

Electoral Areas Committee - March 2025
2025 Final Electoral Area Budget Review

Appendix E: Assessment Data - Electoral Area

Juan de Fuca	2025	2024	Change	% Change
Total Converted Assessment	382,685,786	369,767,091	12,918,695	3.5% *
Actual Residential Assessment	3,085,845,462	2,969,653,488	116,191,974	3.9%
Residential Folios	3,269	3,260	9	0.3%
Average Residential Assessment	943,972	910,937	33,035	3.6%
Salt Spring Island	2025	2024	Change	% Change
Total Converted Assessment	698,057,694	695,133,309	2,924,385	0.4% *
Actual Residential Assessment	6,454,919,699	6,427,302,846	27,616,853	0.4%
Residential Folios	6,135	6,130	5	0.1%
Average Residential Assessment	1,052,147	1,048,500	3,647	0.3%
Southern Gulf Island	2025	2024	Change	% Change
Total Converted Assessment	547,439,819	550,966,010	(3,526,191)	-0.6% *
Actual Residential Assessment	5,228,398,091	5,259,645,754	(31,247,663)	-0.6%
Residential Folios	6,542	6,557	(15)	-0.2%
Average Residential Assessment	799,205.00	802,142	(2,937)	-0.4%

*Regional - Average Change in Converted Assessment is 1.2% 2025 over 2024

*Three EAs - Average Change in Converted Assessment is 0.8% 2025 over 2024

Impact of Assessed Values on Cost Share

March 12, 2025

Change in Requisition by Participant

Municipalities & EAs	Impact of Assessment \$M	All Other CRD \$M	CRD Final \$M	CRD & CRHD & Muni Debt \$M
Central Saanich	0.021	0.417	0.439	0.441
Colwood*	0.013	0.184	0.196	0.284
Esquimalt	0.003	0.516	0.519	0.318
Langford	0.272	1.186	1.458	1.599
Highlands	(0.003)	0.026	0.023	(0.005)
Metchosin	(0.016)	0.049	0.033	0.026
North Saanich	(0.041)	0.274	0.233	0.213
Oak Bay**	(0.046)	0.364	0.318	0.296
Saanich	(0.161)	0.950	0.790	0.386
Sidney	0.008	0.238	0.246	0.339
Sooke	0.015	0.319	0.334	0.338
Victoria	(0.055)	0.858	0.802	0.818
View Royal	(0.000)	0.085	0.085	0.141
Juan de Fuca	0.028	0.249	0.277	0.288
Juan de Fuca - Specified Areas	0.002	0.496	0.498	0.498
Salt Spring Island	(0.018)	0.844	0.826	0.820
Salt Spring Island - Specified Areas	0.000	(0.008)	(0.008)	(0.008)
Southern Gulf Islands	(0.016)	0.254	0.238	0.225
Southern Gulf Islands - Specified Areas	0.002	0.332	0.334	0.334
First Nations & Other	0.013	0.077	0.090	0.099
Total	0.0	7.7	7.7	7.4

* Requisition for Wastewater Capital; Invoice for WasteWater Operating

** Requisition for Wastewater Operating; Invoice for WasteWater Capital

CAPITAL REGIONAL DISTRICT BOARD
March 12, 2025
Board Room, 625 Fisgard Street, Victoria

BUDGET REVIEW
Part A

Click on the [Department name](#) below to access budget package

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1.3	Corporate Communications
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2.2	Board Expenditures
2.3	Real Estate
2.4	First Nation Relations
2.5	Victoria Family Court Committee
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3. Finance and Technology

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3.2.3	GIS Information Systems
3.2.4	Geo-Spatial Referencing
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CAPITAL REGIONAL DISTRICT

2025 BUDGET

EXECUTIVE SERVICES

FINAL BUDGET

March 2025

FINAL BUDGET
March 12, 2025
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CAPITAL REGIONAL DISTRICT

2025 BUDGET

CAO & Executive Services

FINAL BUDGET

March 2025

Service: 1.014 CAO & Executive Services

Committee: Governance Committee & Finance Committee

DEFINITION:

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

PARTICIPATION:

All municipalities and electoral areas.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance Committee and Finance Committee

FUNDING:

Requisition

CAO & Executive Services	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS:</u>										
Salaries and Wages	958,240	888,300	1,053,719	-	-	1,053,719	1,084,131	1,115,410	1,147,570	1,180,646
Building Occupancy	26,714	26,714	33,393	-	-	33,393	36,939	39,770	41,342	42,038
Intergovernment Allocation	-	-	-	-	-	-	-	-	-	-
Legal Expenses	1,970	1,000	2,030	-	-	2,030	2,070	2,110	2,150	2,190
Software Licenses	6,930	5,000	7,790	-	-	7,790	5,490	5,600	5,710	5,820
Other Operating Expenses	120,923	93,033	116,117	-	10,812	126,929	129,610	121,585	124,483	127,456
TOTAL OPERATING COSTS	1,114,777	1,014,047	1,213,049	-	10,812	1,223,861	1,258,239	1,284,475	1,321,254	1,358,150
*Percentage Increase over prior year						9.8%	2.8%	2.1%	2.9%	2.8%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	3,000	10,000	5,000	-	-	5,000	5,100	5,200	5,300	5,410
TOTAL CAPITAL / RESERVES	3,000	10,000	5,000	-	-	5,000	5,100	5,200	5,300	5,410
TOTAL COSTS	1,117,777	1,024,047	1,218,049	-	10,812	1,228,861	1,263,339	1,289,675	1,326,554	1,363,560
Internal Recovery from CAWTP	-	-	-	-	-	-	-	-	-	-
Transfer from Internal Reserve	-	-	-	-	-	-	-	-	-	-
NET COSTS	1,117,777	1,024,047	1,218,049	-	10,812	1,228,861	1,263,339	1,289,675	1,326,554	1,363,560
*Percentage increase over prior year Net Costs						9.0%	2.8%	2.1%	2.9%	2.8%
<u>AUTHORIZED POSITIONS:</u>										
Salaried	6.0	6.0	6.0		-	6.0	6.0	6.0	6.0	6.0

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.014	Carry						
	CAO / Corporate Services	Forward	2025	2026	2027	2028	2029	TOTAL
		from 2024						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$5,754	\$17,262	\$15,965	\$17,262	\$7,672	\$63,915
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$5,754	\$17,262	\$15,965	\$17,262	\$7,672	\$63,915

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$5,754	\$17,262	\$15,965	\$17,262	\$7,672	\$63,915
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$5,754	\$17,262	\$15,965	\$17,262	\$7,672	\$63,915

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.014
 Service Name: CAO / Corporate Services

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
24-01	Replacement	Computer	Computer Replacement	\$ 14,796	E	ERF		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25-01	Replacement	Computer	Computer Replacement	\$ 5,754	E	ERF		\$ 5,754	\$ -	\$ -	\$ -	\$ -	\$ 5,754
26-01	Replacement	Computer	Computer Replacement	\$ 17,262	E	ERF		\$ -	\$ 17,262	\$ -	\$ -	\$ -	\$ 17,262
27-01	Replacement	Computer	Computer Replacement	\$ 15,965	E	ERF		\$ -	\$ -	\$ 15,965	\$ -	\$ -	\$ 15,965
28-01	Replacement	Computer	Computer Replacement	\$ 17,262	E	ERF		\$ -	\$ -	\$ -	\$ 17,262	\$ -	\$ 17,262
29-01	Replacement	Computer	Computer Replacement	\$ 7,672	E	ERF		\$ -	\$ -	\$ -	\$ -	\$ 7,672	\$ 7,672
													\$ -
													\$ -
			Grand Total	\$ 78,711				\$ 5,754	\$ 17,262	\$ 15,965	\$ 17,262	\$ 7,672	\$ 63,915

Reserve Schedule

Reserve Fund: 1.014 CAO / Corporate Services



Fund: 1022 Fund Center: 101366 ERF Group: CAO.ERF	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	34,709	29,987	39,233	37,271	36,906	35,554
Actual Purchases	(24,883)					
Planned Purchases (Based on Capital Plan)		(5,754)	(17,262)	(15,965)	(17,262)	(7,672)
Transfer from Operating Budget	20,000	15,000	15,300	15,600	15,910	16,230
Interest Income	161					
Ending Balance \$	29,987	39,233	37,271	36,906	35,554	44,112

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Human Resources

FINAL BUDGET

March 2025

Service: 1.016 Human Resources

Committee: Governance Committee & Finance Committee

DEFINITION:

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

PARTICIPATION:

All municipalities and electoral areas.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance Committee and Finance Committee

FUNDING:

Requisition and internal recoveries

1.016 - Human Resources	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries and Wages	2,827,443	2,577,600	2,993,119	80,759	116,000	3,189,877	3,934,996	4,231,031	4,053,745	4,172,235
Allocations	104,168	104,168	125,054	-	25,226	150,280	161,116	144,692	149,860	152,469
Legal Expenses	17,310	10,000	17,830	-	-	17,830	18,190	18,550	18,920	19,300
GVLRA Membership Dues and Staff Training	181,300	160,000	188,430	2,500	-	190,930	212,590	224,400	228,880	233,460
Contract for Services	391,197	361,000	336,473	-	115,000	451,473	341,292	333,304	339,620	344,212
Software Licenses	14,500	12,000	14,940	1,500	-	16,440	24,420	40,150	41,730	43,390
Other Operating Expenses	224,060	149,120	195,680	4,500	2,500	202,680	236,134	236,716	236,527	241,329
TOTAL OPERATING COSTS	3,759,978	3,373,888	3,871,526	89,259	258,726	4,219,510	4,928,738	5,228,843	5,069,282	5,206,395
*Percentage Increase over prior year						12.2%	16.8%	6.1%	-3.1%	2.7%
<u>CAPITAL / RESERVE</u>										
Equipment Purchases	30,000	30,000	-	-	20,000	20,000	30,000	10,600	810	830
Transfer to Equipment Replacement Fund	9,000	9,000	12,000	-	-	12,000	12,000	12,000	12,000	12,000
TOTAL CAPITAL / RESERVE	39,000	39,000	12,000	-	20,000	32,000	42,000	22,600	12,810	12,830
TOTAL COSTS	3,798,978	3,412,888	3,883,526	89,259	278,726	4,251,510	4,970,738	5,251,443	5,082,092	5,219,225
						11.9%	16.9%	5.6%	-3.2%	2.7%
<u>INTERNAL RECOVERIES</u>										
Recovery Costs	(20,000)	(16,000)	(20,000)	-	(72,500)	(92,500)	(378,503)	(312,793)	(20,000)	(20,000)
First Aid Recovery	(6,090)	(6,090)	(6,278)	-	-	(6,278)	(6,405)	(6,534)	(6,666)	(6,798)
Transfer from Internal Reserve	(110,000)	(110,000)	-	-	(100,000)	(100,000)	-	-	-	-
Human Resources	(3,104,516)	(3,104,516)	(3,291,510)	(89,259)	(81,000)	(3,461,769)	(3,896,791)	(4,241,744)	(4,337,435)	(4,445,623)
TOTAL INTERNAL RECOVERIES	(3,240,606)	(3,236,606)	(3,317,788)	(89,259)	(253,500)	(3,660,547)	(4,281,699)	(4,561,071)	(4,364,101)	(4,472,421)
NET COSTS	558,372	176,282	565,738	-	25,226	590,964	689,039	690,372	717,991	746,804
*Percentage increase over prior year										
Net Costs						5.8%	16.6%	0.2%	4.0%	4.0%
AUTHORIZED POSITIONS:										
Salaried	17.0	17.0	17.0	1.0	0.5	18.5	23.5	25.0	23.0	23.0

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.016 Human Resources	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$9,590	\$349,736	\$725,710	\$128,446	\$23,836	\$1,237,318	
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$9,590	\$349,736	\$725,710	\$128,446	\$23,836	\$1,237,318	

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$9,590	\$3,836	\$9,590	\$13,426	\$3,836	\$40,278	
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$345,900	\$716,120	\$115,020	\$20,000	\$1,197,040	
	\$0	\$9,590	\$349,736	\$725,710	\$128,446	\$23,836	\$1,237,318	

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #:

1.016

Service Name:

Human Resources

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
25-01	Replacement	Computer	Computer Replacemen	\$ 9,590E	ERF		\$ -	\$ 9,590	\$ -	\$ -	\$ -	\$ -	\$ 9,590
26-01	Replacement	Computer	Computer Replacemen	\$ 3,836E	ERF		\$ -	\$ -	\$ 3,836	\$ -	\$ -	\$ -	\$ 3,836
27-01	Replacement	Computer	Computer Replacemen	\$ 9,590E	ERF		\$ -	\$ -	\$ -	\$ 9,590	\$ -	\$ -	\$ 9,590
28-01	Replacement	Computer	Computer Replacemen	\$ 13,426E	ERF		\$ -	\$ -	\$ -	\$ -	\$ 13,426	\$ -	\$ 13,426
29-01	Replacement	Computer	Computer Replacemen	\$ 3,836E	ERF		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,836	\$ 3,836
26-02	New	HRIS - Talent Suite		\$ 1,197,040E	Res		\$ -	\$ -	\$ 345,900	\$ 716,120	\$ 115,020	\$ 20,000	\$ 1,197,040
													\$ -
													\$ -
			Grand Total	\$ 1,237,318				\$ 9,590	\$ 349,736	\$ 725,710	\$ 128,446	\$ 23,836	\$ 1,237,318

Reserve Schedule

Reserve Fund: 1.016 Human Resources

Reserve Cash Flow

Fund: 1022 Fund Center: 101419

ERF Group: HR.ERF

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	21,470	21,470	23,894	26,129	31,841	35,909
Actual Purchases	(15,916)	-	-	-		-
Planned Purchases (Based on Capital Plan)		(9,590)	(3,836)	(9,590)	(13,426)	(3,836)
Transfer from Operating Budget	9,000	12,000	12,000	12,000	12,000	12,000
Interest Income	125	-	-	-	-	-
Ending Balance \$	14,679	23,880	32,058	28,539	30,415	44,073

<u>Assumptions/Background:</u>

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Corporate Communications

FINAL BUDGET

March 2025

Service: 1.118 Corporate Communications

Committee: Governance Committee & Finance Committee

DEFINITION:

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

PARTICIPATION:

All municipalities and electoral areas.

MAXIMUM LEVY:

No limit

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance Committee and Finance Committee

FUNDING:

Requisition and internal recoveries

1.118 - CORPORATE COMMUNICATIONS	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2025 ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS:</u>										
Salaries and Wages	1,256,637	1,174,735	1,191,183	-	-	1,191,183	1,339,376	1,378,090	1,417,899	1,458,844
Allocations	79,029	79,029	96,194	-	10,812	107,006	118,160	116,228	119,873	122,360
Contract for Services	113,370	171,029	23,010	10,000	28,000	61,010	33,670	34,340	35,030	35,730
Printing & Copying	8,140	7,560	8,390	-	-	8,390	8,560	8,730	8,900	9,080
Other Operating Expenses	83,170	68,947	85,370	-	-	85,370	87,126	88,940	90,803	92,698
TOTAL OPERATING COSTS	1,540,346	1,501,300	1,404,147	10,000	38,812	1,452,959	1,586,892	1,626,328	1,672,505	1,718,712
*Percentage Increase over prior year			-8.8%	0.6%	2.5%	-5.7%	9.2%	2.5%	2.8%	2.8%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	5,000	5,000	6,000	-	-	6,000	6,000	6,000	6,000	6,000
TOTAL CAPITAL / RESERVES	5,000	5,000	6,000	-	-	6,000	6,000	6,000	6,000	6,000
TOTAL COSTS	1,545,346	1,506,300	1,410,147	10,000	38,812	1,458,959	1,592,892	1,632,328	1,678,505	1,724,712
*Percentage increase over prior year Total Costs			-8.7%	0.6%	2.5%	-5.6%	9.2%	2.5%	2.8%	2.8%
Funding from Internal Reserves	(125,000)	(115,000)	-	-	(28,000)	(28,000)	-	-	-	-
TOTAL COSTS LESS INTERNAL RECOVERIES	1,420,346	1,391,300	1,410,147	10,000	10,812	1,430,959	1,592,892	1,632,328	1,678,505	1,724,712
<u>REVENUE</u>										
Interest Income	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	-	-	-	-	-	-	-	-	-	-
NET COSTS	1,420,346	1,391,300	1,410,147	10,000	10,812	1,430,959	1,592,892	1,632,328	1,678,505	1,724,712
*Percentage increase over prior year Net Costs			-0.7%	0.7%	0.8%	0.7%	11.3%	2.5%	2.8%	2.8%
<u>AUTHORIZED POSITIONS:</u>										
Salaried	8.0	8.0	8.0		-	8.0	9.0	9.0	9.0	9.0

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.118 Corporate Communications	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$110,947	\$116,701	\$11,508	\$3,836	\$3,836	\$3,836	\$3,836	\$139,717
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$110,947	\$116,701	\$11,508	\$3,836	\$3,836	\$3,836	\$3,836	\$139,717

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$5,754	\$11,508	\$3,836	\$3,836	\$3,836	\$3,836	\$28,770
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$110,947	\$110,947	\$0	\$0	\$0	\$0	\$0	\$110,947
	\$110,947	\$116,701	\$11,508	\$3,836	\$3,836	\$3,836	\$3,836	\$139,717

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.118
 Service Name: Corporate Communications

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
25-01	Replacement	Computer	Computer Replacement	\$ 5,754	E	ERF		\$ 5,754	\$ -	\$ -	\$ -	\$ -	\$ 5,754
26-01	Replacement	Computer	Computer Replacement	\$ 11,508	E	ERF		\$ -	\$ 11,508	\$ -	\$ -	\$ -	\$ 11,508
27-01	Replacement	Computer	Computer Replacement	\$ 3,836	E	ERF		\$ -	\$ -	\$ 3,836	\$ -	\$ -	\$ 3,836
28-01	Replacement	Computer	Computer Replacement	\$ 3,836	E	ERF		\$ -	\$ -	\$ -	\$ 3,836	\$ -	\$ 3,836
22-01	Replacement	Computer	Computer Replacement	\$ 3,836	E	ERF		\$ -	\$ -	\$ -	\$ -	\$ 3,836	\$ 3,836
22-01	Replacement	CRD Public Website	CRD Public Website	\$ 450,000	E	Res	\$ 110,947	\$ 110,947	\$ -	\$ -	\$ -	\$ -	\$ 110,947
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 478,770				\$ 116,701	\$ 11,508	\$ 3,836	\$ 3,836	\$ 3,836	\$ 139,717

Reserve Fund: 1.118 Corporate Communications

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

Reserve Cash Flow**Fund: 1022 Fund Center: 101518**

ERF Group: COMREL.ERF

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	11,410	16,489	16,735	11,227	13,391	15,555
Actual Purchases						
Planned Purchases (Based on Capital Plan)		(5,754)	(11,508)	(3,836)	(3,836)	(3,836)
Transfer from Operating Budget	5,000	6,000	6,000	6,000	6,000	6,000
Interest Income	79					
Ending Balance \$	16,489	16,735	11,227	13,391	15,555	17,719

Assumptions/Background:

2025 - 3 standard laptops

2026 - 6 standard laptops

2027 - 2 standard laptops

2028 - 2 standard laptops

2029 - 2 standard laptops

CAPITAL REGIONAL DISTRICT

2025 BUDGET

GM - Electoral Area Services

FINAL BUDGET

MARCH 2025

Service: 1.029 GM - Electoral Area Services

DEFINITION:

The oversight of Electoral Area Services for the Capital Regional District Board

SERVICE DESCRIPTION:

The General Manager provides overall direction and supporting administrative oversight for all Electoral Area Services excluding fire protection and emergency management services.

The department and its divisions report to the Board, Hospital District Board, Electoral Area Services Committee and the Salt Spring Island Local Community Commission.

PARTICIPATION:

All municipalities and electoral areas

MAXIMUM LEVY:

N/A

FUNDING:

Requisition and Internal Recoveries

1.029 - GM - Electoral Area Services	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2025 ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries & Wages	-	-	-	191,995	-	191,995	395,115	406,556	418,323	430,424
Contract for Services	-	-	-	4,500	-	4,500	4,590	4,680	4,770	4,860
Internal Allocations	-	-	-	25,000	-	25,000	50,000	51,000	52,020	53,060
Operating Other	-	-	-	8,500	20,000	28,500	8,670	8,840	9,010	9,180
TOTAL OPERATING COSTS	-	-	-	229,995	20,000	249,995	458,375	471,076	484,123	497,524
*Percentage Increase over prior year						NA	83.4%	2.8%	2.8%	2.8%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	-	-	-	229,995	20,000	249,995	458,375	471,076	484,123	497,524
<u>FUNDING SOURCES (REVENUE)</u>										
Internal Recoveries	-	-	-	(160,997)	(14,000)	(174,997)	(320,863)	(329,753)	(338,886)	(348,267)
TOTAL REVENUES	-	-	-	(160,997)	(14,000)	(174,997)	(320,863)	(329,753)	(338,886)	(348,267)
NET COSTS	-	-	-	68,998	6,000	74,998	137,512	141,323	145,237	149,257
*Percentage increase over prior year Net Costs						NA	83.4%	2.8%	2.8%	2.8%
AUTHORIZED POSITIONS: Salaried			0.0	2.0		2.0	2.0	2.0	2.0	2.0

CAPITAL REGIONAL DISTRICT

2025 BUDGET

CORPORATE SERVICES

FINAL BUDGET

March 2025

FINAL BUDGET
March 12, 2025
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CAPITAL REGIONAL DISTRICT

2025 BUDGET

Corporate Services

FINAL BUDGET

March 2025

Service: 1.014 Corporate Services

Committee: Governance Committee & Finance Committee

DEFINITION:

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

SERVICE DESCRIPTION:

Risk management including insurance claims, loss control and tender call/contract review.
Corporate administrative support including legal services, legislative services, procurement, records management and privacy and Freedom of information requests.

PARTICIPATION:

All municipalities and electoral areas.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance Committee and Finance Committee

FUNDING:

Requisition and internal recoveries

CORPORATE SERVICES	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS:</u>										
Salaries and Wages	2,457,348	2,208,886	2,598,846	117,695	80,000	2,796,542	3,066,927	3,248,948	3,342,433	3,438,558
Building Occupancy	122,984	128,734	154,992	-	-	154,992	172,068	185,716	193,218	196,449
Legal Expenses	7,920	25,000	8,160	-	-	8,160	8,320	8,490	8,660	8,830
Contract for Services	460,000	170,000	-	-	987,800	987,800	542,800	-	-	-
Software Licenses	15,060	33,000	15,510	1,500	-	17,010	20,440	20,850	21,270	21,700
Other Operating Expenses	106,970	87,120	100,453	8,000	37,726	146,179	187,508	152,971	123,420	123,939
TOTAL OPERATING COSTS	3,170,282	2,652,740	2,877,961	127,195	1,105,526	4,110,682	3,998,063	3,616,975	3,689,001	3,789,475
*Percentage Increase over prior year						29.7%	-2.7%	-9.5%	2.0%	2.7%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	7,000	27,000	10,000	-	-	10,000	10,200	10,400	10,610	10,820
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Climate Action Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	7,000	27,000	10,000	-	-	10,000	10,200	10,400	10,610	10,820
TOTAL COSTS	3,177,282	2,679,740	2,887,961	127,195	1,105,526	4,120,682	4,008,263	3,627,375	3,699,611	3,800,295
*Percentage increase over prior year			-9.1%			29.7%	-2.7%	-9.5%	2.0%	2.7%
REVENUE										
FOI Revenue	-	-	-	-	-	-	-	-	-	-
Allocation Recovery	-	-	-	-	(406,339)	(406,339)	(406,339)	-	-	-
Transfer from Operating Reserve	(460,000)	(170,000)	-	-	(495,000)	(495,000)	-	-	-	-
TOTAL REVENUE	(460,000)	(170,000)	-	-	(901,339)	(901,339)	(406,339)	-	-	-
NET COSTS	2,717,282	2,509,740	2,887,961	127,195	204,187	3,219,343	3,601,924	3,627,375	3,699,611	3,800,295
*Percentage increase over prior year Net Costs			6.3%			18.5%	11.9%	0.7%	2.0%	2.7%
<u>AUTHORIZED POSITIONS:</u>										
Salaried	16.6	16.6	16.6	1.0	-	17.6	19.6	20.6	20.6	20.6

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.014	Carry						
	CAO / Corporate Services	Forward	2025	2026	2027	2028	2029	TOTAL
		from 2024						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$5,754	\$17,262	\$15,965	\$17,262	\$7,672	\$63,915
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$5,754	\$17,262	\$15,965	\$17,262	\$7,672	\$63,915

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$5,754	\$17,262	\$15,965	\$17,262	\$7,672	\$63,915
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$5,754	\$17,262	\$15,965	\$17,262	\$7,672	\$63,915

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.014
 Service Name: CAO / Corporate Services

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
24-01	Replacement	Computer	Computer Replacement	\$ 14,796	E	ERF		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25-01	Replacement	Computer	Computer Replacement	\$ 5,754	E	ERF		\$ 5,754	\$ -	\$ -	\$ -	\$ -	\$ 5,754
26-01	Replacement	Computer	Computer Replacement	\$ 17,262	E	ERF		\$ -	\$ 17,262	\$ -	\$ -	\$ -	\$ 17,262
27-01	Replacement	Computer	Computer Replacement	\$ 15,965	E	ERF		\$ -	\$ -	\$ 15,965	\$ -	\$ -	\$ 15,965
28-01	Replacement	Computer	Computer Replacement	\$ 17,262	E	ERF		\$ -	\$ -	\$ -	\$ 17,262	\$ -	\$ 17,262
29-01	Replacement	Computer	Computer Replacement	\$ 7,672	E	ERF		\$ -	\$ -	\$ -	\$ -	\$ 7,672	\$ 7,672
													\$ -
													\$ -
			Grand Total	\$ 78,711				\$ 5,754	\$ 17,262	\$ 15,965	\$ 17,262	\$ 7,672	\$ 63,915

Reserve Schedule

Reserve Fund: 1.014 CAO / Corporate Services



Fund: 1022 Fund Center: 101366 ERF Group: CAO.ERF	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	34,709	29,987	39,233	37,271	36,906	35,554
Actual Purchases	(24,883)					
Planned Purchases (Based on Capital Plan)		(5,754)	(17,262)	(15,965)	(17,262)	(7,672)
Transfer from Operating Budget	20,000	15,000	15,300	15,600	15,910	16,230
Interest Income	161					
Ending Balance \$	29,987	39,233	37,271	36,906	35,554	44,112

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Board Expenditures

FINAL BUDGET

March 2025

Service: 1.011 Board Expenditures

Committee: Governance Committee & Finance Committee

DEFINITION:

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

PARTICIPATION:

All municipalities and electoral areas.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance Committee and Finance Committee

FUNDING:

Requisition

1.011 - Board Expenditures	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Directors' Remuneration	910,194	890,000	932,449	-	-	932,449	955,640	974,750	994,250	1,014,140
Standard Overhead Allocation	60,175	60,175	68,189	-	-	68,189	70,234	71,639	73,072	74,533
Building Occupancy	111,261	111,261	140,337	-	-	140,337	155,826	168,187	174,982	177,907
Legal Expenses	15,530	-	16,000	-	-	16,000	16,320	16,650	16,980	17,320
Contract for Services	40,000	30,000	10,300	-	-	10,300	10,510	10,720	10,930	11,150
Software Licenses	156,030	122,699	78,310	-	35,000	113,310	79,880	81,480	83,110	84,770
Meetings & Printing	15,070	12,700	15,520	-	-	15,520	15,830	16,150	16,470	16,800
Scholarship Programs	18,750	18,660	19,240	-	-	19,240	19,570	19,910	20,260	20,620
Other Operating Expenses	36,760	19,370	38,270	-	-	38,270	39,316	40,408	41,549	42,764
TOTAL OPERATING COSTS	1,363,770	1,264,865	1,318,615	-	35,000	1,353,615	1,363,126	1,399,894	1,431,603	1,460,004
*Percentage Increase over prior year						-0.7%	0.7%	2.7%	2.3%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	56,930	56,930	58,640	-	-	58,640	59,810	61,010	62,230	63,470
TOTAL CAPITAL / RESERVE	56,930	56,930	58,640	-	-	58,640	59,810	61,010	62,230	63,470
TOTAL COSTS	1,420,700	1,321,795	1,377,255	-	35,000	1,412,255	1,422,936	1,460,904	1,493,833	1,523,474
<u>INTERNAL RECOVERIES</u>						-0.6%	0.8%	2.7%	2.3%	2.0%
Transfer from Internal Reserve	(80,000)	(50,000)	-	-	(35,000)	(35,000)	-	-	-	-
Other	(2,500)	(2,500)	(2,500)	-	-	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)
NET COSTS	1,338,200	1,269,295	1,374,755	-	-	1,374,755	1,420,436	1,458,404	1,491,333	1,520,974
*Percentage increase over prior year Total Costs						2.7%	3.3%	2.7%	2.3%	2.0%
AUTHORIZED POSITIONS:										
Salaried	24	24	24			24	24	24	24	24

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.011 Board Expenditures	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$696,000	\$751,000	\$55,000	\$0	\$0	\$0	\$20,000	\$826,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$696,000	\$751,000	\$55,000	\$0	\$0	\$0	\$20,000	\$826,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$696,000	\$751,000	\$55,000	\$0	\$0	\$0	\$20,000	\$826,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$696,000	\$751,000	\$55,000	\$0	\$0	\$0	\$20,000	\$826,000

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.011

Service Name: Board Expenditures

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
19-01	Replacement	Boardroom Video Distribution Equipment	Replacement of all existing video switching equipment	\$ 81,000	E	ERF	\$ 81,000	\$ 81,000					\$ 81,000
19-02	Replacement	Boardroom Projector and Screen Replacement	Replace projector and screen in Main office boardroom	\$ 60,000	E	ERF		\$ 60,000					\$ 60,000
19-03	Replacement	Boardroom Chairs	Replace boardroom chairs	\$ 30,000	E	ERF	\$ 30,000	\$ 30,000					\$ 30,000
20-01	Replacement	Boardroom Audio System	Replace boardroom audio system	\$ 21,700	E	ERF	\$ 10,000	\$ 10,000					\$ 10,000
21-02	Replacement	Boardroom Video Streaming Equipment Replacement	Replace video streaming equipment	\$ 20,000	E	ERF						\$ 20,000	\$ 20,000
22-01	Replacement	iPad and Tablet Replacements	Replace director iPads and tablets	\$ 50,000	E	ERF		\$ -	\$ 50,000				\$ 50,000
22-02	Replacement	Boardroom Microphone System Replacement	Replace microphone system (this has not been done)	\$ 100,000	E	ERF	\$ 100,000	\$ 100,000					\$ 100,000
23-02	Replacement	Replace/Expand Recording Secretary Table	Replace/Expand Recording Secretary Table	\$ 25,000	E	ERF	\$ 25,000	\$ 25,000					\$ 25,000
23-03	Replacement	Multi-Camera System	Replace existing video Camera with a Multi-Camera System	\$ 80,000	E	ERF	\$ 75,000	\$ 75,000					\$ 75,000
24-01	Replacement	AV & lighting for Boardroom	AV for Boardroom, as identified in 2024 IBC 12b-4.1: Meeting Management Improvements	\$ 150,000	E	ERF	\$ 150,000	\$ 150,000					\$ 150,000
24-02	Replacement	Boardroom Table redesign & upgrades	Replace Boardroom Table, as identified in 2024 IBC 12b-4.1: Meeting Management Improvements	\$ 200,000	E	ERF	\$ 200,000	\$ 200,000					\$ 200,000
24-03	Replacement	Wiring	Replace wiring to accommodate new Board table	\$ 15,000	E	ERF	\$ 15,000	\$ 15,000	\$ -				\$ 15,000
24-05	New	Granicus Integrated Voting		\$ 20,000	E	ERF	\$ 10,000	\$ 5,000	\$ 5,000				\$ 10,000
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 852,700			\$ 696,000	\$ 751,000	\$ 55,000	\$ -	\$ -	\$ 20,000	\$ 826,000

Reserve Schedule

Reserve Fund: 1.011 Board

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

Reserve Cash Flow

Fund: 1022 Fund Center: 101413

ERF Group: BOARD.ERF

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	730,469	780,344	87,984	92,794	153,804	216,034
Actual Purchases	(11,193)	-	-	-	-	-
Planned Purchases (Based on Capital Plan)		(751,000)	(55,000)	-	-	(20,000)
Transfer from Operating Budget	56,930	58,640	59,810	61,010	62,230	63,470
Transfer from Operating Reserve		-	-	-	-	-
Interest Income	4,137	-	-	-	-	-
Ending Balance \$	780,344	87,984	92,794	153,804	216,034	259,504

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Real Estate

FINAL BUDGET

March 2025

Service: 1.015 Real Estate

Committee: Governance Committee & Finance Committee

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

All municipalities and electoral areas.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance Committee and Finance Committee

FUNDING:

