manager**

¹ Service budget(s) listed may fund other services

2. REGIONAL PARK OPERATIONS

Description

Regional Park Operations is responsible for the operations and maintenance of all regional parks and regional trails. Park Operations staff operate and maintain all regional park facilities and critical infrastructure, including, bridges, dams, roads and trails. The operation of regional parks occurs 365 days per year, with facilities being visited once or twice daily on average. The regional park system geographically spans from the Southern Gulf Islands to Jordan River and requires staff to travel large distances to visit facilities daily, weekly and monthly.

What you can expect from us

- ▶ Manage and maintain 400 km of park trails, 55 washrooms and 132 garbage containers (most serviced daily).
- ▶ Support capital project development; undertake infrastructure and facility replacement and repair projects annually.
- ▶ Support for large special use events in regional parks.
- ▶ Prepare or update 37 (up from 33 in 2022) Regional Park Operating Plans.
- ▶ Manage three regional campgrounds; meet target of 65% weekend occupancy rate at Sooke Potholes and Island View Beach (from May to September).
- ▶ Complete a variety of annual safety-related programs, including dam safety, danger tree program, and facility inspections.
- ▶ Manage and maintain the Regional Parks fleet, including operations vehicles and other heavy equipment.

Staffing Complement

Regional Parks: **38 FTE (including Administrative Support) + 1 Manager**

3. VISITOR EXPERIENCE & STEWARDSHIP

Description

Regional parks and regional trails are vital to the region, supporting health and wellbeing, offering social connections, and improving quality of life. Regional parks provide over 300 kilometres (km) of trails and a range of opportunities for outdoor recreation, experiencing nature, learning about natural and cultural heritage, participating in park stewardship, and gathering for events. CRD Regional Parks Visitor Experience and Stewardship staff contribute to quality visitor experience in regional parks through public education, a compliance and enforcement program, public engagement, communications, and stakeholder support. Through conservation and stewardship initiatives, including the volunteer program, staff monitor and support the improvement of biodiversity in regional parks. Staff serve the public by answering public inquiries in a timely manner, coordinating permits and managing online registration for regional parks camping.

What you can expect from us

- ▶ 500+ volunteers delivering parks and trails condition checks and invasive species removal.

- ▶ Deliver 250+ natural and cultural educational programs, nature outings and outreach events annually.
- ▶ Process 200+ park use permits annually.
- ▶ Undertake five conservation projects per year.
- ▶ Ongoing ecological and species at risk monitoring.
- ▶ Conduct 4,500+ compliance and enforcement patrol hours annually utilizing CRD bylaw enforcement officers and CRD park rangers (Regional Parks and Trails).
- ▶ Deliver at least three public awareness campaigns related to regional parks and trails annually.
- ▶ Conduct an annual accessibility audit.
- ▶ Work with recreational activity license agreement holders to improve recreational experiences.

Staffing Complement

Regional Parks: **21 FTE + 1 Manager**

4. REGIONAL TRAILS

Description

Manage regional trails system to protect and operate three regional trails that provide a transportation and recreation function and that provide non-motorized trails for active transportation and recreation to connect municipalities, electoral areas and the region with adjacent jurisdictions.

What you can expect from us (through Regional Parks Operations)

- ▶ Operate, manage and maintain 95 km of multi-use regional trails.
- ▶ Conduct 250 km of boom flail vegetation removal annually.

Staffing Complement

Regional Parks: **FTE built into operations FTE**

05 Initiatives

Below are the initiatives listed in the [Capital Regional District 2023-2026 Corporate Plan](#) and the related initiative business cases (IBCs), including financial and staffing impacts, proposed for 2024. The financial impacts reflect full program costs, including cost of staffing.

Initiative	Implementation year(s)	Impacts in 2024
7a-1 Finalize the Regional Parks & Trails Strategic Plan	2023	N/A
7b-1 Conduct research, develop and implement a Universal Access Plan to improve inclusion and accessibility in regional parks and trails	2024-2025	\$120K Core Budget
4b-3 Implement the Regional Trails Closure Policy	2024-ongoing	\$35K Requisition
7c-1 Conduct research and prepare and implement a Natural Areas Conservation Plan ²	2023-2025	\$64K Core Budget
7c-2 Develop and implement Impact Assessment and Best Management Practice Guidelines	2023	N/A
NEW IBC 7c-3.1 Elk/Beaver Lake Water Quality Monitoring*	2024-2026	\$25K Requisition
7d-1 Develop and implement an Outdoor Recreation Plan	2023-2025	\$64K Core Budget
7d-2 Undertake the Resident Survey	2023-2024	\$65K Core Budget

² Natural Areas Conservation Plan and Outdoor Recreation Plan to be combined

Initiative	Implementation year(s)	Impacts in 2024
7d-3 Develop an Interpretive Program Plan	2027	N/A
7e-1 Plan for and implement bike parking and e-bike, electric vehicle charging stations at high-use regional park accesses	ongoing	-
7e-2 Update the Land Acquisition Strategy to incorporate criteria that reflects First Nations interests	2023-2024	\$95K Core Budget
NEW IBC 7e-3.1 Asset Management Engineered Structure Inspections*	2024-ongoing	\$225K Requisition
7f-1 Work with First Nations to develop and implement priority initiatives related to regional parks and regional trails ▶ NEW IBC 7f-1.1 First Nations Strategic Priority Initiatives	Ongoing 2024-ongoing	 \$300K Requisition
7f-2 Develop a policy for supporting and clarifying Indigenous cultural use and cultural safety in regional parks	2024	\$40K Core Budget

*Not captured in the 2022-2026 Corporate Plan

06 Performance

GOAL 7A: COMPLETE THE STRATEGIC PLANNING & ENGAGEMENT PROCESS

Targets & Benchmarks

- Board approval of the Strategic Plan indicates general First Nations and public support for the plan.
- Actions identified in Strategic Plan form the basis of annual Board-approved service and work plans.
- Collaboration with First Nations governments, municipalities, park agencies, CRD divisions and stakeholders form the basis for implementing the Strategic Plan.

Measuring Progress

Ref	Performance Measure(s)	Type	2022 Actual	2023 Forecast	2024 Target	Desired trend
1	The Strategic Plan reflects changes in the system through minor plan amendments	Quantity	0	1	2	→
2	High priority actions identified in the Strategic Plan are initiated	Quantity	0	5	8	→
3	First Nations participate in implementing the Strategic Plan	Quantity	0	2	5	→

¹ Minor amendments to the Strategic Plan will be brought forward when necessary to update factual information and to update park and trail classifications, as new additions to the system are identified and established.

² High priority actions are identified through annual work planning and form part of the annual financial planning process.

³ First Nation participation in implementation of the Strategic Plan will be through the development of tailored work plans with each Nation.

Discussion

- The new regional park classification, Conservancy Area, may increase participation of First Nations in land acquisition discussions and development of cooperative management agreements.
- Acquisition of new park land through the Land Acquisition Program may necessitate minor amendments to the Strategic Plan to update park classifications and other information.
- Implementation of some high-priority actions will help to set the policy framework for the management of regional parks and trails.

GOAL 7B: ACCESS & EQUITY

Targets & Benchmarks

- Measuring the level of asset renewal investment and condition of parks and recreation trail infrastructure is a good indicator of how well-maintained, and therefore accessible and inclusive, the infrastructure is. This is supplemented by information about visitor satisfaction to ensure that expectations are met and that CRD actions and initiatives are facilitating a good experience for visitors.

Measuring Progress

Ref	Performance Measure(s)	Type	2022 Actual	2023 Forecast	2024 Target	Desired trend
1	Maintain a visitor experience satisfaction rate of 85% or better for regional parks and trails	Quality	85%	85%	85%	→
2	100% of critical infrastructure in the Regional Parks and Trails system in good or better condition	Quality	85%	100%	100%	→

¹ Percentage of visitors that described their overall experience with Regional Parks and Trails as 'quite satisfactory' or 'very satisfactory'; data from CRD Regional Parks Resident Survey 2017 (collected every 5 years).

² Percentage of critical infrastructure in the Regional Parks and Trails system that is in good or very good condition; data from asset management sustainable report cards.

Discussion

- Resident Survey to be completed in 2023.
- Asset Management Sustainable Report Cards to be updated in 2023 and an asset management plan completed. Criticality defined as 4 or 5.

GOAL 7C: ENHANCE THE PROTECTION OF BIODIVERSITY, ECOLOGICAL INTEGRITY & NATURAL ASSETS IN REGIONAL PARKS

Targets & Benchmarks

- The CRD receives the gracious help of many volunteers who support the preservation and enjoyment of regional parks and trails through positions like naturalists, restoration volunteers, park stewards and trail ambassadors as well as recreational activity groups.
- Our target is to maintain or better the existing volunteer base.

Measuring Progress

Ref	Performance Measure(s)	Type	2022 Actual	2023 Forecast	2024 Target	Desired trend
1	Maintain a volunteer base of greater than 500 people	Quantity	500	500	500	↗

¹ Number of active volunteers in Regional Parks and Trails; data from volunteer registry.

Discussion

- Experienced lower volunteer numbers during the pandemic but numbers are creeping back up to pre-pandemic levels.

GOAL 7D: EXPAND ACCESS TO GREEN SPACE & OUTDOOR RECREATION

Targets & Benchmarks

- The Land Acquisition Fund provides funding for the purchase of land for regional parks and trails. Tracking community contributions helps demonstrate the sufficient availability of funding and community support for the strategy that has been put in place.
- The target for community contributions is 25% of the fund contributions received annually.

Measuring Progress

Ref	Performance Measure(s)	Type	2022 Actual	2023 Forecast	2024 Target	Desired trend
1	A 25% contribution of land acquisition funding from community partners	Quantity	25%	0%	25%	→

¹ Percentage of the Land Acquisition Fund contributions annually that comes from community partners; data from Land Acquisition Updates.

Discussion

- The CRD continues to seek partnerships for land acquisition.

GOAL 7E: CLIMATE ACTION & RESILIENCE

Targets & Benchmarks

- Regional Parks is contributing to the development of complete and connected communities by improving multi-modal access to regional parks by installing electric bike and vehicle charging stations at high-use regional parks.
- A process to update the Land Acquisition Strategy with fulsome First Nations engagement early in the process will help to ensure that the criteria, principles, and process identified in the Strategy reflect First Nations values.

Measuring Progress

Ref	Performance Measure(s)	Type	2022 Actual	2023 Forecast	2024 Target	Desired trend
1	Electric vehicle (EV) charging stations are installed in seven high-priority parks	Quantity	0	2	7	→

¹ High-priority regional parks will get double ev-charging stations at main access points.

Discussion

- The EV-charging stations are included in the Regional Parks capital plan.
- Engagement with First Nations on the updated Land Acquisition Strategy will proceed in three phases over 2023 and 2024 leading up to Board approval of the Strategy at the end of 2024.

GOAL 7F: RECONCILIATION

Targets & Benchmarks

- The CRD Regional Parks and Trails Strategic Plan supports ongoing engagement with First Nations in the management and operation of regional parks and regional trails in years to come and ensures that parks and trails remain culturally safe and inclusive.
- Reconciliation workplans are developed with each First Nation. The target is two new workplans annually.
- Traditional use agreements are initiated with all First Nations in the region. The target is two new agreements annually.
- A cultural safety policy is developed and implemented.

Measuring Progress

Ref	Performance Measure(s)	Type	2022 Actual	2023 Forecast	2024 Target	Desired trend
1	Reconciliation workplans are developed with each First Nation	Quantity	0	0	2	→
2	Traditional use agreements are initiated with all First Nations in the region	Quantity	1	1	2	→
3	A cultural safety policy is developed and implemented	Quantity	0	0	Complete	N/A
4	Participation of 19 First Nations in the update of the Land Acquisition Strategy	Quantity	0	15	18	↗

Discussion

The Regional Parks and Trails Strategic Plan 2022–2032 focuses on strengthening government-to-government relationships and understanding between the CRD and First Nations in the region. Through the latter half of 2022, engagement on the Interim Strategic Plan took place with First Nations in the region. The CRD is committed to maintaining an open dialogue with First Nations to confirm that Indigenous cultural values and cultural uses are respected and that the priorities and actions remain relevant and meaningful.

07 Business Model

PARTICIPANTS	All municipalities and electoral areas
FUNDING SOURCES	Requisitions, grants, donations and non-tax revenue
GOVERNANCE	<u>Regional Parks Committee</u> <u>Regional Transportation Committee</u>



Making a difference...together

**REPORT TO REGIONAL PARKS COMMITTEE
MEETING OF WEDNESDAY, SEPTEMBER 27, 2023**

SUBJECT **Regional Parks Service – 2024 Operating and Capital Budget**

ISSUE SUMMARY

To provide an overview of the draft 2024 Regional Parks service budget, including 2023 year-end budget projections and budget highlights.