Internal recoveries and requisition

1.015 - Real Estate Services	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS:</u>										
Salaries and Wages	440,064	428,152	456,035	-	22,950	478,985	469,145	482,632	496,495	510,756
Allocations	69,483	69,483	78,393	-	3,604	81,997	88,534	90,064	92,726	94,544
Legal Expenses	1,500	1,500	1,550	-	-	1,550	1,580	1,610	1,640	1,670
Software Licenses	9,960	9,960	10,260	-	-	10,260	10,470	10,680	10,890	11,110
Other Operating Expenses	23,800	15,884	24,410	-	5,000	29,410	24,883	25,387	25,893	26,400
TOTAL OPERATING COSTS	544,807	524,979	570,648	-	31,554	602,202	594,612	610,373	627,644	644,480
*Percentage increase/-decrease over prior year						10.5%	-1.3%	2.7%	2.8%	2.7%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVE	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	544,807	524,979	570,648	-	31,554	602,202	594,612	610,373	627,644	644,480
*Percentage increase/-decrease over prior year Total Costs						10.5%	-1.3%	2.7%	2.8%	2.7%
Internal Recoveries	(435,846)	(435,846)	(456,518)	-	(30,833)	(487,351)	(475,690)	(488,298)	(502,115)	(515,584)
NET COSTS	108,961	89,133	114,130	-	721	114,851	118,922	122,075	125,529	128,896
*Percentage increase over prior year Net Costs						5.4%	3.5%	2.7%	2.8%	2.7%
<u>AUTHORIZED POSITIONS:</u>										
Salaried	3.0	3.0	3.0			3.0	3.0	3.0	3.0	3.0

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.015 Real Estate	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$1,918	\$0	\$1,918	\$1,918	\$5,754	
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$1,918	\$0	\$1,918	\$1,918	\$5,754	

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$1,918	\$0	\$1,918	\$1,918	\$5,754	
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$1,918	\$0	\$1,918	\$1,918	\$5,754	

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.015
Service Name: Real Estate

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
26-01	Replacement	Computer	Computer Replacement	\$ 1,918	E	ERF		\$ -	\$ 1,918	\$ -	\$ -	\$ -	\$ 1,918
28-01	Replacement	Computer	Computer Replacement	\$ 1,918	E	ERF		\$ -	\$ -	\$ -	\$ 1,918	\$ -	\$ 1,918
29-01	Replacement	Computer	Computer Replacement	\$ 1,918	E	ERF		\$ -	\$ -	\$ -	\$ -	\$ 1,918	\$ 1,918
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 5,754				\$ -	\$ 1,918	\$ -	\$ 1,918	\$ 1,918	\$ 5,754

Reserve Schedule

Reserve Fund: 1.015 Real Estate

Reserve Cash Flow

Fund: 1022 Fund Center: 101418 ERF Group: PRPSRV.ERF		Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		24,136	29,528	29,528	27,610	27,610	25,692
Actual Purchases		(4,734)					
Planned Purchases (Based on Capital Plan)			-	(1,918)	-	(1,918)	(1,918)
Transfer from Operating Budget		10,000	-	-	-	-	-
Interest Income		125					
Ending Balance \$		29,528	29,528	27,610	27,610	25,692	23,774

<u>Assumptions/Background:</u> 2026 - 1 standard laptop 2028 - 1 standard laptop 2029 - 1 standard laptop

CAPITAL REGIONAL DISTRICT

2025 BUDGET

First Nations Relations

FINAL BUDGET

March 2025

Service: 1.027 First Nations Relations

Committee: First Nations Relations

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

All municipalities and electoral areas.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

First Nations Relations

FUNDING:

Requisition

1.027 First Nations Relations	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2025 ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries and Wages	620,562	588,571	755,533	93,943	-	849,475	906,253	932,447	959,382	987,079
Allocations	68,350	68,350	79,378	-	7,208	86,586	91,163	87,404	89,224	91,151
Meetings, Programs & Special Events	98,210	71,760	47,600	-	105,000	152,600	48,560	49,530	50,520	51,540
Contract for Services	626,890	448,590	369,970	-	368,000	737,970	377,370	384,920	392,620	400,470
Legal Expenses	1,270	-	1,310	-	-	1,310	1,340	1,370	1,400	1,430
Other Operating Expenses	45,380	31,917	33,810	4,200	12,400	50,410	38,898	39,834	40,812	41,822
TOTAL OPERATING COSTS	1,460,662	1,209,188	1,287,601	98,143	492,608	1,878,351	1,463,584	1,495,505	1,533,958	1,573,492
*Percentage Increase over prior year			-11.8%	6.7%	33.7%	28.6%	-22.1%	2.2%	2.6%	2.6%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Reserve	2,540	10,040	2,600	-	-	2,600	2,600	2,600	2,600	2,600
TOTAL COSTS	1,463,202	1,219,228	1,290,201	98,143	492,608	1,880,951	1,466,184	1,498,105	1,536,558	1,576,092
*Percentage Increase over prior year Total Costs			-11.8%	6.7%	33.7%	28.6%	-22.1%	2.2%	2.6%	2.6%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS LESS INTERNAL RECOVERIES	1,463,202	1,219,228	1,290,201	98,143	492,608	1,880,951	1,466,184	1,498,105	1,536,558	1,576,092
<u>SOURCES OF FUNDING</u>										
Transfer from Internal Reserve Account	(319,700)	(173,100)	-	-	(473,000)	(473,000)	-	-	-	-
Other Income	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(319,700)	(173,100)	-	-	(473,000)	(473,000)	-	-	-	-
NET COSTS	1,143,502	1,046,128	1,290,201	98,143	19,608	1,407,951	1,466,184	1,498,105	1,536,558	1,576,092
*Percentage Increase over prior year Net Costs			12.8%	8.6%	1.7%	23.1%	4.1%	2.2%	2.6%	2.6%
AUTHORIZED POSITIONS:										
Salaried	5.0	5.0	5.0	1.0	-	6.0	6.0	6.0	6.0	6.0

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.027	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	First Nations Relations							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$4,043	\$5,754	\$1,918	\$3,836	\$15,551	
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$4,043	\$5,754	\$1,918	\$3,836	\$15,551	

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$4,043	\$5,754	\$1,918	\$3,836	\$15,551	
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$4,043	\$5,754	\$1,918	\$3,836	\$15,551	

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.027
Service Name: First Nations Relations

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
26-01	Replacement	Computer Equipment Replacement	Computer Equipment Replacement	\$ 4,043	E	ERF		\$ -	\$ 4,043	\$ -	\$ -	\$ -	\$ 4,043
27-01	Replacement	Computer Equipment Replacement	Computer Equipment Replacement	\$ 5,754	E	ERF		\$ -	\$ -	\$ 5,754	\$ -	\$ -	\$ 5,754
28-01	Replacement	Computer Equipment Replacement	Computer Equipment Replacement	\$ 1,918	E	ERF		\$ -	\$ -	\$ -	\$ 1,918	\$ -	\$ 1,918
29-01	Replacement	Computer Equipment Replacement	Computer Equipment Replacement	\$ 3,836	E	ERF		\$ -	\$ -	\$ -	\$ -	\$ 3,836	\$ 3,836
													\$ -
													\$ -
			Grand Total	\$ 15,551				\$ -	\$ 4,043	\$ 5,754	\$ 1,918	\$ 3,836	\$ 15,551

Reserve Schedule

Reserve Fund: 1.027 FIRST NATIONS RELATIONS

Reserve Cash Flow

Fund: 1022 Fund Center: 102157 ERF Group: INTGOV.ERF	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	885	9,169	11,769	10,326	7,172	7,854
Actual Purchases	-					
Planned Purchases (Based on Capital Plan)		-	(4,043)	(5,754)	(1,918)	(3,836)
Transfer from Operating Budget	8,270	2,600	2,600	2,600	2,600	2,600
Interest Income	14					
Ending Balance \$	9,169	11,769	10,326	7,172	7,854	6,618

<u>Assumptions/Background:</u> 2026 - 1 standard laptop & 1 ultra portable laptop 2027 - 3 standard laptops 2028 - 1 standard laptop 2029 - 2 standard laptop

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Victoria Family Court Committee

FINAL BUDGET

March 2025

Service: 1.126 Vic Family Court & Youth Justice Committee

Committee: Planning and Protective Services

DEFINITION:

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

SERVICE DESCRIPTION:

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

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

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

PARTICIPATION:

Participants include all 13 municipalities in the CRD and the Juan de Fuca Electoral Area.

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

MAXIMUM LEVY:

\$15,000 (Bylaw No. 3048)

MAXIMUM CAPITAL DEBT:

Nil

METHOD OF AUTHORIZATION:

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

COMMISSION:

FUNDING:

1.126 Vic Family Court & Youth Justice Committee			BUDGET REQUEST				FUTURE PROJECTIONS			
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS:</u>										
Internal Allocation	316	316	1,172	-	-	1,172	1,207	1,231	1,256	1,281
Meeting Costs	8,000	8,000	8,160	-	-	8,160	8,323	8,489	8,659	8,832
Third Party Payments	50,281	16,000	6,471	-	32,849	39,320	6,294	6,104	5,909	5,711
TOTAL OPERATING COSTS	58,597	24,316	15,803	-	32,849	48,652	15,824	15,824	15,824	15,824
*Percentage Increase		-58.5%	-73.03%			-16.97%	-67.5%	0.0%	0.0%	0.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated balance C/F from current to Next year	-	35,869	-	-	(32,849)	(32,849)	-	-	-	-
Balance C/F from Prior to Current year	(42,773)	(42,773)	-	-	-	-	-	-	-	-
Interest income	-	(1,588)	-	-	-	-	-	-	-	-
Management Fee Offset	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(824)	(824)	(803)	-	-	(803)	(824)	(824)	(824)	(824)
TOTAL REVENUE	(43,597)	(9,316)	(803)	-	(32,849)	(33,652)	(824)	(824)	(824)	(824)
REQUISITION	(15,000)	(15,000)	(15,000)	-	-	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)
*Percentage Increase		0.0%	0.00%			0.00%	0.0%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Greater Victoria Police Victims Services

FINAL BUDGET

March 2025

Service: 1.128 Greater Victoria Police Victims Services

Committee: Planning and Protective Services

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

No limit

MAXIMUM CAPITAL DEBT:

Nil

COMMISSION:

FUNDING:

1.128 Greater Victoria Police Victims Services			BUDGET REQUEST				FUTURE PROJECTIONS			
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS:</u>										
Internal Allocation	6,097	6,097	6,464	-	-	6,464	6,658	6,791	6,927	7,066
Third Party Payments	314,759	314,759	321,054	-	-	321,054	327,476	334,026	340,706	347,520
Interest Charge	2,359	2,359	5,323	-	-	5,323	1,873	1,910	1,948	1,987
TOTAL OPERATING COSTS	323,215	323,215	332,841	-	-	332,841	336,007	342,727	349,581	356,573
*Percentage Increase		0.0%	2.98%			2.98%	1.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated balance C/F from current to Next year	-	-	-	-	-	-	-	-	-	-
Balance C/F from Prior to Current year	(3)	(3)	(2,465)	-	-	(2,465)	-	-	-	-
Grants in Lieu	(15,190)	(15,190)	(16,212)	-	-	(16,212)	(15,190)	(15,190)	(15,190)	(15,190)
Interest Income	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(15,193)	(15,193)	(18,677)	-	-	(18,677)	(15,190)	(15,190)	(15,190)	(15,190)
REQUISITION	(308,022)	(308,022)	(314,164)	-	-	(314,164)	(320,817)	(327,537)	(334,391)	(341,383)
*Percentage Increase		0.0%	1.99%			1.99%	2.1%	2.1%	2.1%	2.1%

CAPITAL REGIONAL DISTRICT

2025 Budget

Sooke Region Museum

FINAL BUDGET

MARCH 2025

Service: 1.121

Sooke Region Museum

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

Greater of \$191,000 or \$0.063 / \$1,000 of actual assessed value of land and improvements.

FUNDING:

Requisition

1.121 - Sooke Region Museum	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Payments to Sooke Regional Museum	225,630	225,630	232,400	62,940	-	295,340	301,247	307,272	313,417	319,685
Allocations	4,447	4,447	4,602	-	-	4,602	4,740	4,835	4,932	5,030
Other Operating Expenses	30	10	30	-	-	30	31	32	33	34
TOTAL COSTS	230,107	230,087	237,032	62,940	-	299,972	306,018	312,139	318,382	324,749
*Percentage Increase over prior year			3.0%	27.4%		30.4%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2024 to 2025	-	56	(56)	-	-	(56)	-	-	-	-
Balance c/fwd from 2023 to 2024	(1,995)	(1,995)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(643)	(643)	(660)	-	-	(660)	(680)	(700)	(720)	(740)
Other Revenue	(10)	(46)	(10)	-	-	(10)	(10)	(10)	(10)	(10)
TOTAL REVENUE	(2,648)	(2,628)	(726)	-	-	(726)	(690)	(710)	(730)	(750)
REQUISITION	(227,459)	(227,459)	(236,306)	(62,940)	-	(299,246)	(305,328)	(311,429)	(317,652)	(323,999)
*Percentage increase over prior year Requisition			3.9%	27.7%		31.6%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2025 BUDGET

FINANCE & TECHNOLOGY

FINAL BUDGET

March 2025

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CAPITAL REGIONAL DISTRICT

2025 BUDGET

Finance

FINAL BUDGET

March 2025

Service: 1.017 Finance

Committee: Governance Committee & Finance Committee

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

All municipalities and electoral areas.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance Committee and Finance Committee

FUNDING:

Requisition and internal recoveries

1.017 - FINANCE	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2025 ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS:</u>										
Salaries and Wages	7,206,303	6,629,499	7,038,592	609,340	-	7,647,932	8,120,425	8,117,678	8,351,909	8,508,406
Allocations	328,522	328,522	393,861	-	36,037	429,898	465,925	459,305	476,801	485,930
Auditing Expense	83,000	83,000	86,000	-	-	86,000	89,000	90,780	92,600	94,450
Contract for Services	714,220	300,934	77,480	-	141,895	219,375	250,000	250,000	250,000	250,000
Postage & Freight	255,170	228,630	262,820	-	-	262,820	268,080	273,450	278,920	284,500
Supplies	87,890	73,563	78,640	-	14,000	92,640	80,610	80,030	81,620	83,250
Other Operating Expenses	377,620	370,866	350,860	23,500	55,600	429,960	481,275	470,973	480,903	491,119
TOTAL OPERATING COSTS	9,052,725	8,015,014	8,288,253	632,840	247,532	9,168,625	9,755,314	9,742,216	10,012,752	10,197,655
*Percentage Increase over prior year			-8.4%	7.0%	2.7%	1.3%	6.4%	-0.1%	2.8%	1.8%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	35,000	35,000	35,000	-	-	35,000	35,000	35,000	35,000	35,000
Transfer to SAP/S4 Hana project	-	400,000	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	35,000	435,000	35,000	-	-	35,000	35,000	35,000	35,000	35,000
Debt Expenditures	-	-	98,000	-	-	98,000	203,000	304,332	304,332	304,332
TOTAL COSTS	9,087,725	8,450,014	8,421,253	632,840	247,532	9,301,625	9,993,314	10,081,548	10,352,084	10,536,987
*Percentage Increase over prior year			-7.3%	7.0%	2.7%	2.4%	7.4%	0.9%	2.7%	1.8%
<u>REVENUE</u>										
US Bank Rebate	(61,980)	(61,980)	(63,840)	-	-	(63,840)	(65,120)	(66,420)	(67,750)	(69,110)
Provincial Grants	(60,000)	(60,000)	(60,000)	-	-	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)
Sales of Services	(240,330)	(215,348)	(256,980)	-	-	(256,980)	(262,120)	(267,360)	(272,710)	(278,160)
Other	(90,406)	(89,117)	(93,201)	-	-	(93,201)	(96,015)	(98,900)	(101,868)	(104,911)
Allocation Recoveries	(107,680)	(107,680)	(208,910)	-	-	(208,910)	(395,530)	(500,690)	(504,620)	(508,640)
Transfer from Reserve	(796,833)	(442,289)	(161,303)	-	(141,895)	(303,198)	(165,977)	-	-	-
TOTAL REVENUES	(1,357,228)	(976,413)	(844,235)	-	(141,895)	(986,130)	(1,044,762)	(993,370)	(1,006,948)	(1,020,821)
NET COSTS	7,730,497	7,473,601	7,577,018	632,840	105,637	8,315,495	8,948,553	9,088,178	9,345,137	9,516,166
*Percentage increase over prior year Net Costs			-2.0%	8.2%	1.4%	7.6%	7.6%	1.6%	2.8%	1.8%
<u>AUTHORIZED POSITIONS:</u>										
Salaried	50.0	50.0	47.0	4.0	-	51.0	53.0	53.0	53.0	53.0
Term	3.5	3.5	3.0	1.0	-	4.0	3.5	1.5	1.5	1.0

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.017 Finance	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL

EXPENDITURE

Buildings	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$100,000
Equipment	\$0	\$30,182	\$32,754	\$49,321	\$49,321	\$43,567	\$205,145
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$100,000	\$130,182	\$32,754	\$49,321	\$49,321	\$43,567	\$305,145

SOURCE OF FUNDS

Capital Funds on Hand	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$100,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$30,182	\$32,754	\$49,321	\$49,321	\$43,567	\$205,145
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$100,000	\$130,182	\$32,754	\$49,321	\$49,321	\$43,567	\$305,145

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.017
Service Name: Finance

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
25-01	Replacement	Computer	Computer and Office Equipment Replacement	\$ 30,182	E	ERF		\$ 30,182	\$ -	\$ -	\$ -	\$ -	\$ 30,182
26-01	Replacement	Computer	Computer and Office Equipment Replacement	\$ 32,754	E	ERF		\$ -	\$ 32,754	\$ -	\$ -	\$ -	\$ 32,754
27-01	Replacement	Computer	Computer and Office Equipment Replacement	\$ 49,321	E	ERF		\$ -	\$ -	\$ 49,321	\$ -	\$ -	\$ 49,321
28-01	Replacement	Computer	Computer and Office Equipment Replacement	\$ 49,321	E	ERF		\$ -	\$ -	\$ -	\$ 49,321	\$ -	\$ 49,321
29-01	Replacement	Computer	Computer and Office Equipment Replacement	\$ 43,567	E	ERF		\$ -	\$ -	\$ -	\$ -	\$ 43,567	\$ 43,567
24-02	New	Office Renovations	Office Renovations	\$ 100,000	B	Cap	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 305,145				\$ 130,182	\$ 32,754	\$ 49,321	\$ 49,321	\$ 43,567	\$ 305,145

Reserve Schedule

Reserve Fund: 1.017 Finance

Reserve Cash Flow

Fund: 1022 Fund Center: 101420

ERF Group: FIN.ERF

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	398,128	416,748	421,566	423,812	409,491	395,170
Actual Purchases	(18,619)					
Planned Purchases (Based on Capital Plan)		(30,182)	(32,754)	(49,321)	(49,321)	(43,567)
Transfer from Operating Budget	35,000	35,000	35,000	35,000	35,000	35,000
Interest Income	2,238	-	-	-	-	-
Ending Balance \$	416,748	421,566	423,812	409,491	395,170	386,603

Assumptions/Background:

2025 - Replace 6 standard laptops, 1 semi-ruggedized laptop, peripherals and binding equipment

2026 - Replace 3 standard laptops, peripherals, and postage meter for print shop

2027 - Replace 22 standard laptops, and 1 ultra-portable laptop, plus peripherals

2028 - Replace 22 standard laptops, and 1 ultra-portable laptop, plus peripherals

2029 - Replace 19 standard laptops, and 1 ultra-portable laptop, plus peripherals

CAPITAL REGIONAL DISTRICT

2025 Budget

Regional Grants in Aid

FINAL BUDGET

MARCH 2025

Service: 1.112 Regional Grant in Aid

Committee: Finance Committee

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

All member municipalities and electoral areas.

MAXIMUM LEVY:

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

COMMITTEE:

Finance Committee

1.112 - Regional Grants in Aid	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Grants in Aid - ICF	1,609,336	-	1,692,433	-	-	1,692,433	-	-	-	-
TOTAL OPERATING COSTS	1,609,336	-	1,692,433	-	-	1,692,433	-	-	-	-
*Percentage Increase over prior year			5.2%			5.2%	NA	0.0%	0.0%	0.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2024 to 2025	-	1,642,433	(1,642,433)	-	-	(1,642,433)	-	-	-	-
Balance c/fwd from 2023 to 2024	(1,569,336)	(1,569,336)	-	-	-	-	-	-	-	-
Interest Income	(40,000)	(73,097)	(50,000)	-	-	(50,000)	-	-	-	-
TOTAL REVENUE	(1,609,336)	-	(1,692,433)	-	-	(1,692,433)	-	-	-	-
REQUISITION	-	-	-	-	-	-	-	-	-	-
*Percentage increase over prior year Requisition						0.0%	0.0%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Information Technology

FINAL BUDGET

March 2025

Service: 1.022 Information Technology

Committee: Governance Committee & Finance Committee

DEFINITION:

Support services to the departments of the Capital Regional District.

SERVICE DESCRIPTION:

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

PARTICIPATION:

All municipalities and electoral areas.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance Committee and Finance Committee

FUNDING:

Requisition and internal recoveries

1.022 INFORMATION TECHNOLOGY	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS:</u>										
Salaries and Wages	7,577,375	6,740,351	7,586,524	411,114	-	7,997,638	8,605,258	8,387,381	8,589,336	8,796,017
Allocations	566,415	566,415	660,055	-	25,227	685,282	762,096	798,013	824,040	840,714
Consulting	48,470	30,300	49,930	-	217,500	267,430	78,820	122,370	66,250	55,650
Contract for Services	1,098,010	1,001,346	810,620	(110,250)	100,000	800,370	1,084,940	698,640	721,190	744,500
Software Licenses & Computer Mtce	2,782,440	2,765,899	2,385,880	726,000	411,500	3,523,380	3,613,600	3,674,294	3,749,962	3,863,232
Other Operating Expenses	724,940	511,009	594,700	25,500	143,000	763,200	613,617	637,226	647,332	667,281
TOTAL OPERATING COSTS	12,797,650	11,615,319	12,087,709	1,052,364	897,227	14,037,300	14,758,331	14,317,924	14,598,110	14,967,394
*Percentage Increase over prior year			-5.5%	8.2%	7.0%	9.7%	5.1%	-3.0%	2.0%	2.5%
<u>CAPITAL / RESERVE</u>										
Transfer to ERP Projects	468,570	718,570	605,470	-	750,000	1,355,470	1,461,336	565,360	582,320	599,790
Transfer to Equipment Replacement Fund	119,270	119,270	-	-	-	-	-	71,885	74,040	76,270
TOTAL CAPITAL / RESERVES	587,840	837,840	605,470	-	750,000	1,355,470	1,461,336	637,245	656,360	676,060
TOTAL COSTS	13,385,490	12,453,159	12,693,179	1,052,364	1,647,227	15,392,770	16,219,667	14,955,169	15,254,470	15,643,454
*Percentage increase over prior year Total Costs			-5.2%	7.9%	12.3%	15.0%	5.4%	-7.8%	2.0%	2.5%
Funding from Capital Fund	(1,237,094)	(441,094)	(475,531)	-	-	(475,531)	(486,937)	-	-	-
Funding from Operating Reserve	(305,254)	(165,754)	-	-	(857,000)	(857,000)	-	-	-	-
TOTAL COSTS LESS INTERNAL RECOVERIES	11,843,142	11,846,311	12,217,648	1,052,364	790,227	14,060,239	15,732,730	14,955,169	15,254,470	15,643,454
Service Fees	(40,000)	(40,000)	(40,000)	-	-	(40,000)	(40,000)	(40,000)	(40,000)	(40,000)
Other Income	-	(5,000)	-	-	-	-	-	-	-	-
TOTAL REVENUES	(40,000)	(45,000)	(40,000)	-	-	(40,000)	(40,000)	(40,000)	(40,000)	(40,000)
NET COSTS	11,803,142	11,801,311	12,177,648	1,052,364	790,227	14,020,239	15,692,730	14,915,169	15,214,470	15,603,454
*Percentage increase over prior year Net Costs			3.2%	8.9%	6.7%	18.8%	11.9%	-5.0%	2.0%	2.6%
<u>AUTHORIZED POSITIONS:</u>										
Salaried	49.27	49.27	49.27	5.50		54.77	56.27	56.77	56.77	56.77
Term	4.0	4.0	3.0			3.0	3.0	-	-	-

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.022	Carry						
	Information Technology	Forward	2025	2026	2027	2028	2029	TOTAL
		from 2024						

EXPENDITURE

Buildings	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$50,000
Equipment	\$700,554	\$3,800,453	\$3,199,688	\$883,637	\$109,184	\$109,184	\$8,102,146
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$120,000	\$0	\$0	\$0	\$0	\$120,000
	\$750,554	\$3,970,453	\$3,199,688	\$883,637	\$109,184	\$109,184	\$8,272,146

SOURCE OF FUNDS

Capital Funds on Hand	\$750,554	\$3,775,105	\$3,149,000	\$840,000	\$60,000	\$60,000	\$7,884,105
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$195,348	\$50,688	\$43,637	\$49,184	\$49,184	\$388,041
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$750,554	\$3,970,453	\$3,199,688	\$883,637	\$109,184	\$109,184	\$8,272,146

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #:	1.022
Service Name:	Information Technology

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
25-01	Replacement	Computer Equipment	Staff Computer Equipment Replacement	\$ 138,041	E	ERF	\$ -	\$ 25,348	\$ 30,688	\$ 23,637	\$ 29,184	\$ 29,184	\$ 138,041
17-01	Replacement	SAP	Business Warehouse	\$ 75,000	E	Cap	\$ 50,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
19-06	Replacement	Data Centre Replacements	Wi-Fi Network System	\$ 170,000	E	Cap	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
20-02	Replacement	Data Centre Replacements	Virtual Server Hosts	\$ 550,000	E	Cap	\$ 100,000	\$ 100,000	\$ -	\$ 450,000	\$ -	\$ -	\$ 550,000
20-03	Replacement	Data Centre Replacements	Application Load Balance	\$ 65,000	E	Cap	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ 65,000
20-05	Replacement	Data Centre Replacements	Uninterruptible Power Supph	\$ 150,000	E	Cap	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 60,000	\$ 60,000	\$ 150,000
20-06	Replacement	Data Centre Replacements	Fisgard Phone System	\$ 430,000	E	Cap	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ 30,000
20-07	Replacement	Meeting Room Equipment Replacemer	Replacement of A/V technology component	\$ 130,000	E	ERF	\$ -	\$ 50,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 130,000
23-01	Replacement	2023 IBC 15f-1.9 SAP Lifecycle Replacemen	SAP Migration from ECC to S4	\$ 8,709,000	E	Cap	\$ 255,554	\$ 2,335,105	\$ 949,000	\$ -	\$ -	\$ -	\$ 3,284,105
24-05	New	Physical Security	Card access for data facilities	\$ 100,000	E	Cap	\$ 80,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
24-06	Replacement	Brightsign replacements	Replace and upgrade systems to current standard	\$ 10,000	E	Cap	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
24-18	Replacement	VDI system upgrades	Increase capacity to existing VDI infrastructure to improve the VDI environment and prepare for high perf loads	\$ 50,000	E	Cap	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
25-02	Replacement	Van	Replace IT Van (want this outfitted with proper shelving and bin	\$ 120,000	V	ERF	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000
25-03	Renewal	2025 IBC 13a-3.2 - SAP S4HANA Enhancements	Post migration enhancements to optimize performance, streamline processes, enhance analytic integrate automation, and improve scalability and security. Includes upgrades to user interfaces, backup, disaster recovery, and integration with other application	\$ 2,610,000	E	Cap	\$ -	\$ 810,000	\$ 1,800,000	\$ -	\$ -	\$ -	\$ 2,610,000
25-07	Replacement	Data Centre Replacements	Replace Backup	\$ 350,000	E	Cap	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
26-02	Replacement	2025 IBC 13a-3.3 - Communications Infrastructure Improvements	Enhance network and cellular communication across critical facilities, addressing deficiencies in coverage, and quality to ensure reliable and secure infrastructure	\$ 160,000	E	Cap	\$ -	\$ -	\$ 160,000	\$ -	\$ -	\$ -	\$ 160,000
26-03	Replacement	2025 IBC 13a-4.3 - Cyber Security Network Improvements	Advance cybersecurity at CRD, by investing in Identity Management, MFA, SIEM, encryption, Zero Trust EDR, and network segmentation. We will also enhance backup, CSPM, DevSecOps, incident response, third-party risk management, and user training	\$ 200,000	E	Cap	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ 200,000
27-02	Replacement	2025 IBC 13a-4.5 - Alternate Data Centre	Build a backup Data Center at McLoughlin Point Wastewater Treatment Plant by 2027 to support CRD critical applications and services. This will include backup technology, storage, compute power, virtual servers, security, network, UPS, and power systems	\$ 315,000	E	Cap	\$ -	\$ -	\$ -	\$ 315,000	\$ -	\$ -	\$ 315,000
18-07	Replacement	Data Centre Replacements	Server Replacements	\$ 75,000	E	Cap	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
24-19	New	New Workstations and Office Densification	Allowance to ensure that Technical Services needs are met in new spa	\$ 50,000	B	Cap	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
24-03	New	Radio Truck Equipment	Tools, equipment, and safety gear for two new crew truck	\$ 40,000	E	Cap	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
													\$ -
			Grand Total	\$ 14,497,041				\$ 3,970,453	\$ 3,199,688	\$ 883,637	\$ 109,184	\$ 109,184	\$ 8,272,146

Equipment Reserve Schedule

Reserve Fund: 1.022 Fisgard Meeting Room ERF

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

Equipment Reserve Cash Flow

Fund: 1022 Fund Center: 102217 ERF Group: ITMTGROOM.ERF (ITG.ERF)	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	100,844	121,459	91,459	91,459	91,459	91,459
Actual Purchases						
Planned Purchases (Based on Capital Plan)		(50,000)	(20,000)	(20,000)	(20,000)	(20,000)
Transfer from Operating Budget	20,000	20,000	20,000	20,000	20,000	20,000
Interest Income	615					
Ending Balance \$	121,459	91,459	91,459	91,459	91,459	91,459

Assumptions/Background:

Replacement of meeting room audio/video components.

Equipment Reserve Schedule

Equipment Reserve Fund: 1.022 Information Technology

Equipment Reserve Cash Flow

Fund: 1022 Fund Center: 101421
ERF Group: INFOTECH.ERF (ITG.ERF)

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	363,858	460,809	333,701	321,613	388,831	453,037
Actual Purchases	(42,720)					
Planned Purchases (Based on Capital Plan)		(145,348)	(30,688)	(23,637)	(29,184)	(29,184)
Transfer from Operating Budget	137,530	18,240	18,600	90,855	93,390	96,010
Interest Income	2,140					
Ending Balance \$	460,809	333,701	321,613	388,831	453,037	519,863

Assumptions/Background:

Planned purchases include computer equipment replacements for staff (2025-2029) and replacement of one vehicle in 2025.

CAPITAL REGIONAL DISTRICT

2025 BUDGET

GIS Information Systems

FINAL BUDGET

March 2025

Service: 1.101 GIS Information Systems

Committee: Governance Committee & Finance Committee

DEFINITION:

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

PARTICIPATION:

/ All municipalities and electoral areas.

MAXIMUM LEVY:

No limit

MAXIMUM CAPITAL DEBT:

Nil

COMMITTEE:

Governance Committee and Finance Committee

FUNDING:

Requisition and internal recoveries.

1.101 GIS INFORMATION SYSTEMS	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2025 ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS:</u>										
Salaries and Wages	406,349	435,404	428,529	-	-	428,529	438,798	449,306	460,057	471,058
Allocations	14,306	14,306	15,122	-	-	15,122	17,012	18,512	18,929	19,401
Data Processing Services	101,240	88,337	104,280	-	-	104,280	106,370	108,500	110,670	112,880
Supplies	47,860	50,000	49,300	-	-	49,300	50,300	51,320	52,350	53,410
Other Operating Expenses	15,600	13,334	16,540	-	-	16,540	16,886	17,234	17,583	17,944
TOTAL OPERATING COSTS	585,355	601,381	613,771	-	-	613,771	629,366	644,872	659,589	674,693
*Percentage Increase over prior year			4.9%			4.9%	2.5%	2.5%	2.3%	2.3%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	18,260	14,889	18,240	-	-	18,240	18,600	18,970	19,350	19,740
Transfer to Operating Reserve Fund	50,000	37,345	50,000	-	-	50,000	50,000	50,000	50,000	50,000
TOTAL CAPITAL / RESERVES	68,260	52,234	68,240	-	-	68,240	68,600	68,970	69,350	69,740
TOTAL COSTS	653,615	653,615	682,011	-	-	682,011	697,966	713,842	728,939	744,433
			4.3%			4.3%	2.3%	2.3%	2.1%	2.1%
Internal Recoveries	(514,396)	(514,396)	(524,684)	-	-	(524,684)	(535,180)	(545,880)	(556,800)	(567,940)
TOTAL COSTS LESS INTERNAL RECOVERIES	139,219	139,219	157,327	-	-	157,327	162,786	167,962	172,139	176,493
<u>SOURCES OF FUNDING</u>										
Transfer from Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
PILT Revenue	(5,972)	(5,972)	(6,545)	-	-	(6,545)	(6,150)	(6,270)	(6,390)	(6,510)
TOTAL REVENUE	(5,972)	(5,972)	(6,545)	-	-	(6,545)	(6,150)	(6,270)	(6,390)	(6,510)
REQUISITION	(133,247)	(133,247)	(150,782)	-	-	(150,782)	(156,636)	(161,692)	(165,749)	(169,983)
*Percentage increase over prior year requisition			13.2%			13.2%	3.9%	3.2%	2.5%	2.6%
<u>AUTHORIZED POSITIONS:</u>										
Salaried	3.0	3.0	3.0			3.0	3.0	3.0	3.0	3.0

Operating Reserve Schedule

Operating Reserve Fund: 1.101 GIS Information Systems

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

Operating Reserve Cash Flow

Fund: 1500 Fund Center: 105510

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	42,189	52,927	32,927	82,927	57,927	107,927
Actual Purchases	(255,170)					
Planned Purchases		(70,000)	(260,000)	(75,000)	(265,000)	(80,000)
Transfer from Operating Budgets	258,875	50,000	310,000	50,000	315,000	50,000
Interest Income	7,033					
Ending Balance \$	52,927	32,927	82,927	57,927	107,927	77,927

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Geo-Spatial Referencing

FINAL BUDGET

March 2025

Service: 1.335 Geo-Spatial Referencing

Committee: Governance Committee & Finance Committee

DEFINITION:

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

PARTICIPATION:

All municipalities and electoral areas.

MAXIMUM LEVY:

None stated.

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

Governance Committee and Finance Committee

FUNDING:

Requisition

AUTHORITY:

General Services under the Municipal Act.

1.335 GEOSPATIAL REFERENCING	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS:</u>										
Allocations	23,186	23,186	23,879	-	-	23,879	24,596	25,087	25,589	26,101
Contract for Services	22,690	22,690	23,370	-	-	23,370	23,840	24,320	24,810	25,310
Consulting	15,210	-	15,670	-	-	15,670	15,980	16,300	16,630	16,960
Facilities Rental	15,930	8,021	16,410	-	-	16,410	16,740	17,070	17,410	17,760
Software Licenses & Fees	23,890	21,310	24,600	-	-	24,600	25,090	25,590	26,100	26,620
Other Operating Expenses	18,490	12,297	19,250	-	-	19,250	19,699	20,257	20,745	21,254
TOTAL OPERATING COSTS	119,396	87,504	123,179	-	-	123,179	125,945	128,624	131,284	134,005
*Percentage Increase over prior year			3.2%			3.2%	2.2%	2.1%	2.1%	2.1%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	64,010	96,842	35,000	-	-	35,000	35,700	36,185	36,910	37,650
Transfer to Capital Reserve Fund	-	-	30,550	-	-	30,550	30,660	31,270	31,900	32,440
TOTAL CAPITAL / RESERVES	64,010	96,842	65,550	-	-	65,550	66,360	67,455	68,810	70,090
TOTAL COSTS	183,406	184,346	188,729	-	-	188,729	192,305	196,079	200,094	204,095
<u>SOURCES OF FUNDING</u>						2.9%	1.9%	2.0%	2.0%	2.0%
PILT Revenue	(7,870)	(7,870)	(8,222)	-	-	(8,222)	(7,840)	(8,000)	(8,170)	(8,340)
Sale of Services	(8,660)	(9,600)	(8,920)	-	-	(8,920)	(9,100)	(9,280)	(9,470)	(9,660)
Interest Income	(160)	(160)	(160)	-	-	(160)	(160)	(160)	(160)	(160)
TOTAL REVENUE	(16,690)	(17,630)	(17,302)	-	-	(17,302)	(17,100)	(17,440)	(17,800)	(18,160)
REQUISITION	(166,716)	(166,716)	(171,427)	-	-	(171,427)	(175,205)	(178,639)	(182,294)	(185,935)
*Percentage increase over prior year requisition			2.8%			2.8%	2.2%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.335 Geo-Spatial Referencing	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$190,000	\$250,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$290,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$190,000	\$250,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$290,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$190,000	\$250,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$290,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$190,000	\$250,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$290,000

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.335
Service Name: Geo-Spatial Referencing

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
17-01	Replacement	RTK System Digital Infrastructure	RTK system infrastructure (computers, communications, power)	\$ 80,000	E	ERF	\$ 30,000	\$ 40,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 80,000
24-01	Replacement	RTK Tool System Refresh	RTK Tool System Refresh (replacement of EOL tool systems)	\$ 210,000	E	ERF	\$ 160,000	\$ 210,000					\$ 210,000
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 290,000				\$ 250,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 290,000

Operating Reserve Schedule

Operating Reserve Fund: 1.335 Geo-Spatial Referencing

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

Operating Reserve Cash Flow

Fund: 1500 Fund Center: 105552

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	11,387	11,916	11,916	11,916	11,916	11,916
Actual Purchases	-					
Planned Purchases		-	-	-	-	-
Transfer from Operating Budget	-	-	-	-	-	-
Interest Income	530	-	-	-	-	-
Ending Balance \$	11,916	11,916	11,916	11,916	11,916	11,916

Assumptions/Background:

Equipment Reserve Schedule

Reserve Fund: 1.335 Geospatial

Equipment Reserve Cash Flow

Fund: 1022 Fund Center: 101726
 ERF Group: GEOSPA.ERF

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	305,995	421,814	206,814	232,514	258,699	285,609
Actual Purchases	(11,987)					
Planned Purchases (Based on Capital Plan)		(250,000)	(10,000)	(10,000)	(10,000)	(10,000)
Transfer from Operating Budget	125,893	35,000	35,700	36,185	36,910	37,650
Interest Income	1,913					
Ending Balance \$	421,814	206,814	232,514	258,699	285,609	313,259

<u>Assumptions/Background:</u>

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Royal Theatre

FINAL BUDGET

March 2025

Service: 1.290 Royal Theatre

Committee: Finance

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

Greater of \$580,000 or \$0.00590 per \$1000 of net taxable value of land and improvements.

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

MAXIMUM CAPITAL DEBT:

NIL

COMMISSION:

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

FUNDING:

ROYAL THEATRE	BUDGET REQUEST						FUTURE PROJECTIONS			
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS:</u>										
Third Party Payment	37,535	37,535	37,014	-	-	37,014	37,521	37,529	37,070	35,989
Insurance Costs	44,300	44,300	50,490	-	-	50,490	55,539	61,092	67,201	73,922
Standard Overhead Allocation	17,565	17,565	17,814	-	-	17,814	18,340	18,779	19,229	19,689
Arts Manager Allocation	-	-	-	-	-	0	-	-	-	-
Operating Cost - Other (Interest)	600	600	600	-	-	600	600	600	600	600
TOTAL OPERATING COSTS	100,000	100,000	105,918	-	-	105,918	112,000	118,000	124,100	130,200
*Percentage Increase		0.00%	5.92%			5.92%	5.74%	5.36%	5.17%	4.92%
<u>CAPITAL / RESERVE</u>										
Capital Equipment Purchase	105,000	105,000	105,000	-	-	105,000	105,000	109,000	109,000	113,000
Transfer to Capital Reserve Fund	375,000	375,000	385,000	-	-	385,000	385,000	381,000	381,000	377,000
TOTAL CAPITAL COSTS	480,000	480,000	490,000	-	-	490,000	490,000	490,000	490,000	490,000
TOTAL COSTS	580,000	580,000	595,918	-	-	595,918	602,000	608,000	614,100	620,200
		0.00%	2.74%			2.74%	1.02%	1.00%	1.00%	0.99%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated balance C/F from current to Next year										
Balance C/F from Prior to Current year										
Revenue - Other	-	-								
TOTAL REVENUE	-	-	-	-	-	-	-	-	-	-
REQUISITION	(580,000)	(580,000)	(595,918)	-	-	(595,918)	(602,000)	(608,000)	(614,100)	(620,200)

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.290 Royal Theatre	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL

EXPENDITURE

Buildings	\$222,000	\$1,231,000	\$1,043,000	\$0	\$0	\$0	\$2,274,000
Equipment	\$0	\$345,000	\$55,000	\$0	\$16,500	\$0	\$416,500
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$222,000	\$1,576,000	\$1,098,000	\$0	\$16,500	\$0	\$2,690,500

SOURCE OF FUNDS

Capital Funds on Hand	\$222,000	\$222,000	\$0	\$0	\$0	\$0	\$222,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$380,000	\$0	\$0	\$0	\$380,000
Donations / Third Party Funding	\$0	\$375,000	\$380,000	\$0	\$0	\$0	\$755,000
Reserve Fund	\$0	\$979,000	\$338,000	\$0	\$16,500	\$0	\$1,333,500
	\$222,000	\$1,576,000	\$1,098,000	\$0	\$16,500	\$0	\$2,690,500

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #:

1.290

Service Name:

Royal Theatre

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
20-03	New	Add Balcony & Pit Railings	Add railings to ensure patron safety and comfort	\$ 75,000	B	Res		75,000					\$ 75,000
21-12	Renewal	Repair Building Envelope	Repairing building envelope of the 1914 structure.	\$ 2,293,000	B	Res		375,000	93,000				\$ 468,000
	Renewal	Repair Building Envelope	Repairing building envelope of the 1914 structure.		B	Other		375,000					\$ 375,000
	Renewal	Repair Building Envelope	Repairing building envelope of the 1914 structure.		B	Cap	110,000	110,000					\$ 110,000
21-13	Renewal	Plan, Rebuild and Expand Orchestra Pit	Plan, Rebuild and expand orchestra Pit to allow increased physical distancing of musicians and performers	\$ 115,000	B	Cap	112,000	112,000					\$ 112,000
23-01	Study	Study and plan main floor replacement including seats and aisle lights.	Study and plan main floor replacement including seats and aisle lights	\$ 30,000	B	Res		30,000					\$ 30,000
24-01	Replacement	Repour and refinish concrete main floor and replacement of seats and aisle lights	Repour and refinish concrete main floor and replacement of seats and aisle lights	\$ 700,000	B	Other	→		280,000				\$ 280,000
	Replacement	Repour and refinish concrete main floor and replacement of seats and aisle lights	Repour and refinish concrete main floor and replacement of seats and aisle lights.		B	Grant	→		280,000				\$ 280,000
	Replacement	Repour and refinish concrete main floor and replacement of seats and aisle lights	Repour and refinish concrete main floor and replacement of seats and aisle lights.		B	Res	→		140,000				\$ 140,000
24-04	Renewal	Wardrobe Department Upgrade	Upgrade wardrobe department	\$ 83,000	B	Res	→	83,000					\$ 83,000
24-05	Renewal	Restore Stage Surface	Deep restoration and refinish of stage surface	\$ 9,000	B	Res	→	9,000					\$ 9,000
25-01	Replacement	Replace Seats and Aisle Lights in balcony	Replace 20 year old seats in balcony	\$ 250,000	B	Other	→		100,000				\$ 100,000
	Replacement	Replace Seats and Aisle Lights in Balcony	Replace 20 year old seats in balcony.		B	Grant	→		100,000				\$ 100,000
	Replacement	Replace Seats and Aisle Lights in Balcony	Replace 20 year old seats in balcony.		B	Res	→		50,000				\$ 50,000
25-02	Replacement	Replace APs and UPS	Replace wireless access points and back up batteries	\$ 15,000	E	Res		15,000					\$ 15,000
25-03	Replacement	Replace Automated Lighting Fixtures	Replace lighting fixtures with new supported system with energy efficient LED technology	\$ 135,000	E	Res		135,000					\$ 135,000
25-04	Replacement	Replace Security Camera System	Replace aging security camera system	\$ 32,000	E	Res		32,000					\$ 32,000
25-05	Replacement	Replace Main Electrical Panel	Replace 22 year old water damaged main electrical panel	\$ 130,000	E	Res		130,000					\$ 130,000
25-06	Renewal	Add new storage in bar and concession	Add new storage in bar and concession for efficiency and security of inventory	\$ 12,000	B	Res		12,000					\$ 12,000
25-07	Replacement	Replace Green Room and Dressing Room Furniture	Replace chairs purchased in 2002 and reupholster modular couches	\$ 33,000	E	Res		33,000					\$ 33,000
25-08	Defer	Emergency Repairs	Unforeseen emergency repairs.	\$ 50,000	B	Res		50,000					\$ 50,000
26-01	Replacement	Replace Switches	Replace network switches	\$ 55,000	E	Res			55,000				\$ 55,000
28-01	Replacement	Replace SRST	Replace Cisco phone communications system	\$ 16,500	E	Res					16,500		\$ 16,500
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 4,033,500				\$ 1,576,000	\$ 1,098,000	\$ -	\$ 16,500	\$ -	\$ 2,690,500

Service: 1.290 Royal Theatre			
Project Number	20-03	Capital Project Title	Add Balcony & Pit Railings
Project Rationale	The addition of railings will ensure patron safety and comfort while moving to and from seats in the balcony area of the theatre.		
Capital Project Description	Add railings to ensure patron safety and comfort		
Project Number	21-12	Capital Project Title	Repair Building Envelope
Project Rationale	Flagged as immediate priority in Royal Theatre – Building Envelope Assessment Report prepared for the CRD Dec. 8, 2020 by Stantec Architecture Ltd. Repairing building envelope will ensure the 1914 structure will remain stable and will reduce energy consumption		
Capital Project Description	Repairing building envelope of the 1914 structure.		
Project Number	21-13	Capital Project Title	Plan, Rebuild and Expand Orchestra Pit
Project Rationale	Plan, rebuild and expand orchestra pit to align with professional standards of performing arts organizations.		
Capital Project Description	Plan, Rebuild and expand orchestra Pit to allow increased physical distancing of musicians and performers		
Project Number	24-01	Capital Project Title	Repour and refinish concrete main floor and replacement of seats and aisle lights
Project Rationale	Repouring and refinishing concrete main floor for improved safety, hygiene and cleaning protocols. Replacing the seats and lights for patrons comfort and safety. New seating will improve cleaning protocols. Current seats reaching end of useful life.		
Capital Project Description	Repour and refinish concrete main floor and replacement of seats and aisle lights		
Project Number	24-04	Capital Project Title	Wardrobe Department Upgrade
Project Rationale	Upgrade wardrobe department with electrical upgrade, extensive plumbing upgrades, dropped ceiling and drywall to accommodate two more stacked washers and dryers in order to meet clients' requirements.		
Capital Project Description	Upgrade wardrobe department		
Project Number	24-05	Capital Project Title	Restore Stage Surface
Project Rationale	Deep restoration and refinish of stage surface to return to fixed level.		
Capital Project Description	Deep restoration and refinish of stage surface		
Project Number	25-01	Capital Project Title	Replace Seats and Aisle Lights in balcony
Project Rationale	Replacing the seats and lights for patrons comfort and safety. New seating will improve cleaning protocols. Current seats are reaching end of useful life.		
Capital Project Description	Replace 20 year old seats in balcony		

Service: 1.290 Royal Theatre			
Project Number	25-02	Capital Project Title	Replace APs and UPS
Capital Project Description	Replace wireless access points and back up batteries		
Project Rationale	Replace APs and UPS to update the network infrastructure as required by CRD Information Technology replacement plan.		
Project Number	25-03	Capital Project Title	Replace Automated Lighting Fixtures
Capital Project Description	Replace lighting fixtures with new supported system with energy efficient LED technology		
Project Rationale	Original fixtures have not been supported by the manufacturer for over 7 years and parts are no longer available. New fixtures will have energy efficient LED technology and purchased as a system will ensure consistent build quality, internal parts and firmware.		
Project Number	25-04	Capital Project Title	Replace Security Camera System
Capital Project Description	Replace aging security camera system		
Project Rationale	Current security camera system legacy equipment is not supported by current security monitoring company. Purchase of new CRD supplied cameras and supporting hardware provides longevity and support for safety and security at the theatre.		
Project Number	25-05	Capital Project Title	Replace Main Electrical Panel
Capital Project Description	Replace 22 year old water damaged main electrical panel		
Project Rationale	Main electrical panel has been damaged by water and is no longer reliable.		
Project Number	25-06	Capital Project Title	Add new storage in bar and concession
Capital Project Description	Add new storage in bar and concession for efficiency and security of inventory		
Project Rationale	Adding new lockable storage cabinet in the bar and concession will improve efficiency and security of inventory.		
Project Number	25-07	Capital Project Title	Replace Green Room and Dressing Room Furniture
Capital Project Description	Replace chairs purchased in 2002 and reupholster modular couches		
Project Rationale	Replacing chairs purchased in 2002 and reupholstering modular couches in dressing rooms and green for improved artist comfort and service.		
Project Number	25-08	Capital Project Title	Emergency Repairs
Capital Project Description	Unforeseen emergency repairs.		
Project Rationale	Capital funds to accommodate any emergency repairs to the building.		

Service: 1.290 Royal Theatre		
Project Number	26-01	Capital Project Title Replace Switches
Capital Project Description	Replace network switches	
Project Rationale	Replace switches in the network infrastructure as required by CRD Information Technology replacement plan.	
Project Number	28-01	Capital Project Title Replace SRST
Capital Project Description	Replace Cisco phone communications system	
Project Rationale	Replace Cisco phone communications as required by CRD Information Technology replacement plan.	

**1.290 Royal Theatre
Asset and Reserve Summary
2025 - 2029 Financial Plan**

Asset Profile

Royal Theatre

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

Capital Reserve Fund Schedule

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

Cost Centre: 101607 (PLO)

Capital Reserve Fund

Projected year end balance

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	1,349,247	1,491,176	957,176	1,004,176	1,385,176	1,749,676
Planned Capital Expenditure (Based on Capital Plan)	(297,601)	(979,000)	(338,000)	-	(16,500)	-
Transfer from Operating Budget	375,000	385,000	385,000	381,000	381,000	377,000
Interest Income**	64,530	60,000				
Total projected year end balance	1,491,176	957,176	1,004,176	1,385,176	1,749,676	2,126,676

** 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

2025 BUDGET

McPherson Theatre

FINAL BUDGET

March 2025

Service: 1.295 McPherson Theatre

Committee: Finance

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

The City of Victoria is the only participant.

MAXIMUM LEVY:

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

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

MAXIMUM CAPITAL DEBT:

None

COMMISSION:

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

FUNDING:

McPHERSON THEATRE			BUDGET REQUEST				FUTURE PROJECTIONS			
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
OPERATING COSTS:										
Third Party Payments	306,282	306,282	303,787	-	-	303,787	304,808	303,856	302,882	301,888
Standard Overhead Allocation	34,959	34,959	34,911	-	-	34,911	35,958	36,677	37,411	38,159
Arts Manager Allocation	7,565	7,565	7,814	-	-	7,814	8,040	8,273	8,513	8,759
Interest Charge	300	300	300	-	-	300	300	300	300	300
TOTAL OPERATING COSTS	349,106	349,106	346,812	-	-	346,812	349,106	349,106	349,106	349,106
*Percentage Increase		0.00%		-0.66%		-0.66%	0.66%	0.00%	0.00%	0.00%
CAPITAL / RESERVE										
Capital Equipment Purchases	90,000	90,000	90,000	-	-	90,000	90,000	94,000	94,000	98,000
Transfer to Reserve Fund	346,233	346,233	346,233	-	-	346,233	346,233	342,233	342,233	338,233
TOTAL CAPITAL / RESERVES	436,233	436,233	436,233	-	-	436,233	436,233	436,233	436,233	436,233
TOTAL COSTS	785,339	785,339	783,045	-	-	783,045	785,339	785,339	785,339	785,339
FUNDING SOURCES (REVENUE)										
Estimated balance C/F from current to Next year		-	-	-	-					
Balance C/F from Prior to Current year	-	-								
Grants In Lieu of Taxes	(35,339)	(35,339)	(33,045)	-	-	(33,045)	(35,339)	(35,339)	(35,339)	(35,339)
TOTAL REVENUE	(35,339)	(35,339)	(33,045)	-	-	(33,045)	(35,339)	(35,339)	(35,339)	(35,339)
REQUISITION	(750,000)	(750,000)	(750,000)	-	-	(750,000)	(750,000)	(750,000)	(750,000)	(750,000)
*Percentage increase over prior year requisition		0.0%	0.00%			0.00%	0.00%	0.00%	0.00%	0.00%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.295 McPherson Theatre	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL

EXPENDITURE

Buildings	\$227,500	\$781,500	\$238,000	\$190,000	\$0	\$0	\$1,209,500
Equipment	\$0	\$122,000	\$44,000	\$0	\$16,500	\$0	\$182,500
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$227,500	\$903,500	\$282,000	\$190,000	\$16,500	\$0	\$1,392,000

SOURCE OF FUNDS

Capital Funds on Hand	\$227,500	\$227,500	\$0	\$0	\$0	\$0	\$227,500
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$676,000	\$282,000	\$190,000	\$16,500	\$0	\$1,164,500
	\$227,500	\$903,500	\$282,000	\$190,000	\$16,500	\$0	\$1,392,000

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.295

Service Name: McPherson Theatre

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
21-13	Renewal	Repair Building Envelope and Restore Façade	Repair building envelope and restore façade	\$ 1,163,000	B	Res		\$ 300,000	\$ 238,000	\$ 190,000			\$ 728,000
	Renewal	Repair Building Envelope and Restore Façade	Repair building envelope and restore façade		B	Cap	\$ 199,000	\$ 199,000					\$ 199,000
22-06	Renewal	Recoating of Fibreglass Façade	Recoating of fibreglass façade	\$ 26,000	B	Res							\$ -
22-07	Renewal	Repair Stand-alone canopies	Repair stand-alone canopies	\$ 45,000	B	Cap	\$ 28,500	\$ 28,500					\$ 28,500
24-02	Replacement	Replace Architectural Detail Lighting	Replace tungsten and quartz architectural lights with LED technology	\$ 20,000	B	Res							\$ -
24-05	Replacement	Remove Concrete Canopies	Remove concrete canopies	\$ 40,000	B	Res							\$ -
25-01	Replacement	Replace APs and UPS	Replace wireless access points and back up batteries	\$ 15,000	E	Res		\$ 15,000					\$ 15,000
25-02	Replacement	Replace Outdoor Digital Sign	Replace outdoor digital sign with new hardware and new LED panels	\$ 81,000	E	Res		\$ 81,000					\$ 81,000
25-03	Replacement	Balcony Lighting Pipes and LED Fixtures Upgrade	Upgrade the balcony lighting positions including fall protection to meet safety and seismic regulations and automated lighting fixtures	\$ 204,000	B	Res		\$ 204,000					\$ 204,000
25-04	Replacement	Replace Security Camera System	Replace aging security camera system	\$ 26,000	E	Res		\$ 26,000					\$ 26,000
25-05	Defer	Emergency Repairs	For Unforeseen Emergency Repairs	\$ 50,000	B	Res		\$ 50,000					\$ 50,000
26-01	Replacement	Replace Switches	Replace network switches	\$ 44,000	E	Res			\$ 44,000				\$ 44,000
28-01	Replacement	Replace SRST	Replace Cisco phone communications system	\$ 16,500	E	Res					\$ 16,500		\$ 16,500
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 1,730,500				\$ 903,500	\$ 282,000	\$ 190,000	\$ 16,500	\$ -	\$ 1,392,000

Service: 1.295 McPherson Theatre

Project Number	21-13	Capital Project Title	Repair Building Envelope and Restore Façade	Capital Project Description	Repair building envelope and restore façade
Project Rationale	Flagged as immediate priority in McPherson Playhouse – Building Envelope Assessment Report prepared for the CRD Dec. 8, 2020 by Stantec Architecture Ltd. Repairing building envelope will ensure the 1913 structure will remain stable and will reduce energy consumption. Restoring the 1913 façade will include point work on the bricks, gutter replacement and refinishing the fiberglass stonework around the historic wooden doors.				
Project Number	22-06	Capital Project Title	Recoating of Fibreglass Façade	Capital Project Description	Recoating of fibreglass façade
Project Rationale	Flagged as immediate priority in McPherson Playhouse – Building Envelope Assessment Report prepared for the CRD Dec. 8, 2020 by Stantec Architecture Ltd. Recoating the fibreglass façade will reduce shredding and breaking down.				
Project Number	22-07	Capital Project Title	Repair Stand-alone canopies	Capital Project Description	Repair stand-alone canopies
Project Rationale	As indicated in the 2022 McPherson Playhouse Detailed Seismic Assessment by Stantec Consulting Ltd., develop plan to remove concrete roof slabs and replace with a lightweight steel structure which will reduce seismic weight of the canopies by 80%.				
Project Number	24-02	Capital Project Title	Replace Architectural Detail Lighting	Capital Project Description	Replace tungsten and quartz architectural lights with LED technology
Project Rationale	Replace tungsten and quartz architectural lights with LED fixtures for reduced heat load, reduced electrical consumption and brighter, higher quality of light for patron comfort and safety in the audience chamber				
Project Number	24-05	Capital Project Title	Remove Concrete Canopies	Capital Project Description	Remove concrete canopies
Project Rationale	As indicated in the 2022 McPherson Playhouse Detailed Seismic Assessment by Stantec Consulting Ltd., the current concrete canopies are deficient under current seismic loads and will become a safety risk. In preparation of replacing with a lightweight steel structure, the concrete roof slabs must be removed.				
Project Number	25-01	Capital Project Title	Replace APs and UPS	Capital Project Description	Replace wireless access points and back up batteries
Project Rationale	Replace APs and UPS to update the network infrastructure as required by CRD Information Technology replacement plan.				
Project Number	25-02	Capital Project Title	Replace Outdoor Digital Sign	Capital Project Description	Replace outdoor digital sign with new hardware and new LED panels
Project Rationale	The current sign is degrading and the LED modules and connectivity through the network controller are failing. The new LED panels have a much longer lifespan. A new sign will provide information on upcoming events.				

Service: 1.295 McPherson Theatre

Project Number 25-03

Capital Project Title Balcony Lighting Pipes and LED Fixtures Upgrade

Capital Project Description

Upgrade the balcony lighting positions including fall protection to meet safety and seismic regulations and automated lighting fixtures

Project Rationale Upgrade the balcony hanging lighting positions including engineered fall protection to meet safety and seismic regulations and replace lighting fixtures with energy efficient automated fixtures so the fixtures can be accessed remotely.

Project Number 25-04

Capital Project Title Replace Security Camera System

Capital Project Description

Replace aging security camera system

Project Rationale Current security camera system legacy equipment is not supported by current security monitoring company. Purchase of new CRD supplied cameras and supporting hardware provides longevity and support for safety and security at the theatre.

Project Number 25-05

Capital Project Title Emergency Repairs

Capital Project Description

For Unforeseen Emergency Repairs

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

Project Number 26-01

Capital Project Title Replace Switches

Capital Project Description

Replace network switches

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

Project Number 28-01

Capital Project Title Replace SRST

Capital Project Description

Replace Cisco phone communications system

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

**1.295 McPherson Theatre
Asset and Reserve Summary
2025 - 2029 Financial Plan**

Asset Profile

McPherson Theatre

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

Capital Reserve Fund Schedule

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

Cost Centre: 101899 (PLO)

Capital Reserve Fund

Projected year end balance

Beginning Balance

Planned Capital Expenditure (Based on Capital Plan)

Transfer from Operating Budget

Interest Income*

Total projected year end balance

Actual	Budget				
2024	2025	2026	2027	2028	2029
2,583,224	2,891,636	2,661,869	2,726,102	2,878,335	3,204,068
(161,682)	(676,000)	(282,000)	(190,000)	(16,500)	-
346,233	346,233	346,233	342,233	342,233	338,233
123,861	100,000				
2,891,636	2,661,869	2,726,102	2,878,335	3,204,068	3,542,301

* 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

2025 BUDGET

Arts Grants and Development

FINAL BUDGET

March 2025

Service: 1.297 Arts Grants and Development

Committee: Finance

DEFINITION:

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

SERVICE DESCRIPTION:

CRD municipalities invest in the arts for the economic impact and employment they provide, for the provincial and national visibility arts organizations provide to the region, and for providing a wide range of educational, participatory and audience opportunities for citizens and visitors, improving quality of life. This service provides grants for NFP arts sector organizations within the CRD. An arms length committee, the CRD Arts Advisory Council, adjudicates grant applications based on parameters and total budget limits set by the CRD Arts Commission. Operating grants provide annual, ongoing assistance to larger arts organizations that meet established criteria for artistic, organizational and financial accountability. Project grants support one-time projects, short series, or extended programming of smaller organizations. Equity grants support applicants from communities that are at risk of exclusion or have difficulty accessing funding support for systemic reasons. Incubator grants support new and emerging arts organizations. IDEA grants encourage the development of arts programming capacity within non-arts mandated not-for-profit organizations.

PARTICIPATION:

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

MAXIMUM LEVY:

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

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

Arts

			BUDGET REQUEST				FUTURE PROJECTIONS			
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
ARTS GRANTS										
<u>ARTS GRANTS:</u>										
Operating Grants	2,360,363	2,360,363	2,436,170	-	-	2,436,170	2,484,890	2,534,590	2,585,280	2,636,990
Project Grants	378,000	378,000	384,000	-	-	384,000	391,680	399,510	407,500	415,650
Total Grants Payment	2,738,363	2,738,363 0.00%	2,820,170 2.99%	-	-	2,820,170 2.99%	2,876,570 2.00%	2,934,100 2.00%	2,992,780 2.00%	3,052,640 2.00%
<u>ADMINISTRATION COSTS:</u>										
Salaries and Wages	341,668	332,107	342,628	-	-	342,628	352,555	362,764	373,263	384,061
Standard Overhead Allocation	62,641	62,641	64,146	-	-	64,146	66,070	67,391	68,739	70,114
Human Resources Allocation	11,422	11,422	12,730	-	-	12,730	14,320	15,581	15,932	16,329
Building Occupancy Allocation	11,564	11,564	14,048	-	-	14,048	14,642	15,364	16,068	16,363
Other Allocations	-	-	550	-	3,604	4,154	5,174	2,150	2,160	2,170
Insurance Cost	770	770	750	-	-	750	825	908	999	1,099
Opearting Cost - Other	40,849	26,381	42,230	-	-	42,230	43,070	43,910	44,770	45,640
Total Administration Costs	468,914	444,885 -5.12%	477,082 1.74%	-	3,604	480,686 2.51%	496,656 3.32%	508,068 2.30%	521,931 2.73%	535,776 2.65%
TOTAL OPERATING COSTS	3,207,277	3,183,248 -0.75%	3,297,252 2.81%	-	3,604	3,300,856 2.92%	3,373,226 2.19%	3,442,168 2.04%	3,514,711 2.11%	3,588,416 2.10%
<u>CAPITAL / RESERVE TRANSFER</u>										
Transfer to Operating Reserve Fund	-	24,029	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	1,000	1,000	1,030	-	-	1,030	1,050	1,070	1,090	1,110
TOTAL CAPITAL / RESERVES TRANSFER	1,000	25,029	1,030	-	-	1,030	1,050	1,070	1,090	1,110
TOTAL COSTS	3,208,277	3,208,277 0.00%	3,298,282 2.81%	-	3,604	3,301,886 2.92%	3,374,276 2.19%	3,443,238 2.04%	3,515,801 2.11%	3,589,526 2.10%
Internal Recoveries	(15,130)	(15,130)	(15,628)	-	-	(15,628)	(16,080)	(16,546)	(17,026)	(17,518)
OPERATING LESS RECOVERIES	3,193,147	3,193,147 0.00%	3,282,654 2.80%	-	3,604	3,286,258 2.92%	3,358,196 2.19%	3,426,692 2.04%	3,498,775 2.10%	3,572,008 2.09%
FUNDING SOURCES (REVENUE)										
Transfer from Operating Reserve Fund	(49,500)	(49,500)	(66,914)	-	-	(66,914)	(52,700)	(52,700)	(52,700)	(52,700)
Payments In Lieu of Taxes	(186,993)	(186,993)	(172,779)	-	-	(172,779)	(186,993)	(186,993)	(186,993)	(186,993)
					-	-				
TOTAL REVENUE	(236,493)	(236,493) 0.00%	(239,693) 1.35%	-	-	(239,693) 1.35%	(239,693) 0.00%	(239,693) 0.00%	(239,693) 0.00%	(239,693) 0.00%
REQUISITION	(2,956,654)	(2,956,654)	(3,042,961) 2.92%	-	(3,604)	(3,046,565) 3.04%	(3,118,503) 2.36%	(3,186,999) 2.20%	(3,259,082) 2.26%	(3,332,315) 2.25%
AUTHORIZED POSITIONS:	3.00	3.00	3.00	0.00	0.00	3.00	3.00	3.00	3.00	3.00

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.297	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Arts Grants and Development							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$3,800	\$0	\$0	\$0	\$4,000	\$7,800
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$3,800	\$0	\$0	\$0	\$4,000	\$7,800

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$3,800	\$0	\$0	\$0	\$4,000	\$7,800
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$3,800	\$0	\$0	\$0	\$4,000	\$7,800

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.297
Service Name: Arts Grants and Development

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
26-01	Replacement	Computer and Printer	IT scheduled Routine Replacemen	\$ 3,800	E	ERF			\$ 3,800				\$ 3,800
29-01	Replacement	Computer and Printer	IT scheduled Routine Replacemen	\$ 4,000	E	ERF						\$ 4,000	\$ 4,000
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 7,800				\$ -	\$ 3,800	\$ -	\$ -	\$ 4,000	\$ 7,800

Service: 1.297 Arts Grants and Development

Project Number	24-01	Capital Project Title	#N/A	Capital Project Description	#N/A
Project Rationale	Computers and printers will be replaced based on equipment lifecycle assessment managed by IT department				

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

1.297 Arts and Cultural Grants
Operating Reserve Summary
2025 - 2029 Financial Plan

Profile

Arts and Cultural Grants

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

Operating Reserve Schedule - FC 105300

Operating Reserve Schedule Projected year end balance	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	302,765	317,386	274,686	221,986	169,286	116,586
Planned Purchase	(49,500)	(52,700)	(52,700)	(52,700)	(52,700)	(52,700)
Transfer from Ops Budget	50,261					
Interest Income*	13,860	10,000				
Total projected year end balance	317,386	274,686	221,986	169,286	116,586	63,886

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.