BACKGROUND

The Capital Regional District (CRD) has provided a service for the provision and maintenance of regional parks and regional trails since incorporation in 1966. In 2022, there were 33 regional parks and 4 regional trails in the system, comprising over 13,200 hectares of parkland, 100 kms of regional trails and over 400 kms of trails within the regional parks. Visitation to regional parks and regional trails has increased by 54% since 2012. In 2022, regional trails received over 3.3 million visits and regional parks received over 4.8 million visits.

Funding for the service is primarily through property tax requisition. In 2023, tax requisition funded \$15.9 million towards the total annual operating budget of \$17.5 million. The CRD Board has endorsed the appropriateness of the property tax requisition as the primary revenue source for operating costs and continues to seek ways to relieve affordability pressure for taxpayers.

Non-tax revenue provides a small portion of the funding stream for regional parks and trails. Non-tax revenue is generated through the fees and permit provisions. Other sources of non-tax revenue may include donations, facility rentals or lease agreements, bylaw infraction fines and external grant funding. In 2022, non-tax revenue comprised approximately 3% of the annual budget for regional parks and trails. Additionally, grant funding and partnerships enhances the overall budget but is dependent on available opportunities and successful applications.

The draft 2024 Regional Parks and Trails service budget has been prepared for consideration by the Regional Parks Committee. The Committee will make budget recommendations to the CRD Board through the Committee of the Whole on October 25, 2023. The draft 2024 budget reflects the operating costs of regional parks and trails. The budget summary is attached as Appendix A.

The operating budget will continue to be refined over the next few years:

- Regional Parks and Trails Strategic Plan 2022-2032 implementation costs will continue to be identified.
- First Nations reconciliation practices and resourcing will be refined.
- Asset management planning will provide more accurate information on asset condition and replacement values of all built infrastructure, as well as 20-year financial forecasting.
- Regional trestle renewal and trails widening and lighting cost estimates will be improved.

2023 Year End Financial Projections

There is an estimated one-time net favourable variance of \$100,000 for Regional Parks 2023 operating budget. This variance will be utilized as a transfer to capital reserve at year end when the final amount is known. The net variance is primarily a result of:

- reduced salary costs due to challenges filling vacant and new positions.
- additional fee revenue as a result of the bylaw amendment passed in April 2023 to increase camping and permit fees.
- the above, offset by increased operating costs for vehicle fuel and maintenance and other one-time additional consulting and contract for services costs.

Details can be found in Appendix A under the 2023 Estimated Actual column.

With regard to 2023 capital expenditures as outlined in the CRD Board-approved 2023-2027 Capital Plan, a total of 19 projects were planned for 2023, with a total budget of \$16.1 million. Funding for the 2023 capital projects has been provided through a combination of reserve, grant, equipment replacement and existing capital funds. Projects have focused on addressing the replacement needs of aging critical infrastructure, such as repairs to the Selkirk Trestle and replacement of the Bilston Creek bridges, and addressing increased service delivery requirements, including amenities for new park staff positions and expanding park land base. Major capital projects have included the construction of the Mayne Island Regional Trail and the construction of the Elk Lake oxygenation system.

2024 Operating Budget

2024 Regional Parks expenditures are \$19.1 million, which is an 8.93% increase over 2023. Expenditures are broken down by operations, debt servicing and capital/reserve funding costs.

Operations

Regional Parks' 2024 operations budget is \$14.7 million, which is an 8.32% increase over the 2023 budget. The overall increase is split between core, ongoing and one-time expenditures.

The 2024 core operating budget for Regional Parks is \$14.1 million, which is a 3.43% increase over 2023, which falls within the benchmark increase of 3.50%. This reflects non-discretionary increases such as negotiated staff wages/salaries and corporate support services, as well as inflationary increases to maintain a consistent level of service year over year. Other budget realignment and adjustments have been made to better reflect historical trends and evolving services.

Ongoing items make up 4.89% of the overall 8.32% year-over-year increase in operating costs.

Details of the \$0.7 million ongoing expenditures are as follows:

Ongoing:

- \$35,000 – IBC 4b-1.1 – Trail Closure Policy Implementation
- \$25,000 – IBC 7c-3.1 – Elk/Beaver Lake Water Quality Monitoring
- \$225,000 – IBC 7e-3.1 – Asset Management Engineered Structure Inspections
- \$300,000 – IBC 7f-101 – First Nations Strategic Priorities Initiatives
- \$35,000 – New fleet fuel/maintenance costs
- \$43,625 – Corporate Services allocation

Debt Servicing

Current debt servicing costs relate to borrowing under *Loan Authorization Bylaw No. 4142* for funding to complete the E&N Rail Trail – Humpback Connector. The authorized \$6.1 million in borrowing was issued under four separate loan issues, which are all set to expire between April 2031 and April 2033. Annual interest and principal payments under this bylaw are \$0.6 million. The total 2024 budgeted debt servicing costs include the above-mentioned interest and principal payments, as well as an additional \$0.2 million of new debt servicing costs associated with land acquisition and the trail widening and lighting project.

Capital/Reserve Transfers

Direct capital funding in 2024 is \$0.3 million, which is a 75.68% increase over 2023. This increase relates to the annual infrastructure maintenance program.

The total transfers to reserves consist of transfers to the Operating Reserve fund, Equipment Replacement fund (ERF) and Capital Reserve fund. The 2024 transfers to reserve budget is \$3.31 million, which is a 2.77% increase over 2023. This increase includes an ongoing supplementary increase in transfers to the ERF of \$0.065 million to cover replacement costs of new fleet purchases.

Details can be found in Appendix A – Operating Budget

Table 1: 2024 Year over Year Budget Comparison

Expenditure Type	2024 Financial Plan	2023 Financial Plan	Change	% Change
Operations	14,711,478	13,581,962	1,129,516	8.32%
Debt Servicing	800,637	570,257	230,380	40.40%
Capital Funding	270,000	153,686	116,314	75.68%
Transfers to Reserves	3,311,231	3,222,103	89,128	2.77%
Total	\$ 19,093,346	\$ 17,528,008	\$ 1,565,338	8.93%

2024 Capital Budget

Capital Plan

The estimated replacement value for all built infrastructure in regional parks and regional trails over the current lifespan is estimated at \$120,750,000 (2022 valuations). Regional trails infrastructure costs make up over 40% of the asset replacement value (approximately \$48 million). These estimates were based on an estimated condition assessment and valuation of existing built assets. Inflation, cost and availability of materials will continue to influence the estimated replacement value of built infrastructure.

The capital budget for 2024 is \$9.5 million, which includes a preliminary amount of \$0.2 million, carried forward from 2023. The majority (\$8.3 million) of the capital program expenditures are for potential land acquisitions and new or renewed engineered structures.

Capital projects planned for 2024 focus on meeting dam safety regulatory requirements and addressing the replacement needs of aging infrastructure, such as repairs to the Galloping Goose

Regional Trail's Ayum Creek bridge and the Sitting Lady Falls footbridge at Witty's Lagoon Regional Park. Addressing increased service delivery requirements, through regional trail surfacing renewals and the East Sooke Aylard Farm parking lot expansion project, are represented, as are funds to accelerate the Regional Trestles Renewal, Trails Widening and Lighting project.

Capital Funding

There are two primary elements to the capital program funding. These are reserve funds established through annual operating contributions and debt servicing costs associated with long-term capital infrastructure and land acquisition financing. The 2024 capital program planned funding is \$5.9 million in new debt, \$3.4 million in reserve funds (ERF and Capital Reserve) and \$0.2 million of capital funds on hand, carried forward from 2023.

Appendix B provides a detailed breakdown of the capital expenditures and source of funds.

Reserve Funding

There are currently five reserve funds established by bylaw for this service. Reserves serve a multitude of purposes, including stabilizing revenue requirements and funding capital renewal and replacement.

The five reserve funds are:

1. Legacy Reserve – *Bylaw No. 4103*
2. Operating Reserve – *Bylaw No. 4145*
3. Equipment Replacement Reserve – *Bylaw No. 945*
4. Capital Reserve – *Bylaw No. 2313* (includes Land Acquisition Levy and Infrastructure)
5. Land Acquisition Reserve – *Bylaw No. 1831*

The Legacy Reserve fund was established by *Bylaw No. 4103* for money received for specific purposes through bequests, charitable donations or otherwise given.

The Operating Reserve fund was established by *Bylaw No. 4145* to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue. Currently, transfers to the Operating Reserve fund are being used for cyclical expenditures such as visitor surveys and mountain bike trail assessments.

The Equipment Replacement Reserve fund was established by *Bylaw No. 945* to enable CRD services to set aside operating funds to cover the replacement costs of vehicles, machinery and equipment. The 2024 ERF contributions are set at \$0.4 million. This is the anticipated level of annual funding required to assure operational needs are met by replacing critical vehicles and equipment as scheduled.

The Capital Reserve fund was established by *Bylaw No. 2313* for the purpose of setting aside funds to cover expenditures required for new capital infrastructure and for the renewal or replacement of existing infrastructure. The 2024 Capital Reserve contributions are set at \$2.9 million and the planned 2024 capital expenditures funded by this reserve total \$2.6 million. The annual transfers currently do not meet the funding requirements needed to maintain and replace the aging infrastructure held by Regional Parks as identified within the CRD Capital reserve Guidelines and Asset Infrastructure Report. The Capital Reserve fund balance includes \$1.5

million of restricted funds relating to the Land Acquisition Levy.

The Land Acquisition Reserve fund was established by *Bylaw No. 1831* for the purpose of acquiring land for regional parks purpose. In 2022, the CRD Board adopted a new debt model for funding land acquisitions. As a result, there are no set contributions for 2024 and the reserve fund balance has been used in its entirety to fund a portion of the 2023 land acquisition expenditures.

Details of reserve fund balances and planned expenditures can be found in Appendix C.

2024 Budget Context

The following tables summarize the total 2024 Regional Parks expenditures and revenues. The totals are also summarized in Appendix A, along with the 2023 year-end estimated actuals and the 2025-2028 future projections.

Table 2: 2024 Budgeted Expenses

Budget Component	2024 Budget	% of Total
Salaries and Wages	9,550,047	50.02%
Internal Allocations	1,599,065	8.37%
Insurance Cost	68,810	0.36%
Consultant and Contract for Services	1,186,578	6.21%
Vehicles and Equipment	557,150	2.92%
Parks Maintenance and Repairs	371,558	1.95%
Utilities & Disposal Costs	202,698	1.06%
Operating Supplies	483,749	2.53%
Legal/Licences/Surveys Cost	57,650	0.30%
Telecommunications&Training	173,659	0.91%
Operating Cost - Other	460,514	2.41%
Capital/Reserve Transfers	3,581,231	18.76%
Debt Servicing	800,637	4.19%
Total	\$ 19,093,346	100%

Table 3: 2024 Budgeted Revenue

Budget Component	2024 Budget	% of Total
Internal Recoveries	76,018	0.40%
Parking Fees	210,000	1.10%
Camping Fees	205,000	1.07%
Permits/Interpretive Programs	50,000	0.26%
Rental Fees	33,000	0.17%
Mt McDonald Tower License Fees	161,011	0.84%
Interest/Other Fees	68,080	0.36%
PILT/GILT	756,393	3.96%
Municipal Requisition	17,533,844	91.83%
Total	\$ 19,093,346	100%

Requisition

The 2024 requisition is \$17.5 million, which is a 9.91% increase over 2023.

The key drivers of the increase are as follows:

- Core operating costs inflationary increase (3.43%)
- Increased reserve/capital funding (0.47%)
- Ongoing and one-time new initiatives (6.01%)
- IBC 4b-1.1 – Trail Closure Policy Implementation
- IBC 7c-3.1 – Elk/Beaver Lake Water Quality Monitoring
- IBC 7e-3.1 – Asset Management Engineered Structure Inspections
- IBC 7f-1.1 – First Nations Strategic Priority Initiatives
- New fleet operating/replacement costs
- New debt servicing costs – land acquisition and trail widening

ALTERNATIVES

Alternative 1

The Regional Parks Committee recommends the Committee of the Whole recommend to the Capital Regional District Board:

That Appendix A, Operating & Capital Budget – Regional Parks Service be approved as presented and form the basis of the Provisional 2024-2028 Financial Plan.

Alternative 2

The Regional Parks Committee recommends the Committee of the Whole recommend to the Capital Regional District Board:

That Appendix A, Operating & Capital Budget – Regional Parks Service be approved as amended and form the basis of the Final 2024-2028 Financial Plan.

IMPLICATIONS

Financial Implications

The CRD continues to look for ways to fund its services in a manner that relieves affordability pressure for the taxpayer. The CRD continues to progressively pursue grants and partnership opportunities. Regional Parks is also presenting a non-tax revenue generating proposal at the September 27, 2023 Regional Parks Committee meeting.