1.297 Arts grants and Development
Asset and Reserve Summary
2025 - 2029 Financial Plan

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

Equipment Replacement Fund Schedule (ERF)
ERF Fund: 1.297 Arts Grants and Development Equipment Replacement Fund

Equipment Replacement Fund	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	5,910	3,940	5,020	2,270	3,340	4,430
Planned Purchase (Based on Capital Plan)	(2,990)		(3,800)	-	-	(4,000)
Transfer from Ops Budget	1,000	1,030	1,050	1,070	1,090	1,110
Interest Income*	21	50	-	-	-	-
Ending Balance \$	3,940	5,020	2,270	3,340	4,430	1,540

* 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

2025 BUDGET

Feasibility Reserve Fund

FINAL BUDGET

March 2025

Service: 21.1 Feasibility Study Reserve

Committee: Finance

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

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

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

FUNDING:

FEASIBILITY STUDY	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2025 ONGOING	ONE-TIME	TOTAL	2026 CORE BUDGET	2027 CORE BUDGET	2028 CORE BUDGET	2029 CORE BUDGET
<u>OPERATING COSTS:</u>										
Regional Studies (un-allocated)	-	-	10,367	-	-	10,367	-	-	-	-
IBC 4a-1.1_TransportationService_2024	350,000	350,000	20,509	-	-	20,509	-	-	-	-
Establish Regional Arts Facility Service	-	-	-	-	132,000	132,000				
Total Regional	350,000	350,000	30,876	-	132,000	162,876	-	-	-	-
Electoral Area										
Southern Gulf Islands	-	-	-	-	-	-	-	-	-	-
Juan de Fuca	-	-	-	-	-	-	-	-	-	-
Salt Spring Island	-	-	-	-	-	-	-	-	-	-
EA Studies (un-allocated)	-	-	-	-	-	-	-	-	-	-
Total Electoral Area	-	-	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	350,000	350,000	30,876	-	132,000	162,876	-	-	-	-
*Percentage Increase over prior year						-53.5%				
<u>REVENUES</u>										
Estimated balance c/fwd	-	-	-	-	-	-	-	-	-	-
Balance c/fwd from 2023 to 2024	-	-	(20,509)	-	-	(20,509)				
Balance c/fwd from 2022 to 2023	(150,891)	(150,891)					-	-	-	-
Interest Income	-	-	-	-	-	-	-	-	-	-
Recovery Cost	-	-	-	-	-	-	-	-	-	-
Feasibility Study Funding	-	-	-	-	-	-	-	-	-	-
Grant Provincial	-	-	-	-	-	-	-	-	-	-
Payments - In Lieu of Taxes	-	-	(10,367)	-	-	(10,367)	-	-	-	-
Transfer from Revenue Fund	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	(150,891)	(150,891)	(30,876)	-	-	(30,876)	-	-	-	-
REQUISITION	(199,109)	(199,109)	-	-	(132,000)	(132,000)	-	-	-	-

CAPITAL REGIONAL DISTRICT BOARD
March 12, 2025
Board Room, 625 Fisgard Street, Victoria

BUDGET REVIEW
Part B

4. Parks and Recreation

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

5. Environmental Services

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

CAPITAL REGIONAL DISTRICT

2025 BUDGET

PARKS & RECREATION

FINAL BUDGET

March 2025

FINAL BUDGET
March 12, 2025
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Click on the service area name below to access selected budgets

Parks and Recreation

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CAPITAL REGIONAL DISTRICT

2025 BUDGET

Regional Parks

FINAL BUDGET

March 2025

Service: 1.280 Regional Parks

Committee: Regional Parks Committee & Transportation Committee

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:	\$ (5,000,000)
Remaining	<u>\$ 20,000,000</u>

REGIONAL PARKS SUMMARY	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS:</u>										
Salaries and Wages	9,576,047	9,226,056	10,022,995	-	-	10,022,995	10,340,383	10,630,625	10,928,944	11,235,563
Internal Allocations	1,599,065	1,596,065	1,646,197	-	10,812	1,657,009	1,734,794	1,785,817	1,822,685	1,861,373
Insurance Cost	68,810	68,810	91,460	-	-	91,460	100,606	110,667	121,734	133,908
Consultant and Contract for Services	1,286,578	1,214,655	1,120,616	-	135,000	1,255,616	1,175,028	1,178,129	1,221,690	1,225,726
Vehicles and Equipment	562,325	642,526	664,310	-	-	664,310	677,596	691,149	704,970	719,070
Parks Maintenance and Repairs	571,558	586,704	485,416	-	-	485,416	557,344	568,491	579,861	591,459
Utilities & Disposal Costs	202,698	241,240	241,553	-	-	241,553	246,384	251,312	256,337	261,465
Operating Supplies	483,749	670,175	532,614	-	60,000	592,614	543,269	554,131	565,214	576,518
Legal/Licences/Surveys Cost	57,650	76,150	66,743	-	-	66,743	68,078	69,439	70,827	72,246
Telecommunications&Training	173,659	177,553	182,275	-	-	182,275	185,920	189,639	193,433	197,299
Operating Cost - Other	355,339	352,865	482,309	12,000	-	494,309	499,195	509,180	524,363	529,751
TOTAL OPERATING COSTS	14,937,478	14,852,799	15,536,488	12,000	205,812	15,754,300	16,128,597	16,538,579	16,990,058	17,404,378
*Percentage increase over prior year		-0.6%	4.01%			5.47%	2.38%	2.5%	2.7%	2.4%
<u>CAPITAL / TRANSFER RESERVES</u>										
Transfer to Operating Reserve Fund	15,000	15,000	15,000	-	-	15,000	15,040	15,081	15,122	15,165
Transfer to Capital Fund	270,000	270,000	275,400	-	-	275,400	280,908	286,526	292,257	298,102
Land Acquisition Levy	-	-	-	-	-	-	-	-	-	-
Transfer to ERF Reserve	424,343	524,343	557,830	175,000	-	732,830	801,987	871,366	940,974	1,010,813
Transfer to Capital Reserve Fund	2,871,888	2,974,489	2,956,411	-	250,000	3,206,411	3,264,639	3,074,032	3,134,613	3,196,405
TOTAL CAPITAL / RESERVE TRANSFER	3,581,231	3,783,832	3,804,641	175,000	250,000	4,229,641	4,362,574	4,247,005	4,382,966	4,520,485
*Percentage increase over prior year		5.7%	6.24%			18.11%	3.14%	-2.6%	3.2%	3.1%
*Percentage increase over prior year Ops and Cap			4.44%			7.91%	2.54%	1.4%	2.8%	2.6%
LAF Debt	575,000	575,000	72,456	50,000	-	122,456	247,456	457,456	667,456	877,456
Trail Widening Debt	20,000	20,000	20,000	160,000	-	180,000	770,000	1,660,000	2,610,000	3,560,000
Infrastructure Debt	570,637	570,637	1,023,801	-	-	1,023,801	1,023,801	1,023,801	1,023,801	1,023,801
Debt Charges	1,165,637	1,165,637	1,116,257	210,000	-	1,326,257	2,041,257	3,141,257	4,301,257	5,461,257
TOTAL COSTS	19,684,346	19,802,268	20,457,386	397,000	455,812	21,310,198	22,532,428	23,926,841	25,674,281	27,386,120
*Percentage increase over prior year			3.93%			8.26%	5.74%	6.2%	7.3%	6.7%
Internal Recoveries	(76,018)	(76,018)	(77,539)	-	-	(77,539)	(79,090)	(80,672)	(82,285)	(83,931)
OPERATING LESS RECOVERIES	19,608,328	19,726,250	20,379,847	397,000	455,812	21,232,659	22,453,338	23,846,169	25,591,996	27,302,189
<u>FUNDING SOURCES (REVENUE)</u>										
Balance C/F from Prior to Current year	-	-	-		(535,000)	(535,000)	-	-	-	-
Fee Income	(744,091)	(752,013)	(796,816)	-	-	(796,816)	(811,203)	(825,650)	(842,121)	(858,923)
Rental Income	(107,000)	(103,000)	(106,090)	-	-	(106,090)	(108,212)	(110,376)	(112,584)	(114,835)
Transfer from Operating Reserve Fund	-	-	-	-	-	-	(20,000)	-	(20,000)	-
Payments - In Lieu of Taxes	(778,747)	(778,747)	(887,899)	-	-	(887,899)	(794,323)	(810,208)	(826,413)	(842,941)
Grants - Other	-	(114,000)	-	-	(60,000)	(60,000)	-	-	-	-
TOTAL REVENUE	(1,629,838)	(1,747,760)	(1,790,805)	-	(595,000)	(2,385,805)	(1,733,738)	(1,746,234)	(1,801,118)	(1,816,699)
REQUISITION	(17,978,490)	(17,978,490)	(18,589,042)	(397,000)	139,188	(18,846,854)	(20,719,600)	(22,099,935)	(23,790,878)	(25,485,490)
*Percentage increase over prior year requisition			3.40%			4.83%	9.94%	6.66%	7.65%	7.12%
PARTICIPANTS: Regional. AUTHORIZED POSITIONS:	77.0	77.0	77.0	6.4	0.0	83.4	83.4	83.4	83.4	83.4

REGIONAL PARKS - 2025 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:	2024	2024	2025	2025	2025	2025	2026	2027	2028	2029
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOATL	TOTAL	TOTAL	TOTAL	TOTAL
Headquarters and Admin Services	1,824,845	1,851,694	1,932,358	-	10,812	1,943,170	2,037,427	2,106,511	2,162,714	2,222,124
Visitor Experience & Stewardship	3,225,155	3,403,415	3,362,107	-	60,000	3,422,107	3,575,366	3,648,149	3,768,379	3,841,126
Planning & Facility Development	2,718,519	2,360,815	2,737,314	-	135,000	2,872,314	2,806,132	2,876,709	2,949,093	3,023,327
Parks Operations North	1,119,624	1,128,693	1,117,813	138,661	-	1,256,474	1,290,153	1,324,737	1,360,252	1,396,724
Parks Operations West	977,516	946,442	913,678	138,661	-	1,052,339	1,081,156	1,110,760	1,141,172	1,172,416
Parks Operations Central	988,985	999,985	1,026,933	138,661	-	1,165,594	1,197,457	1,230,191	1,263,819	1,298,364
Parks Operations South	856,392	865,092	877,396	138,661	-	1,016,057	1,044,065	1,072,842	1,102,410	1,132,790
Parks Operations Administration	2,030,549	1,992,642	2,300,433	(542,644)	-	2,312,150	1,798,434	1,840,037	1,882,626	1,926,227
HQ Maintenance and Equipment	1,052,119	1,163,181	1,118,607	-	-	1,118,607	1,144,978	1,171,984	1,199,640	1,227,967
Mount McDonald	121,274	121,274	126,434	-	-	126,434	129,386	131,975	134,615	137,307
TOTAL OPERATING COST	14,914,978	14,833,233	15,513,073	12,000	205,812	15,730,885	16,104,554	16,513,895	16,964,720	17,378,372
Percentage change over prior year			4.01%			5.47%	2.38%	2.54%	2.73%	2.44%
Land Acquisition Levy				-	-					
Land Acquisition (planning costs)	30,500	27,566	31,415	-	-	31,415	32,043	32,684	33,338	34,006
Transfer to Operating Reserves Fund	7,000	7,000	7,000	-	-	7,000	7,040	7,081	7,122	7,165
Transfer to ERF and Capital	3,566,231	3,768,832	3,789,641	175,000	250,000	4,214,641	4,347,534	4,231,924	4,367,844	4,505,320
Debt Servicing Cost LAF	575,000	575,000	72,456	50,000	-	122,456	247,456	457,456	667,456	877,456
Debt Servicing Trail Widening	20,000	20,000	20,000	160,000	-	180,000	770,000	1,660,000	2,610,000	3,560,000
Debt Servicing Infrastructure	570,637	570,637	1,023,801	-	-	1,023,801	1,023,801	1,023,801	1,023,801	1,023,801
TOTAL LAND, RESERVE AND DEBT	4,769,368	4,969,035	4,944,313	385,000	250,000	5,579,313	6,427,874	7,412,946	8,709,561	10,007,748
Percentage change over prior year			3.67%			16.98%	15.21%	15.33%	17.49%	14.91%
Surplus C/F										
Internal Recoveries	(76,018)	(76,018)	(77,539)	-	-	(77,539)	(79,090)	(80,672)	(82,285)	(83,931)
Transfer from Operating Reserve				-	-		(20,000)		(20,000)	
Fee Income	(744,091)	(752,013)	(796,816)	-	-	(796,816)	(811,203)	(825,650)	(842,121)	(858,923)
Rental Income	(107,000)	(103,000)	(106,090)	-	-	(106,090)	(108,212)	(110,376)	(112,584)	(114,835)
Other Grants		(114,000)		-	(60,000.00)	(60,000)				
Payments - In Lieu of Taxes	(778,747)	(778,747)	(887,899)	-	-	(887,899)	(794,323)	(810,208)	(826,413)	(842,941)
TOTAL REVENUE	(1,705,856)	(1,823,778)	(1,868,344)		(60,000)	(1,928,344)	(1,812,828)	(1,826,906)	(1,883,403)	(1,900,630)
TOTAL REQUISITION	(17,978,490)	(17,978,490)	(18,589,042)	(397,000)	(395,812)	(19,381,854)	(20,719,600)	(22,099,935)	(23,790,878)	(25,485,490)
Percentage change over prior year requisition			3.40%			7.81%	6.90%	6.66%	7.65%	7.12%
Participants: All municipalities and electoral areas										
AUTHORIZED POSITIONS:										
Salaried	77.00	77.00	77.00	6.40	-	83.40	83.40	83.40	83.40	83.40

REGIONAL PARKS - 2025 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:	2024	2024	2025	2025	2025	2025	2026	2027	2028	2029
	Budget	Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Salaries & Wages	428,440	418,137	430,288	-	-	430,288	442,750	455,566	468,746	482,301
Other Operating Expenditures	1,396,405	1,433,557	1,502,070	-	10,812	1,512,882	1,594,677	1,650,945	1,693,968	1,739,823
TOTAL EXPENDITURES	1,824,845	1,851,694	1,932,358	-	10,812	1,943,170	2,037,427	2,106,511	2,162,714	2,222,124
Internal Recoveries	(23,030)	(23,030)	(23,491)	-	-	(23,491)	(23,961)	(24,440)	(24,929)	(25,427)
TOTAL REVENUE	(23,030)	(23,030)	(23,491)	-	-	(23,491)	(23,961)	(24,440)	(24,929)	(25,427)
Requisition	(1,801,815)	(1,828,664)	(1,908,867)	-	(10,812)	(1,919,679)	(2,013,466)	(2,082,071)	(2,137,785)	(2,196,697)
Percentage Change			5.94%			6.54%	4.89%	3.41%	2.68%	2.76%

PROGRAM: LAND ACQUISITION										
FINANCIAL SUMMARY:	2024	2024	2025	2025	2025	2025	2026	2027	2028	2029
	Budget	Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Capital				-	-					
Debt Servicing LAF	575,000	575,000	72,456	50,000	-	122,456	247,456	457,456	667,456	877,456
Salaries & Wages				-	-					
Other Operating Expenditures	30,500	27,566	31,415	-	-	31,415	32,043	32,684	33,338	34,006
TOTAL EXPENDITURES	605,500	602,566	103,871	50,000	-	153,871	279,499	490,140	700,794	911,462
Other Revenue										
TOTAL REVENUE	-	-	-	-	-	-	-	-	-	-
Requisition	(605,500)	(602,566)	(103,871)	(50,000)	-	(153,871)	(279,499)	(490,140)	(700,794)	(911,462)
Percentage Change			-82.85%			-74.59%	81.65%	75.36%	42.98%	30.06%

REGIONAL PARKS - 2025 BUDGET

PROGRAM: TRANSFER TO RESERVES AND DEBT SERVICING										
FINANCIAL SUMMARY:	2024	2024	2025	2025	2025	2025	2026	2027	2028	2029
	Budget	Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Debt Servicing Trail Widening	20,000	20,000	20,000	160,000	-	180,000	770,000	1,660,000	2,610,000	3,560,000
Debt Servicing Infrastructure	570,637	570,637	1,023,801	-	-	1,023,801	1,023,801	1,023,801	1,023,801	1,023,801
Transfer to Capital Reserve Fund	2,571,789	2,571,789	2,648,943	-	-	2,648,943	2,701,922	2,755,960	2,811,079	2,867,301
Total Expenditures	3,162,426	3,162,426	3,692,744	160,000	-	3,852,744	4,495,723	5,439,761	6,444,880	7,451,102
REVENUE										
Transfer from Operating Reserve				-	-					
MFA Debt Reserve Fund Earning	(1,430)	(1,430)	(2,050)	-	-	(2,050)	(2,050)	(2,050)	(2,050)	(2,050)
Requisition	(3,160,996)	(3,160,996)	(3,690,694)	(160,000)		(3,850,694)	(4,493,673)	(5,437,711)	(6,442,830)	(7,449,052)
Percentage Change			16.76%			21.82%	16.70%	21.01%	18.48%	15.62%

Participants: All municipalities and electoral areas

REGIONAL PARKS - 2025 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:	2024	2024	2025	2025	2025	2025	2026	2027	2028	2029
	Budget	Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Salaries & Wages	2,596,385	2,589,364	2,717,658	-	-	2,717,658	2,828,968	2,907,379	2,987,955	3,070,754
Other Operating Expenditures	620,770	806,051	636,449	-	60,000.00	696,449	738,398	732,770	772,424	762,372
Trans to Operating Res Fund	8,000	8,000	8,000	-	-	8,000	8,000	8,000	8,000	8,000
Internal Recoveries				-	-					
TOTAL EXPENDITURES	3,225,155	3,403,415	3,362,107	-	60,000.00	3,422,107	3,575,366	3,648,149	3,768,379	3,841,126
Program Fees and Donations				-	-					
Grants		(114,000)		-	(60,000.00)	(60,000)				
Trans from Operating Res Fund				-	-		(20,000)		(20,000)	
TOTAL REVENUE		(114,000)		-	(60,000.00)	(60,000)	(20,000)		(20,000)	
Requisition	(3,225,155)	(3,289,415)	(3,362,107)	-	-	(3,362,107)	(3,555,366)	(3,648,149)	(3,748,379)	(3,841,126)
Percentage Change			4.25%			4.25%	5.75%	2.61%	2.75%	2.47%

REGIONAL PARKS - 2025 BUDGET

PROGRAM: PLANNING & FACILITY DEVELOPMENT										
DESCRIPTION:		The goal of planning is to address the protection of a park and trail's natural environment, cultural herritage and to identify appropriate outdoor recreational activities and experiences and the facilities for these services.								
FINANCIAL SUMMARY:	2024	2024	2025	2025	2025	2025	2026	2027	2028	2029
	Budget	Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Salaries & Wages	1,565,599	1,208,982	1,606,650			1,606,650	1,652,855	1,700,368	1,749,223	1,799,461
Other Operating Expenditures	1,152,920	1,151,833	1,130,664		135,000	1,265,664	1,153,277	1,176,341	1,199,870	1,223,866
TOTAL OPS EXPENDITURES	2,718,519	2,360,815	2,737,314	-	135,000	2,872,314	2,806,132	2,876,709	2,949,093	3,023,327
Transfer to Capital Reserve Fund	226,706	226,706	233,507			233,507	238,177	242,941	247,800	252,756
Transfer to Operating Reserve Fund	5,000	5,000	5,000			5,000	5,000	5,000	5,000	5,000
TOTAL TRANSFERS	231,706	231,706	238,507			238,507	243,177	247,941	252,800	257,756
Other Revenue										
Transfer from Operating Reserve										
TOTAL REVENUE	-	-	-	-	-	-	-	-	-	-
Requisition	(2,950,225)	(2,592,521)	(2,975,821)	-	(135,000.00)	(3,110,821)	(3,049,309)	(3,124,650)	(3,201,893)	(3,281,083)
Percentage Change			0.87%			5.44%	-1.98%	2.47%	2.47%	2.47%

REGIONAL PARKS - 2025 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:	2024	2024	2025	2025	2025	2025	2026	2027	2028	2029	
	Budget	Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total	
Salaries & Wages	448,937	444,487	463,559			463,559	476,827	490,472	504,499	518,922	
Other Operating Expenditures	603,182	718,694	655,048			655,048	668,151	681,512	695,141	709,045	
TOTAL OPS EXPENDITURES	1,052,119	1,163,181	1,118,607	-	-	1,118,607	1,144,978	1,171,984	1,199,640	1,227,967	
Transfer to Capital and ERF	424,343	424,343	557,830	550,000		1,107,830	1,184,987	1,262,366	1,339,974	1,417,813	
TOTAL CAP EXPENDITURES	424,343	424,343.00	557,830	550,000.00	-	1,107,830	1,184,987	1,262,366	1,339,974	1,417,813	
Requisition	(1,476,462)	(1,587,524)	(1,676,437)	(550,000)		(2,226,437)	(2,329,965)	(2,434,350)	(2,539,614)	(2,645,780)	
Percentage Change			13.54%			50.80%	4.65%	4.48%	4.32%	4.18%	

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:	2024	2024	2025	2025	2025	2025	2026	2027	2028	2029	
	Budget	Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total	
Salaries & Wages											
Other Operating Expenditures	121,274	121,274	126,434			126,434	129,386	131,975	134,615	137,307	
TOTAL OPS EXPENDITURES	121,274	121,274	126,434			126,434	129,386	131,975	134,615	137,307	
Transfer to Operating Reserve	2,000	2,000	2,000			2,000	2,040	2,081	2,122	2,165	
Transfer to Capital Reserve	45,000	45,000	45,000			45,000	45,000	45,000	45,000	45,000	
TOTAL CAP EXPENDITURES	47,000	47,000	47,000			47,000	47,040	47,081	47,122	47,165	
Internal Recoveries	(29,359)	(29,359)	(29,946)			(29,946)	(30,545)	(31,156)	(31,779)	(32,415)	
Transfer from Operating Reserve											
TOTAL REVENUE	(29,359)	(29,359)	(29,946)			(29,946)	(30,545)	(31,156)	(31,779)	(32,415)	
Requisition	(138,915)	(138,915)	(143,488)			(143,488)	(145,881)	(147,900)	(149,958)	(152,057)	
Percentage Change			3.29%			3.29%	1.67%	1.38%	1.39%	1.40%	

Participants: All municipalities and electoral areas

REGIONAL PARKS - 2025 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:	2024	2024	2025	2025	2025	2025	2026	2027	2028	2029
	Budget	Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Salaries & Wages	806,490	807,231	832,935	138,661		971,596	999,577	1,028,350	1,057,938	1,088,362
Other Operating Expenditures	313,134	321,462	284,878			284,878	290,576	296,387	302,314	308,362
TOTAL EXPENDITURES	1,119,624	1,128,693	1,117,813	138,661	-	1,256,474	1,290,153	1,324,737	1,360,252	1,396,724
Requisition	(1,119,624)	(1,128,693)	(1,117,813)	(138,661)		(1,256,474)	(1,290,153)	(1,324,737)	(1,360,252)	(1,396,724)
Percentage Change			-0.16%			12.22%	2.68%	2.68%	2.68%	2.68%

PARKS OPERATIONS WEST

FINANCIAL SUMMARY:	2024	2024	2025	2025	2025	2025	2026	2027	2028	2029
	Budget	Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Salaries & Wages	795,343	794,269	746,382	138,661		885,043	910,514	936,705	963,637	991,331
Other Operating Expenditures	182,173	152,173	167,296			167,296	170,642	174,055	177,535	181,085
TOTAL EXPENDITURES	977,516	946,442	913,678	138,661		1,052,339	1,081,156	1,110,760	1,141,172	1,172,416
Internal Recoveries	(23,629)	(23,629)	(24,102)			(24,102)	(24,584)	(25,076)	(25,577)	(26,089)
Requisition	(953,887)	(922,813)	(889,576)	(138,661)		(1,028,237)	(1,056,572)	(1,085,684)	(1,115,595)	(1,146,327)
Percentage Change			-6.74%			7.79%	2.76%	2.76%	2.76%	2.75%

Participants: All municipalities and electoral areas

PARKS OPERATIONS CENTRAL

FINANCIAL SUMMARY:	2024	2024	2025	2025	2025	2025	2026	2027	2028	2029
	Budget	Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Salaries & Wages	799,401	799,401	833,558	138,661		972,219	1,000,215	1,029,003	1,058,608	1,089,048
Other Operating Expenditures	189,584	200,584	193,375			193,375	197,242	201,188	205,211	209,316
TOTAL EXPENDITURES	988,985	999,985	1,026,933	138,661		1,165,594	1,197,457	1,230,191	1,263,819	1,298,364
Internal Recoveries										
Requisition	(988,985)	(999,985)	(1,026,933)	(138,661)		(1,165,594)	(1,197,457)	(1,230,191)	(1,263,819)	(1,298,364)
Percentage Change			3.84%			17.86%	2.73%	2.73%	2.73%	2.73%

Participants: All municipalities and electoral areas

PARKS OPERATIONS SOUTH

FINANCIAL SUMMARY:	2024	2024	2025	2025	2025	2025	2026	2027	2028	2029
	Budget	Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Salaries & Wages	717,748	726,448	734,379	138,661		873,040	898,188	924,047	950,639	977,983
Other Operating Expenditures	138,644	138,644	143,017			143,017	145,877	148,795	151,771	154,807
TOTAL EXPENDITURES	856,392	865,092	877,396	138,661		1,016,057	1,044,065	1,072,842	1,102,410	1,132,790
Internal Recoveries										
Requisition	(856,392)	(865,092)	(877,396)	(138,661)		(1,016,057)	(1,044,065)	(1,072,842)	(1,102,410)	(1,132,790)
Percentage Change			2.45%			18.64%	2.76%	2.76%	2.76%	2.76%

Participants: All municipalities and electoral areas

PARKS OPERATIONS ADMINISTRATION

FINANCIAL SUMMARY:	2024	2024	2025	2025	2025	2025	2026	2027	2028	2029
	Budget	Actual	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	Total	Total	Total	Total
Salaries & Wages	1,417,704	1,437,737	1,657,586	(554,644)		1,102,942	1,130,489	1,158,735	1,187,699	1,217,401
Other Operating Expenditures	612,845	554,905	642,847	12,000		654,847	667,945	681,302	694,927	708,826
Transfer to Reserves & Capital	298,393	298,393	304,361		250,000	554,361	560,448	316,657	322,991	329,450
TOTAL EXPENDITURES	2,328,942	2,291,035	2,604,794	(542,644)	250,000	2,312,150	2,358,882	2,156,694	2,205,617	2,255,677
Internal Recoveries										
Requisition	(2,328,942)	(2,291,035)	(2,604,794)	542,644	(250,000)	(2,312,150)	(2,358,882)	(2,156,694)	(2,205,617)	(2,255,677)
Percentage Change			11.84%			-0.72%	2.02%	-8.57%	2.27%	2.27%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.280 Regional Parks	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL

EXPENDITURE

Buildings	\$0	\$650,000	\$600,000	\$500,000	\$750,000	\$1,150,000	\$3,650,000
Equipment	\$0	\$88,400	\$147,700	\$82,800	\$94,400	\$412,000	\$825,300
Land	\$0	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$10,000,000
Engineered Structures	\$2,398,000	\$15,037,000	\$14,790,000	\$15,120,000	\$14,645,000	\$12,275,000	\$71,867,000
Vehicles	\$0	\$1,622,000	\$655,000	\$890,000	\$1,328,000	\$920,000	\$5,415,000
	\$2,398,000	\$19,397,400	\$18,192,700	\$18,592,800	\$18,817,400	\$16,757,000	\$91,757,300

SOURCE OF FUNDS

Capital Funds on Hand	\$798,000	\$798,000	\$0	\$0	\$0	\$0	\$798,000
Debenture Debt (New Debt Only)	\$1,600,000	\$11,250,000	\$12,000,000	\$12,000,000	\$15,000,000	\$13,000,000	\$63,250,000
Equipment Replacement Fund	\$0	\$1,710,400	\$802,700	\$972,800	\$1,197,400	\$1,032,000	\$5,715,300
Grants (Federal, Provincial)	\$0	\$500,000	\$0	\$0	\$0	\$0	\$500,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$5,139,000	\$5,390,000	\$5,620,000	\$2,620,000	\$2,725,000	\$21,494,000
	\$2,398,000	\$19,397,400	\$18,192,700	\$18,592,800	\$18,817,400	\$16,757,000	\$91,757,300

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.280

Service Name: Regional Parks

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE										
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total	
19-05	Renewal	Repair GGRT Bridges (5)	Repairs/replacement Veitch Creek, Bilsten (2), Charters and Interurban.	2,574,000	S	Cap		-	-	-	-	-	-	
19-05	Renewal	Repair GGRT Bridges (5)	Repairs/replacement Veitch Creek, Bilsten (2), Charters and Interurban.		S	Res		150,000	-	-	-	-	150,000	
20-03	Renewal	Park Facilities St. John Point	Constructing parking lot, pit toilet, information kiosk, and benches at St. John Point	133,000	S	Cap	86,000	86,000	-	-	-	-	86,000	
20-03	Renewal	Park Facilities St. John Point	Constructing parking lot, pit toilet, information kiosk, and benches at St. John Point		S	Res		14,000	-	-	-	-	14,000	
20-09	Renewal	Design & Expand East Sooke Aylard Farm Parking	Develop & construct an engineered long term expansion solution to meet on-going parking demands.	1,270,000	S	Cap	600,000	600,000	-	-	-	-	600,000	
20-09	Renewal	Design & Expand East Sooke Aylard Farm Parking	Develop & construct an engineered long term expansion solution to meet on-going parking demands.		S	Res	⇒	610,000	-	-	-	-	610,000	
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.	1,675,000	S	Res		200,000	100,000	1,250,000	-	-	1,550,000	
22-04	Study	Sooke Potholes Lodge Feasibility Study	Feasibility study for removal and design to rehabilitate old lodge site at Sooke Potholes	200,000	B	Res		100,000	100,000	-	-	-	200,000	
23-01	New	Purchase of New Genset for Mt. McDonald	New backup power supply required for emergency communication equipment on Mt. McDonald.	300,000	E	Res		-	-	-	-	300,000	300,000	
23-05	New	Design & Construct Salt Spring Island Regional Trail	Feasibility study, design and construct 5km of regional trail on Salt Spring Island.	4,690,000	S	Res		300,000	330,000	-	-	-	630,000	
23-05	New	Design & Construct Salt Spring Island Regional Trail	Feasibility study, design and construct 5km of regional trail on Salt Spring Island.		S	Debt		-	-	-	3,000,000	1,000,000	4,000,000	
23-11	Renewal	Repair Witty's Lagoon Bridge	Replace Witty's Lagoon footbridge over Sitting Lady Falls.	435,000	S	Res		375,000	-	-	-	-	375,000	
23-14	Replacement	Equipment Replacement	Equipment replacement of outdoor and indoor equipment and furniture.		NA	ERF		88,400	147,700	82,800	94,400	112,000	525,300	
23-15	New	Potential Land Acquisition Transactions	Potential land acquisition transactions.		NA	L	Debt	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	10,000,000	
24-04	Renewal	Design & Construct Brookleigh Boat Launch	Improvements to the boat launch and dock at Brookleigh Beach on Elk Lake.	125,000	S	Res		125,000	-	-	-	-	125,000	
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		7,650,000	10,000,000	10,000,000	10,000,000	10,000,000	47,650,000	
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.		S	Grant		500,000				-	500,000	
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.		S	Debt	1,600,000	1,600,000					1,600,000	
24-07	Renewal	Site Planning and Improvements at 728 Work Site	Site plan, design and construct building and site improvements at 728 work site.	2,500,000	B	Res		50,000	200,000	500,000	750,000	1,000,000	2,500,000	
24-08	Renewal	Sooke Hills Wilderness Trail Repair	Temporary repairs to Sooke Hills Wilderness Trail - Waugh Creek	150,000	S	Cap	112,000	112,000	-	-	-	-	112,000	
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		275,000	285,000	250,000	-	-	810,000	
24-12	Replacement	Weed Harvester	Replace 2006 aquatic weed harvester	700,000	V	ERF	⇒	700,000	-	-	-	-	700,000	
24-13	Renewal	Design and Implement Durrance Lake Dam Alteration Plan	Design Durrance Lake Dam alteration plan based on public engagement process outcomes.	3,300,000	S	Res		150,000	1,500,000	1,500,000	-	-	3,150,000	
24-13	Renewal	Design and Implement Durrance Lake Dam Alteration Plan	Design Durrance Lake Dam alteration plan based on public engagement process outcomes.		S	Res	⇒	150,000			-	-	150,000	
24-14	Replacement	Light Duty Vehicle Replacement - Carryforward	Vehicle replacement based on a schedule for fleet vehicles- 2024 carryforward	267,000	V	ERF	⇒	267,000				-	267,000	
24-15	Replacement	Dump Truck Replacement	Replace 2007 Sterling 5 Ton Dump Truc	230,000	V	ERF		230,000				-	230,000	
25-02	Study	Options Analysis of Shoreline Stabilization	Options analysis for shoreline stabilization at Jordan River Regional Park and Island View Beach Regional Park	150,000	S	Res		150,000	-	-	-	-	150,000	
25-04	Renewal	Design and Construct- Regional Trail Bridge Renewals (4)	Design and Construct Regional Trail bridge renewals for Bilston #3, Firehall, Millstream, Interurban and Wilkinson bridges based on 20-year renewal plan.	2,175,000	S	Res		325,000	950,000	900,000	-	-	2,175,000	
25-05	Replacement	Implement Kiosk Strategy	Implement kiosk strategy for the purpose of replacing ageing information kiosks.	100,000	S	Res		20,000	20,000	20,000	20,000	20,000	100,000	
25-06	Study	DSR for Elk/Beaver Lake Dams	Conduct comprehensive dam safety review for the Elk/Beaver Lake dams as required by the DSO	200,000	S	Res		100,000	100,000	-	-	-	200,000	
25-07	New	Coles Bay Shoreline Restoration	Design and Construct shoreline restoration to protect cultural and ecological shoreline values and restore the traditional shellfish harvest in Coles Bay	350,000	S	Res		350,000	-	-	-	-	350,000	
25-08	Replacement	Royal Oak Golf Course Site Securement Fund	Replace the culvert between the two lower ponds and Remediate hydrocarbon-contaminated soils in the storage yard, building, and property fund at ROGC	500,000	S	Res		250,000	250,000	-	-	-	500,000	
25-09	Renewal	Upgrading electrical capacity and HVAC at Mill Hill Worksite	Upgrading electrical capacity and HVAC system for the building at Mill Hill worksite.	800,000	B	Res		500,000	300,000	-	-	-	800,000	
25-10	New	Spillway alterations and log boom installation	Design and construct Humpback and Thetis spillway log boom installation and Thetis spillway alterations	200,000	S	Res		200,000	-	-	-	-	200,000	
25-11	Study	Killarney Lake Dam Study	Breach Study, Inundation Mapping, and Consequence Classification for Killarney Lake Dam	80,000	S	Res		20,000	60,000	-	-	-	80,000	
25-12	Renewal	Design and construct Hereward, Helmcken, and Island Highway Repair	Design and construct Girder Repairs for Hereward, Helmcken, and Island Highway (at 4-Mile) bridges to increase girder shear capacity	400,000	S	Res		400,000	-	-	-	-	400,000	
25-13	Renewal	Replace timber curbs and resurface asphalt overlay for Colquitz Creek Road Bridge	Design and construct replacement of timber curbs and resurface asphalt overlay for Colquitz Creek Road Bridge at Filter Beds	70,000	S	Res		70,000	-	-	-	-	70,000	
25-14	Replacement	Replace Wooden Culvert (Trail Way)	Replace Sooke Hills Wilderness Trail wooden culvert	230,000	S	Res		30,000	200,000	-	-	-	230,000	
25-15	Replacement	F-450 Dump Truck Replacement	F-450 dump truck replacement based on a schedule for fleet vehicles	175,000	V	ERF		175,000					175,000	
25-16	Replacement	Vehicle Replacement	Vehicle replacement based on a schedule for fleet vehicles	3,818,000	V	ERF		250,000	655,000	890,000	1,103,000	920,000	3,818,000	
25-17	Study	Humpback Dam - IDSRMP	Develop Interim Dam Safety Risk Management Plan - Humpback Dam		S	Res		150,000					150,000	
26-03	Renewal	Renew Eagle Beach Picnic Shelter	Design and construct improvements to Eagle Beach picnic shelter to extend service life.	80,000	S	Res		-			-	80,000	80,000	
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.	450,000	S	Res		-	200,000	250,000	-	-	450,000	
26-06	Renewal	Renewal of Elk Beaver Lake Regional Park road surfacing	Full depth renewal and paving of Elk Beaver Lake Regional Park road.	300,000	S	Res		-	300,000	-	-	-	300,000	
26-07	Replacement	Design and Construct - Jordan River Regional Park Boardwalk	Design and Construct boardwalk at Jordan River Regional Park.	245,000	S	Res		-	45,000	200,000	-	-	245,000	