At the June 23, 2021 Regional Parks Committee meeting, staff were directed to report back to the committee as part of the service planning process, with a recommended financing option for future investments in land and major capital works that incorporate finance guidelines. The 2024 Regional Parks budget identifies a plan of debt financing of \$50 million to accelerate the Regional Trestles Renewal, Trails Widening and Lighting project over a six-year project schedule.

The project has been included in the five-year capital plan and the debt servicing costs have been included in the five-year operating budget. The 2024 debt servicing effect is estimated at \$20,000, being interest only on the first-year expenditures on planning and design of \$900,000 borrowed incrementally throughout the year.

Intergovernmental Implications

CRD staff will continue to work closely with all Nations whose areas of interest overlap with regional parks and trails in implementing the Regional Parks and Trails Strategic Plan 2022-2032. The Regional Parks and Trails Strategic Plan 2022–2032 focuses on strengthening government-to-government relationships and understanding between the CRD and First Nations in the region. Through the latter half of 2022, engagement on the Interim Strategic Plan took place with First Nations in the region. The CRD is committed to maintaining an open dialogue with First Nations to confirm that Indigenous cultural values and cultural uses are respected and that the priorities and actions remain relevant and meaningful.

Alignment with Board & Corporate Priorities

The 2023-2026 CRD Corporate Plan highlights the initiatives the CRD needs to deliver over the Board’s four-year term to address the region’s most important needs. The Corporate Plan identifies a number of initiatives under various priorities that fall under the Regional Parks and Trails mandate. In addition to these initiatives, other Board-approved plans such as the Regional Parks and Trails Strategic Plan 2022-2023 provide additional direction for the Operating and Capital budget.

CONCLUSION

The draft 2024 Regional Parks and Trails Service budget has been prepared for consideration by the Regional Parks Committee. The Committee will make budget recommendations to the Capital Regional District (CRD) Board through the Committee of the Whole. The draft 2024 budget reflects the acceleration of the Regional Trails Widening and Lighting Project and associated critical asset replacement project with the project funds being secured by way of debt. The budget will continue to be refined over the next two to three years as staff continue to develop partnerships, pursue grant opportunities and explore options to generate non-tax revenue to reduce loan and debt servicing amounts.

RECOMMENDATION

The Regional Parks Committee recommends the Committee of the Whole recommend to the Capital Regional District Board:

That Appendix A, Operating & Capital Budget – Regional Parks Service be approved as presented and form the basis of the Provisional 2024-2028 Financial Plan.

Submitted by:	Jeff Leahy, Senior Manager, Regional Parks
Concurrence	Larisa Hutcheson, P. Eng., General Manager, Parks & Environmental Services
Concurrence	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

- Appendix A: Operating & Capital Budget – Regional Parks Service
- Appendix B: Five-Year Capital Expenditure Plan Summary – 2024-2028
- Appendix C: Asset and Reserve Summary Schedule

CAPITAL REGIONAL DISTRICT

2024 BUDGET

Regional Parks

REGIONAL PARKS COMMITTEE REVIEW

DEFINITION:

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

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

All member municipalities and electoral areas participate.

MAXIMUM LEVY:

Based on converted hospital assessed values for land and improvements.

CAPITAL BORROWING:

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

Service: 1.280 Regional Parks

Committee: Regional Parks & Transportation

	BASIS FOR COST APPORTIONMENT			BASIS FOR MAXIMUM LEVY		
	Converted 2022		Converted 2023		Actual 2022	Actual 2023
Member Municipality						
City of Colwood	676,387,481	3.59%	808,669,576	3.83%	6,204,372,115	7,420,771,515
City of Victoria	4,562,581,324	24.25%	4,956,430,853	23.47%	35,387,278,281	38,689,828,292
District of Central Saanich	821,112,902	4.36%	927,613,660	4.39%	6,951,449,149	7,890,127,835
Township of Esquimalt	592,077,215	3.15%	676,447,267	3.20%	5,261,465,156	6,000,713,806
District of Langford	1,807,943,089	9.61%	2,124,392,376	10.06%	15,212,962,883	17,998,658,843
District of Saanich	4,885,131,652	25.96%	5,470,524,226	25.91%	44,689,586,842	50,077,071,214
District of Oak Bay	1,171,428,027	6.23%	1,279,986,485	6.06%	11,409,270,209	12,477,236,951
District of North Saanich	814,676,641	4.33%	921,935,242	4.37%	7,527,498,712	8,502,320,535
District of Metchosin	203,434,625	1.08%	227,160,448	1.08%	1,999,212,193	2,234,885,411
Town of Sidney	656,173,316	3.49%	755,376,989	3.58%	5,596,917,473	6,352,318,170
Town of View Royal	443,000,748	2.35%	502,901,667	2.38%	3,948,572,659	4,476,761,160
District of Highland	120,325,439	0.64%	137,022,830	0.65%	1,108,603,814	1,269,569,048
District of Sooke	517,468,098	2.75%	593,953,061	2.81%	4,841,520,239	5,532,345,536
Subtotal	17,271,740,557	91.79%	19,382,414,680	91.80%	150,138,709,725	168,922,608,316
Electoral Area						
Juan de Fuca EA	331,978,346	1.76%	369,143,239	1.75%	2,934,005,812	3,258,280,866
Salt Spring Island (F)	647,554,560	3.44%	726,724,736	3.44%	6,177,850,284	6,963,759,364
Southern Gulf Islands	490,465,703	2.61%	551,988,342	2.61%	4,775,194,578	5,377,420,165
Subtotal	1,469,998,609	7.81%	1,647,856,317	7.80%	13,887,050,674	15,599,460,395
First Nations Taxation						
Songhees	37,506,403	0.20%	44,786,919	0.21%	336,309,800	392,723,000
Tsawout	37,233,100	0.20%	39,571,160	0.19%	345,904,400	367,592,000
Subtotal	74,739,503	0.40%	84,358,079	0.40%	682,214,200	760,315,000
TOTAL	18,816,478,669	100.00%	21,114,629,076	100.00%	164,707,974,599	185,282,383,711

REGIONAL PARKS SUMMARY	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	2024 CORE BUDGET	2024 ONGOING	2024 ONE-TIME	2024 TOTAL	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL
OPERATING COSTS:										
Salaries and Wages	9,542,169	8,934,258	9,550,047	-	-	9,550,047	9,764,482	9,989,346	10,216,387	10,461,643
Internal Allocations	1,334,857	1,341,024	1,555,440	43,625	-	1,599,065	1,607,851	1,644,361	1,670,060	1,705,166
Insurance Cost	67,636	67,636	68,810	-	-	68,810	72,250	75,860	79,660	83,650
Consultant and Contract for Services	624,324	950,163	601,578	585,000	-	1,186,578	1,362,339	1,402,926	1,387,846	1,425,103
Vehicles and Equipment	413,771	536,071	522,150	35,000	-	557,150	568,293	579,658	591,252	603,076
Parks Maintenance and Repairs	357,871	503,308	371,558	-	-	371,558	378,988	386,566	394,299	402,184
Utilities & Disposal Costs	203,306	198,939	202,698	-	-	202,698	206,752	210,887	215,104	219,405
Operating Supplies	446,884	525,837	483,749	-	-	483,749	493,426	503,293	513,361	523,629
Legal/Licences/Surveys Cost	37,170	43,150	57,650	-	-	57,650	58,803	59,979	61,178	62,402
Telecommunications&Training	146,242	171,174	173,659	-	-	173,659	177,134	180,672	184,286	187,976
Operating Cost - Other	407,732	357,801	460,514	-	-	460,514	474,722	479,116	488,699	503,471
TOTAL OPERATING COSTS	13,581,962	13,629,361	14,047,853	663,625	-	14,711,478	15,165,040	15,512,664	15,802,132	16,177,705
*Percentage increase over prior year		0.3%	3.43%			8.32%	3.08%	2.3%	1.9%	2.4%
CAPITAL / TRANSFER RESERVES										
Transfer to Operating Reserve Fund	2,000	2,000	15,000	-	-	15,000	15,000	15,000	15,000	15,000
Transfer to Capital Fund	153,686	153,686	270,000	-	-	270,000	275,400	280,908	286,526	292,257
Land Acquisition Levy	-	-	-	-	-	-	-	-	-	-
Transfer to ERF Reserve	347,191	347,191	359,343	65,000	-	424,343	432,830	441,486	450,316	459,322
Transfer to Capital Reserve Fund	2,872,912	2,974,264	2,871,888	-	-	2,871,888	2,929,327	2,987,913	3,047,671	3,108,625
TOTAL CAPITAL / RESERVE TRANSFER	3,375,789	3,477,141	3,516,231	65,000	-	3,581,231	3,652,557	3,725,307	3,799,513	3,875,204
*Percentage increase over prior year		3.0%	4.16%			6.09%	1.99%	2.0%	2.0%	2.0%
*Percentage increase over prior year Ops and Cap			3.58%			7.87%	2.87%	2.2%	1.9%	2.3%
LAF Debt	-	-	-	190,000	20,000	210,000	600,000	1,170,000	1,745,000	2,330,000
Trail Widening Debt	-	-	-	20,000	-	20,000	300,000	825,000	1,920,000	2,965,000
Infrastructure Debt	570,257	570,257	570,637	-	-	570,637	570,637	570,637	570,637	570,637
Debt Charges	570,257	570,257	570,637	210,000	20,000	800,637	1,470,637	2,565,637	4,235,637	5,865,637
TOTAL COSTS	17,528,008	17,676,759	18,134,721	938,625	20,000	19,093,346	20,288,234	21,803,608	23,837,282	25,918,546
*Percentage increase over prior year			3.46%			8.93%	6.26%	7.5%	9.3%	8.7%
Internal Recoveries	(78,559)	(75,219)	(76,018)	-	-	(76,018)	(77,539)	(79,089)	(80,671)	(82,284)
OPERATING LESS RECOVERIES	17,449,449	17,601,540	18,058,703	938,625	20,000	19,017,328	20,210,695	21,724,519	23,756,611	25,836,262
FUNDING SOURCES (REVENUE)										
Balance C/F from Prior to Current year	(184,736)	(184,736)	-	-	-	-	-	-	-	-
Fee Income	(502,955)	(657,046)	(694,091)	-	-	(694,091)	(706,429)	(719,020)	(731,636)	(746,240)
Rental Income	(33,000)	(31,000)	(33,000)	-	-	(33,000)	(33,660)	(34,334)	(35,020)	(35,721)
Transfer from Operating Reserve Fund	(20,000)	(20,000)	-	-	-	-	-	(20,000)	-	(20,000)
Payments - In Lieu of Taxes	(756,393)	(756,393)	(756,393)	-	-	(756,393)	(756,393)	(756,393)	(756,393)	(756,393)
Grants - Other	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(1,497,084)	(1,649,175)	(1,483,484)	-	-	(1,483,484)	(1,496,482)	(1,529,747)	(1,523,049)	(1,558,354)
REQUISITION	(15,952,365)	(15,952,365)	(16,575,219)	(938,625)	(20,000)	(17,533,844)	(18,714,213)	(20,194,772)	(22,233,562)	(24,277,908)
*Percentage increase over prior year requisition			3.90%			9.91%	6.73%	7.91%	10.10%	9.19%
PARTICIPANTS: Regional. AUTHORIZED POSITIONS:	78.0	78.0	77.0	0.0	0.0	77.0	77.0	77.0	77.0	77.0

REGIONAL PARKS - 2024 BUDGET

REGIONAL PARKS SUMMARY

MISSION:

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

FINANCIAL SUMMARY:	2023		2024				2025			
	BOARD	ESTIMATED BUDGET ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOATL	TOTAL	TOTAL	TOTAL	TOTAL
Headquarters and Admin Services	1,624,851	1,603,022	1,781,220	43,625	-	1,824,845	1,841,916	1,887,008	1,921,618	1,965,961
Visitor Experience & Stewardship	3,003,836	2,923,829	3,034,155	25,000	-	3,059,155	3,136,349	3,226,561	3,267,374	3,366,829
Planning & Facility Development	2,016,741	2,204,717	2,138,519	525,000	-	2,663,519	2,713,895	2,763,870	2,814,967	2,867,210
Parks Operations North	1,102,146	1,059,481	1,119,624	-	-	1,119,624	1,145,154	1,171,261	1,197,953	1,225,242
Parks Operations West	978,202	900,350	977,516	-	-	977,516	997,066	1,017,006	1,037,347	1,071,227
Parks Operations Central	975,685	928,720	988,985	-	-	988,985	1,011,874	1,035,283	1,059,226	1,083,711
Parks Operations South	813,895	855,674	856,392	-	-	856,392	876,316	896,694	914,628	932,920
Parks Operations Administration	1,891,315	1,949,258	1,990,549	35,000	-	2,323,942	2,220,779	2,266,947	2,314,075	2,362,180
HQ Maintenance and Equipment	910,937	1,058,174	1,017,119	35,000	-	1,052,119	1,074,882	1,098,129	1,121,881	1,146,140
Mount McDonald	116,509	113,636	121,274	-	-	121,274	123,699	126,173	128,696	131,272
TOTAL OPERATING COST	13,434,117	13,596,861	14,025,353	663,625	-	14,688,978	15,141,930	15,488,932	15,777,765	16,152,692
Percentage change over prior year			4.40%			9.34%	3.08%	2.29%	1.86%	2.38%
Land Acquisition Levy				-	-					
Land Acquisition (planning costs)	147,844	32,500	30,500	-	-	30,500	31,110	31,732	32,367	33,013
Transfer to Operating Reserves Fund	2,000	2,000	7,000	-	-	7,000	7,000	7,000	7,000	7,000
Transfer to ERF and Capital	3,373,789	3,475,141	3,501,231	65,000	-	3,566,231	3,637,557	3,710,307	3,784,513	3,860,204
Debt Servicing Cost LAF				190,000	20,000	210,000	600,000	1,170,000	1,745,000	2,330,000
Debt Servicing Trail Widening				20,000	-	20,000	300,000	825,000	1,920,000	2,965,000
Debt Servicing Infrastructure	570,257	570,257	570,637	-	-	570,637	570,637	570,637	570,637	570,637
TOTAL LAND, RESERVE AND DEBT	4,093,890	4,079,898	4,109,368	275,000	20,000	4,404,368	5,146,304	6,314,676	8,059,517	9,765,854
Percentage change over prior year			0.38%			7.58%	16.85%	22.70%	27.63%	21.17%
Surplus C/F	(184,736)	(184,736)								
Internal Recoveries	(78,559)	(75,219)	(76,018)	-	-	(76,018)	(77,539)	(79,089)	(80,671)	(82,284)
Transfer from Operating Reserve	(20,000)	(20,000)		-	-			(20,000)		(20,000)
Fee Income	(502,954)	(657,046)	(694,091)	-	-	(694,091)	(706,429)	(719,020)	(731,636)	(746,240)
Rental Income	(33,000)	(31,000)	(33,000)	-	-	(33,000)	(33,660)	(34,334)	(35,020)	(35,721)
Payments - In Lieu of Taxes	(756,393)	(756,393)	(756,393)	-	-	(756,393)	(756,393)	(756,393)	(756,393)	(756,393)
TOTAL REVENUE	(1,575,642)	(1,724,394)	(1,559,502)			(1,559,502)	(1,574,021)	(1,608,836)	(1,603,720)	(1,640,638)
TOTAL REQUISITION	(15,952,365)	(15,952,365)	(16,575,219)	(938,625)	(20,000)	(17,533,844)	(18,714,213)	(20,194,772)	(22,233,562)	(24,277,908)
Percentage change over prior year requisition			3.90%			9.91%	6.73%	7.91%	10.10%	9.19%
Participants: All municipalities and electoral areas										
AUTHORIZED POSITIONS:										
Salaried	78.00	78.00	77.00	-	-	77.00	77.00	77.00	77.00	77.00

REGIONAL PARKS - 2024 BUDGET

PROGRAM: HEADQUARTERS AND ADMINISTRATIVE SERVICES										
DESCRIPTION:	Headquarters and Administrative Services provide management leadership, general division coordination, administrative and financial support services to Regional Parks.									
FINANCIAL SUMMARY:	2023	2023	2024	2024	2024	2024	2025	2026	2027	2028
	Budget	Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Salaries & Wages	409,488	417,092	428,440	-	-	428,440	438,714	449,227	459,987	470,995
Other Operating Expenditures	1,215,363	1,185,930	1,352,780	43,625	-	1,396,405	1,403,202	1,437,781	1,461,631	1,494,966
TOTAL EXPENDITURES	1,624,851	1,603,022	1,781,220	43,625	-	1,824,845	1,841,916	1,887,008	1,921,618	1,965,961
Internal Recoveries	(26,370)	(23,030)	(23,030)	-	-	(23,030)	(23,491)	(23,960)	(24,440)	(24,928)
TOTAL REVENUE	(26,370)	(23,030)	(23,030)	-	-	(23,030)	(23,491)	(23,960)	(24,440)	(24,928)
Requisition	(1,598,481)	(1,579,992)	(1,758,190)	(43,625)	-	(1,801,815)	(1,818,425)	(1,863,048)	(1,897,178)	(1,941,033)
Percentage Change			9.99%			12.72%	0.92%	2.45%	1.83%	2.31%

PROGRAM: LAND ACQUISITION										
FINANCIAL SUMMARY:	2023	2023	2024	2024	2024	2024	2025	2026	2027	2028
	Budget	Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Capital				-	-					
Debt Servicing LAF				190,000	20,000	210,000	600,000	1,170,000	1,745,000	2,330,000
Salaries & Wages	127,144			-	-					
Other Operating Expenditures	20,700	32,500	30,500	-	-	30,500	31,110	31,732	32,367	33,013
TOTAL EXPENDITURES	147,844	32,500	30,500	190,000	20,000	240,500	631,110	1,201,732	1,777,367	2,363,013
Other Revenue										
TOTAL REVENUE	-	-	-	-	-	-	-	-	-	-
Requisition	(147,844)	(32,500)	(30,500)	(190,000)	(20,000)	(240,500)	(631,110)	(1,201,732)	(1,777,367)	(2,363,013)
Percentage Change			-79.37%			62.67%	162.42%	90.42%	47.90%	32.95%

REGIONAL PARKS - 2024 BUDGET

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

Participants: All municipalities and electoral areas

REGIONAL PARKS - 2024 BUDGET

PROGRAM:	VISITOR EXPERERIENCE & STEWARDSHIP									
DESCRIPTION:	Develops, coordinates and delivers strategic communications to inform, promote and educate visitors about regional parks and trails, and to provide internal communications support to the CRD board, committees and staff. Oversees compliance and enforcement throughout the park system. Provides a variety of educational experiences and opportunities for visitors to learn about regional parks and trails, park values and issues, and conservation.									
FINANCIAL SUMMARY:	2023	2023	2024	2024	2024	2024	2025	2026	2027	2028
	Budget	Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Salaries & Wages	2,597,536	2,430,605	2,570,385	-	-	2,570,385	2,624,966	2,686,371	2,749,178	2,813,425
Other Operating Expenditures	406,300	493,224	455,770	25,000.00	-	480,770	503,383	532,190	510,196	545,404
Trans to Operating Res Fund			8,000	-	-	8,000	8,000	8,000	8,000	8,000
Internal Recoveries				-	-					
TOTAL EXPENDITURES	3,003,836	2,923,829	3,034,155	25,000	-	3,059,155	3,136,349	3,226,561	3,267,374	3,366,829
Program Fees and Donations				-	-					
Trans from Operating Res Fund				-	-			(20,000)		(20,000)
TOTAL REVENUE				-	-			(20,000)		(20,000)
Requisition	(3,003,836)	(2,923,829)	(3,034,155)	(25,000)	-	(3,059,155)	(3,136,349)	(3,206,561)	(3,267,374)	(3,346,829)
Percentage Change			1.01%			1.84%	2.52%	2.24%	1.90%	2.43%

REGIONAL PARKS - 2024 BUDGET

PROGRAM: PLANNING & FACILITY DEVELOPMENT										
DESCRIPTION:	The goal of planning is to address the protection of a park and trail's natural environment, cultural heritage and to identify appropriate outdoor recreational activities and experiences and the facilities for these services.									
FINANCIAL SUMMARY:	2023	2023	2024	2024	2024	2024	2025	2026	2027	2028
	Budget	Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Salaries & Wages	1,582,980	1,427,431	1,565,599			1,565,599	1,602,985	1,641,241	1,680,387	1,720,440
Other Operating Expenditures	433,761	777,286	572,920	525,000		1,097,920	1,110,910	1,122,629	1,134,580	1,146,770
TOTAL OPS EXPENDITURES	2,016,741	2,204,717	2,138,519	525,000	-	2,663,519	2,713,895	2,763,870	2,814,967	2,867,210
Transfer to Capital Reserve Fund	219,040	219,040	226,706			226,706	231,241	235,865	240,583	245,394
Transfer to Operating Reserve Fund			5,000			5,000	5,000	5,000	5,000	5,000
TOTAL TRANSFERS	219,040	219,040	231,706			231,706	236,241	240,865	245,583	250,394
Other Revenue	(2,900)									
Transfer from Operating Reserve	(20,000)	(20,000)								
TOTAL REVENUE	(22,900)	(20,000)	-	-	-	-	-	-	-	-
Requisition	(2,212,881)	(2,403,757)	(2,370,225)	(525,000)	-	(2,895,225)	(2,950,136)	(3,004,735)	(3,060,550)	(3,117,604)
Percentage Change			7.11%			30.84%	1.90%	1.85%	1.86%	1.86%

REGIONAL PARKS - 2024 BUDGET

PROGRAM: HEADQUARTERS MAINTENANCE AND EQUIPMENT

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

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

PROGRAM: MOUNT MCDONALD

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

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

Participants: All municipalities and electoral areas

REGIONAL PARKS - 2024 BUDGET

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

PARKS OPERATIONS NORTH

FINANCIAL SUMMARY:	2023	2023	2024	2024	2024	2024	2025	2026	2027	2028
	Budget	Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Salaries & Wages	789,678	705,420	806,490			806,490	825,758	845,477	865,653	886,297
Other Operating Expenditures	312,468	354,061	313,134			313,134	319,396	325,784	332,300	338,945
TOTAL EXPENDITURES	1,102,146	1,059,481	1,119,624	-	-	1,119,624	1,145,154	1,171,261	1,197,953	1,225,242
Requisition	(1,102,146)	(1,059,481)	(1,119,624)			(1,119,624)	(1,145,154)	(1,171,261)	(1,197,953)	(1,225,242)
Percentage Change			1.59%			1.59%	2.28%	2.28%	2.28%	2.28%

PARKS OPERATIONS WEST

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

Participants: All municipalities and electoral areas

PARKS OPERATIONS CENTRAL

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

Participants: All municipalities and electoral areas

PARKS OPERATIONS SOUTH

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

Participants: All municipalities and electoral areas

PARKS OPERATIONS ADMINISTRATION

FINANCIAL SUMMARY:	2023	2023	2024	2024	2024	2024	2025	2026	2027	2028
	Budget	Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Salaries & Wages	1,328,733	1,353,135	1,417,704			1,417,704	1,447,777	1,478,486	1,509,844	1,541,864
Other Operating Expenditures	562,582	596,123	572,845	35,000		607,845	773,002	788,461	804,231	820,316
Transfer to Reserves & Capital	181,119	181,119	298,393			298,393	304,361	310,448	316,657	322,991
TOTAL EXPENDITURES	2,072,434	2,130,377	2,288,942	35,000		2,323,942	2,525,140	2,577,395	2,630,732	2,685,171
Internal Recoveries										
Requisition	(2,072,434)	(2,130,377)	(2,288,942)	(35,000)		(2,323,942)	(2,525,140)	(2,577,395)	(2,630,732)	(2,685,171)
Percentage Change			10.45%			12.14%	8.66%	2.07%	2.07%	2.07%

Change in Budget 2023 to 2024
Service: 1.280 Regional Parks

Total Expenditure

Comments

2023 Budget

17,528,008

Change in Salaries:

Base salary and benefit change	88,562	Inclusive of estimated collective agreement changes
Step increase/paygrade change	46,460	
FTE repositioned to Engineering Services	(127,144)	
Total Change in Salaries	7,878	

Other Changes:

Consulting and Contract Services	300,000	IBC 7F-1.1 - FN Strategic Priority Initiatives
Consulting and Contract Services	225,000	IBC 7e-3.1 Asset Management Eng. Structures
Debt Servicing	210,000	LAF debt servicing
Operating Costs	208,379	Ongoing costs related to fleet expansion
Human Resources Allocation	101,178	Contribution towards 2024 Human Resources & Corporate Safety initiatives
Standard Overhead Allocation	78,170	Increase in 2023 operating costs
Consulting and Contract Services	35,000	IBC 4b-1.1 - Trail Closure
Consulting and Contract Services	25,000	IBC 7c-3.1 - Elk/Beaver Water Quality
Debt Servicing	20,000	Trail widening debt servicing
Other Costs	354,733	
Total Other Changes	1,557,460	

2024 Budget

19,093,346

Summary of % Expense Increase

2024 Initiative Business Cases	3.3%
Debt Servicing	1.3%
Balance of increase	4.3%
% expense increase from 2023:	8.9%

<i>% Requisition increase from 2023 (if applicable):</i>	9.91%	<i>Requisition funding is 91.8% of service revenue</i>
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Overall 2023 Budget Performance

(expected variance to budget and surplus treatment)

There is an estimated one-time favourable variance of \$101,352 (0.6%) due mainly to hiring challenges of vacant positions. This variance will be moved to Capital Reserve.