Service #: 1.280

Service Name: Regional Parks

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
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.	150,000	B	Res		-	-	-	-	150,000	150,000
27-03	New	Jordan River and Island View Beach Shoreline Restoration	Design and Construct shoreline restoration at Jordan River Regional Park and Island View Beach Regional Park	1,500,000	S	Res		-	-	750,000	750,000	-	1,500,000
28-01	New	Design Thetis Lake Dam Upgrades	Design upgrades to Thetis Lake Dams.	150,000	S	Res		-	-	-	50,000	100,000	150,000
28-02	New	Decommission pit toilet and construct three pit toilet at Island View Beach	Decommission the existing pit toilet that are approaching end of life and construct three new pit toilets at Island View Beach.	450,000	S	Res		-	450,000	-	-	-	450,000
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 and Construct- Regional Trail Bridge Renewals (4)	Design and Construct Regional Trail bridge renewals for Wildwood/Matheson, Hereward, Island Highway and Helmeken bridges based on 20-year renewal plan.	2,175,000	S	Res		-	-	-	325,000	900,000	1,225,000
28-06	Replacement	Tandem Dump Truck	Replace 2003 Western Star tandem dump truck	NA	V	Res		-	-	-	225,000	-	225,000
29-01	Replacement	Hamsterly Beach Waterline Replacement	Replace the waterline at Hamsterly Beach	75,000	S	Res		75,000	-	-	-	-	75,000
29-02	Renewal	Renew Sitting Lady Falls Parking	Construct renewal to Witty's Lagoon - Sitting Lady Falls Parking that has exceeded its serviceable life span.	175,000	S	Res		-	-	-	-	175,000	175,000
			Grand Total	\$ 85,032,000				\$ 19,397,400	\$ 18,192,700	\$ 18,592,800	\$ 18,817,400	\$ 16,757,000	\$ 91,757,300

Service:

1.280

Regional Parks

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. The scope of work for the Interurban bridge is expected to continue through 2025, with an increased budget of \$150,000.

Project Number 20-03

Capital Project Title Park Facilities St. John Point

Capital Project Description

Constructing parking lot, pit toilet, information kiosk, and benches at St. John Point

Project Rationale Design and construct parking lot, toilet, benches, and information kiosk The St. John Point to addresses actions identified in the Regional Park Management Plan.

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 is anticipated to continue through to 2025.

Service: 1.280 Regional Parks			
Project Number	22-02	Capital Project Title	Design & Construct Elk/Beaver Lake Dam Upgrades (Dams 1, 2 & 3)
Capital Project Description	Conduct geotechnical & hydrotechnical safety assessment for Elk/Beaver Lake dams and design & implement improvements at south dam on Beaver Lake.		
Project Rationale	Improvements included re-enforcement of the downstream face, tie-in to the existing spillway control and vegitaion management are required for the main dam at the southern outlet of Beaver Lake. Design in 2025/2026 and construction in 2027.		
Project Number	22-04	Capital Project Title	Sooke Potholes Lodge Feasibility Study
Capital Project Description	Feasibility study for removal and design to rehabilitate old lodge site at Sooke Potholes		
Project Rationale	This project is to conduct a comprehensive feasibility study focusing on safety measures for the removal and design rehabilitation of the old lodge site which has been abandoned since the 1980s to ensure that all necessary precautions are taken to secure the site and evaluate the best approaches for its rehabilitation.		
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	23-11	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	23-14	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.				

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

Project Number	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.				

Service: 1.280 Regional Parks			
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.		
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.		
Project Number	24-08	Capital Project Title	Sooke Hills Wilderness Trail Repair
Capital Project Description	Temporary repairs to Sooke Hills Wilderness Trail - Waugh Creek		
Project Rationale	Short term options to repair and open the Sooke Hills Wilderness Trail on a temporary basis; longer term solution is required once provincial and regional discussions with First Nations regarding the E&N Rail Corridor are complete. Project is anticipated to continue through to 2025.		
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 and Implement Durrance Lake Dam Alteration Plan	Capital Project Description	Design Durrance Lake Dam alteration plan based on public engagement process outcomes.
Project Rationale	Design and Implement a dam alteration plan for the Duurance Lake Dam, including submission of dam alteration plan to the Provincial Dam Safety Office.				

Project Number	24-14	Capital Project Title	Light Duty Vehicle Replacement - Carryforward	Capital Project Description	Vehicle replacement based on a schedule for fleet vehicles- 2024 carryforward
Project Rationale	Replace vehicles using the vehicle replacement fund as reaching the end of their serviceable life				

Project Number	24-15	Capital Project Title	Dump Truck Replacement	Capital Project Description	Replace 2007 Sterling 5 Ton Dump Truc
Project Rationale	Replace 2007 Sterling 5 Ton Dump Truck using the vehicle replacement fund				

Service: 1.280 Regional Parks			
Project Number	25-02	Capital Project Title	Options Analysis of Shoreline Stabilization
Capital Project Description	Options analysis for shoreline stabilization at Jordan River Regional Park and Island View Beach Regional Park		
Project Rationale	Options analysis for shoreline stabilization at Jordan River Regional Park and Island View Beach Regional Park, including an environmental study of the proposed options.		
Project Number	25-04	Capital Project Title	Design and Construct- Regional Trail Bridge Renewals (4)
Capital Project Description	Design and Construct Regional Trail bridge renewals for Bilston #3, Firehall, Millstream, Interurban and Wilkinson bridges based on 20-year renewal plan.		
Project Rationale	Design and 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, Interurban 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 2029.		
Project Number	25-06	Capital Project Title	DSR for Elk/Beaver Lake Dams
Capital Project Description	Conduct comprehensive dam safety review for the Elk/Beaver Lake dams as required by the DSO		
Project Rationale	Conduct comprehensive dam safety review for the Elk/Beaver Lake dams as required by the Provincial Dam Safety Office		

Service: 1.280 Regional Parks			
Project Number	25-07	Capital Project Title	Coles Bay Shoreline Restoration
Capital Project Description	Design and Construct shoreline restoration to protect cultural and ecological shoreline values and restore the traditional shellfish harvest in Coles Bay		
Project Rationale	Design and Construct shoreline restoration to protect cultural and ecological shoreline values and restore the traditional shellfish harvest in Coles Bay. This is an opportunity to build relationship with the Pauquachin First Nation.		
Project Number	25-08	Capital Project Title	Royal Oak Golf Course Site Securement Fund
Capital Project Description	Replace the culvert between the two lower ponds and Remediate hydrocarbon-contaminated soils in the storage yard, building, and property fund at ROGC		
Project Rationale	Replace the culvert between the two lower ponds, Remove gate vane, vegetation clearing and remediate hydrocarbon-contaminated soils in the storage yard to ensure compliance with BC Contaminated Site Regulation, building, and property fund at ROGC.		
Project Number	25-09	Capital Project Title	Upgrading electrical capacity and HVAC at Mill Hill Worksite
Capital Project Description	Upgrading electrical capacity and HVAC system for the building at Mill Hill worksite.		
Project Rationale	Upgrading the electrical capacity to support the EV fleet, HVAC system, and equipment storage and upgrading the building's HVAC system at Mill Hill Worksite to reduce energy consumption and greenhouse gas (GHG) emissions		
Project Number	25-10	Capital Project Title	Spillway alterations and log boom installation
Capital Project Description	Design and construct Humpback and Thetis spillway log boom installation and Thetis spillway alterations		
Project Rationale	Design and construct Humpback and Thetis spillway log boom installation and Thetis spillway alterations based on Engineer inspection report recommendation		

Service: 1.280 Regional Parks			
Project Number	25-11	Capital Project Title	Killarney Lake Dam Study
Capital Project Description	Breach Study, Inundation Mapping, and Consequence Classification for Killarney Lake Dam		
Project Rationale	Breach Study, Inundation Mapping, and Consequence Classification for Killarney Lake Dam to establish the required management parameters to comply with Dam Safety Regulations, safety documentation required, operation and maintenance frequencies		
Project Number	25-12	Capital Project Title	Design and construct Hereward, Helmcken, and Island Highway Repair
Capital Project Description	Design and construct Girder Repairs for Hereward, Helmcken, and Island Highway (at 4-Mile) bridges to increase girder shear capacity		
Project Rationale	Design and construct Girder Repairs for Hereward, Helmcken, and Island Highway (at 4-Mile) bridges to increase girder shear capacity		
Project Number	25-13	Capital Project Title	Replace timber curbs and resurface asphalt overlay for Colquitz Creek Road Bridge
Capital Project Description	Design and construct replacement of timber curbs and resurface asphalt overlay for Colquitz Creek Road Bridge at Filter Beds		
Project Rationale	Design and construct replacement of timber curbs and resurface asphalt overlay for Colquitz Creek Road Bridge at Filter Beds.		
Project Number	25-14	Capital Project Title	Replace Wooden Culvert (Trail Way)
Capital Project Description	Replace Sooke Hills Wilderness Trail wooden culvert		
Project Rationale	Design and construct replacement of Sooke Hills Wilderness Trail Wooden Culvert (Trail Way) . The bridge is closed to vehicles following an engineering assessment.		

Service:	1.280	Regional Parks

Project Number	25-15	Capital Project Title	F-450 Dump Truck Replacement	Capital Project Description	F-450 dump truck replacement based on a schedule for fleet vehicles
Project Rationale	Replace F-450 dump truck based on a schedule for fleet vehicles				

Project Number	25-16	Capital Project Title	Vehicle Replacement	Capital Project Description	Vehicle replacement based on a schedule for fleet vehicles
Project Rationale	Vehicle replacement based on a schedule for fleet vehicles				

Project Number	26-03	Capital Project Title	Renew 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.				

Project Number	26-05	Capital Project Title	Site Planning and Improvements at Mill Hill Work Site	Capital Project Description	Site plan, design and construct building and site improvements at Mill Hill work site.
Project Rationale	Long-term site planning and improvements at the Mill Hill work site.				

Service:	1.280	Regional Parks

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

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

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	27-03	Capital Project Title	Jordan River and Island View Beach Shoreline Restoration	Capital Project Description	Design and Construct shoreline restoration at Jordan River Regional Park and Island View Beach Regional Park
Project Rationale	Design and Construct shoreline restoration to protect cultural and ecological shoreline values and restore the traditional shellfish harvest at Jordan River Regional Park and Island View Beach Regional Park				

Service:	1.280	Regional Parks

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

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

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.				

Service: 1.280 Regional Parks			
Project Number	28-05	Capital Project Title	Design and Construct- Regional Trail Bridge Renewals (4)
		Capital Project Description	Design and Construct Regional Trail bridge renewals for Wildwood/Matheson, Hereward, Island Highway and Helmeken bridges based on 20-year renewal plan.
Project Rationale	Design and Construct 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.		
Project Number	29-01	Capital Project Title	Hamsterly Beach Waterline Replacement
		Capital Project Description	Replace the waterline at Hamsterly Beach
Project Rationale	Replace the waterline at Hamsterly Beach		
Project Number	29-02	Capital Project Title	Renew Sitting Lady Falls Parking
		Capital Project Description	Construct renewal to Witty's Lagoon - Sitting Lady Falls Parking that has exceeded its serviceable life span.
Project Rationale	Construct renewal to Witty's Lagoon - Sitting Lady Falls Parking that has exceeded its serviceable life span.		

1.280 Regional Parks
Asset and Reserve Summary Schedule
2025 - 2029 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

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
- Land Acquisition Levy	2,528,739	2,628,739	2,628,739	2,628,739	2,628,739	2,628,739
- Infrastructure/SSI&SGI Trail/Dams	7,582,362	6,099,773	3,724,412	1,178,444	1,693,057	2,164,462
Total Capital Reserve Fund	10,111,101	8,728,512	6,353,151	3,807,183	4,321,796	4,793,201
Parks Statutory Land Acquisition Reserve	1,251,452	1,301,452	1,301,452	1,301,452	1,301,452	1,301,452
Equipment Replacement Fund	1,901,196	1,131,126	1,280,413	1,278,979	1,072,553	1,051,366
Total projected year end balance	13,263,749	11,161,090	8,935,016	6,387,614	6,695,801	7,146,019

See attached reserve schedules for projected annual cash flows.

**1.280 Regional Parks
Capital Reserve Fund Schedule
2025 - 2029 Financial Plan**

Capital Reserve Fund Schedule

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

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

Cost Centre: 101469 (PLO)

Land Acquisition Levy Portion

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	5,806,772	2,528,739	2,628,739	2,628,739	2,628,739	2,628,739
Land Acquisition Expenditure	(3,500,000)	-	-	-	-	-
LAF Levy Net Contribution	-	-	-	-	-	-
Other proceeds Interest Income*	221,967	100,000				
Ending Balance \$ - Land Acquisition Levy Portion	2,528,739	2,628,739	2,628,739	2,628,739	2,628,739	2,628,739
Restricted	1,750,000	1,750,000	1,750,000	1,750,000	1,750,000	1,750,000
Unrestricted Balance	778,739	878,739	878,739	878,739	878,739	878,739

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. In 2022 the program was suspended in favor of debt financing for land acquisition.

1.280 Regional Parks
Capital Reserve Fund Schedule
2025 - 2029 Financial Plan

Capital Reserve Fund Schedule

Infrastructure Portion	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	5,412,122	7,582,362	6,099,773	3,724,412	1,178,444	1,693,057
Planned Capital Expenditure (Based on Capital Plan)	(1,419,171)	(5,139,000)	(5,390,000)	(5,620,000)	(2,620,000)	(2,725,000)
Transfer from Operating Budget						
--Other Infrastructure	1,972,693	2,097,904	1,651,462	1,706,091	1,761,813	1,818,649
--SSI/SGI Trails	226,706	233,507	238,177	242,941	247,800	252,756
--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*	265,012	200,000	-	-	-	-
Ending Balance \$ - Infrastructure Portion	7,582,362	6,099,773	3,724,412	1,178,444	1,693,057	2,164,462

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

1.280 Regional Parks
Capital Reserve Fund Schedule
2025 - 2029 Financial Plan

Capital Reserve Fund Schedule

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

Cost Centre: 101375 (PLO)

Parks Statutory Land Acquisition Reserve

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	1,193,930	1,251,452	1,301,452	1,301,452	1,301,452	1,301,452
Park Land Acquisition	-	-	-	-	-	-
Proceeds from Sale of Surplus Park Land						
Interest Income	57,522	50,000				
Ending Balance \$ - Parks Statutory Land Acquisition Reserve	1,251,452	1,301,452	1,301,452	1,301,452	1,301,452	1,301,452

1.280 Regional Parks
Equipment Replacement Fund Schedule (ERF)
2025 - 2029 Financial Plan

Equipment Replacement Fund Schedule (ERF)

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

Cost Centre: 101423 (PLO)
Equipment Replacement Fund

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	1,589,912	1,901,196	1,131,126	1,280,413	1,278,979	1,072,553
Planned Purchase (Based on Capital Plan)	(644,755)	(1,710,400)	(802,700)	(972,800)	(1,197,400)	(1,032,000)
Transfer from Operating Budget	774,343	932,830	951,987	971,366	990,974	1,010,813
Disposal Proceeds	173,053	-	-	-	-	-
Interest Income*	8,643	7,500				
Ending Balance \$	1,901,196	1,131,126	1,280,413	1,278,979	1,072,553	1,051,366

* 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
2025 - 2029 Financial Plan

Profile

Regional Parks

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

Summary

Reserve/Fund Summary	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Projected year end balance						
Operating Reserve	123,948	142,948	137,988	153,069	148,191	163,356
Operating Reserve - Legacy Fund	19,031	19,731	19,731	19,731	19,731	19,731
Total projected year end balance	142,978	162,678	157,718	172,799	167,921	183,086

See attached reserve schedules for projected annual cash flows.

**1.280 Regional Parks
Operating Reserve Summary
2025 - 2029 Financial Plan**

Profile

Regional Parks

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

Operating Reserve Schedule - FC 105500

Operating Reserve Schedule Projected year end balance	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	104,037	123,948	142,948	137,988	153,069	148,191
Planned Purchase	-	-	(20,000)	-	(20,000)	-
Transfer from Ops Budget	15,000	15,000	15,040	15,081	15,122	15,165
Interest Income*	4,911	4,000				
Total projected year end balance	123,948	142,948	137,988	153,069	148,191	163,356

Assumptions/Background:

2023: \$20,000 to fund Visitor Survey

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

1.280 Regional Parks Legacy Fund
Operating Reserve Summary
2025 - 2029 Financial Plan

Profile

Regional Parks Legacy Fund

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

Operating Reserve Schedule - FC 105102

Operating Reserve Schedule Projected year end balance	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	18,185	19,031	19,731	19,731	19,731	19,731
Planned Purchase						
Donation Received	-					
Interest Income*	846	700				
Total projected year end balance	19,031	19,731	19,731	19,731	19,731	19,731

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Panorama Recreation

FINAL BUDGET

March 2025

Service: 1.44X Panorama Recreation

Commission: Peninsula Recreation

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

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

CAPITAL DEBT:

Authorized: Bylaw No. 4116 - Replacement of Arena Floor	\$ 1,080,000
Borrowed:	\$ 1,080,000
Remaining:	\$ -
Authorized: Bylaw No. 4546 - Centennial Park Multi-Sport Box	\$ 2,900,000
Borrowed:	\$ -
Remaining:	\$ 2,900,000
Authorized: Bylaw No. 4547 - Panorama Heat Recovery System	\$ 2,453,000
Borrowed:	\$ -
Remaining:	\$ 2,453,000

COMMISSION:

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

FUNDING:

			BUDGET REQUEST				FUTURE PROJECTIONS			
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
PANORAMA RECREATION										
<u>OPERATING COSTS:</u>										
Salaries and Wages	6,110,302	6,029,175	6,359,477	154,154	(56,826)	6,456,805	6,690,657	6,862,311	7,038,426	7,219,115
Utilities	636,923	625,787	600,400	25,000	-	625,400	637,905	650,667	663,682	676,954
Recreation Programs and Special Events	578,940	605,601	553,088	-	52,000	605,088	636,091	572,311	583,758	595,433
Operating Supplies	384,740	397,941	444,409	26,800	-	471,209	480,634	490,243	500,053	510,055
Maintenance and Repairs	481,772	476,218	550,114	10,000	-	560,114	571,316	582,744	594,398	606,285
Standard Overhead Allocation	435,200	435,200	466,007	-	-	466,007	479,987	489,587	499,379	509,366
Human Resources Allocation	209,282	209,282	225,975	-	-	225,975	254,373	276,890	283,137	290,199
Other Internal Allocations	12,463	12,463	12,235	-	10,812	23,047	23,404	12,958	13,335	13,723
Licences/Surveys/Legal/Meeting	222,962	241,390	250,432	-	-	250,432	255,441	260,548	265,759	271,077
Advertising/Printing/Brouchures/Signs	42,038	40,663	42,980	-	-	42,980	43,839	44,716	45,610	46,522
Telephone/IT & Network Systems	63,014	62,288	62,990	1,440	4,000	68,430	64,856	66,154	67,475	68,825
Vehicles, Travel and Training	70,925	91,847	111,334	-	-	111,334	113,561	115,833	118,148	120,510
Insurance	68,400	68,400	100,950	-	-	100,950	111,045	122,151	134,365	147,802
TOTAL OPERATING COSTS	9,316,961	9,296,255	9,780,391	217,394	9,986	10,007,771	10,363,109	10,547,113	10,807,525	11,075,866
*Percentage increase over prior year			4.97%			7.41%	3.55%	1.8%	2.5%	2.5%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	8,404	8,404	-	-	-	-	-	-	-	-
Transfer to Capital Reserve Fund	740,566	768,029	688,000	-	-	688,000	700,760	735,175	824,880	841,375
Transfer to Equipment Replacement Fund	403,920	403,920	414,000	-	-	414,000	450,300	450,778	464,303	478,232
TOTAL CAPITAL / RESERVES	1,152,890	1,180,353	1,102,000	-	-	1,102,000	1,151,060	1,185,953	1,289,183	1,319,607
*Percentage increase over prior year			-4.41%			-4.41%	4.45%	3.03%	8.70%	2.36%
DEBT CHARGES	340,887	340,887	203,588	142,100	53,530	399,218	607,108	607,108	607,108	607,108
TOTAL COSTS	10,810,738	10,817,495	11,085,979	359,494	63,516	11,508,989	12,121,277	12,340,174	12,703,816	13,002,581
*Percentage increase over prior year		0.06%	2.55%			6.46%	5.32%	1.81%	2.95%	2.35%
Internal Recoveries										
Recoveries - Other	-	-	-	-	-	-	-	-	-	-
OPERATING LESS RECOVERIES	10,810,738	10,817,495	11,085,979	359,494	63,516	11,508,989	12,121,277	12,340,174	12,703,816	13,002,581
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated balance C/F from current to Next year										
Balance C/F from Prior to Current year	-	-	-	-	(52,000)	(52,000)				
Fee Income	(3,594,315)	(3,668,354)	(3,869,107)	(19,520)	93,343	(3,795,284)	(3,993,647)	(4,073,522)	(4,154,992)	(4,238,089)
Rental Income	(1,075,968)	(1,077,548)	(1,111,599)	(50,000)	5,000	(1,156,599)	(1,177,692)	(1,201,243)	(1,225,266)	(1,249,777)
Sponsorships	(24,718)	(30,100)	(29,380)	-	-	(29,380)	(29,967)	(30,569)	(31,179)	(31,803)
Transfer from Operating Reserve Fund	-	-	-	-	(41,517)	(41,517)	(75,000)	-	-	-
Payments - In Lieu of Taxes	(176,054)	(176,054)	(169,950)	-	-	(169,950)	(176,054)	(176,054)	(176,054)	(176,054)
MFA Debt Rsrve	(35,303)	(35,303)	(380)	-	-	(380)	(380)	(380)	(380)	(380)
Grants - Other	(405,207)	(330,963)	(320,920)	(44,995)	-	(365,915)	(433,723)	(442,398)	(451,245)	(460,270)
TOTAL REVENUE	(5,311,565)	(5,318,322)	(5,501,336)	(114,515)	4,826	(5,611,025)	(5,886,463)	(5,924,166)	(6,039,116)	(6,156,373)
*Percentage increase over prior year		0.13%	3.57%			5.64%	4.91%	0.64%	1.94%	1.94%
REQUISITION	(5,499,173)	(5,499,173)	(5,584,643)	(244,979)	(68,342)	(5,897,964)	(6,234,814)	(6,416,008)	(6,664,700)	(6,846,208)
*Percentage increase over prior year			1.55%			7.25%	5.71%	2.91%	3.88%	2.72%
PARTICIPANTS: North Saanich, Sidney, Central Saanich										
AUTHORIZED POSITIONS:										
Salaried	37.75	37.75	37.75	2.00	0.00	39.75	39.75	39.75	39.75	39.75
Converted Auxiliaries	0.50	0.50	0.50	0.00	0.00	0.50	0.50	0.50	0.50	0.50

PANORAMA RECREATION			BUDGET REQUEST				FUTURE PROJECTIONS			
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS</u>										
Arena	414,112	403,574	449,075	-	-	449,075	459,778	470,742	481,974	493,479
Pool	1,085,264	1,068,473	1,095,071	16,396	(56,826)	1,054,641	1,143,117	1,168,322	1,194,096	1,220,450
Recreation - Community Recreation	2,504,260	2,599,324	2,711,579	200,998	4,000	2,916,577	2,979,804	3,049,507	3,120,880	3,193,959
Administration	5,321,729	5,233,288	5,524,666	-	62,812	5,587,478	5,780,410	5,858,542	6,010,575	6,167,978
Contingency	-	-	-	-	-	-	-	-	-	-
	9,325,365	9,304,659	9,780,391	217,394	9,986	10,007,771	10,363,109	10,547,113	10,807,525	11,075,866
*Percentage increase over prior year			4.88%			7.32%				
<u>CAPITAL / RESERVE</u>										
Arena	340,242	340,242	310,000	-	-	310,000	330,155	333,855	367,031	375,914
Pool	669,604	697,067	654,000	-	-	654,000	670,033	701,000	766,521	783,393
Community Recreation	134,640	134,640	138,000	-	-	138,000	150,872	151,098	155,631	160,300
	1,144,486	1,171,949	1,102,000	-	-	1,102,000	1,151,060	1,185,953	1,289,183	1,319,607
<u>DEBT CHARGES</u>										
Arena/General	203,478	203,478	203,588	142,100	53,530	399,218	607,108	607,108	607,108	607,108
Pool	137,409	137,409	-	-	-	-	-	-	-	-
	340,887	340,887	203,588	142,100	53,530	399,218	607,108	607,108	607,108	607,108
TOTAL OPERATING, CAPITAL AND DEBT COSTS	10,810,738	10,817,495	11,085,979	359,494	63,516	11,508,989	12,121,277	12,340,174	12,703,816	13,002,581
<u>FUNDING SOURCES (REVENUE)</u>						6.46%				
Arena	(981,539)	(964,906)	(1,003,295)	-	-	(1,003,295)	(1,023,353)	(1,043,813)	(1,064,681)	(1,085,968)
Pool	(1,215,889)	(1,211,833)	(1,244,173)	-	98,343	(1,145,830)	(1,276,197)	(1,301,720)	(1,327,755)	(1,354,310)
Community Recreation	(2,419,934)	(2,504,256)	(2,630,328)	(69,520)	-	(2,699,848)	(2,766,813)	(2,822,150)	(2,878,591)	(2,936,165)
Administration	(112,942)	(130,310)	(132,670)	-	-	(132,670)	(135,323)	(138,031)	(140,790)	(143,606)
TOTAL REVENUE	(4,730,304)	(4,811,305)	(5,010,466)	(69,520)	98,343	(4,981,643)	(5,201,686)	(5,305,714)	(5,411,817)	(5,520,049)
Estimated balance C/F current to Next year						-				
Trans from Operating Reserve	-	-	-	-	(41,517)	(41,517)	(75,000)	-	-	-
Balance C/F from Prior to Current year	-	-	-	-	(52,000)	(52,000)	-	-	-	-
Grants in lieu of Taxes	(176,054)	(176,054)	(169,950)	-	-	(169,950)	(176,054)	(176,054)	(176,054)	(176,054)
Grants - Other	(405,207)	(330,963)	(320,920)	(44,995)	-	(365,915)	(433,723)	(442,398)	(451,245)	(460,270)
	(5,499,173)	(5,499,173)	(5,584,643)	(244,979)	(68,342)	(5,897,964)	(6,234,814)	(6,416,008)	(6,664,700)	(6,846,208)
<u>REQUISITION</u>										
*Percentage increase			1.55%			7.25%	5.71%	2.91%	3.88%	2.72%
AUTHORIZED POSITIONS: Salaried	37.75	37.75	37.75	2.00	0.00	39.75	39.75	39.75	39.75	39.75
Converted Auxillaries	0.50	0.50	0.50	0.00	0.00	0.50	0.50	0.50	0.50	0.50
User Funding %	43.76%		45.20%			43.28%	42.91%	43.00%	42.60%	42.45%
User Funding excluding debt%	45.18%		46.04%			44.84%	45.18%	45.22%	44.74%	44.53%

PANORAMA RECREATION - ADMINISTRATION			BUDGET REQUEST				FUTURE PROJECTIONS			
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>ADMINISTRATION COSTS</u>										
Salaries and Wages	555,221	468,751	565,169	-	-	565,169	581,400	598,089	615,251	632,896
Other Internal Allocations	655,182	655,182	702,362	-	10,812	713,174	755,853	777,467	793,824	811,200
Operating - Other	190,889	195,561	222,095	-	-	222,095	226,538	231,067	235,688	240,403
Telephone Rent & Installation	40,735	40,735	41,500	-	-	41,500	42,330	43,177	44,040	44,921
Operating - Supplies	28,248	18,577	26,500	-	-	26,500	27,028	27,571	28,122	28,685
Contract for Services & fees for service	200,280	196,743	103,672	-	52,000	155,672	180,746	107,860	110,018	112,218
Insurance	68,400	68,400	100,950	-	-	100,950	111,045	122,151	134,365	147,802
Allocation - System Services	1,763	1,763	1,855	-	-	1,855	1,911	1,968	2,027	2,088
Transfer to Operating Reserve Fund	8,404	8,404	-	-	-	-	-	-	-	-
TOTAL ADMINISTRATION COSTS	1,749,122	1,654,116	1,764,103	-	62,812	1,826,915	1,926,851	1,909,350	1,963,335	2,020,213
<u>MAINTENANCE COSTS</u>										
Salaries and Wages	1,736,383	1,700,000	1,825,277	-	-	1,825,277	1,874,041	1,924,113	1,975,529	2,028,325
Maintenance	147,999	136,035	153,515	-	-	153,515	156,585	159,717	162,911	166,169
Operating - Other	83,202	94,115	107,274	-	-	107,274	109,419	111,608	113,839	116,117
Utility	569,340	563,726	531,160	-	-	531,160	541,780	552,620	563,674	574,945
Operating - Supplies	106,151	131,451	129,459	-	-	129,459	132,049	134,688	137,383	140,131
Travel and Vehicles	23,639	43,065	39,000	-	-	39,000	39,780	40,576	41,387	42,215
TOTAL MAINTENANCE COSTS	2,666,714	2,668,392	2,785,685	-	-	2,785,685	2,853,654	2,923,322	2,994,723	3,067,902
<u>PROGRAM ADMINISTRATION COSTS</u>										
Salaries and Wages	844,849	832,194	886,147	-	-	886,147	909,400	933,555	958,355	983,818
Operating - Other	46,936	50,386	52,786	-	-	52,786	53,841	54,919	56,017	57,136
Operating - Supplies	11,108	25,200	29,945	-	-	29,945	30,544	31,154	31,778	32,414
Staff Training	3,000	3,000	6,000	-	-	6,000	6,120	6,242	6,367	6,495
TOTAL PROGRAM COSTS	905,893	910,780	974,878	-	-	974,878	999,905	1,025,870	1,052,517	1,079,863
TOTAL COSTS	5,321,729	5,233,288	5,524,666	-	62,812	5,587,478	5,780,410	5,858,542	6,010,575	6,167,978
Transfers to Capital						-				
TOTAL COSTS	5,321,729	5,233,288	5,524,666	-	62,812	5,587,478	5,780,410	5,858,542	6,010,575	6,167,978
<u>FUNDING SOURCES (REVENUE)</u>										
Other Income	(112,942)	(130,310)	(132,670)	-	-	(132,670)	(135,323)	(138,031)	(140,790)	(143,606)
TOTAL REVENUE	(112,942)	(130,310)	(132,670)	-	-	(132,670)	(135,323)	(138,031)	(140,790)	(143,606)
REQUISITION	(5,208,787)	(5,102,978)	(5,391,996)	-	(62,812)	(5,454,808)	(5,645,087)	(5,720,511)	(5,869,785)	(6,024,372)
*Percentage Increase										
PARTICIPANTS: Municipalities of North Saanich, Central Saanich and Sidney										
AUTHORIZED POSITIONS: Salaried	25.75	25.75	25.75	0.00	0.00	25.75	25.75	25.75	25.75	25.75
Converted	0.50	0.50	0.50	0.00	0.00	0.50	0.50	0.50	0.50	0.50