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

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

Buildings	\$0	\$145,000	\$585,000	\$0	\$545,000	\$750,000	\$2,025,000
Equipment	\$200,000	\$370,200	\$68,400	\$107,700	\$62,800	\$74,400	\$683,500
Land	\$0	\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000	\$25,000,000
Engineered Structures	\$0	\$3,300,000	\$11,977,500	\$13,420,000	\$14,385,000	\$14,185,000	\$57,267,500
Vehicles	\$0	\$698,000	\$405,000	\$340,000	\$120,000	\$692,000	\$2,255,000
	\$200,000	\$9,513,200	\$18,035,900	\$18,867,700	\$20,112,800	\$20,701,400	\$87,231,000

SOURCE OF FUNDS

Capital Funds on Hand	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$200,000
Debenture Debt (New Debt Only)	\$0	\$5,900,000	\$14,100,000	\$15,000,000	\$15,000,000	\$15,000,000	\$65,000,000
Equipment Replacement Fund	\$0	\$808,200	\$473,400	\$447,700	\$182,800	\$766,400	\$2,678,500
Grants (Federal, Provincial)	\$0	\$0	\$270,000	\$0	\$0	\$2,000,000	\$2,270,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$2,605,000	\$3,192,500	\$3,420,000	\$4,930,000	\$2,935,000	\$17,082,500
	\$200,000	\$9,513,200	\$18,035,900	\$18,867,700	\$20,112,800	\$20,701,400	\$87,231,000

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #:

1.280

Service Name:

Regional Parks

				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	
18-02	Replacement	Implement Kiosk Strategy	Implement kiosk strategy for the purpose of replacing ageing information kiosks.	\$ 175,000	S	Cap		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
18-02	Replacement	Implement Kiosk Strategy	Implement kiosk strategy for the purpose of replacing ageing information kiosks.		S	Res		\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000	
19-05	Renewal	Repair GGRT Bridges (5)	Repairs/replacement Veitch Creek, Bilsten (2), Charters and Interurban.	\$ 2,424,000	S	Cap		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
19-05	Renewal	Repair GGRT Bridges (5)	Repairs/replacement Veitch Creek, Bilsten (2), Charters and Interurban.		S	Res		\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000	
20-09	Renewal	Design & Expand East Sooke Aylard Farm Parking	Develop & construct an engineered long term expansion solution to meet on-going parking demands.	\$ 1,120,000	S	Cap		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
20-09	Renewal	Design & Expand East Sooke Aylard Farm Parking	Develop & construct an engineered long term expansion solution to meet on-going parking demands.		S	Res		\$ 1,120,000	\$ -	\$ -	\$ -	\$ -	\$ 1,120,000	
22-02	Renewal	Design & Construct Elk/Beaver Lake Dam Upgrades (Dams 1, 2 & 3)	Conduct geotechnical & hydrotechnical safety assessment for Elk/Beaver Lake dams and design & implement improvements at south dam on Beaver Lake.	\$ 1,575,000	S	Res		\$ 125,000	\$ 200,000	\$ -	\$ 1,250,000	\$ -	\$ 1,575,000	
22-04	Decommission	Sooke Potholes Lodge Site Demolition	Remove and rehabilitate the Sooke Potholes old lodge site.	\$ 385,000	B	Res		\$ -	\$ 385,000	\$ -	\$ -	\$ -	\$ 385,000	
22-07	Replacement	Replace pit toilets at Coles Bay	Replace and standardize Coles Bay toilet building that has exceeded its serviceable life span.	\$ 95,000	B	Res		\$ 95,000	\$ -	\$ -	\$ -	\$ -	\$ 95,000	
23-01	New	Purchase of New Genset for Mt. McDonald	New backup power supply required for emergency communication equipment on Mt. McDonald.	\$ 60,000	E	Res		\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000	
23-05	New	Design & Construct Salt Spring Island Regional Trail	Feasibility study, design and construct 5km of regional trail on Salt Spring Island.	\$ 3,960,000	S	Res		\$ 60,000	\$ 630,000	\$ -	\$ -	\$ 1,000,000	\$ 1,690,000	
23-05	New	Design & Construct Salt Spring Island Regional Trail	Feasibility study, design and construct 5km of regional trail on Salt Spring Island.		S	Grant		\$ -	\$ 270,000	\$ -	\$ -	\$ 2,000,000	\$ 2,270,000	
23-08	New	Design & Construct Eagle Beach Retaining Wall	Design and construct improvements to retaining wall at Eagle Beach on Elk Lake to mitigate erosion.	\$ 57,500	S	Res		\$ -	\$ 7,500	\$ 50,000	\$ -	\$ -	\$ 57,500	
23-11	Renewal	Repair Witty's Lagoon Bridge	Replace Witty's Lagoon footbridge over Sitting Lady Falls.	\$ 435,000	S	Res		\$ 60,000	\$ 375,000	\$ -	\$ -	\$ -	\$ 435,000	
23-13	Replacement	Vehicle Replacement	Vehicle replacement based on a schedule for fleet vehicles.		NA	V	ERF	\$ 348,000	\$ 405,000	\$ 340,000	\$ 120,000	\$ 467,000	\$ 1,680,000	
23-14	Replacement	Equipment Replacement	Equipment replacement of outdoor and indoor equipment and furniture.		NA	E	ERF	\$ 110,200	\$ 68,400	\$ 107,700	\$ 62,800	\$ 74,400	\$ 423,500	
23-15	New	Potential Land Acquisition Transactions	Potential land acquisition transactions.		NA	L	Debt	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 25,000,000	
23-19	New	EV Charge Stations	EV Charging Stations	\$ 410,000	E	Cap	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000	
23-19	New	EV Charge Stations	EV Charging Stations		E	Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
23-19	New	EV Charge Stations	EV Charging Stations		E	Grant		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
24-01	Renewal	Upgrade Humboldt Dam Spalling	Upgrade Humboldt Dam spalling with repairs to the dam concrete face to arrest deterioration.	\$ 100,000	S	Res		\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000	
24-03	Renewal	Upgrade Sooke Potholes Campground Road	Improvements to road between parking lot #3 and Spring Salmon Place Campground.	\$ 75,000	S	Res		\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ 75,000	
24-04	Renewal	Design & Construct Brookleigh Boat Launch	Improvements to the boat launch and dock at Brookleigh Beach on Elk Lake.	\$ 350,000	S	Res		\$ -	\$ 50,000	\$ 300,000	\$ -	\$ -	\$ 350,000	
24-05	New	Regional Trestle Renewal, Trails Widening and Lighting Project	Design and construct renewal of 3 regional trail trestles and 6 km of trail widening and lighting.	\$ 50,000,000	S	Debt		\$ 900,000	\$ 9,100,000	\$ 10,000,000	\$ 10,000,000	\$ 10,000,000	\$ 40,000,000	
24-06	Renewal	Renewal of Regional Trail surfacing	Full depth renewal and paving of Lochside Regional Trail section - North Weiler	\$ 500,000	S	Res		\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	
24-07	Renewal	Site Planning and Improvements at 728 Work Site	Site plan, design and construct building and site improvements at 728 work site.	\$ 1,500,000	B	Res		\$ 50,000	\$ 200,000	\$ -	\$ 500,000	\$ 750,000	\$ 1,500,000	
24-08	Study	Options Analysis - Sooke Hills Wilderness Trail Repair	Options analysis for short term repair of trail infrastructure along the Sooke Hills Wilderness Trail.	\$ 75,000	S	Res		\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000	
24-09	Renewal	Construct Ayum Creek Bridge Repair	Construct repairs to Ayum Creek Bridge	\$ 50,000	S	Res		\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000	
24-10	New	Design & Construct Weed Harvester Dry-Dock	Design and construct weed harvester dry dock at Elk Beaver Lake North Beach	\$ 265,000	S	Res		\$ 40,000	\$ 225,000	\$ -	\$ -	\$ -	\$ 265,000	
24-11	New	Portal Signs	Replace portal signs or install new portal signs at main regional park and trail access points to align with Corporate Sign Strategy.	\$ 985,000	S	Res		\$ 175,000	\$ 275,000	\$ 285,000	\$ 250,000	\$ -	\$ 985,000	
24-12	Replacement	Weed Harvester	Replace 2006 aquatic weed harvester		NA	V	ERF	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000	
24-13	Renewal	Design Durrance Lake Dam Alteration Plan	Design Durrance Lake Dam alteration plan based on public engagement process outcomes.	\$ 300,000	S	Res		\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 300,000	
25-02	Study	Options Analysis of Shoreline Stabilization at Jordan River Regional Park	Options analysis for shoreline stabilization at Jordan River Regional Park.	\$ 75,000	S	Res		\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ 75,000	
25-03	Renewal	Renewal of Regional Trail surfacing	Full depth renewal and paving of Galloping Goose Regional Trail section - 6 Mile Road to Wale Road	\$ 100,000	S	Res		\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000	
25-04	Renewal	Design - Regional Trail Bridge Renewals (4)	Design Regional Trail bridge renewals for Bilston #3, Firehall, Millstream and Wilkinson bridges based on 20-year renewal plan.	\$ 325,000	S	Res		\$ -	\$ 325,000	\$ -	\$ -	\$ -	\$ 325,000	
25-05	Replacement	Implement Kiosk Strategy	Implement kiosk strategy for the purpose of replacing ageing information kiosks.	\$ 80,000	S	Res		\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 80,000	
26-01	Renewal	Improve boat launch at Thetis Lake	Improvements to boat launch at Thetis Lake main beach.	\$ 30,000	S	Res		\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000	
26-03	Renewal	Repair Eagle Beach Picnic Shelter	Design and construct improvements to Eagle Beach picnic shelter to extend service life.	\$ 80,000	S	Res		\$ -	\$ -	\$ 15,000	\$ 65,000	\$ -	\$ 80,000	
26-04	Renewal	Construct - Regional Trail Bridge Renewals (4)	Construct Regional Trail bridge renewals for Bilston #3, Firehall, Millstream and Wilkinson bridges based on 20-year renewal plan.	\$ 1,850,000	S	Res		\$ -	\$ 950,000	\$ 900,000	\$ -	\$ -	\$ 1,850,000	
26-05	Renewal	Site Planning and Improvements at Mill Hill Work Site	Site plan, design and construct building and site improvements at Mill Hill work site.	\$ 325,000	S	Res		\$ -	\$ -	\$ 75,000	\$ 250,000	\$ -	\$ 325,000	
26-06	Renewal	Renewal of Elk Beaver Lake Regional Park road	Full depth renewal and paving of Elk Beaver Lake Regional Park road.	\$ 300,000	S	Res		\$ -	\$ -	\$ 150,000	\$ 150,000	\$ -	\$ 300,000	
26-07	Renewal	Repair - Jordan River Regional Park Boardwalk	Repair boardwalk at Jordan River Regional Park.	\$ 45,000	S	Res		\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$ 45,000	
27-01	Renewal	Implement Durrance Dam alteration plan	Durrance Lake Dam alteration plan and design based on public engagement process outcomes.	\$ 3,000,000	S	Res		\$ -	\$ -	\$ 1,500,000	\$ 1,500,000	\$ -	\$ 3,000,000	
27-02	Replacement	Replace pit toilet at Lone Tree Hill	Replace and standardize Lone Tree Hill toilet building that has exceeded its serviceable life span.	\$ 45,000	B	Res		\$ -	\$ -	\$ -	\$ 45,000	\$ -	\$ 45,000	
28-01	New	Design Thetis Lake Dam Upgrades	Design and construct upgrades to Thetis Lake Dams.	\$ 150,000	S	Res		\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000	
28-02	Replacement	Replace pit toilet at Island View Beach	Replace Island View Beach pit toilets that are approaching end of life.	\$ 190,000	S	Res		\$ -	\$ -	\$ -	\$ -	\$ 190,000	\$ 190,000	
28-03	New	Assess and Repair Regional Trail Land Protection	Conduct culvert assessment and repairs.	\$ 250,000	S	Res		\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	
28-04	New	Upgrade Regional Trail surfacing	Upgrade Regional Trail surfacing to paved for Wale Road to Aldene.	\$ 250,000	S	Res		\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	
28-05	Renewal	Design - Regional Trail Bridge Renewals (4)	Design Regional Trail bridge renewals for Wildwood/Matheson, Hereward, Island Highway and Helmeken bridges based on 20-year renewal plan.	\$ 325,000	S	Res		\$ -	\$ -	\$ -	\$ -	\$ 325,000	\$ 325,000	
28-06	Replacement	Tandem Dump Truck	Replace 2003 Western Star tandem dump truck		NA	V	ERF	\$ -	\$ -	\$ -	\$ -	\$ 225,000	\$ 225,000	
GRAND TOTAL				\$ 71,741,500			\$ 200,000	\$ 9,513,200	\$ 18,035,900	\$ 18,867,700	\$ 20,112,800	\$ 20,701,400	\$ 87,231,000	

Service:

1.280

Regional Parks

Project Number 18-02

Capital Project Title Implement Kiosk Strategy

Capital Project Description Implement kiosk strategy for the purpose of replacing ageing information kiosks.