PANORAMA RECREATION - ICE ARENA			BUDGET REQUEST				FUTURE PROJECTIONS			
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS</u>										
Salaries and Wages	271,311	273,415	282,532	-	-	282,532	289,904	297,472	305,237	313,207
Internal Allocations - Administration	-	-	-	-	-	-	-	-	-	-
Internal Allocations - Maintenance	-	-	-	-	-	-	-	-	-	-
Internal Allocations - Program Administration	-	-	-	-	-	-	-	-	-	-
Operating - Supplies	39,563	31,003	40,354	-	-	40,354	41,161	41,984	42,824	43,680
Maintenance	66,536	51,536	67,867	-	-	67,867	69,224	70,608	72,021	73,462
Instructional Services and Travel	36,702	47,620	58,322	-	-	58,322	59,489	60,678	61,892	63,130
Contingency						-				
TOTAL OPERATING COSTS	414,112	403,574	449,075	-	-	449,075	459,778	470,742	481,974	493,479
*Percentage Increase		-2.5%	8.44%			8.44%	2.4%	2.4%	2.4%	2.4%
<u>CAPITAL / RESERVE</u>										
Capital & Equipment Purchases	-	-	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	134,640	134,640	138,000	-	-	138,000	149,715	149,806	154,301	158,930
Transfer to Reserve Fund	205,602	205,602	172,000	-	-	172,000	180,440	184,049	212,730	216,984
TOTAL CAPITAL / RESERVES	340,242	340,242	310,000	-	-	310,000	330,155	333,855	367,031	375,914
DEBT CHARGES	203,478	203,478	203,588	142,100	53,530	399,218	607,108	607,108	607,108	607,108
TOTAL COSTS	957,832	947,294	962,663	142,100	53,530	1,158,293	1,397,041	1,411,705	1,456,113	1,476,501
<u>FUNDING SOURCES (REVENUE)</u>										
Revenue	(981,539)	(964,906)	(1,003,295)	-	-	(1,003,295)	(1,023,353)	(1,043,813)	(1,064,681)	(1,085,968)
TOTAL REVENUE	(981,539)	(964,906)	(1,003,295)	-	-	(1,003,295)	(1,023,353)	(1,043,813)	(1,064,681)	(1,085,968)
REQUISITION	23,707	17,612	40,632	(142,100)	(53,530)	(154,998)	(373,688)	(367,892)	(391,432)	(390,533)
*Percentage Increase		-25.7%	71.39%			-753.81%	141.1%	-1.6%	6.4%	-0.2%
PARTICIPANTS: Municipalities of North Saanich, Central Saanich and Sidney										
AUTHORIZED POSITIONS: Salaried	1.00	1.00	1.00	0.00	0.00	1.00	1.00	1.00	1.00	1.00
User Funding %	102.48%		104.22%			86.62%	73.25%	73.94%	73.12%	73.55%
User Funding excluding debt%	130.12%		132.17%			132.17%	129.55%	129.73%	125.40%	124.91%

PANORAMA RECREATION - SWIMMING POOL			BUDGET REQUEST				FUTURE PROJECTIONS			
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS</u>										
Salaries and Wages	899,649	902,924	908,868	16,396	(56,826)	868,438	956,249	977,718	999,679	1,022,145
Internal Allocations - Administration	-	-	-	-	-	-	-	-	-	-
Internal Allocations - Maintenance	-	-	-	-	-	-	-	-	-	-
Internal Allocations - Program Administration	-	-	-	-	-	-	-	-	-	-
Maintenance	69,666	57,759	71,059	-	-	71,059	72,480	73,930	75,408	76,916
Operating - Supplies	90,295	84,340	92,624	-	-	92,624	94,477	96,365	98,294	100,259
Instructional Services	25,654	23,450	22,520	-	-	22,520	19,911	20,309	20,715	21,130
Contingency						-				
TOTAL OPERATING COSTS	1,085,264	1,068,473	1,095,071	16,396	(56,826)	1,054,641	1,143,117	1,168,322	1,194,096	1,220,450
*Percentage Increase		-1.5%	0.90%			-2.82%	8.4%	2.2%	2.2%	2.2%
<u>CAPITAL / RESERVE</u>										
Capital & Equipment Purchases	-	-	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	134,640	134,640	138,000	-	-	138,000	149,713	149,874	154,371	159,002
Transfer to Reserve Fund	534,964	534,964	516,000	-	-	516,000	520,320	551,126	612,150	624,391
TOTAL CAPITAL / RESERVES	669,604	669,604	654,000	-	-	654,000	670,033	701,000	766,521	783,393
DEBT CHARGES	137,409	137,409	-	-	-	-	-	-	-	-
TOTAL COSTS	1,892,277	1,875,486	1,749,071	16,396	(56,826)	1,708,641	1,813,150	1,869,322	1,960,617	2,003,843
<u>FUNDING SOURCES (REVENUE)</u>										
Revenue	(1,215,889)	(1,211,833)	(1,244,173)	-	98,343	(1,145,830)	(1,276,197)	(1,301,720)	(1,327,755)	(1,354,310)
Grants - Other	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(1,215,889)	(1,211,833)	(1,244,173)	-	98,343	(1,145,830)	(1,276,197)	(1,301,720)	(1,327,755)	(1,354,310)
REQUISITION	(676,388)	(663,653)	(504,898)	(16,396)	(41,517)	(562,811)	(536,953)	(567,602)	(632,862)	(649,533)
*Percentage Increase		-1.9%	-25.35%			-16.79%	-4.6%	5.7%	11.5%	2.6%
PARTICIPANTS: Municipalities of North Saanich, Central Saanich and Sidney										
AUTHORIZED POSITIONS: Salaried	2.00	2.00	2.00	0.50	0.00	2.50	2.50	2.50	2.50	2.50
User Funding %	64.26%		71.13%			67.06%	70.39%	69.64%	67.72%	67.59%
User Funding excluding debt%	69.29%		71.13%			67.06%	70.39%	69.64%	67.72%	67.59%

PANORAMA RECREATION - COMMUNITY COMMUNITY RECREATION	BUDGET REQUEST						FUTURE PROJECTIONS			
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>COMMUNITY RECREATION COSTS</u>										
Salaries and Wages	1,802,889	1,851,891	1,891,484	137,758	-	2,029,242	2,079,663	2,131,364	2,184,375	2,238,724
Internal Allocations - Administration	-	-	-	-	-	-	-	-	-	-
Internal Allocations - Maintenance	-	-	-	-	-	-	-	-	-	-
Internal Allocations - Program Administration	-	-	-	-	-	-	-	-	-	-
Instructional Service	468,227	509,839	551,570	11,440	4,000	567,010	573,408	584,877	596,573	608,503
Operating - Supplies	144,369	148,819	163,525	51,800	-	215,325	219,633	224,024	228,505	233,077
Leasehold Improvements	88,775	88,775	105,000	-	-	105,000	107,100	109,242	111,427	113,655
TOTAL COMMUNITY RECREATION COSTS	2,504,260	2,599,324	2,711,579	200,998	4,000	2,916,577	2,979,804	3,049,507	3,120,880	3,193,959
*Percentage Increase		3.8%	8.28%			16.46%	2.2%	2.3%	2.3%	2.3%
<u>CAPITAL / RESERVE</u>										
Capital & Equipment Purchases	-	-	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	134,640	134,640	138,000	-	-	138,000	150,872	151,098	155,631	160,300
Transfer to Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	134,640	134,640	138,000	-	-	138,000	150,872	151,098	155,631	160,300
TOTAL COSTS	2,638,900	2,733,964	2,849,579	200,998	4,000	3,054,577	3,130,676	3,200,605	3,276,511	3,354,259
<u>FUNDING SOURCES (REVENUE)</u>										
Revenue - Community Recreation	(2,419,934)	(2,504,256)	(2,630,328)	(69,520)	-	(2,699,848)	(2,766,813)	(2,822,150)	(2,878,591)	(2,936,165)
Grants - Other	(405,207)	(330,963)	(320,920)	(44,995)	-	(365,915)	(433,723)	(442,398)	(451,245)	(460,270)
TOTAL REVENUE	(2,825,141)	(2,835,219)	(2,951,248)	(114,515)	-	(3,065,763)	(3,200,536)	(3,264,548)	(3,329,836)	(3,396,435)
REQUISITION	186,241	101,255	101,669	(86,483)	(4,000)	11,186	69,860	63,943	53,325	42,176
*Percentage Increase		-45.6%	-45.41%			-93.99%	524.5%	-8.5%	-16.6%	-20.9%
PARTICIPANTS: Municipalities of North Saanich, Central Saanich and Sidney										
AUTHORIZED POSITIONS: Salaried	9.00	9.00	9.00	1.50	0.00	10.50	10.50	10.50	10.50	10.50
User Funding %	91.70%		92.31%			88.39%	88.38%	88.18%	87.86%	87.54%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.44x Panorama Recreation	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL

EXPENDITURE

Buildings	\$209,186	\$3,249,086	\$573,000	\$3,395,000	\$525,000	\$450,000	\$8,192,086
Equipment	\$0	\$1,583,433	\$483,909	\$360,400	\$525,207	\$926,845	\$3,879,794
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$3,063,793	\$0	\$350,000	\$0	\$40,000	\$3,453,793
Vehicles	\$0	\$137,000	\$0	\$0	\$0	\$0	\$137,000
	\$209,186	\$8,033,312	\$1,056,909	\$4,105,400	\$1,050,207	\$1,416,845	\$15,662,673

SOURCE OF FUNDS

Capital Funds on Hand	\$209,186	\$209,186	\$0	\$0	\$0	\$0	\$209,186
Debenture Debt (New Debt Only)	\$0	\$3,403,000	\$0	\$0	\$0	\$0	\$3,403,000
Equipment Replacement Fund	\$0	\$1,141,233	\$483,909	\$260,400	\$495,207	\$926,845	\$3,307,594
Grants (Federal, Provincial)	\$0	\$1,337,293	\$0	\$0	\$0	\$0	\$1,337,293
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$1,942,600	\$573,000	\$3,845,000	\$555,000	\$490,000	\$7,405,600
	\$209,186	\$8,033,312	\$1,056,909	\$4,105,400	\$1,050,207	\$1,416,845	\$15,662,673

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.44x

Service Name: Panorama Recreation

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
17-08	Renewal	Arena concourse (lobby) roof	renew arena concourse (lobby) roof due to leakage	\$ 130,000	B	Cap	80,730	80,730					\$ 80,730
17-08	Renewal	Arena concourse (lobby) roof	renew arena concourse (lobby) roof due to leakage		B	Res	→	45,000					\$ 45,000
18-02	New	Install Plant Maintenance SAP Program	Plant Maintenance SAP Program for PRC maintenance projects	\$ 150,000	E	Res	→	150,000					\$ 150,000
18-03	Replacement	DDC Replacement (direct digital controls)	Installation of new software controls, additional wiring and upgrading of present DDC controllers and hardware.	\$ 150,000	B	Res	→	150,000					\$ 150,000
18-09	Replacement	Replace Pool change room HVAC Air handling Unit	Replace Pool room HVAC Air handling Unit due to end of life	\$ 50,000	B	Res	→	50,000					\$ 50,000
19-15	New	Heat Recovery Plant	Construct heat recovery plant	\$ 2,453,000	B	Debt		1,803,000					\$ 1,803,000
19-15	New	Heat Recovery Plant	Construct heat recovery plant		B	Cap	108,456	108,456					\$ 108,456.87
19-15	New	Heat Recovery Plant	Construct heat recovery plant		B	Grant							\$
22-02	Replacement	Replace Daktronic/Electronic Road Sign	Replace Daktronic/Electronic Road Sign due to end of life	\$ 70,000	S	Res	→	70,000					\$ 70,000
23-01	Renewal	LED Lighting - Arenas, Pool, GG, Parking lot & general facility	Change lighting in all areas to LED (other than Tennis bldg)	\$ 340,000	B	Res	→	325,000					\$ 325,000
23-01	Renewal	LED Lighting - Arenas, Pool, GG, Parking lot & general facility	Change lighting in all areas to LED (other than Tennis bldg)		B	Grant	→	15,000					\$ 15,000
23-07	Replacement	Replace Chevrolet Passenger car	Replace Chevrolet Passenger car due to end of life	\$ 46,000	V	ERF	→	46,000					\$ 46,000
23-08	Replacement	Replace Utility trailer	Replace Utility trailer due to end of life	\$ 15,000	V	ERF	→	15,000					\$ 15,000
23-09	Replacement	Replace Play in the Park Trailer	Replace Play in the Park Trailer due to end of life	\$ 11,000	V	ERF	→	11,000					\$ 11,000
23-14	Renewal	Arena changerooms & support spaces enhancements	design and consultant for arena changerooms and support spaces enhancements	\$ 20,000	B	Cap	20,000	20,000					\$ 20,000
23-16	Replacement	Video Surveillance system	replace video Surveillance system at Panorama and Greenglade due to end of life	\$ 160,000	E	ERF	→	160,000					\$ 160,000
23-17	New	Centennial Park Multi-Sport Box	Covered sport box in Centennial Park, Central Saanich	\$ 4,972,908	S	Debt		1,600,000					\$ 1,600,000
23-17	New	Centennial Park Multi-Sport Box	Covered sport box in Centennial Park, Central Saanich		S	Grant		1,283,793					\$ 1,283,793
23-17	New	Centennial Park Multi-Sport Box	Covered sport box in Centennial Park, Central Saanich		S	Res		60,000					\$ 60,000
24-01	Replacement	Arena A&B insulation	Replace and install insulation Arena A&B ceiling and walls due to end of life	\$ 110,000	B	Res			110,000				\$ 110,000
24-09	Renewal	Preschool space enhancements	Preschool space enhancements	\$ 56,900	B	Res		45,300					\$ 45,300
24-09	Renewal	Preschool space enhancements	Preschool space enhancements		B	Grant		11,600					\$ 11,600
24-11	New	Truck (gas) (IBC)	truck for notice in motion new service area	\$ 65,000	V	ERF	→	65,000					\$ 65,000
24-12	Replacement	Replace Ford F250 4x4	Replace Ford F250 4x4 due to end of life	\$ 95,000	E	ERF	→	95,000					\$ 95,000
25-01	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	\$ 412,933	E	ERF		412,933					\$ 412,933
25-04	Replacement	Replace lap pool heater	Replacement of 2 gas boilers - pool	\$ 100,000	E	Res				100,000			\$ 100,000
25-05	Replacement	Replacement of underwater lighting	Replacement of underwater lighting in pool	\$ 100,000	B	Res		100,000					\$ 100,000
25-06	Renewal	Re-tile pool	Re-tile pool	\$ 300,000	B	Res						300,000	\$ 300,000
25-07	Renewal	Upgrade flooring in GG	Upgrade flooring throughout the facility classrooms and hallways	\$ 125,000	B	Res		125,000					\$ 125,000
25-08	Renewal	GG EV Vehicle Chargers	EV Vehicle Chargers - 2 stations for Public Use at Greenglade Community Centre	\$ 20,000	E	Grant		20,000					\$ 20,000
25-09	Renewal	GG HVAC Upgrade	GG HVAC replacement design & consult	\$ 290,000	E	Res		290,000					\$ 290,000
25-10	New	Boardroom IT upgrade	Boardroom IT upgrade	\$ 10,000	E	Res		10,000					\$ 10,000
25-11	Replacement	Leisure/swirl pool filters	leisure/swirl pool filters x5 (includes installation)	\$ 135,000	E	ERF		135,000					\$ 135,000
25-12	Replacement	PRC main boiler storage tanks	PRC main boiler storage tanks	\$ 60,000	E	ERF		60,000					\$ 60,000
25-13	Replacement	Zeolite Filter and laterals - Leisure Pool	Zeolite Filter and laterals - Leisure Pool	\$ 25,000	E	ERF		25,000					\$ 25,000
25-14	Renewal	Leisure Pool Filter Room Floor	Leisure Pool Filter Room Floor	\$ 200,000	B	Res		200,000					\$ 200,000
25-15	Replacement	Outdoor tennis court wooden stairs	Outdoor tennis court wooden stairs upgrade	\$ 50,000	S	Res		50,000					\$ 50,000
25-16	Renewal	WiFi upgrades PRC Centre	WiFi upgrades throughout the PRC complex	\$ 100,000	E	Res		100,000					\$ 100,000.00
25-17	Renewal	Ice Plant Upgrades	Ice Plant upgrades (inc Software Upgrade)	\$ 70,000	B	Res		70,000					\$ 70,000.00
25-18	New	Hearing Loops at GG & PRC	Hearing Loops at GG & PRC	\$ 9,200	E	Res		2,300					\$ 2,300.00
25-18	New	Hearing Loops at GG & PRC	Hearing Loops at GG & PRC		E	Grant		6,900					\$ 6,900.00
25-19	Replacement	Admin Equipment Replacement (pooled)	Annual replacement of admin equipment in pooled account	\$ 116,300	E	ERF		116,300					\$ 116,300
26-01	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	\$ 483,909	E	ERF			483,909				\$ 483,909
26-03	Replacement	Replace sound system in Arena A&B	Replace sound system in Arena A&B	\$ 32,000	E	ERF					32,000		\$ 32,000
26-05	Replacement	HVAC equipment replacement	HVAC equipment replacement link building, weight room, arena lobby, fitness studio and courts	\$ 203,000	B	Res			203,000				\$ 203,000
26-07	Replacement	Replace squash court floors	Replace squash court floors	\$ 30,000	B	Res			30,000				\$ 30,000
26-08	Renewal	Upgrade pool chlorination system	Upgrade/replace pool chlorination system	\$ 230,000	B	Res			230,000				\$ 230,000
27-01	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	\$ 260,400	E	ERF				260,400			\$ 260,400
27-02	Renewal	Panorama exterior painting	Panorama exterior painting	\$ 150,000	S	Res				150,000			\$ 150,000
27-03	Renewal	Panorama lower parking lot renewal	Panorama lower parking lot renewal	\$ 200,000	S	Res				200,000			\$ 200,000
27-04	Replacement	Resurface/line painting (outdoor) Tennis courts	Resurface/line painting (outdoor) Tennis courts due to end of life	\$ 40,000	S	Res						40,000	\$ 40,000
28-01	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	\$ 363,207	E	ERF					363,207		\$ 363,207
28-02	Renewal	Arena renovation	Arena changerooms, washrooms and support spaces enhancement design & renovation	\$ 3,385,000	B	Res		100,000		3,285,000			\$ 3,385,000
28-03	Renewal	Arena B rubber floor replacement	Arena B rubber floor replacement (part of 28-02)	\$ 110,000	B	Res				110,000			\$ 110,000
28-04	Replacement	Pool air handling unit	replace pool air handling unit due to end of life	\$ 250,000	B	Res					250,000		\$ 250,000
28-05	Replacement	Link building roof replacement	replace link building roof due to end of life	\$ 200,000	B	Res					200,000		\$ 200,000
28-06	Replacement	LCD Arena B screen (Hockeyville)	replace LCD screen in arena B (Hockeyville)	\$ 100,000	E	ERF					100,000		\$ 100,000
28-07	Replacement	Refinish indoor tennis surface	Refinish indoor tennis surface due to end of life	\$ 75,000	B	Res					75,000		\$ 75,000
28-08	Renewal	Dehumidifier Socks Pool	Upgrade Dehumidifier Socks Pool	\$ 30,000	E	Res					30,000		\$ 30,000
29-01	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	\$ 324,845	E	ERF						324,845	\$ 324,845
29-02	Replacement	Replace Ice Resurfacer #1	Olympia ice resurfacer (season units replace 2 yrs)	\$ 220,000	E	ERF						220,000	\$ 220,000
29-03	Replacement	Replace Ice Resurfacer #2	Olympia ice resurfacer (season units replace 2 yrs)	\$ 220,000	E	ERF						220,000	\$ 220,000.00
29-07	Replacement	Replace Passenger Bus	24 passenger bus (used) (2007 Model)	\$ 132,000	E	ERF						132,000	\$ 132,000
29-04	Replacement	Replace Autoscrubber	Autoscrubber - Ride on (old comp room)	\$ 30,000	E	ERF						30,000	\$ 30,000.00
29-05	Renewal	Arena A rubber floor replacement	Arena A rubber floor replacement	\$ 100,000	B	Res						100,000	\$ 100,000
29-06	Renewal	Arena A Concrete Pads	Replace concrete pads in Ice Resurfacer area in Arena A	\$ 50,000	B	Res						50,000	\$ 50,000
													\$ -
			Grand Total	\$ 18,237,602			\$ 209,186	\$ 8,033,312	\$ 1,056,909	\$ 4,105,400	\$ 1,050,207	\$ 1,416,845	\$ 15,662,673

Service: 1.44x Panorama Recreation

Project Number 17-08 **Capital Project Title** Arena concourse (lobby) roof **Capital Project Description** renew arena concourse (lobby) roof due to leakage

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

Project Number 18-02 **Capital Project Title** Install Plant Maintenance SAP Program **Capital Project Description** Plant Maintenance SAP Program for PRC maintenance projects

Project Rationale SAP Plant Maintenance (PM) project focused on maintaining the already purchased, built and/or installed assets. Support departments' enhanced asset management activities to manage lifecycles and to plan and schedule maintenance activities as well as monitor job costs.***2018 Update*** update through David Hennigan. I.T. does not have the resources to initiate this project at this time. Will readdress as staffing availability and I.T. priorities change *** 2019 Update*** No change ***2020 Update*** No change ***2021 Update*** no change ***2024 Update*** preliminary project work began in 2023. expected to come online in 2025

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

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

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

Project Rationale Replace existing air handler unit installed in 2003 as it has received its end of life. This unit supplies tempered air to all pool change rooms. Quote from Island Temperature Controls has been received for replacement of existing unit. Budget includes contingency, hazmat and engineering support. ***2018 Update*** project likely to tie in to energy recovery project. On hold until study is complete. ***2019 Update*** awaiting energy recovery project approval. This unit near end of life. IF energy recovery does not get approved this unit should be replaced immediately+***2024 Update*** to begin as part of energy recovery project

Service: 1.44x Panorama Recreation

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

Project Rationale Total Project Budget 2.8M. assumed 700k grant funded, dehumidifier replacement project (320k) and weight room HVAC (50k) all part of 2.453M. ***2020 Update*** project approved for \$2.4M contingent on \$700k grant funding. Also to utilize remaining funding from projects 17-04 and 18-09 ***2021 Update*** waiting on decision on ICIP grant ***2022 Update*** ICIP Unsuccessful, new energy recovery design without dehumidification will follow . ****2024 update***** project design has began in 2023. Completion expected in 2025

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

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

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

Project Rationale ***2020 Update*** Pooled LED conversion projects from multiple years ***2021 Update*** project likely to start in 2022. ***2023 Update*** project in process 2022. *** 2024 Update*** project stalled due to staff capacity. Expected to start in 2024 with new Hydro account manager and incentives.*** Defer to 2025

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

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

Service:

1.44x

Panorama Recreation

Project Number 23-08

Capital Project Title Replace Utility trailer

Capital Project Description Replace Utility trailer due to end of life

Project Rationale end of lifecycle, lowered ramp access trailer required. ***2024 Update*** Deferred to 2025

Project Number 23-09

Capital Project Title Replace Play in the Park Trailer

Capital Project Description Replace Play in the Park Trailer due to end of life

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

Project Number 23-14

Capital Project Title Arena changerooms & support spaces enahncements

Capital Project Description design and consultant for arena changerooms and support spaces enhancements

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

Project Number 23-16

Capital Project Title Video Surveillance system

Capital Project Description replace video Surveillance system at Panorama and Greenglade due to end of life

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

Service:	1.44x	Panorama Recreation

Project Number	23-17	Capital Project Title	Centennial Park Multi-Sport Box	Capital Project Description	Covered sport box in Centennial Park, Central Saanich
Project Rationale	Covered sport box in Centennial Park, Central Saanich, Project expected to be completed Q1 2025				

Project Number	24-01	Capital Project Title	Arena A&B insulation	Capital Project Description	Replace and install insulation Arena A&B ceiling and walls due to end of life
Project Rationale	Replace and install insulation Arena A&B ceiling and walls due to end of lifecycle and Increase building efficiency				

Project Number	24-09	Capital Project Title	Preschool space enhancements	Capital Project Description	Preschool space enhancements
Project Rationale	Natural pod furnishings, shelving, electrical upgrades, facet, blinds, educational materials, desk, storage and carpets. Door and window improvements to be done only if \$11,600 grant is successful				

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

Project Number	24-12	Capital Project Title	Replace Ford F250 4x4	Capital Project Description	Replace Ford F250 4x4 due to end of life
Project Rationale	replace due to end of life cycle, electric option expected by 2024				

Service:

1.44x

Panorama Recreation

Project Number 25-01

Capital Project Title Equipment Replacement (pooled)

Capital Project Description

Annual replacement of equipment in pooled account

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

Project Number 25-04

Capital Project Title Replace lap pool heater

Capital Project Description

Replacement of 2 gas boilers - pool

Project Rationale replace boilers for back up pool heat due to end of life cycle

Project Number 25-05

Capital Project Title Replacement of underwater lighting

Capital Project Description

Replacement of underwater lighting in pool

Project Rationale replace due to end of life cycle

Project Number 25-06

Capital Project Title Re-tile pool

Capital Project Description

Re-tile pool

Project Rationale replace pool tile liner due to end of life

Project Number 25-07

Capital Project Title Upgrade flooring in GG

Capital Project Description

Upgrade flooring throughout the facility classrooms and hallways

Project Rationale Upgrade flooring throughout the Greenglade facility classrooms and hallways

Service:

1.44x

Panorama Recreation

Project Number 25-08

Capital Project Title GG EV Vehicle Chargers

Capital Project Description

EV Vehicle Chargers - 2 stations for Public Use at Greenglade Community Centre

Project Rationale EV Vehicle Chargers - 2 stations for Public Use at Greenglade Community Centre - Funded 100% by grant - these will also provide overnight charging for CRD vehicles

Project Number 25-09

Capital Project Title GG HVAC Upgrade

Capital Project Description

GG HVAC replacement design & consult

Project Rationale GG HVAC replacement design & consult - update old systems put in by school district on that building

Project Number 25-10

Capital Project Title Boardroom IT upgrade

Capital Project Description

Boardroom IT upgrade

Project Rationale Upgrade the technology in our boardrooms to improve functionality of hybrid meetings and recording

Project Number 25-11

Capital Project Title Leisure/swirl pool filters

Capital Project Description

leisure/swirl pool filters x5 (includes installation)

Project Rationale Leisure/swirl pool filters x5 (includes installation) due to end of life

Project Number 25-12

Capital Project Title PRC main boiler storage tanks

Capital Project Description

PRC main boiler storage tanks

Project Rationale Replace PRC main boiler storage tanks due to end of life

Service:

1.44x

Panorama Recreation

Project Number 25-13

Capital Project Title Zeolite Filter and laterals - Leisure Pool

Capital Project Description Zeolite Filter and laterals - Leisure Pool

Project Rationale Zeolite Filter and laterals - Leisure Pool replacement of equipment due to end of life cycle

Project Number 25-14

Capital Project Title Leisure Pool Filter Room Floor

Capital Project Description Leisure Pool Filter Room Floor

Project Rationale Leisure Pool Filter Room Floor rebuild. Floor issues discovered during 2024 annual shut down must be completed with extended shutdown in 2025. Project could take as long as 2 months.

Project Number 25-15

Capital Project Title Outdoor tennis court wooden stairs

Capital Project Description Outdoor tennis court wooden stairs upgrade

Project Rationale Outdoor tennis court wooden stairs upgrade due to end of life

Project Number 25-16

Capital Project Title WIFI upgrades PRC Centre

Capital Project Description WIFI upgrades throughout the PRC complex

Project Rationale WIFI upgrades throughout the PRC complex to cover dead-zone areas and instability of service

Project Number 25-17

Capital Project Title Ice Plant Upgrades

Capital Project Description Ice Plant upgrades (inc Software Upgrade)

Project Rationale Ice Plant upgrades (inc Software Upgrade) - system updating required

Service:

1.44x

Panorama Recreation

Project Number 25-18

Capital Project Title Hearing Loops at GG & PRC

Capital Project Description Hearing Loops at GG & PRC

Project Rationale Increase accessible for the hearing impaired with installation of an Assistive Listening System, Window Intercom system and Induction Loop Amplifier

Project Number 25-19

Capital Project Title Admin Equipment Replacement (pooled)

Capital Project Description Annual replacement of admin equipment in pooled account

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

Project Number 26-01

Capital Project Title Equipment Replacement (pooled)

Capital Project Description Annual replacement of equipment in pooled account

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

Project Number 26-03

Capital Project Title Replace sound system in Arena A&B

Capital Project Description Replace sound system in Arena A&B

Project Rationale replace due to end of life cycle

Project Number 26-05

Capital Project Title HVAC equipment replacement

Capital Project Description HVAC equipment replacement link building, weight room, arena lobby, fitness studio and courts

Project Rationale replacement due to end of life cycle

Service:

1.44x

Panorama Recreation

Project Number 26-07

Capital Project Title Replace squash court floors

Capital Project Description Replace squash court floors

Project Rationale refinish squash court floor due to end of life

Project Number 26-08

Capital Project Title Upgrade pool chlorination system

Capital Project Description Upgrade/replace pool chlorination system

Project Rationale Upgrade/replace pool chlorination system to new more efficient salt water chlorination system. Parts for old system becoming cost prohibitive.

Project Number 27-01

Capital Project Title Equipment Replacement (pooled)

Capital Project Description Annual replacement of equipment in pooled account

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

Project Number 27-02

Capital Project Title Panorama exterior painting

Capital Project Description Panorama exterior painting

Project Rationale renew exterior painting at Panrorama due to end of lifecycle

Project Number 27-03

Capital Project Title Panorama lower parking lot renewal

Capital Project Description Panorama lower parking lot renewal

Project Rationale refinish lower parking lot due to end of lifecycle

Service:

1.44x

Panorama Recreation

Project Number

27-04

Capital Project Title

Resurface/line painting (outdoor) Tennis courts

Capital Project Description

Resurface/line painting (outdoor) Tennis courts due to end of life

Project Rationale

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

Project Number

28-01

Capital Project Title

Equipment Replacement (pooled)

Capital Project Description

Annual replacement of equipment in pooled account

Project Rationale

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

Project Number

28-02

Capital Project Title

Arena renovation

Capital Project Description

Arena changerooms, washrooms and support spaces enhancement design & renovation

Project Rationale

Arena changerooms, washrooms, reception area and support spaces enhancement design & renovation - original design started in 2017 during Hockeyville but plan to continue deferred until later date and funding could be secured

Project Number

28-03

Capital Project Title

Arena B rubber floor replacement

Capital Project Description

Arena B rubber floor replacement (part of 28-02)

Project Rationale

to be completed with Arena changeroom and support spaces enhancements

Project Number

28-04

Capital Project Title

Pool air handling unit

Capital Project Description

replace pool air handling unit due to end of life

Project Rationale

replace pool air handling unit due to end of life

Service:

1.44x

Panorama Recreation

Project Number 28-05

Capital Project Title Link building roof replacement

Capital Project Description replace link building roof due to end of life

Project Rationale replace link building roof due to end of life

Project Number 28-06

Capital Project Title LCD Arena B screen (Hockeyville)

Capital Project Description replace LCD screen in areana B (Hockeyville)

Project Rationale IT recommended end of life

Project Number 28-07

Capital Project Title Refinish indoor tennis surface

Capital Project Description Refinish indoor tennis surface due to end of life

Project Rationale Refinish indoor tennis surface due to end of life

Project Number 28-08

Capital Project Title Dehumidifer Socks

Capital Project Description Upgrade Dehumidifer Socks Pool

Project Rationale Replace Dehumidifier socks at same time as Pool air handling unit replacement [28-04]

Project Number 29-01

Capital Project Title Equipment Replacement (pooled)

Capital Project Description Annual replacement of equipment in pooled account

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

Service: 1.44x Panorama Recreation

Project Number	29-02	Capital Project Title	Replace Ice Resurfacer #1	Capital Project Description	Olympia ice resurfacer (electric units replace 7 yrs)
Project Rationale	End of Life replacement - last purchased in 2022				

Project Number	29-03	Capital Project Title	Replace Ice Resurfacer #2	Capital Project Description	Olympia ice resurfacer (electric units replace 7 yrs)
Project Rationale	End of Life replacement - last purchased in 2022				

Project Number	29-04	Capital Project Title	Replace Autoscrubber	Capital Project Description	Autoscrubber - Ride on (old comp room)
Project Rationale	End of Life replacement				

Project Number	29.05	Capital Project Title	#N/A	Capital Project Description	#N/A
Project Rationale	Replace rubber flooring surface due to end of life				

Project Number	29-06	Capital Project Title	Arena A Concrete Pads	Capital Project Description	Replace concrete pads in Ice Resurfacer area in Arena A
Project Rationale	Replace concrete pad in Arena A in ice resurfacer bay				

1.44X Panaroama Recreation
Asset and Reserve Summary Schedule
2025 - 2029 Financial Plan

Asset Profile

Saanich Peninsula Recreation

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

Summary

Reserve/Fund Summary	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Projected year end balance						
Capital Reserve	5,402,084	4,347,484	4,475,244	1,365,419	1,635,299	1,986,674
Equipment Replacement Fund	1,146,779	426,546	392,937	583,315	552,411	103,798
Total projected year end balance	6,548,863	4,774,030	4,868,181	1,948,734	2,187,710	2,090,472

1.44X Panorama Recreation
Capital Reserve Fund Schedule
2025 - 2029 Financial Plan

Capital Reserve Fund Schedule

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

1.44X Saanich Peninsula Recreation Service Capital Reserve Fund CASH FLOW

Capital Reserve Fund	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	4,495,163	5,402,084	4,347,484	4,475,244	1,365,419	1,635,299
Planned Capital Expenditure (Based on Capital Plan)	(248,112)	(1,942,600)	(573,000)	(3,845,000)	(555,000)	(490,000)
Transfer from Operating Budget*	927,482	688,000	700,760	735,175	824,880	841,375
Donations \$ other Sponsorships						
Interest Income**	227,551	200,000	-	-	-	-
Ending Balance \$	5,402,084	4,347,484	4,475,244	1,365,419	1,635,299	1,986,674

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

**1.44X Panaroama Recreation
Equipment Replacement Fund Schedule (ERF)
2025 - 2029 Financial Plan**

Equipment Replacement Fund Schedule (ERF)

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

Equipment Replacement Fund	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	1,151,387	1,146,779	426,546	392,937	583,315	552,411
Planned Purchase (Based on Capital Plan) Transfer to Capital Fund	(384,072)	(1,141,233)	(483,909)	(260,400)	(495,207)	(926,845)
Transfer from Operating Budget	371,037	414,000	450,300	450,778	464,303	478,232
Equipment and Vehicle Disposal Proceeds	1,571					
Interest Income*	6,856	7,000				
Ending Balance \$	1,146,779	426,546	392,937	583,315	552,411	103,798

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

**1.44X Panorama Recreation
Operating Reserve Summary
2025 - 2029 Financial Plan**

Profile

Panorama Recreation

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

Operating Reserve Schedule - FC 105302

Operating Reserve Schedule Projected year end balance	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	428,520	456,942	425,425	350,425	350,425	350,425
Planned Purchase	-	(41,517)	(75,000)	-	-	-
Transfer from Ops Budget	8,404	-	-	-	-	-
Interest Income*	20,018	10,000				
Total projected year end balance	456,942	425,425	350,425	350,425	350,425	350,425

Assumptions/Background:

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

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

CAPITAL REGIONAL DISTRICT

2025 BUDGET

SEAPARC

FINAL BUDGET

March 2025

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

Commission: Sooke Electoral Area Parks & Rec

DEFINITION:

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

Bylaw history for reference purposes:

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

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

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

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

COMMISSION:

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

CAPITAL DEBT:

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

SEAPARC - ALL SERVICE AREAS			BUDGET REQUEST				FUTURE PROJECTIONS			
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS:</u>										
Salaries and Wages	3,336,731	3,371,153	3,575,270	21,940	-	3,597,210	3,689,356	3,783,899	3,880,890	3,980,404
Electricity & Utilities	267,523	237,311	248,210	-	-	248,210	253,174	258,237	263,401	268,669
Operating Supplies & Promotion	368,898	383,043	401,380	-	-	401,380	409,408	417,592	425,942	434,461
Maintenance and Repairs	199,863	203,429	208,615	-	-	208,615	212,788	217,044	221,383	225,812
Standard Overhead Allocation	200,858	200,858	233,490	-	-	233,490	240,495	245,305	250,211	255,215
Human Resources Allocation	100,462	100,462	123,363	-	-	123,363	138,866	151,159	154,569	158,424
Internal Allocations	1,758	1,758	1,850	-	10,812	12,662	12,717	1,963	2,022	2,082
Contract for Services	46,350	57,021	57,350	-	25,000	82,350	58,497	59,666	60,861	62,078
Vehicles and Travel	25,300	25,250	26,775	-	-	26,775	27,311	27,857	28,415	28,983
Operating - Other	89,326	73,683	80,047	-	-	80,047	81,648	83,280	84,947	86,644
Insurance Cost	32,570	32,570	48,360	-	-	48,360	53,196	58,518	64,370	70,807
TOTAL OPERATING COSTS	4,669,639	4,686,538	5,004,710	21,940	35,812	5,062,462	5,177,456	5,304,520	5,437,011	5,573,579
Percentage increase over prior year		0.4%	7.18%			8.41%	2.27%	2.5%	2.5%	2.5%
<u>CAPITAL / TRANSFER RESERVES</u>										
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Capital Reserve Fund	355,000	412,609	362,100	-	-	362,100	369,342	376,729	384,264	391,949
Transfer to Equipment Replacement Fund	115,000	175,000	167,300	50,000	-	217,300	221,646	226,079	230,601	235,213
Capital Equipment Purchases	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	470,000	587,609	529,400	50,000	-	579,400	590,988	602,808	614,865	627,162
		25.0%	12.64%			23.28%	2.00%	2.0%	2.0%	2.0%
DEBT CHARGES	104,126	102,311	54,196	15,000	-	69,196	164,196	242,196	374,196	374,196
TOTAL COSTS	5,243,765	5,376,458	5,588,306	86,940	35,812	5,711,058	5,932,640	6,149,524	6,426,072	6,574,937
		2.53%	6.57%			8.91%	3.88%	3.66%	4.50%	2.32%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance C/F from Prior to Current year	-	-	-	-	(25,000)	(25,000)	-	-	-	-
Fee Income	(1,549,922)	(1,691,977)	(1,793,510)	-	-	(1,793,510)	(1,829,377)	(1,865,958)	(1,903,273)	(1,941,331)
Rental Income	(385,862)	(376,499)	(389,566)	-	-	(389,566)	(397,358)	(405,306)	(413,411)	(421,680)
Transfer from Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
Payments - In Lieu of Taxes	(10,100)	(10,100)	(10,155)	-	-	(10,155)	(10,100)	(10,100)	(10,100)	(10,100)
TOTAL REVENUE	(1,945,884)	(2,078,576)	(2,193,231)	-	(25,000)	(2,218,231)	(2,236,835)	(2,281,364)	(2,326,784)	(2,373,111)
			12.71%			14.00%	0.84%	2.0%	2.0%	2.0%
REQUISITION	(3,297,881)	(3,297,882)	(3,395,075)	(86,940)	(10,812)	(3,492,827)	(3,695,805)	(3,868,160)	(4,099,288)	(4,201,826)
Percentage increase over prior year requisition			2.95%			5.91%	5.81%	4.66%	5.98%	2.50%
PARTICIPANTS: Sooke and JDF AUTHORIZED POSITIONS:										
Salaried	20.10	20.10	20.10	0.50	-	20.60	20.60	20.60	20.60	20.60

SEAPARC - ALL SERVICE AREAS			BUDGET REQUEST				FUTURE PROJECTIONS			
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS</u>										
Arena	451,441	447,359	435,393	-	-	435,393	458,631	480,053	495,374	511,778
Golf Course	228,056	244,284	239,120	-	-	239,120	244,403	249,803	255,325	260,973
Community Recreation	378,965	448,054	350,957	-	-	350,957	358,679	366,573	374,648	382,904
Fitness Gym	151,479	158,079	189,379	-	-	189,379	193,698	198,118	202,641	207,270
Outdoor Facilities	24,001	17,113	20,950	-	-	20,950	21,369	21,796	22,231	22,676
Multi-Purpose Rooms	5,650	1,700	1,600	-	-	1,600	1,632	1,664	1,697	1,731
Concession	80,280	77,774	80,681	-	-	80,681	82,296	83,943	85,621	87,335
Pool	1,063,345	993,217	1,023,294	-	-	1,023,294	1,049,110	1,074,677	1,098,660	1,123,277
General ops	1,216,001	1,228,958	1,514,799	21,940	35,812	1,572,551	1,587,429	1,615,141	1,654,626	1,695,091
Maintenance	1,040,421	1,040,000	1,118,537	-	-	1,118,537	1,149,609	1,181,540	1,214,352	1,248,071
TOTAL OPERATION AND OVERHEAD COSTS	4,639,639	4,656,538	4,974,710	21,940	35,812	5,032,462	5,146,856	5,273,308	5,405,175	5,541,106
*Percentage increase over prior year		0.4%	7.22%			8.47%	2.27%	2.5%	2.5%	2.5%
<u>CAPITAL / RESERVE</u>										
Transfer to Capital Reserve Fund	355,000	412,609	362,100	-	-	362,100	369,342	376,729	384,264	391,949
Transfer to Equipment Replacement Fund	115,000	175,000	167,300	50,000	-	217,300	221,646	226,079	230,601	235,213
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL/RESERVES	470,000	587,609	529,400	50,000	-	579,400	590,988	602,808	614,865	627,162
<u>DEBT CHARGES</u>										
Internal Interest	30,000	30,000	30,000	-	-	30,000	30,600	31,212	31,836	32,473
Fitness Gym	50,000	48,185	-	-	-	-	-	-	-	-
Golf Course	54,126	54,126	54,196	-	-	54,196	54,196	54,196	54,196	54,196
New Debt	-	-	-	15,000	-	15,000	110,000	188,000	320,000	320,000
TOTAL OPERATING, CAPITAL AND DEBT COSTS	5,243,765	5,376,458	5,588,306	86,940	35,812	5,711,058	5,932,640	6,149,524	6,426,072	6,574,937
<u>FUNDING SOURCES (REVENUE)</u>										
Arena	(386,960)	(390,651)	(406,243)	-	-	(406,243)	(414,364)	(422,648)	(431,096)	(439,712)
Golf Course	(263,612)	(270,736)	(289,353)	-	-	(289,353)	(295,140)	(301,042)	(307,063)	(313,204)
Community Recreation	(270,782)	(340,241)	(357,272)	-	-	(357,272)	(364,418)	(371,706)	(379,140)	(386,723)
Outdoor Facilities	(3,250)	(3,879)	(4,500)	-	-	(4,500)	(4,590)	(4,682)	(4,775)	(4,871)
Fitness Gym	(335,000)	(370,488)	(385,000)	-	-	(385,000)	(392,700)	(400,553)	(408,564)	(416,735)
Multi-Purpose Rooms	(21,000)	(10,000)	(10,430)	-	-	(10,430)	(10,639)	(10,852)	(11,069)	(11,290)
Concession	(91,680)	(105,973)	(110,278)	-	-	(110,278)	(112,484)	(114,733)	(117,028)	(119,368)
Pool	(563,500)	(576,508)	(620,000)	-	-	(620,000)	(632,400)	(645,048)	(657,949)	(671,108)
TOTAL REVENUE	(1,935,784)	(2,068,476)	(2,183,076)	-	-	(2,183,076)	(2,226,735)	(2,271,264)	(2,316,684)	(2,363,011)
Balance C/F from Prior to Current year	-	-	-	-	(25,000)	(25,000)	-	-	-	-
Grants in lieu of Taxes	(10,100)	(10,100)	(10,155)	-	-	(10,155)	(10,100)	(10,100)	(10,100)	(10,100)
REQUISITION	(3,297,881)	(3,297,882)	(3,395,075)	(86,940)	(10,812)	(3,492,827)	(3,695,805)	(3,868,160)	(4,099,288)	(4,201,826)
*Percentage increase over prior year requisition		0.0%	2.95%			5.91%	5.81%	4.66%	5.98%	2.50%
PARTICIPANTS: District of Sooke, Sooke Recreation SA #6										
AUTHORIZED POSITIONS:										
Salaried	20.10	20.10	20.10	0.50	-	20.60	20.60	20.60	20.60	20.60

**SEAPARC - ARENA, GOLF COURSE
& RECREATION SERVICES**

OPERATING COSTS - ARENA

	2024 BOARD BUDGET*	2024 ESTIMATED ACTUAL
Salaries and Wages	115,879	128,879
Utility	146,000	124,000
Other Internal Allocations & Insurance	110,176	110,176
Maintenance & Operating Supplies	79,386	84,304
Contingency	-	-
	451,441	447,359

OPERATING COSTS - GOLF COURSE

Salaries and Wages	170,470	180,176
Utility	6,035	4,011
Maintenance & Supplies & Operating Cost	51,551	60,097
	228,056	244,284

OPERATING COSTS - RECREATION PROGRAMS

Salaries and Wages	317,365	370,196
Operating Other	61,600	77,858
	378,965	448,054

OPERATING COSTS - FITNESS GYM

Salaries and Wages	130,244	131,811
Operating Other	11,235	13,934
Instructional Services	10,000	12,334
	151,479	158,079

BUDGET REQUEST

2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL
132,407	-	-	132,407
75,190	-	-	75,190
142,596	-	-	142,596
85,200	-	-	85,200
-	-	-	-
435,393	-	-	435,393
176,480	-	-	176,480
5,450	-	-	5,450
57,190	-	-	57,190
239,120	-	-	239,120
276,207	-	-	276,207
74,750	-	-	74,750
350,957	-	-	350,957
164,829	-	-	164,829
12,550	-	-	12,550
12,000	-	-	12,000
189,379	-	-	189,379

FUTURE PROJECTIONS

2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
135,758	139,197	142,723	146,340
76,694	78,228	79,793	81,389
159,275	173,987	182,444	191,826
86,904	88,641	90,414	92,223
-	-	-	-
458,631	480,053	495,374	511,778
180,510	184,635	188,855	193,174
5,559	5,670	5,783	5,898
58,334	59,498	60,687	61,901
244,403	249,803	255,325	260,973
282,434	288,806	295,324	301,993
76,245	77,767	79,324	80,911
358,679	366,573	374,648	382,904
168,657	172,576	176,588	180,696
12,801	13,057	13,318	13,584
12,240	12,485	12,735	12,990
193,698	198,118	202,641	207,270

			BUDGET REQUEST				FUTURE PROJECTIONS			
	2024 BOARD BUDGET*	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
SEAPARC - ARENA, GOLF COURSE & RECREATION SERVICES										
<u>OUTDOOR FACILITIES</u>	24,001	17,113	20,950	-	-	20,950	21,369	21,796	22,231	22,676
<u>MULTI-PURPOSE ROOMS</u>	5,650	1,700	1,600	-	-	1,600	1,632	1,664	1,697	1,731
<u>CONCESSION</u>	80,280	77,774	80,681	-	-	80,681	82,296	83,943	85,621	87,335
TOTAL OPERATING COSTS	1,319,872	1,394,363	1,318,080	-	-	1,318,080	1,360,708	1,401,950	1,437,537	1,474,667
Percentage Increase		5.6%	-0.14%			-0.14%	3.2%	3.0%	2.5%	2.6%
<u>CAPITAL / RESERVE</u>										
Transfer to Capital Reserve fund	355,000	355,000	362,100	-	-	362,100	369,342	376,729	384,264	391,949
Transfer to Equipment Replacement Fund	115,000	115,000	167,300	50,000	-	217,300	221,646	226,079	230,601	235,213
TOTAL CAPITAL / RESERVES	470,000	470,000	529,400	50,000	-	579,400	590,988	602,808	614,865	627,162
Golf Debt	54,126	54,126	54,196	-	-	54,196	54,196	54,196	54,196	54,196
New Debt	-	-	-	15,000	-	15,000	110,000	188,000	320,000	320,000
Fitness Gym Debt	50,000	48,185	-	-	-	-	-	-	-	-
DEBT CHARGES	104,126	102,311	54,196	15,000	-	69,196	164,196	242,196	374,196	374,196
TOTAL COSTS RECREATION SERVICES	1,893,998	1,966,674	1,901,676	65,000	-	1,966,676	2,115,892	2,246,954	2,426,598	2,476,025
<u>OPERATION AND OVERHEAD COSTS</u>										
Salaries and Wages	754,163	766,193	927,624	21,940	-	949,564	975,345	1,001,825	1,029,024	1,056,962
Internal Allocations	202,616	202,616	235,340	-	10,812	246,152	253,212	247,268	252,233	257,297
Internet Services & Telephone	42,000	35,000	37,000	-	-	37,000	37,740	38,495	39,265	40,050
Advertising	20,500	17,500	21,000	-	-	21,000	21,420	21,848	22,285	22,730
Travel, Training & Consultants	22,200	19,200	21,150	-	25,000	46,150	21,573	22,004	22,445	22,892
Operating - Other	174,522	188,449	272,685	-	-	272,685	278,139	283,701	289,374	295,160
TOTAL OPERATION AND OVERHEAD COSTS	1,216,001	1,228,958	1,514,799	21,940	35,812	1,572,551	1,587,429	1,615,141	1,654,626	1,695,091
<u>MAINTENANCE COSTS - SALARIES</u>	1,040,421	1,040,000	1,118,537	-	-	1,118,537	1,149,609	1,181,540	1,214,352	1,248,071
TOTAL OVERHEAD & MAINTENANCE COSTS	2,256,422	2,268,958	2,633,336	21,940	35,812	2,691,088	2,737,038	2,796,681	2,868,978	2,943,162
OPERATING COSTS LESS INTERNAL RECOVERIES	4,150,420	4,235,632	4,535,012	86,940	35,812	4,657,764	4,852,930	5,043,635	5,295,576	5,419,187

SEAPARC - ARENA, GOLF COURSE & RECREATION SERVICES	BUDGET REQUEST					FUTURE PROJECTIONS				
	2024 BOARD BUDGET*	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>FUNDING SOURCES (REVENUE)</u>										
Arena - Fee Charges	(77,960)	(81,942)	(87,360)	-	-	(87,360)	(89,103)	(90,881)	(92,694)	(94,542)
Arena - Rental Income	(309,000)	(308,709)	(318,883)	-	-	(318,883)	(325,261)	(331,767)	(338,402)	(345,170)
Golf Course - Fee Charges	(226,000)	(230,424)	(247,600)	-	-	(247,600)	(252,552)	(257,603)	(262,755)	(268,010)
Golf Course - Rental and Sales Income	(37,612)	(40,312)	(41,753)	-	-	(41,753)	(42,588)	(43,439)	(44,308)	(45,194)
Recreation - Fee Charges	(254,100)	(324,529)	(342,150)	-	-	(342,150)	(348,993)	(355,973)	(363,093)	(370,355)
Recreation - Other Misc Income	(16,682)	(15,712)	(15,122)	-	-	(15,122)	(15,425)	(15,733)	(16,047)	(16,368)
Fitness Gym - Fee Charges	(335,000)	(370,488)	(385,000)	-	-	(385,000)	(392,700)	(400,553)	(408,564)	(416,735)
Multi-Purpose Room - Rental Income	(21,000)	(10,000)	(10,430)	-	-	(10,430)	(10,639)	(10,852)	(11,069)	(11,290)
Concession - Sales and Commissions	(91,680)	(105,973)	(110,278)	-	-	(110,278)	(112,484)	(114,733)	(117,028)	(119,368)
Sport Box - Rental	(3,250)	(3,879)	(4,500)	-	-	(4,500)	(4,590)	(4,682)	(4,775)	(4,871)
TOTAL REVENUE	(1,372,284)	(1,491,968)	(1,563,076)	-	-	(1,563,076)	(1,594,335)	(1,626,216)	(1,658,735)	(1,691,903)
REQUISITION, PILT & PRIOR YEAR SURPLUS	(2,778,136)	(2,743,664)	(2,971,936)	(86,940)	(35,812)	(3,094,688)	(3,258,595)	(3,417,419)	(3,636,841)	(3,727,284)
Percentage Increase		-1.2%	6.98%			11.39%	5.3%	4.9%	6.4%	2.5%
PARTICIPANTS: District of Sooke, Portion of JDF										
AUTHORIZED POSITIONS:										
AUTHORIZED POSITIONS: Salaried	16.45	16.45	16.45	0.50	0.00	16.95	16.95	16.95	16.95	16.95

SEAPARC - SWIMMING POOL	BUDGET REQUEST						FUTURE PROJECTIONS			
	2024 BOARD BUDGET*	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATION COSTS</u>										
Salaries and Wages	787,589	735,000	763,357	-	-	763,357	780,897	798,851	817,226	836,034
Utility	114,500	108,500	93,220	-	-	93,220	95,084	96,986	98,926	100,905
Operating - Supplies	76,400	64,861	73,730	-	-	73,730	75,205	76,710	78,244	79,809
Other Internal Allocations & Insurance	22,856	22,856	29,127	-	-	29,127	32,787	35,690	36,495	37,405
Maintenance	62,000	62,000	63,860	-	-	63,860	65,137	66,440	67,769	69,124
Contingency	-	-	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	1,063,345	993,217	1,023,294	-	-	1,023,294	1,049,110	1,074,677	1,098,660	1,123,277
*Percentage Increase		-6.6%	-3.77%			-3.77%				
TOTAL COSTS	1,063,345	993,217	1,023,294	-	-	1,023,294	1,049,110	1,074,677	1,098,660	1,123,277
<u>FUNDING SOURCES (REVENUE)</u>										
Revenue - Fees	(525,000)	(554,758)	(597,500)	-	-	(597,500)	(609,450)	(621,639)	(634,072)	(646,753)
Other Income	(16,500)	-	-	-	-	-	-	-	-	-
Rental Income	(22,000)	(21,750)	(22,500)	-	-	(22,500)	(22,950)	(23,409)	(23,877)	(24,355)
TOTAL REVENUE	(563,500)	(576,508)	(620,000)	-	-	(620,000)	(632,400)	(645,048)	(657,949)	(671,108)
REQUISITION, PILT & PRIOR YEAR SURPLUS	(499,845)	(416,709)	(403,294)	-	-	(403,294)	(416,710)	(429,629)	(440,711)	(452,169)
Percentage Increase		-16.6%	-19.32%			-19.32%	3.3%	3.1%	2.6%	2.6%
PARTICIPANTS: District of Sooke, Portion of JDF										
AUTHORIZED POSITIONS:										
AUTHORIZED POSITIONS: Salaried	3.65	3.65	3.65	0.00	0.00	3.65	3.65	3.65	3.65	3.65

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.40X SEAPARC	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL

EXPENDITURE

Buildings	\$0	\$822,250	\$2,205,500	\$254,500	\$201,000	\$711,500	\$4,194,750
Equipment	\$80,000	\$523,750	\$189,250	\$1,628,100	\$153,650	\$596,100	\$3,090,850
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$1,157,000	\$33,750	\$35,000	\$35,500	\$36,500	\$1,297,750
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$80,000	\$2,503,000	\$2,428,500	\$1,917,600	\$390,150	\$1,344,100	\$8,583,350

SOURCE OF FUNDS

Capital Funds on Hand	\$80,000	\$104,000	\$0	\$0	\$0	\$0	\$104,000
Debenture Debt (New Debt Only)	\$0	\$1,300,000	\$1,850,000	\$0	\$45,000	\$426,000	\$3,621,000
Equipment Replacement Fund	\$0	\$393,250	\$174,250	\$112,100	\$92,150	\$170,100	\$941,850
Grants (Federal, Provincial)	\$0	\$79,000	\$175,000	\$1,500,000	\$0	\$0	\$1,754,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$626,750	\$229,250	\$305,500	\$253,000	\$748,000	\$2,162,500
	\$80,000	\$2,503,000	\$2,428,500	\$1,917,600	\$390,150	\$1,344,100	\$8,583,350

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.40X

Service Name: SEAPARC

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
20-09	Replacement	Domestic Hot Water Replacement	Replacement of hot water storage tanks and update system	\$ 100,000	E	Cap	\$ 80,000	\$ 80,000					\$ 80,000
22-02	Renewal	Pool Roof Replacement	Pool Roof Replacement	\$ 500,000	B	Res		\$ 250,000	\$ 85,000				\$ 335,000
22-04	Replacement	Pool Lectorator System	Replacement of lectionator cells	\$ 15,000	E	ERF		\$ 15,000					\$ 15,000
23-03	Replacement	Skate Park Renewal	Replacement skate park renewal	\$ 1,125,000	S	Debt		\$ 1,100,000					\$ 1,100,000
	Replacement	Skate Park Renewal	Replacement skate park renewal		S	Grant							\$ -
	Replacement	Skate Park Renewal	Replacement skate park renewal		S	Cap		\$ 24,000					\$ 24,000
23-04	Renewal	Building Assessment and Renewal	Building assessment and repairs	\$ 250,000	B	Res		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
23-06	Replacement	Mower/Tractor Replacement	Mower/Tractor Replacement	\$ 55,000	E	ERF		\$ 55,000					\$ 55,000
23-07	Renewal	Parking Lot Renewal	Renewal parking lot	\$ 173,750	S	Res		\$ 33,000	\$ 33,750	\$ 35,000	\$ 35,500	\$ 36,500	\$ 173,750
24-04	Renewal	Roof Repairs	General Roof Repairs	\$ 37,500	B	Res		\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 37,500
24-05	Renewal	Recoat Pool Metal Roof	Recoat Pool Metal Roof - Area 6	\$ 30,000	B	Res		\$ 30,000					\$ 30,000
24-06	Renewal	Replace Ventilation Fans	Replace Ventilation Fans	\$ 7,000	B	Res				\$ 7,000			\$ 7,000
24-11	Replacement	Pool Valve Replacement	Replacement of valves for pool circulation system	\$ 17,500	E	ERF		\$ 7,000					\$ 7,000
24-13	Renewal	Arena Compressor Overhaul	Refrigeration plant compressor overhaul	\$ 48,000	E	Res		\$ 15,500		\$ 16,000	\$ 16,500		\$ 48,000
24-15	Replacement	IT Equipment Replacement	Replacement of IT equipment and computers	\$ 73,600	E	ERF		\$ 22,700	\$ 12,600	\$ 20,600	\$ 3,600	\$ 14,100	\$ 73,600
25-01	Renewal	Implement Heat Recovery System Phase 1	Implementation of phase 1 of heat recovery system	\$ 2,200,000	B	Debt		\$ 200,000	\$ 1,850,000				\$ 2,050,000
25-01	Renewal	Implement Heat Recovery System Phase 1	Implementation of phase 1 of heat recovery system		B	Grant		\$ 79,000					\$ 79,000
25-01	Renewal	Implement Heat Recovery System Phase 1	Implementation of phase 1 of heat recovery system		B	Grant			\$ 150,000				\$ 150,000
25-02	Replacement	Ice resurfacer	Replacement of ice resurfacer	\$ 200,000	E	ERF		\$ 200,000					\$ 200,000
25-03	Renewal	Recoat Arena Purlins & Frames	Recoat Arena Purlins & Frames	\$ 40,000	B	Res				\$ 40,000			\$ 40,000
25-05	Replacement	Replace Sewage & Storm Pump System	Replace Sewage & Storm Pump System	\$ 10,000	B	ERF			\$ 10,000				\$ 10,000
25-07	Study	Thermal Evaluation of Electrical System	Thermal Evaluation of Electrical System	\$ 7,750	B	Res		\$ 3,750			\$ 4,000		\$ 7,750
25-09	New	Outdoor Activity Space Development	New outdoor activity space development	\$ 1,525,000	E	Grant			\$ 25,000	\$ 1,500,000			\$ 1,525,000
25-09	New	Outdoor Activity Space Development	New outdoor activity space development		E	Grant							\$ -
25-10	Replacement	Equipment Replacement (pooled)	Equipment Replacement	\$ 81,550	E	ERF		\$ 81,550					\$ 81,550
25-11	Renewal	Repaint Arena & Pool Exterior	Repaint Arena Metal Cladding & Pool Exterior Wall	\$ 120,000	B	Res		\$ 120,000					\$ 120,000
25-12	Replacement	Arena sound System	Replace Arena Sound System	\$ 12,000	E	ERF		\$ 12,000					\$ 12,000
25-13	Renewal	Lighting Controls	Renewal of lighting controls	\$ 45,000	B	Res		\$ 45,000					\$ 45,000
25-13	Renewal	Lighting Controls	Renewal of lighting controls		B	Grant							\$ -
25-14	Replacement	Arena Exhaust Fan Replacement	Replacement of arena exhaust fans	\$ 20,000	B	Res		\$ 20,000					\$ 20,000
25-15	Replacement	Pool feature replacement	Diving board replacement	\$ 17,000	B	Res		\$ 17,000					\$ 17,000
25-16	New	Fitness Equipment	New fitness equipment	\$ 35,000	E	Res		\$ 35,000					\$ 35,000
26-04	Renewal	Overhaul Cooling Tower - Arenz	Overhaul Cooling Tower - Arenz	\$ 38,000	B	Res		\$ -	\$ 38,000				\$ 38,000
26-06	Replacement	Equipment Replacement (pooled)	Equipment Replacement	\$ 131,900	E	ERF		\$ -	\$ 131,900				\$ 131,900
26-08	Renewal	Duct cleaning	Duct cleaning	\$ 31,000	B	Res			\$ 15,000			\$ 16,000	\$ 31,000
26-09	Replacement	Pool Lectorator System	Replacement of lectionator cells and components	\$ 85,000	E	ERF			\$ 19,750	\$ 20,750	\$ 21,750	\$ 22,750	\$ 85,000
27-01	Replacement	Replace Pool Circulation Pumps	Replace Pool Circulation Pumps	\$ 16,000	E	ERF				\$ 16,000			\$ 16,000
27-03	Renewal	Replace Arena Rubber Mat Flooring	Replace Arena Rubber Mat Flooring	\$ 150,000	B	Res				\$ 150,000			\$ 150,000
27-04	Replacement	Equipment Replacement (pooled)	Equipment Replacement	\$ 54,750	E	ERF				\$ 54,750			\$ 54,750
28-01	Renewal	Recoat Arena Change Room & Pool Interior Roof	Locally recoat arena interior change room roof steel deck & pool interior roof deck, purlins and beam	\$ 84,500	B	Res					\$ 84,500		\$ 84,500
28-02	Renewal	Repaint Pool Fitness Facility Exterior	Repaint Pool & Fitness Facility Exterior	\$ 25,000	B	Res		\$ 25,000					\$ 25,000
28-03	Renewal	Recoat Arena Metal Roof	Recoat Arena Metal Roof	\$ 720,000	B	Res		\$ 20,000			\$ 400,000		\$ 420,000
28-04	Renewal	Pool Change Room Renovation	Pool Change Room Renovation	\$ 170,000	B	Res					\$ 10,000	\$ 160,000	\$ 170,000
28-05	Replacement	Electrification of Pool Boilers	Design for replacement of secondary pool boilers (oil to electric	\$ 471,000	E	Debt					\$ 45,000	\$ 426,000	\$ 471,000
28-06	Replacement	Equipment Replacement (pooled)	Equipment Replacement	\$ 66,800	E	ERF					\$ 66,800		\$ 66,800
29-01	Renewal	Sauna renewal	Renovate sauna room	\$ 30,000	B	Res						\$ 30,000	\$ 30,000
29-02	Study	Electrification of Arena Dehumidifier	Design and replacement of low-temperature dehumidifiers with heat recovery tie-in	\$ 30,000	B	Res						\$ 30,000	\$ 30,000
29-03	Renewal	Storm & Sewer repair allowance	Buried services repair allowance (storm & sanitary	\$ 18,000	B	Res							\$ 18,000
29-04	Replacement	Grounds Equipment - golf course	Greens mower & aerator replacement	\$ 80,000	E	ERF							\$ 80,000
29-05	Replacement	Equipment Replacement (pooled)	Equipment Replacement	\$ 53,250	E	ERF							\$ 53,250
													\$ -
			Grand Total	\$ 9,000,850				\$ 2,503,000	\$ 2,428,500	\$ 1,917,600	\$ 390,150	\$ 1,344,100	\$ 8,583,350

Service:	1.40X	SEAPARC

Project Number	20-09	Capital Project Title	Domestic Hot Water Replacement	Capital Project Description	Replacement of hot water storage tanks and update system
Project Rationale	Service life is ended for DHW storage tanks for the arena as well as for the pool/gym. This project will consider heat recovery implications in design and implementation.				

Project Number	22-02	Capital Project Title	Pool Roof Replacement	Capital Project Description	Pool Roof Replacement
Project Rationale	Building envelope evaluation was conducted and replacement of various sections of roofing was identified to be replaced on a multi year plan based on condition and estimated remaining life. Continuing project to ensure integrity of building envelope. Replacement of areas 4 & 4A in 2024 with other areas as identified in 2025 & 2026.				

Project Number	22-04	Capital Project Title	Pool Lectorator System	Capital Project Description	Replacement of lectionator cells
Project Rationale	Annual replacement of lectionator cells.				

Project Number	23-03	Capital Project Title	Skate Park Renewal	Capital Project Description	Replacement skate park renewal
Project Rationale	Identified during asset management review and user feedback as in need of renewal and upgrades. Concrete surface is exhibiting areas of wear due to age. Numerous cracks throughout the slab and eroded curbs/park features need remediation/replacement to ensure continued usage.				

Service:	1.40X	SEAPARC

Project Number	23-04	Capital Project Title	Building Assessment and Renewal	Capital Project Description	Building assessment and repairs
Project Rationale	Aging facilities. Arena built in 1975, Pool in 2000. Increasing issues with building envelope and finishings.				

Project Number	23-06	Capital Project Title	Grounds Equipment - SEAPARC	Capital Project Description	Mower/Tractor Replacement
Project Rationale	Mower/Tractor Replacement at end of useful life				

Project Number	23-07	Capital Project Title	Parking Lot Renewal	Capital Project Description	Renewal parking lot
Project Rationale	Regular repairs required to parking lot including paving, line painting and oil separator clean out.				