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

Project Number 19-05

Capital Project Title Repair GGRT Bridges (5)

Capital Project Description Repairs/replacement Veitch Creek, Bilsten (2), Charters and Interurban.

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

Project Number 20-09

Capital Project Title Design & Expand East Sooke Aylard Farm Parking

Capital Project Description Develop & construct an engineered long term expansion solution to meet on-going parking demands.

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

Project Number 22-02

Capital Project Title Design & Construct Elk/Beaver Lake Dam Upgrades (Dams 1, 2 & 3)

Capital Project Description Conduct geotechnical & hydrotechnical safety assessment for Elk/Beaver Lake dams and design & implement improvements at south dam on Beaver Lake.

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

Service: 1.280 Regional Parks

Project Number	22-04	Capital Project Title	Sooke Potholes Lodge Site Demolition	Capital Project Description	Remove and rehabilitate the Sooke Potholes old lodge site.
Project Rationale	This project will focus on the removal and rehabilitation of the old lodgesite that was abandoned in the 1980's.				

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

Project Number	23-01	Capital Project Title	Purchase of New Genset for Mt. McDonald	Capital Project Description	New backup power supply required for emergency communication equipment on Mt. McDonald.
Project Rationale	A new backup power supply is required for the emergency communication equipment located on Mount McDonald.				

Project Number	23-05	Capital Project Title	Design & Construct Salt Spring Island Regional Trail	Capital Project Description	Feasibility study, design and construct 5km of regional trail on Salt Spring Island.
Project Rationale	This project continues implementation of the Gulf Islands Regional Trail Plan to construct regional trails on each of the Gulf Islands. Grant dependent.				

Service: 1.280 Regional Parks

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

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

Project Number	23-13	Capital Project Title	Vehicle Replacement	Capital Project Description	Vehicle replacement based on a schedule for fleet vehicles.
Project Rationale	Regional Parks maintains a vehicle replacement fund to replace vehicles as they reach the end of their serviceable life.				

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

Service:

1.280

Regional Parks

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

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

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

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

Service:

1.280

Regional Parks

Project Number	24-04	Capital Project Title	Design & Construct Brookleigh Boat Launch	Capital Project Description	Improvements to the boat launch and dock at Brookleigh Beach on Elk Lake.
Project Rationale	Improve visitor experience and enhance safe access through improving the boat launch at Brookleigh Beach on Elk Lake so it more easily accommodates the type of boats that frequent the facility.				

Project Number	24-05	Capital Project Title	Regional Trestle Renewal, Trails Widening and Lighting Project	Capital Project Description	Design and construct renewal of 3 regional trail trestles and 6 km of trail widening and lighting.
Project Rationale	Design and construct the renewal and enhancement of the Swan, Brett, and Selkirk Trestle, and widen and light 6 km of Regional Trail along priority sections of the Lochside and Galloping Goose Regional Trail. Funding model based on staff report presented to the Transportation Committee July 19, requires CRD Board approval August 8, 2023.				

Project Number	24-06	Capital Project Title	Renewal of Regional Trail surfacing	Capital Project Description	Full depth renewal and paving of Lochside Regional Trail section - North Weiler
Project Rationale	Full depth renewal and paving of the North Weiler section of the Lochside Regional Trail, identified as a priority in the 20-year renewal plan.				

Project Number	24-07	Capital Project Title	Site Planning and Improvements at 728 Work Site	Capital Project Description	Site plan, design and construct building and site improvements at 728 work site.
Project Rationale	Long-term site planning, design and construction of building and improvements at the 728 work site, including office space capacity, electric service capacity to service EV fleet, Hvac system and equipment storage.				

Service: 1.280 Regional Parks

Project Number	24-08	Capital Project Title	Options Analysis - Sooke Hills Wilderness Trail Repair	Capital Project Description	Options analysis for short term repair of trail infrastructure along the Sooke Hills Wilderness Trail.
Project Rationale	Short term options to repair and open the Sooke Hills Wilderness Trail on a temporary basis; longer term solution is required once provincial and regional discussions with First Nations regarding the E&N Rail Corridor are complete.				

Project Number	24-09	Capital Project Title	Construct Ayum Creek Bridge Repair	Capital Project Description	Construct repairs to Ayum Creek Bridge
Project Rationale	Construct repairs to Ayum Creek Bridge along the Galloping Goose Regional Trail, based on 2023 condition assessment.				

Project Number	24-10	Capital Project Title	Design & Construct Weed Harvester Dry-Dock	Capital Project Description	Design and construct weed harvester dry dock at Elk Beaver Lake North Beach
Project Rationale	Design and develop dry-dock at North Beach, to permanently store the weed harvester. Aim is to reduce resources needed to move the equipment to the 728 work site.				

Project Number	24-11	Capital Project Title	Portal Signs	Capital Project Description	Replace portal signs or install new portal signs at main regional park and trail access points to align with Corporate Sign Strategy.
Project Rationale	Install new portal signs at regional park access points to align with Corporate Sign Strategy.				

Service: 1.280 Regional Parks

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

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

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

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

Service: 1.280 Regional Parks

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

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

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

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

Service:

1.280

Regional Parks

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

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

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

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

Service:

1.280

Regional Parks

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

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

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

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

Service: 1.280 Regional Parks

Project Number	28-03	Capital Project Title	Assess and Repair Regional Trail Land Protection	Capital Project Description	Conduct culvert assessment and repairs.
Project Rationale	Assess and repair Regional Trails culvert infrastructure.				

Project Number	28-04	Capital Project Title	Upgrade Regional Trail surfacing	Capital Project Description	Upgrade Regional Trail surfacing to paved for Wale Road to Aldene.
Project Rationale	Upgrade the section of Galloping Goose Regional Trail, from Wale Road to Aldene Road, from gravel surface to paved surface, a priority section identified in the Regional Trails Management Plan.				

Project Number	28-05	Capital Project Title	Design - Regional Trail Bridge Renewals (4)	Capital Project Description	Design Regional Trail bridge renewals for Wildwood/Matheson, Hereward, Island Highway and Helmeken bridges based on 20-year renewal plan.
Project Rationale	Design Regional Trail bridge renewals, identified as a priority in the 20-year renewal plan. Bridges include the the Wildwood/Matheson Creek Bridge, Hereward Bridge, Island Highway Bridge and Helmeken Bridge.				

Project Number	28-06	Capital Project Title	Tandem Dump Truck	Capital Project Description	Replace 2003 Western Star tandem dump truck
Project Rationale	Replace 2003 tandem dump truck through vehicle replacement fund as it approaches end of serviceable life.				

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

Asset Profile

Regional Parks

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

Summary

Regional Parks Reserve/Fund Summary
Projected year end balance

	Est Actual	Budget				
	2022	2023	2024	2025	2026	2027
- Land Acquisition Levy	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
- Infrastructure/SSI&SGI Trail/Dams	3,855,486	4,272,275	4,009,102	3,577,015	1,694,686	1,868,311
Total Capital Reserve Fund	5,355,486	5,772,275	5,509,102	5,077,015	3,194,686	3,368,311
Parks Statutory Land Acquisition Reserve	-	-	-	-	-	-
Equipment Replacement Fund	1,275,077	911,220	870,650	864,436	1,131,952	824,874
Total projected year end balance	6,630,563	6,683,495	6,379,752	5,941,451	4,326,638	4,193,185

See attached reserve schedules for projected annual cash flows.

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

Capital Reserve Fund Schedule

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

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

Cost Centre: 101469 (PLO)

Land Acquisition Levy Portion

	Est Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	6,602,492	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Land Acquisition Expenditure	(5,322,492)	-	-	-	-	-
LAF Levy Net Contribution	-	-	-	-	-	-
Other proceeds						
Interest Income*	220,000	-				
Ending Balance \$ - Land Acquisition Levy Portion	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Restricted	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Unrestricted Balance	-	-	-	-	-	-

Assumptions/Background:

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

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

Capital Reserve Fund Schedule

Infrastructure Portion	Est Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	6,007,952	3,855,486	4,272,275	4,009,102	3,577,015	1,694,686
Planned Capital Expenditure (Based on Capital Plan)	(5,315,378)	(2,605,000)	(3,192,500)	(3,420,000)	(4,930,000)	(2,935,000)
Transfer from Operating Budget						
--Other Infrastructure	1,528,872	1,523,368	1,576,438	1,630,466	1,685,575	1,738,231
--SSI/SIGI Trails	219,040	223,421	227,889	232,447	237,096	245,394
--Dam/Bridge/Trestle	200,000	200,000	200,000	200,000	200,000	200,000
--Infrastructure Renewal Special	925,000	925,000	925,000	925,000	925,000	925,000
Interest Income*	290,000	150,000	-	-	-	-
Ending Balance \$ - Infrastructure Portion	3,855,486	4,272,275	4,009,102	3,577,015	1,694,686	1,868,311

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

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

Equipment Replacement Fund Schedule (ERF)

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

Cost Centre: 101423 (PLO)
 Equipment Replacement Fund

	Est Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	1,567,186	1,275,077	911,220	870,650	864,436	1,131,952
Planned Purchase (Based on Capital Plan)	(659,300)	(808,200)	(473,400)	(447,700)	(182,800)	(766,400)
Transfer from Operating Budget	347,191	424,343	432,830	441,486	450,316	459,322
Disposal Proceeds		-	-	-	-	-
Interest Income*	20,000	20,000				
Ending Balance \$	1,275,077	911,220	870,650	864,436	1,131,952	824,874

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

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

Profile

Regional Parks Legacy Fund

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

Operating Reserve Schedule - FC 105102

Operating Reserve Schedule Projected year end balance	Est Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	17,349	18,249	19,149	19,149	19,149	19,149
Planned Purchase						
Donation Received	-					
Interest Income*	900	900				
Total projected year end balance	18,249	19,149	19,149	19,149	19,149	19,149

Assumptions/Background:

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

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

Profile

Regional Parks

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

Summary

Reserve/Fund Summary	Est Actual	Budget				
	2023	2024	2025	2026	2027	2028
Projected year end balance						
Operating Reserve	84,145	104,145	119,145	114,145	129,145	144,145
Operating Reserve - Legacy Fund	18,249	19,149	19,149	19,149	19,149	19,149
Total projected year end balance	102,393	123,293	138,293	133,293	148,293	163,293

See attached reserve schedules for projected annual cash flows.

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

Profile

Regional Parks

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

Operating Reserve Schedule - FC 105500

Operating Reserve Schedule Projected year end balance	Est Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	97,345	84,145	104,145	119,145	114,145	129,145
Planned Purchase	(20,000)	-	-	(20,000)	-	-
Transfer from Ops Budget	2,000	15,000	15,000	15,000	15,000	15,000
Interest Income*	4,800	5,000				
Total projected year end balance	84,145	104,145	119,145	114,145	129,145	144,145

Assumptions/Background:

2026: \$20,000 to fund Visitor Survey

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

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

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

EXPENDITURE

Buildings	\$0	\$145,000	\$585,000	\$0	\$545,000	\$750,000	\$2,025,000
Equipment	\$200,000	\$370,200	\$68,400	\$107,700	\$62,800	\$74,400	\$683,500
Land	\$0	\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000	\$25,000,000
Engineered Structures	\$0	\$3,300,000	\$11,977,500	\$13,420,000	\$14,385,000	\$14,185,000	\$57,267,500
Vehicles	\$0	\$698,000	\$405,000	\$340,000	\$120,000	\$692,000	\$2,255,000
	\$200,000	\$9,513,200	\$18,035,900	\$18,867,700	\$20,112,800	\$20,701,400	\$87,231,000

SOURCE OF FUNDS

Capital Funds on Hand	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$200,000
Debenture Debt (New Debt Only)	\$0	\$5,900,000	\$14,100,000	\$15,000,000	\$15,000,000	\$15,000,000	\$65,000,000
Equipment Replacement Fund	\$0	\$808,200	\$473,400	\$447,700	\$182,800	\$766,400	\$2,678,500
Grants (Federal, Provincial)	\$0	\$0	\$270,000	\$0	\$0	\$2,000,000	\$2,270,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$2,605,000	\$3,192,500	\$3,420,000	\$4,930,000	\$2,935,000	\$17,082,500
	\$200,000	\$9,513,200	\$18,035,900	\$18,867,700	\$20,112,800	\$20,701,400	\$87,231,000

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #:

1.280

Service Name:

Regional Parks

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	PROJECT BUDGET & SCHEDULE											
				Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total		
18-02	Replacement	Implement Kiosk Strategy	Implement kiosk strategy for the purpose of replacing ageing information kiosks.	\$ 175,000	S	Cap		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18-02	Replacement	Implement Kiosk Strategy	Implement kiosk strategy for the purpose of replacing ageing information kiosks.	\$ 25,000	S	Res		\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000
19-05	Renewal	Repair GGRT Bridges (5)	Repairs/replacement Veitch Creek, Bilsten (2), Charters and Interurban.	\$ 2,424,000	S	Cap		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
19-05	Renewal	Repair GGRT Bridges (5)	Repairs/replacement Veitch Creek, Bilsten (2), Charters and Interurban.	\$ 20,000	S	Res		\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000
20-09	Renewal	Design & Expand East Sooke Aylard Farm Parking	Develop & construct an engineered long term expansion solution to meet on-going parking demands.	\$ 1,120,000	S	Cap		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-09	Renewal	Design & Expand East Sooke Aylard Farm Parking	Develop & construct an engineered long term expansion solution to meet on-going parking demands.	\$ 1,120,000	S	Res		\$ 1,120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,120,000
22-02	Renewal	Design & Construct Elk/Beaver Lake Dam Upgrades (Dams 1, 2 & 3)	Conduct geotechnical & hydrotechnical safety assessment for Elk/Beaver Lake dams and design & implement improvements at south dam on Beaver Lake.	\$ 1,575,000	S	Res		\$ 125,000	\$ 200,000	\$ -	\$ 1,250,000	\$ -	\$ -	\$ -	\$ 1,575,000
22-04	Decommission	Sooke Potholes Lodge Site Demolition	Remove and rehabilitate the Sooke Potholes old lodge site.	\$ 385,000	B	Res		\$ -	\$ 385,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 385,000
22-07	Replacement	Replace pit toilets at Coles Bay	Replace and standardize Coles Bay toilet building that has exceeded its serviceable life span.	\$ 95,000	B	Res		\$ 95,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95,000
23-01	New	Purchase of New Genset for Mt. McDonald	New backup power supply required for emergency communication equipment on Mt. McDonald.	\$ 60,000	E	Res		\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000
23-05	New	Design & Construct Salt Spring Island Regional Trail	Feasibility study, design and construct 5km of regional trail on Salt Spring Island.	\$ 3,960,000	S	Res		\$ 60,000	\$ 630,000	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ 1,690,000
23-05	New	Design & Construct Salt Spring Island Regional Trail	Feasibility study, design and construct 5km of regional trail on Salt Spring Island.	\$ 2,700,000	S	Grant		\$ -	\$ 270,000	\$ -	\$ -	\$ -	\$ 2,000,000	\$ -	\$ 2,270,000
23-08	New	Design & Construct Eagle Beach Retaining Wall	Design and construct improvements to retaining wall at Eagle Beach on Elk Lake to mitigate erosion.	\$ 57,500	S	Res		\$ -	\$ 7,500	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 57,500
23-11	Renewal	Repair Witty's Lagoon Bridge	Replace Witty's Lagoon footbridge over Sitting Lady Falls.	\$ 435,000	S	Res		\$ 60,000	\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 435,000
23-13	Replacement	Vehicle Replacement	Vehicle replacement based on a schedule for fleet vehicles.	\$ 348,000	NA	V	ERF	\$ 348,000	\$ 405,000	\$ 340,000	\$ 120,000	\$ -	\$ 467,000	\$ -	\$ 1,680,000
23-14	Replacement	Equipment Replacement	Equipment replacement of outdoor and indoor equipment and furniture.	\$ 110,200	NA	E	ERF	\$ 110,200	\$ 68,400	\$ 107,700	\$ 62,800	\$ -	\$ 74,400	\$ -	\$ 423,500
23-15	New	Potential Land Acquisition Transactions	Potential land acquisition transactions.	\$ 5,000,000	NA	L	Debt	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ -	\$ 25,000,000
23-19	New	EV Charge Stations	EV Charging Stations	\$ 410,000	E	Cap	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
23-19	New	EV Charge Stations	EV Charging Stations	\$ -	E	Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23-19	New	EV Charge Stations	EV Charging Stations	\$ -	E	Grant		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24-01	Renewal	Upgrade Humboldt Dam Spalling	Upgrade Humboldt Dam spalling with repairs to the dam concrete face to arrest deterioration.	\$ 100,000	S	Res		\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
24-03	Renewal	Upgrade Sooke Potholes Campground Road	Improvements to road between parking lot #3 and Spring Salmon Place Campground.	\$ 75,000	S	Res		\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000
24-04	Renewal	Design & Construct Brookleigh Boat Launch	Improvements to the boat launch and dock at Brookleigh Beach on Elk Lake.	\$ 350,000	S	Res		\$ -	\$ 50,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000
24-05	New	Regional Trestle Renewal, Trails Widening and Lighting Project	Design and construct renewal of 3 regional trail trestles and 6 km of trail widening and lighting.	\$ 50,000,000	S	Debt		\$ 900,000	\$ 9,100,000	\$ 10,000,000	\$ 10,000,000	\$ 10,000,000	\$ -	\$ -	\$ 40,000,000
24-06	Renewal	Renewal of Regional Trail surfacing	Full depth renewal and paving of Lochside Regional Trail section - North Weiler	\$ 500,000	S	Res		\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000
24-07	Renewal	Site Planning and Improvements at 728 Work Site	Site plan, design and construct building and site improvements at 728 work site.	\$ 1,500,000	B	Res		\$ 50,000	\$ 200,000	\$ -	\$ 500,000	\$ 750,000	\$ -	\$ -	\$ 1,500,000
24-08	Study	Options Analysis - Sooke Hills Wilderness Trail Repair	Options analysis for short term repair of trail infrastructure along the Sooke Hills Wilderness Trail.	\$ 75,000	S	Res		\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000
24-09	Renewal	Construct Ayum Creek Bridge Repair	Construct repairs to Ayum Creek Bridge	\$ 50,000	S	Res		\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
24-10	New	Design & Construct Weed Harvester Dry-Dock	Design and construct weed harvester dry dock at Elk Beaver Lake North Beach	\$ 265,000	S	Res		\$ 40,000	\$ 225,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 265,000
24-11	New	Portal Signs	Replace portal signs or install new portal signs at main regional park and trail access points to align with Corporate Sign Strategy.	\$ 985,000	S	Res		\$ 175,000	\$ 275,000	\$ 285,000	\$ 250,000	\$ -	\$ -	\$ -	\$ 985,000
24-12	Replacement	Weed Harvester	Replace 2006 aquatic weed harvester	\$ 350,000	NA	V	ERF	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000
24-13	Renewal	Design Durrance Lake Dam Alteration Plan	Design Durrance Lake Dam alteration plan based on public engagement process outcomes.	\$ 300,000	S	Res		\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000
25-02	Study	Options Analysis of Shoreline Stabilization at Jordan River Regional Park	Options analysis for shoreline stabilization at Jordan River Regional Park.	\$ 75,000	S	Res		\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000
25-03	Renewal	Renewal of Regional Trail surfacing	Full depth renewal and paving of Galloping Goose Regional Trail section - 6 Mile Road to Wale Road	\$ 100,000	S	Res		\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
25-04	Renewal	Design - Regional Trail Bridge Renewals (4)	Design Regional Trail bridge renewals for Bilston #3, Firehall, Millstream and Wilkinson bridges based on 20-year renewal plan.	\$ 325,000	S	Res		\$ -	\$ 325,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 325,000
25-05	Replacement	Implement Kiosk Strategy	Implement kiosk strategy for the purpose of replacing ageing information kiosks.	\$ 80,000	S	Res		\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ 80,000
26-01	Renewal	Improve boat launch at Thetis Lake	Improvements to boat launch at Thetis Lake main beach.	\$ 30,000	S	Res		\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
26-03	Renewal	Repair Eagle Beach Picnic Shelter	Design and construct improvements to Eagle Beach picnic shelter to extend service life.	\$ 80,000	S	Res		\$ -	\$ -	\$ 15,000	\$ 65,000	\$ -	\$ -	\$ -	\$ 80,000
26-04	Renewal	Construct - Regional Trail Bridge Renewals (4)	Construct Regional Trail bridge renewals for Bilston #3, Firehall, Millstream and Wilkinson bridges based on 20-year renewal plan.	\$ 1,850,000	S	Res		\$ -	\$ -	\$ 950,000	\$ 900,000	\$ -	\$ -	\$ -	\$ 1,850,000
26-05	Renewal	Site Planning and Improvements at Mill Hill Work Site	Site plan, design and construct building and site improvements at Mill Hill work site.	\$ 325,000	S	Res		\$ -	\$ -	\$ 75,000	\$ 250,000	\$ -	\$ -	\$ -	\$ 325,000
26-06	Renewal	Renewal of Elk Beaver Lake Regional Park road	Full depth renewal and paving of Elk Beaver Lake Regional Park road.	\$ 300,000	S	Res		\$ -	\$ -	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 300,000
26-07	Renewal	Repair - Jordan River Regional Park Boardwalk	Repair boardwalk at Jordan River Regional Park.	\$ 45,000	S	Res		\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
27-01	Renewal	Implement Durrance Dam alteration plan	Durrance Lake Dam alteration plan and design based on public engagement process outcomes.	\$ 3,000,000	S	Res		\$ -	\$ -	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 3,000,000
27-02	Replacement	Replace pit toilet at Lone Tree Hill	Replace and standardize Lone Tree Hill toilet building that has exceeded its serviceable life span.	\$ 45,000	B	Res		\$ -	\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ 45,000
28-01	New	Design Thetis Lake Dam Upgrades	Design and construct upgrades to Thetis Lake Dams.	\$ 150,000	S	Res		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ 150,000
28-02	Replacement	Replace pit toilet at Island View Beach	Replace Island View Beach pit toilets that are approaching end of life.	\$ 190,000	S	Res		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 190,000	\$ -	\$ 190,000
28-03	New	Assess and Repair Regional Trail Land Protection	Conduct culvert assessment and repairs.	\$ 250,000	S	Res		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ 250,000
28-04	New	Upgrade Regional Trail surfacing	Upgrade Regional Trail surfacing to paved for Wale Road to Aldene.	\$ 250,000	S	Res		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ 250,000
28-05	Renewal	Design - Regional Trail Bridge Renewals (4)	Design Regional Trail bridge renewals for Wildwood/Matheson, Hereward, Island Highway and Helmeken bridges based on 20-year renewal plan.	\$ 325,000	S	Res		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 325,000	\$ -	\$ 325,000
28-06	Replacement	Tandem Dump Truck	Replace 2003 Western Star tandem dump truck	\$ -	NA	V	ERF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 225,000	\$ -	\$ 225,000
GRAND TOTAL				\$ 71,741,500				\$ 200,000	\$ 9,513,200	\$ 18,035,900	\$ 18,867,700	\$ 20,112,800	\$ 20,701,400	\$ 87,231,000	

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

Asset Profile

Regional Parks

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

Summary

Regional Parks Reserve/Fund Summary

Projected year end balance

- Land Acquisition Levy
- Infrastructure/SSI&SGI Trail/Dams

Total Capital Reserve Fund

Parks Statutory Land Acquisition Reserve

Equipment Replacement Fund

Total projected year end balance

	Est Actual	Budget				
	2022	2023	2024	2025	2026	2027
- Land Acquisition Levy	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
- Infrastructure/SSI&SGI Trail/Dams	3,855,486	4,272,275	4,009,102	3,577,015	1,694,686	1,868,311
Total Capital Reserve Fund	5,355,486	5,772,275	5,509,102	5,077,015	3,194,686	3,368,311
Parks Statutory Land Acquisition Reserve	-	-	-	-	-	-
Equipment Replacement Fund	1,275,077	911,220	870,650	864,436	1,131,952	824,874
Total projected year end balance	6,630,563	6,683,495	6,379,752	5,941,451	4,326,638	4,193,185

See attached reserve schedules for projected annual cash flows.