Project Number	24-04	Capital Project Title	Roof Repairs	Capital Project Description	General Roof Repairs
Project Rationale	Annual roof repair allowance.				

Project Number	24-05	Capital Project Title	Recoat Pool Metal Roof	Capital Project Description	Recoat Pool Metal Roof - Area 6
Project Rationale	Condition assessment indicates areas of roof at or nearing end of life. This project will recoat the pool metal roof to extend the lifespan of the roof.				

Service:	1.40X	SEAPARC

Project Number	24-06	Capital Project Title	Replace Ventilation Fans	Capital Project Description	Replace Ventilation Fans
Project Rationale	At or nearing end of life				

Project Number	24-11	Capital Project Title	Pool Valve Replacement	Capital Project Description	Replacement of valves for pool circulation system
Project Rationale	Valves, gasket and seal replacement. Portion of work completed in 2024, final stage for 2025.				

Project Number	24-13	Capital Project Title	Arena Compressor Overhaul	Capital Project Description	Refrigeration plant compressor overhaul
Project Rationale	Overhaul of arena compressor #1 to ensure continuity of service. Compressor 2 completed in 2024. Recommended maintenance by CIMCO.				

Project Number	24-15	Capital Project Title	IT Equipment Replacement	Capital Project Description	Replacement of IT equipment and computers
Project Rationale	CRD IT's infrastructure renewal plan				

Project Number	25-01	Capital Project Title	Implement Heat Recovery System Phase 1	Capital Project Description	Implementation of phase 1 of heat recovery system
Project Rationale	A number of pool mechanical systems approaching end of life. Heat recovery system would address replacement of these systems and benefit with reduced GHG emissions to meet climate targets.				

Project Number	25-02	Capital Project Title	Ice resurfacer	Capital Project Description	Replacement of ice resurfacer
Project Rationale	End of life.				

Service: 1.40X SEAPARC			
Project Number	25-03	Capital Project Title	Recoat Arena Purlins & Frames
Capital Project Description	Recoat Arena Purlins & Frames		
Project Rationale	To prolong service life of roof supporting steel components in the arena.		
Project Number	25-05	Capital Project Title	Replace Sewage & Storm Pump System
Capital Project Description	Replace Sewage & Storm Pump System		
Project Rationale	Condition assessment indicates areas at or nearing end of life		
Project Number	25-07	Capital Project Title	Thermal Evaluation of Electrical System
Capital Project Description	Thermal Evaluation of Electrical System		
Project Rationale	Code requirement		
Project Number	25-09	Capital Project Title	Outdoor Activity Space Development
Capital Project Description	New outdoor activity space development		
Project Rationale	Service enhancement. Project pending strategic plan input for 2025-2035.		
Project Number	25-10	Capital Project Title	Equipment Replacement (pooled)
Capital Project Description	Equipment Replacement		
Project Rationale	Annual small equipment replacement schedule		
Project Number	25-11	Capital Project Title	Repaint Arena & Pool Exterior
Capital Project Description	Repaint Arena Metal Cladding & Pool Exterior Walls		
Project Rationale	Repaint arena metal cladding & pool exterior walls and replacement of seals around doors. Align colour scheme with new fitness facility exterior. Extend service life.		

Service: 1.40X SEAPARC			
Project Number	25-12	Capital Project Title	Arena sound System
Capital Project Description	Replace Arena Sound System		
Project Rationale	Identified as end of life.		
Project Number	25-13	Capital Project Title	Lighting Controls
Capital Project Description	Renewal of lighting controls		
Project Rationale	System failure. Replacement will incorporate energy efficiency in collaboration with BC Hydro.		
Project Number	25-14	Capital Project Title	Arena Exhaust Fan Replacement
Capital Project Description	Replacement of arena exhaust fans		
Project Rationale	End of life.		
Project Number	25-15	Capital Project Title	Pool feature replacement
Capital Project Description	Diving board replacement		
Project Rationale	Diving board end of life.		
Project Number	25-16	Capital Project Title	Fitness Equipment
Capital Project Description	New fitness equipment		
Project Rationale	Add accessible cardio equipment (NUSTEP) and additional spin bikes to support revenue generation.		

Service: 1.40X SEAPARC			
Project Number	26-04	Capital Project Title	Overhaul Cooling Tower - Arena
Capital Project Description	Overhaul Cooling Tower - Arena		
Project Rationale	End of life.		
Project Number	26-06	Capital Project Title	Equipment Replacement (pooled)
Capital Project Description	Equipment Replacement		
Project Rationale	Annual small equipment replacement schedule		
Project Number	26-08	Capital Project Title	Duct cleaning
Capital Project Description	Duct cleaning		
Project Rationale	Regular maintenance of duct system.		
Project Number	26-09	Capital Project Title	Pool Lectorator System
Capital Project Description	Replacement of lectionator cells and components		
Project Rationale	Annual replacement of lectionator system components.		
Project Number	27-01	Capital Project Title	Replace Pool Circulation Pumps
Capital Project Description	Replace Pool Circulation Pumps		
Project Rationale	End of life.		
Project Number	27-03	Capital Project Title	Replace Arena Rubber Mat Flooring
Capital Project Description	Replace Arena Rubber Mat Flooring		
Project Rationale	Flooring at end of life.		

Service: 1.40X SEAPARC					
Project Number	27-04	Capital Project Title	Equipment Replacement (pooled)	Capital Project Description	Equipment Replacement
Project Rationale	Annual small equipment replacement schedule				

Project Number	28-01	Capital Project Title	Recoat Arena Change Room & Pool Interior Roof	Capital Project Description	Locally recoat arena interior change room roof steel deck & pool interior roof deck, purlins and beams
Project Rationale	Recoating of swimming pool interior roof deck, purlins, beams as well as arena interior change room roof steel deck. Project to prolong service life of roof supporting structures.				

Project Number	28-02	Capital Project Title	Repaint Pool Fitness Facility Exterior	Capital Project Description	Repaint Pool & Fitness Facility Exterior
Project Rationale	Maintain aesthetics and extend service life.				

Project Number	28-03	Capital Project Title	Recoat Arena Metal Roof	Capital Project Description	Recoat Arena Metal Roof
Project Rationale	Extend roof service life.				

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

Project Number	28-05	Capital Project Title	Electrification of Pool Boilers	Capital Project Description	Design for replacement of secondary pool boilers (oil to electric)
Project Rationale	Oil tank for the secondary boiler is past end of life. Oil tank to be decommissioned and oil boiler replaced with electric boiler. Electrical upgrades required as part of this project.				

Service: 1.40X SEAPARC			
Project Number	28-06	Capital Project Title	Equipment Replacement (pooled)
Capital Project Description	Equipment Replacement		
Project Rationale	Annual small equipment replacement.		
Project Number	29-01	Capital Project Title	Sauna renewal
Capital Project Description	Renovate sauna room		
Project Rationale	End of life.		
Project Number	29-02	Capital Project Title	Electrification of Arena Dehumidifier
Capital Project Description	Design and replacement of low-temperature dehumidifiers with heat recovery tie-in		
Project Rationale	Design and replacement of low-temperature dehumidifiers with heat recovery tie in. 2 year project		
Project Number	29-03	Capital Project Title	Storm & Sewer repair allowance
Capital Project Description	Buried services repair allowance (storm & sanitary)		
Project Rationale	Regular repair allowance.		
Project Number	29-04	Capital Project Title	Grounds Equipment - golf course
Capital Project Description	Greens mower & aerator replacement		
Project Rationale	End of life - mower and aerator replacement.		
Project Number	29-05	Capital Project Title	Equipment Replacement (pooled)
Capital Project Description	Equipment Replacement		
Project Rationale	Annual small equipment replacement.		

1.40X SEAPARC Recreation Combined
Asset and Reserve Summary Schedule
2025 - 2029 Financial Plan

Asset Profile

SEAPARC Recreation (1.401 &1.403 Combined)

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

Summary

Reserve/Fund Summary Projected year end balance	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Capital Reserve	873,101	638,451	778,541	849,771	981,031	624,980
Equipment Replacement Fund	270,540	96,090	142,919	256,898	395,349	460,462
Total projected year end balance	1,143,641	734,541	921,460	1,106,669	1,376,380	1,085,442

1.40X SEAPARC Recreation Combined
Capital Reserve Fund Schedule
2025 - 2029 Financial Plan

Capital Reserve Fund Schedule

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

Capital Reserve Fund	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	1,008,222	873,101	638,451	778,541	849,771	981,031
Planned Capital Expenditure (Based on Capital Plan)	(550,188)	(626,750)	(229,250)	(305,500)	(253,000)	(748,000)
Transfer from Operating Budget	374,232	362,100	369,340	376,730	384,260	391,949
Interest Income*	40,835	30,000				
Ending Balance \$	873,101	638,451	778,541	849,771	981,031	624,980

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

1.40X SEAPARC Recreation Combined
Equipment Replacement Fund Schedule (ERF)
2025 - 2029 Financial Plan

Equipment Replacement Fund Schedule (ERF)

ERF Fund: 1.40X Combined SEAPARC Recreation and Pool ERF

Equipment Replacement Fund	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	270,908	270,540	96,090	142,919	256,898	395,349
Planned Purchase (Based on Capital Plan)	(144,764)	(393,250)	(174,250)	(112,100)	(92,150)	(170,100)
Transfer from Operating Budget	138,454	217,300	221,079	226,079	230,601	235,213
Equipment Disposal	4,436					
Interest Income*	1,506	1,500				
Ending Balance \$	270,540	96,090	142,919	256,898	395,349	460,462

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

1.40X SEAPARC
Operating Reserve Summary
2025 - 2029 Financial Plan

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

Summary						
Reserve/Fund Summary	Actual	Budget				
Projected year end balance	2024	2025	2026	2027	2028	2029
Operating Reserve	35,815	36,815	36,815	36,815	36,815	36,815
Operating Reserve - Legacy Fund	2,210	2,300	2,300	2,300	2,300	2,300
Total projected year end balance	38,025	39,115	39,115	39,115	39,115	39,115

See attached reserve schedules for projected annual cash flows.

1.40X Sooke and Electoral Area Recreation and Facilities (SEAPARC)
Operating Reserve Summary
2025 - 2029 Financial Plan

Profile

Sooke and Electoral Area Recreation and Facilities (SEAPARC)

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

Operating Reserve Schedule - FC 105301

Operating Reserve Schedule Projected year end balance	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	34,223	35,815	36,815	36,815	36,815	36,815
Planned Purchase	-	-	-	-	-	-
Transfer from Ops Budget	-	-	-		-	-
Interest Income*	1,592	1,000				
Total projected year end balance	35,815	36,815	36,815	36,815	36,815	36,815

Assumptions/Background:

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

**1.40X SEAPARC Legacy Fund
Operating Reserve Summary
2025 - 2029 Financial Plan**

Profile

SEAPARC Legacy Fund

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

Operating Reserve Schedule - FC 105101

Operating Reserve Schedule Projected year end balance	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	2,112	2,210	2,300	2,300	2,300	2,300
Planned Purchase						
Transfer from Ops Budget	-					
Interest Income*	98	90				
Total projected year end balance	2,210	2,300	2,300	2,300	2,300	2,300

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2025 BUDGET

ENVIRONMENTAL SERVICES

FINAL BUDGET

March 2025

FINAL BUDGET

March 12, 2025

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FINAL BUDGET

March 12, 2025

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CAPITAL REGIONAL DISTRICT

2025 BUDGET

GM - Parks & Environmental Services

FINAL BUDGET

March 2025

Service: 1.028 GM - Environmental Services and Regional Parks

Committee: Environmental Services

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

All municipalities and electoral areas.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

FUNDING:

Requisition

1.028 - GM - Environmental Services & Regional Parks	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2025 ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries and Wages	425,233	547,857	404,894	-	-	404,894	416,573	428,584	440,934	453,634
Contract for Services	3,215	-	3,279	-	-	3,279	3,347	3,412	3,480	3,549
Allocation - Standard Overhead	50,058	50,058	52,650	-	1,802	54,452	57,971	58,332	59,426	60,552
Allocation - Human Resources	14,866	14,866	15,726	-	-	15,726	17,702	19,270	19,704	20,196
Allocation - Building Occupancy	21,861	21,861	26,609	-	-	26,609	27,735	29,103	30,435	30,993
Insurance	870	870	720	-	-	720	792	871	958	1,053
TOTAL OPERATING COSTS	516,103	635,512	503,878	-	1,802	505,680	524,120	539,571	554,937	569,977
*Percentage Increase over prior year		23.1%	-2.4%	0.0%	0.0%	-2.0%	3.6%	2.9%	2.8%	2.7%
Recovery for First Aid Officer	(99)	(99)	(102)	-	-	(102)	(104)	(106)	(108)	(110)
NET COSTS	516,004	635,413	503,776	-	1,802	505,578	524,016	539,465	554,829	569,867
*Percentage increase over prior year Net Costs		23.1%	-2.4%	0.0%	0.0%	-2.0%	3.6%	2.9%	2.8%	2.7%
AUTHORIZED POSITIONS: Salaried	2.0	2.0	2.0	-	-	2.0	2.0	2.0	2.0	2.0

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Environmental Administration Services

FINAL BUDGET

March 2025

Service: 1.575 Environmental Administration Services

Committee: Environmental Services

DEFINITION:

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

PARTICIPATION:

All Functions administered by Environmental Sustainability.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

N/A

COST RECOVERY:

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

OTHER:

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

1.575 - Env Services - Administration	BUDGET REQUEST									
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS:</u>										
Salaries and Wages	90,919	90,919	93,854	-	-	93,854	96,531	99,285	102,116	105,026
Allocations	63,856	63,856	72,986	-	3,604	76,590	82,231	83,236	86,077	87,894
Operating - Other Costs - Summary	51,331	67,360	47,792	-	-	47,792	48,747	49,722	50,717	51,731
TOTAL OPERATING COSTS	206,105	222,134	214,632	-	3,604	218,235	227,509	232,243	238,909	244,651
*Percentage Increase over prior year		7.8%	4.1%	0.0%	1.7%	5.9%	4.2%	2.1%	2.9%	2.4%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	840	-	3,141	-	-	3,141	-	-	-	454
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	840	-	3,141	-	-	3,141	-	-	-	454
TOTAL COSTS	206,945	222,134	217,773	-	3,604	221,376	227,509	232,243	238,909	245,105
*Percentage Increase over prior year		7.3%	5.2%	0.0%	1.7%	7.0%	2.8%	2.1%	2.9%	2.6%
Internal Recoveries	(206,947)	(222,134)	(217,772)	-	-	(217,772)	(224,306)	(231,035)	(237,966)	(245,105)
OPERATING COSTS LESS INTERNAL RECOVERIES	-	-	-	-	3,604	-	-	-	-	-
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from current to Next year	-	-	-	-	-	-	-	-	-	-
Transfer from Ops Reserve Fund	-	-	-	-	(3,604)	(3,604)	(3,204)	(1,208)	(944)	-
TOTAL REVENUE	-	-	-	-	(3,604)	(3,604)	(3,204)	(1,208)	(944)	-
REQUISITION	-	-	-	-	-	-	-	-	-	-
*Percentage Increase over prior year										
PARTICIPANTS: Costs recovered internally										
AUTHORIZED POSITIONS:										
Salaried	1.00	1.00	1.00	0.00	0.00	1.00	1.00	1.00	1.00	1.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.575	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Environmental Administration Serv							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$6,000	\$6,000	\$9,000	\$6,000	\$6,000	\$33,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$6,000	\$6,000	\$9,000	\$6,000	\$6,000	\$33,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$6,000	\$6,000	\$9,000	\$6,000	\$6,000	\$33,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$6,000	\$6,000	\$9,000	\$6,000	\$6,000	\$33,000

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #:

1.575

Service Name:

Environmental Administration Services

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
20-01	Replacement	Office Furniture	ERF replacement of desks, chairs, shelves	\$ 19,000	E	ERF		\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	3,000	\$ 15,000
20-02	Replacement	Office Equipment	ERF replacement of computers, printers	\$ 25,090	E	ERF		\$ 3,000	\$ 3,000	\$ 6,000	\$ 3,000	3,000	\$ 18,000
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 44,090				\$ 6,000	\$ 6,000	\$ 9,000	\$ 6,000	\$ 6,000	\$ 33,000

Service:	1.575	Environmental Administration Services

Project Number	20-01	Capital Project Title	Office Furniture	Capital Project Description	ERF replacement of desks, chairs, shelves
Project Rationale	2025-2029 - miscellaneous furniture required by ES-HQ, as needed (shelving, chairs, tables, desks).				

Project Number	20-02	Capital Project Title	Office Equipment	Capital Project Description	ERF replacement of computers, printers
Project Rationale	2025 - none; 2026 - none; 2027: \$5,754 total: Luisa Jones - new laptop (\$1,918), Cathy Leahy - new laptop (\$1,918), Wanda Gustafson - new laptop (\$1,918); 2028 - none; 2029: none; NOTE: Env Admin purchased a new MFP (ESD-30) in 2022 for \$13,000. There is no equipment replacement scheduled for the MFP. It will be replaced only when broken, though this might change when IT revisits the MFP deployment and maintenance strategy.) The same is true for Cathy/Luisa's printer and Wanda's printer -- only to be replaced if not working/fixable.				

1.575 ES HQ Administration
ERF Reserve Summary
2025 - 2029 Financial Plan

ERF Reserve Cash Flow (Equipment Portion)

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

Equipment Replacement Fund Fund: 1022 Fund Center: 101449	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	149,359	153,619	150,760	144,760	135,760	129,760
Planned Purchase (Based on Capital Plan)	(5,470)	(6,000)	(6,000)	(9,000)	(6,000)	(6,000)
Transfer from Operating Budget	8,927	3,141	-	-	-	454
Interest Income*	803	-	-	-	-	-
Total projected year end balance	153,619	150,760	144,760	135,760	129,760	124,214

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

Assumptions/Background:

1.575 ES HQ Administration
Operating Reserve Summary
2025 - 2029 Financial Plan

Profile

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

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105523	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	69,807	82,055	78,451	75,247	74,039	73,095
Planned Purchase	-					
Transfer from Ops Budget	9,000	(3,604)	(3,204)	(1,208)	(944)	-
Interest Income*	3,248	-	-	-	-	-
Total projected year end balance	82,055	78,451	75,247	74,039	73,095	73,095

* 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

2025 BUDGET

Environmental Resource Management

FINAL BUDGET

March 2025

PARTICIPATION:

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

MAXIMUM LEVY:

No requisition

MAXIMUM CAPITAL DEBT:

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

Total debt outstanding (LA3518) at Dec 31, 2024 \$370,629

Final debt payments (LA3518) in 2026.

Authorized:	LA Bylaw 4515	36,000,000
Borrowed:	SI Bylaw 4562	(7,450,000)
	SI Bylaw 4597	(4,300,000)
	SI Bylaw 4621	(5,500,000)
	SI Bylaw 4659	(4,900,000)
Remaining:		<u>\$13,850,000</u>

Total debt outstanding (LA4515) at Dec 31, 2024 \$16,866,744

Final debt payments (LA4515) in 2039

COMMISSION:**OPERATING COSTS - REFUSE DISPOSAL:**

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

RESERVE FUND:

Solid Waste Refuse Disposal Reserve Fund, Bylaw No. 2164 (Sept. 8, 1993).

Waste Reduction Sustainability Operating Reserve Fund Bylaw No. 3867 (Nov 14, 2012).

1.521 & 1.525 - ERM			BUDGET REQUEST							
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>GENERAL PROGRAM EXPENDITURES:</u>										
Diversion Services	22,718,789	20,950,656	28,130,424	329,200	213,750	28,673,374	26,763,711	26,920,510	27,274,712	27,635,787
Landfilling Services	13,345,185	11,595,904	13,163,957	102,123	1,723,639	14,989,719	13,881,968	13,958,954	14,290,573	14,580,314
Energy Recovery Services	1,568,723	1,229,728	1,408,309	2,271,554	-	3,679,863	4,391,215	4,441,344	4,533,018	4,626,593
TOTAL OPERATING COSTS	37,632,697	33,776,288	42,702,690	2,702,877	1,937,389	47,342,956	45,036,894	45,320,809	46,098,303	46,842,694
*Percentage Increase over prior year		-10.2%	13.5%	7.2%	5.1%	25.8%	-4.9%	0.6%	1.7%	1.6%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	200,000	200,000	204,000	-	-	204,000	204,000	204,000	204,000	204,000
Transfer to Operating Reserve Fund	356,635	356,635	419,048	-	-	419,048	2,157,040	833,935	-	-
Transfer to General Capital Reserve Fund	1,100,370	2,454,950	3,783,990	-	-	3,783,990	474,000	474,000	474,000	474,000
Transfer to Landfill Closure Capital Reserve Fund	455,120	455,120	464,222	-	-	464,222	473,507	482,977	492,637	502,489
Transfer to Millstream Remediation Debt	6,262	6,262	9,129	-	-	9,129	-	-	-	-
TOTAL CAPITAL / RESERVES	2,118,387	3,472,967	4,880,389	-	-	4,880,389	3,308,547	1,994,912	1,170,637	1,180,489
Debt Expenditures	1,229,666	1,229,666	2,026,178	-	-	2,026,178	2,718,145	2,764,022	2,770,731	2,797,561
TOTAL COSTS	40,980,750	38,478,921	49,609,257	2,702,877	1,937,389	54,249,523	51,063,586	50,079,743	50,039,670	50,820,744
*Percentage Increase over prior year		-6.1%	21.1%	6.6%	4.7%	32.4%	-5.9%	-1.9%	-0.1%	1.6%
Allocation Recovery				(232,000)		(232,000)	(237,000)	(241,500)	(246,000)	(250,500)
OPERATING COSTS LESS INTERNAL RECOVERIES	40,980,750	38,478,921	49,609,257	2,470,877	1,937,389	54,017,523	50,826,586	49,838,243	49,793,670	50,570,244
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year										
Sale of Renewable Natural Gas	(495,000)	-	(6,666,938)	-	-	(6,666,938)	(8,810,066)	(8,746,722)	(8,693,936)	(8,651,707)
Revenue - Other	(10,254,750)	(10,238,922)	(13,300,320)	(329,200)	-	(13,629,520)	(13,664,520)	(13,664,520)	(13,664,520)	(13,664,520)
Transfer from Operating Reserve	(3,740,000)			(1,939,677)	(1,937,389)	(3,877,066)	-	-	(1,033,215)	(1,227,017)
TOTAL REVENUE	(14,489,750)	(10,238,922)	(19,967,258)	(2,268,877)	(1,937,389)	(24,173,524)	(22,474,586)	(22,411,242)	(23,391,671)	(23,543,244)
TIPPING FEE (based on inflation)	(26,491,000)	(28,240,000)	(29,642,000)	(202,000)	-	(29,844,000)	(28,352,001)	(27,427,001)	(26,402,000)	(27,027,000)
PROJECTED TONNAGE (General Refuse)	160,000	165,516	158,000			158,000	145,000	135,000	125,000	125,000
*Percentage Increase over prior year		6.6%	11.9%	0.8%	0.0%	12.7%	-5.0%	-3.3%	-3.7%	2.4%
AUTHORIZED POSITIONS:										
On-going	28.70	28.70	34.20			34.20	34.70	34.70	34.70	34.70
Term	1.00	1.00	1.00			1.00	1.00			

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2029

Service No.	1.521	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Environmental Resource Management							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$455,000	\$385,000	\$385,000	\$385,000	\$385,000	\$385,000	\$1,995,000
Land	\$0	\$0	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000
Engineered Structures	\$15,712,523	\$27,918,523	\$11,125,000	\$6,600,000	\$2,350,000	\$1,600,000	\$1,600,000	\$49,593,523
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$15,712,523	\$28,373,523	\$12,510,000	\$6,985,000	\$2,735,000	\$1,985,000	\$1,985,000	\$52,588,523

SOURCE OF FUNDS

Capital Funds on Hand	\$13,112,523	\$14,018,523	\$125,000	\$0	\$0	\$0	\$0	\$14,143,523
Debenture Debt (New Debt Only)	\$1,500,000	\$8,650,000	\$2,350,000	\$0	\$350,000	\$0	\$0	\$11,350,000
Equipment Replacement Fund	\$250,000	\$455,000	\$385,000	\$385,000	\$635,000	\$385,000	\$385,000	\$2,245,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$850,000	\$5,250,000	\$9,650,000	\$6,600,000	\$1,750,000	\$1,600,000	\$1,600,000	\$24,850,000
	\$15,712,523	\$28,373,523	\$12,510,000	\$6,985,000	\$2,735,000	\$1,985,000	\$1,985,000	\$52,588,523

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

Environmental Resource Management

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Service: **1.521** **Environmental Resource Management**

Project Number	16-06	Capital Project Title	Replacing of Small Equipments	Capital Project Description	Replacing of Small Equipments
Project Rationale	Replacement of small equipments that have reached their end of life				

Project Number	17-01	Capital Project Title	Gas & Leachate Collection Pipe Extension	Capital Project Description	Gas & Leachate Collection Pipe Extension
Project Rationale	To meet BC Ministry of Environment regulations, gas wells and leachate collectors are installed in each lift of refuse and have to be connected to the existing header system to collect methane gas. Well heads, valves, condensation traps, monitoring points, and piping has to be installed to each gas well and leachate collector. The gas is then conveyed to the gas plant, and the leachate is conveyed to the lined storage lagoons and then discharged into the municipal sewer. Cost estimate is derived from historical construction information and includes consulting costs to layout pipe design/headers.				

Project Number	17-02	Capital Project Title	Aggregate Production for Internal Use	Capital Project Description	Aggregate Production for Internal Use
Project Rationale	Producing aggregate annually from shot rock that was quarried to make airspace provides the CRD with a number of benefits including: prolonging the landfill life (creating landfilling airspace), providing aggregate for on-site needs, effective interception of shallow groundwater inflows, cost and space savings by not having to import aggregate, and reduced social and environmental impacts by not having to truck in aggregate. Cost estimate is derived from historical tender data.				

Project Number	17-04	Capital Project Title	Progressive Closure of External Faces	Capital Project Description	Progressive Closure of External Faces
Project Rationale	As specified under the BC Ministry of Environments Landfill Criteria for Municipal Solid Waste, completed landfill areas and slopes must be closed with a progressive closure system on an annual basis. The closure system consists of a clay or synthetic cover placed over a gravel drainage layer This progressive closure system stays in place until economies of scale makes it cost effective to proceed with installation of a final closure system. The completion of Cell 3 in 2025/2026 requires closure of the areas that will not be filled against going forward.				

Service: 1.521 Environmental Resource Management			
Project Number	17-07	Capital Project Title	Computer Equipment
Capital Project Description	Computer Equipment		
Project Rationale	Replacement of computer equipment due to end of life cycle		
Project Number	17-09	Capital Project Title	Vehicle Replacements
Capital Project Description	Vehicle Replacements		
Project Rationale	Replacement of vehicle due to end of life cycle		
Project Number	17-12	Capital Project Title	Hartland Environmental Performance Model
Capital Project Description	Hartland Environmental Performance Model		
Project Rationale	The CRD is interested in developing a site-specific computer model that integrates engineering design with environmental performance for the Hartland Landfill. In 2016 the BC MOE made revisions to the BC Landfill Criteria. Many of Hartland's design and operations are already compliant, however a preliminary review identified additional conformance requirements for Hartland under the status quo. The model will enable the CRD to better demonstrate technical justification and environmental conformance over the lifespan of the landfill.		

Service: 1.521 Environmental Resource Management			
Project Number	17-14	Capital Project Title	Landfill Gas Utilization
Capital Project Description	Landfill Gas Utilization		
Project Rationale	The landfill gas is currently utilized as fuel to power a generator system to generate electricity and sold to BC Hydro. The excess landfill gas which is approximately 50% currently generated from the landfill is destructured by burning. ERM and EE have initiated a project to process the landfill gas to a higher quality could be utilized as natural gas. Fortis BC is interested to purchase the processed landfill gas from the CRD. The projected gas revenues from Fortis is significantly higher than the current arrangement with BC Hydro. This project is to carry out the feasibility study, preliminary engineering, and conduct business case and triple-bottom-line analysis, if the project proved to be feasible the detailed design and implementation will be followed.		
Project Number	18-01	Capital Project Title	Interim Covers
Capital Project Description	Interim Covers - West and North Slopes		
Project Rationale	Following Golder's Leachate Management Plan, once an active landfilling cell is completed, but hasn't reached future filling contours, tarping is required to shed rainwater and divert to the freshwater collection system to prevent it from entering the leachate collection system and overwhelming the leachate storage ponds. Cost estimate is derived from historical in-house cost data.		
Project Number	22-01	Capital Project Title	Sedimentation Pond Relining
Capital Project Description	NW Sedimentation Pond Relining & Expansion		
Project Rationale	To prevent leakage and fines from migrating off site into the north freshwater drainage area, the sedimentation pond must be relined. In addition the sedimentation pond must be enlarged to meet MOE requirements for retaining 24 hrs of precipitation from a 100 year storm event. Finally, the sedimentation pond requires inlet valving and piping to permit flows to be diverted to the upper lagoon in the event there is an onsite spill that must be contained and diverted from fresh water courses.		
Project Number	22-07	Capital Project Title	Recycling Area Upgrades
Capital Project Description	Recycling Area Upgrades		
Project Rationale	The project has been set up to conduct a design review of the existing recycling area at Hartland and investigate changes relating to efficient accessibility due to growing public interest in the depot and to include safety considerations such as protection from the sun during hot weather.		
Project Number	22-10	Capital Project Title	Storm Water Sedimentation pond Emergency Repairs
Capital Project Description	Storm Water Sedimentation pond Emergency Repairs		
Project Rationale	Leachate has been detected getting into the fresh water sedimentation pond. This project has been set up to explore sources of contamination and make remedial works to the pond, incoming pipes and outgoing infrastructure as necessary to ensure containment of any contaminants. This project also includes the installation of any new monitoring wells, including consulting fees to locate , prove/commission and report findings/recommendations.		

Service:	1.521	Environmental Resource Management

Project Number	23-02	Capital Project Title	Contractor Workshop Relocation	Capital Project Description	Contractor Workshop Relocation
Project Rationale	The current contractors workshop is located in the future Cell 5 of the landfill and must be relocated so critical landfill infrastructure can be completed for Cell 4, 5 and 6. This project includes removal of the existing structure and reuse (if economical) in a new location adjacent to future cells so the operations contractor can conduct repairs on large landfill operations equipment (Packer, Bull-Dozer, excavators etc).				

Project Number	23-03	Capital Project Title	Cell 4, 5 & 6 gas well layout Plan	Capital Project Description	Cell 4, 5 & 6 gas well layout Plan
Project Rationale	This project considers all road and intersection improvements necessary to move commercial access from Hartland Avenue to Willis Point Rd.				

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

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

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

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

Service:	1.521	Environmental Resource Management

Project Number	24-03	Capital Project Title	Hartland Amenity Project	Capital Project Description	Hartland Amenity Project
Project Rationale	This project will allow for the replacement of the old biosolids storage barn with a new Sprung Structure for mixing and repurposing of dried biosolids and other refuse derived fuel generated at the Hartland site.				

Project Number	24-05	Capital Project Title	Cell 5 Liner Construction	Capital Project Description	Cell 5 Liner Construction
Project Rationale	A new drainage and liner system will ensure effective removal of leachate from within the new Cell 5 area and prevent any off site migration. The liner will also include an underdrain which will relieve pore pressure and ensure fresh ground water does not contribute to ongoing leachate collection and processing. Improvements include all temporary and permanent access road and related infrastructure to allow refuse to be deposited in Cell 5.				

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

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

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

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

Service: 1.521 Environmental Resource Management			
Project Number	24-10	Capital Project Title	RNG Spare Parts Inventory
Project Rationale	Upon Startup of the new LFG RNG facility, a spare parts inventory is required. Parts will be selected by HRRG and paid for by CRD for the 25 year operating agreement. This project covers the initial capital outlay for spare parts.		
Project Number	25-01	Capital Project Title	NE & NW Aggregate Stockpile cover
Project Rationale	This project allows for mitigation measures needed to protect the environment from minerals that may runoff the stockpiles from precipitation. Mitigation includes the deployment of a temporary impermeable membranes ovetop the NE and NW, installation of ground/surface monitoring wells, improvement projects intended to intercept and convey impacted ground/surface water to leachate disposal collectors, including any consultant work required to design/direct staff on the mitigation measures.		
Project Number	25-02	Capital Project Title	North End Wheel Wash
Project Rationale	This project accounts for a new commercial truck wheel wash system to be installed on the North End to ensure trucks don't track mud onto Willis Point Road. Project includes a temporary wheel wash needed until the final Cell 5 access roads are ready to be utilized.		
Project Number	25-03	Capital Project Title	Landfill Gas capture to meet New Federal Regs
Project Rationale	Environment & Climate Change Canada has released a proposed Landfill Methane Regulation that is expected to come into force in Q1/Q2 of 2024, with the intent of reducing fugitive landfill emissions across the country. The regulation sets thresholds for surface emissions at landfills emitting more than 10,000 tonnes of CO2e per year (Hartland exceeds this). Based on required monitoring events, any surface methane concentrations that exceed proposed levels require a corrective action plan and mitigation within a specified timeframe. Based on current surface emissions data, it is expected that Hartland will need to implement additional controls, improve gas collection, or repair infrastructure to reduce surface methane concentrations to achieve compliance with these proposed limits.		
Project Number	25-04	