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

Capital Reserve Fund Schedule

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

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

Cost Centre: 101469 (PLO)

Land Acquisition Levy Portion

	Est Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	6,602,492	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Land Acquisition Expenditure	(5,322,492)	-	-	-	-	-
LAF Levy Net Contribution	-	-	-	-	-	-
Other proceeds						
Interest Income*	220,000	-				
Ending Balance \$ - Land Acquisition Levy Portion	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Restricted	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Unrestricted Balance	-	-	-	-	-	-

Assumptions/Background:

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

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

Capital Reserve Fund Schedule

Infrastructure Portion	Est Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	6,007,952	3,855,486	4,272,275	4,009,102	3,577,015	1,694,686
Planned Capital Expenditure (Based on Capital Plan)	(5,315,378)	(2,605,000)	(3,192,500)	(3,420,000)	(4,930,000)	(2,935,000)
Transfer from Operating Budget						
--Other Infrastructure	1,528,872	1,523,368	1,576,438	1,630,466	1,685,575	1,738,231
--SSI/SIGI Trails	219,040	223,421	227,889	232,447	237,096	245,394
--Dam/Bridge/Trestle	200,000	200,000	200,000	200,000	200,000	200,000
--Infrastructure Renewal Special	925,000	925,000	925,000	925,000	925,000	925,000
Interest Income*	290,000	150,000	-	-	-	-
Ending Balance \$ - Infrastructure Portion	3,855,486	4,272,275	4,009,102	3,577,015	1,694,686	1,868,311

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

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

Equipment Replacement Fund Schedule (ERF)

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

Cost Centre: 101423 (PLO)
 Equipment Replacement Fund

	Est Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	1,567,186	1,275,077	911,220	870,650	864,436	1,131,952
Planned Purchase (Based on Capital Plan)	(659,300)	(808,200)	(473,400)	(447,700)	(182,800)	(766,400)
Transfer from Operating Budget	347,191	424,343	432,830	441,486	450,316	459,322
Disposal Proceeds		-	-	-	-	-
Interest Income*	20,000	20,000				
Ending Balance \$	1,275,077	911,220	870,650	864,436	1,131,952	824,874

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

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

Profile

Regional Parks Legacy Fund

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

Operating Reserve Schedule - FC 105102

Operating Reserve Schedule Projected year end balance	Est Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	17,349	18,249	19,149	19,149	19,149	19,149
Planned Purchase						
Donation Received	-					
Interest Income*	900	900				
Total projected year end balance	18,249	19,149	19,149	19,149	19,149	19,149

Assumptions/Background:

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

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

Profile

Regional Parks

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

Summary

Reserve/Fund Summary	Est Actual	Budget				
	2023	2024	2025	2026	2027	2028
Projected year end balance						
Operating Reserve	84,145	104,145	119,145	114,145	129,145	144,145
Operating Reserve - Legacy Fund	18,249	19,149	19,149	19,149	19,149	19,149
Total projected year end balance	102,393	123,293	138,293	133,293	148,293	163,293

See attached reserve schedules for projected annual cash flows.

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

Profile

Regional Parks

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

Operating Reserve Schedule - FC 105500

Operating Reserve Schedule Projected year end balance	Est Actual	Budget				
	2023	2024	2025	2026	2027	2028
Beginning Balance	97,345	84,145	104,145	119,145	114,145	129,145
Planned Purchase	(20,000)	-	-	(20,000)	-	-
Transfer from Ops Budget	2,000	15,000	15,000	15,000	15,000	15,000
Interest Income*	4,800	5,000				
Total projected year end balance	84,145	104,145	119,145	114,145	129,145	144,145

Assumptions/Background:

2026: \$20,000 to fund Visitor Survey

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



Making a difference...together

REPORT TO REGIONAL PARKS COMMITTEE MEETING OF WEDNESDAY, SEPTEMBER 27, 2023

SUBJECT CRD Regional Parks & Trails – Non-Tax Revenue Options

ISSUE SUMMARY

To seek direction on options to generate additional funds through non-tax revenue for the Regional Parks service.

BACKGROUND

At its March 27, 2019 meeting, the Parks & Environment Committee directed staff to identify options during the 2020 budget process for service level adjustments to sustain the CRD Regional Parks service delivery. At the October 23, 2019 meeting, staff presented the Regional Parks Sustainability Service Delivery Plan Report Card, as well as an infrastructure status report card for each regional park and trail, which identified that the financial and human resources were no longer sufficient to meet the current asset renewal demands. This meeting resulted in two motions related to Sustainable Service Delivery: 1) that an additional \$925,000 be requisitioned each year for capital reserves to fund the refurbishment and replacement of existing assets; and 2) that staff report back in 2020 on strategies to ensure sufficient funding is in place in future years to sustain the Regional Parks service delivery.

At the November 25, 2020 Regional Parks Committee meeting, a Regional Parks Revenue Generation Strategy 2021-2024 and the Regional Parks Revenue Generation Review were presented. At that time, the Regional Parks Committee referred the matter back to staff to report back to the committee with:

1. revised recommendations with lower fee increases and/or extended implementation timelines for parking and camping
2. provide options for short-term paid parking
3. provide options for considering acceleration of paid parking at the three parks in the report
4. have conversations with the District of Central Saanich about paid parking at Island View Beach
5. consider what the implication would be on revenue if year-round paid parking is considered; and
6. provide any other revised recommendations by staff

At the February 24, 2021 Regional Parks Committee meeting, staff reported back with further options, including a gradual implementation of parking fee changes over three years, including the expansion of seasonal paid parking to nine additional regional parks. The Regional Parks Committee at that time endorsed the appropriateness of the property tax requisition as the primary revenue source for Regional Parks' operating costs and directed staff to report back during the Regional Parks Strategic Planning process on additional options for parking revenues in regional parks, with a view toward (a) maintaining accessibility for diverse park users, and (b) ensuring fairness for users across the regional parks system.

On April 12, 2023, the CRD Board approved updated parks services and facilities fees and charges to reflect fair market value. At that time, it was confirmed that parking fees would be brought forward through a separate report.

The Regional Parks and Trails Strategic Plan 2022-2032 was approved by the CRD Board on July 12, 2023. The strategic plan includes climate action and resiliency goal priority action 4-2b to align implementation of parking fees where regional parks can be easily accessed by transit, walking or cycling as a disincentive to motor vehicle use, excluding vehicle parking for people with disabilities.

At its August 9, 2023 meeting, the CRD Board considered funding options for the renewal of critical infrastructure and the widening and lighting of priority sections of the Galloping Goose and Lochside regional trails. The Board moved that the Regional Trestles Renewal, Trails Widening and Lighting Project be accelerated by the inclusion of the Project in the 2024-2028 Financial Plan and that project funds be secured by way of debt; and that staff continue to develop partnerships, pursue grant opportunities and report back to the Regional Parks Committee at the September 27, 2023 meeting with options to generate additional funds through non-tax revenue, in addition to working with the province to secure opportunities for supporting the work identified.

ALTERNATIVES

Alternative 1

The Regional Parks Committee recommends to the Capital Regional District Board:

1. That staff initiate a gradual implementation of parking fee changes over three years, including the expansion of seasonal paid parking to nine additional regional parks in 2024 to generate additional funds through non-tax revenue for the Regional Trestles Renewal, Trails Widening and Lighting Project; and
2. That staff bring back an amendment to the Capital Regional District Regional Parks Services and Facilities Fees and Charges Bylaw No. 4545 in 2024.

Alternative 2

That this report be referred back to staff for further information.

IMPLICATIONS

Financial Implications

Non-tax revenue provides a portion of the funding stream for regional parks and trails. Non-tax revenue is generated through the fees and permit provisions in CRD Bylaw No. 4545, “Capital Regional District Regional Parks Services and Facilities Fees and Charges Bylaw No. 1, 2010, Amendment Bylaw No.10, 2023.” Other sources of non-tax revenue may include donations, facility rentals or lease agreements, bylaw infraction fines, and external grant funding. The CRD conducted a revenue generation review for regional parks in 2019 and determined approximately \$575,000, not including grant funding and bylaw infraction fines, was generated from non-tax sources. In 2022, non-tax revenue comprised approximately 3% of the annual budget for regional parks and trails. In 2022, tax requisition funded \$15.5 million towards the total annual operating budget of \$16.7 million.

The estimated cost of the Regional Trestles Renewal, Trails Widening and Lighting Project, based on Class-D and contingency estimates, is \$53.5 million. Financing the project will take place through securing \$50 million in project funds through debt to achieve an accelerated project completion timeline within six years while continuing to seek grants opportunities. Additionally, non-tax revenue is an option to offset the funding pressures.

As part of the 2020 Regional Parks Revenue Generation Review, it was determined that parking is the most reliable non-tax revenue source for the regional parks system. Staff’s recommended option for non-tax revenue is to introduce parking fee changes through a phased approach and to implement a short-term (2 hours) rate and fixed incremental daily and yearly rates (see Table 1). This gradual approach makes the changes to fees systematic and would bring fees up to fair market value over a span of three years. As part of the 2020 review, staff undertook a market analysis to understand how fees relate to broader provincial revenue generation patterns. Fees were compared from other parks systems in the region and province and an average cost was calculated using the mean value for the comparative locations selected. These updated fees reflect the findings of that review.

Table 1: Recommended gradual increases of parking fees over a span of three years

	Short-Term (2 hours)	Daily	Season
2023	None	\$2.25	\$20.00
2024	\$2.00	\$4.00	\$30.00
2025	No change	\$5.50	\$45.00
2026	No change	\$7.00	\$60.00

Projected revenues for seasonal paid parking along with the expansion of paid parking to nine regional parks (see table 3), could ultimately generate \$1.8 million in additional annual revenue (see table 2). These estimates need to be considered cautiously because the introduction of the short-term parking option, the value of the seasonal pass, the fact that visitors with a seasonal pass may visit more than one park, the variability of modes of travel to different parks, and the change in visitor use patterns are all variables that can influence gross parking revenue projections.

Table 2: Projected additional revenue based on gradual increases over a span of three years

	Additional Revenue Projected
2024	814,854
2025	1,277,361
2026	1,816,369

Service Delivery Implications

The regional parks system has grown from just over 8,400 hectares in 2000 to more than 13,300 hectares in 2023. Visits to regional parks and trails have also increased by nearly 32%, from 6.1 million in 2013 to 8.1 million in 2022.

To address increasing pressures on the regional parks and trails system, as well as to provide an option for non-tax revenue to support the Regional Trestles Renewal, Trails Widening and Lighting Project, nine parks are proposed for pay parking implementation, in addition to the two parks that already have pay parking in place (see Table 3). These parks have been chosen to align with the Regional Parks and Trails Strategic Plan 2022-2032 climate action and resiliency goal priority action 4-2b to align implementation of parking fees where regional parks can be easily accessed by transit, walking or cycling as a disincentive to motor vehicle use, excluding vehicle parking for people with disabilities. After 2026, the regional parks without paid parking would be reassessed for implementation of parking fees. It is important to note that Albert Head Lagoon and Island View Beach regional parks parking lots are not located on CRD land.

Table 3: Recommended additional regional parks with paid parking in 2024

Regional Park	Visitation in 2022
Devonian	73.862
East Sooke	235.262
Elk/Beaver Lake	1,910.942
Horth Hill	120.020
Matheson Lake	85.360
Mill Hill	53.791
Sooke Hills Wilderness – South Access	107.834
Sea to Sea	77.721
Wittv's Lagoon	101.963

Social Implications

Regional parks and regional trails are a public good that belong to everyone in the region. The benefits of experiencing and interacting with nature for physical and mental well-being are felt by many. Park entrance fees, as utilized in other parks systems, can be a barrier for accessing nature and recreational opportunities. The regional parks proposed for pay parking can be accessed by transit, walking or cycling as a disincentive to motor vehicle use, with the exception of parks that are included due to capacity challenges. Fees would not be charged for vehicle parking for people with disabilities.

In the 2017 Regional Parks Resident Survey, respondents were asked to comment on levels of funding for operating regional parks and trails in the future. More than half of the participants (55%) were in favour of increasing funding. A similar outcome was reflected in the 2018 Regional Parks Funding Priorities Survey, where participants pointed out that currently not enough money is available for the maintenance and management of the regional parks and trails system. Such results show an understanding by the public of the need for additional funding to support service delivery within regional parks and trails.

Alignment with Board & Corporate Priorities

The Corporate Plan identifies the priority initiative to prepare a funding strategy to support implementation of priority regional trail enhancement and expansion projects (4c-2).

Alignment with Existing Plans & Strategies

The strategic plan includes climate action and resiliency goal priority action to align implementation of parking fees where regional parks can be easily accessed by transit, walking or cycling as a disincentive to motor vehicle use, excluding vehicle parking for people with disabilities (4-2b).

CONCLUSION

In order to support the accelerated Regional Trestles Renewal, Trails Widening and Lighting Project, staff were asked to provide options to generate additional funds through non-tax revenue. Expanded pay parking at a fair market value rate would be the most reliable non-tax revenue

source for the regional parks system and could be introduced through a phased approach with consideration for including parks that can be accessed by transit, walking or cycling as a disincentive to motor vehicle use.

RECOMMENDATION

The Regional Parks Committee recommends to the Capital Regional District Board:

1. That staff initiate a gradual implementation of parking fee changes over three years, including the expansion of seasonal paid parking to nine additional regional parks in 2024 to generate additional funds through non-tax revenue for the Regional Trestles Renewal, Trails Widening and Lighting Project; and
2. That staff bring back an amendment to the Capital Regional District Regional Parks Services and Facilities Fees and Charges Bylaw No. 4545 in 2024.

Submitted by:	Jeff Leahy, Senior Manager, Regional Parks
Concurrence:	Larisa Hutcheson, P.Eng., General Manager, Parks & Environmental Services
Concurrence	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer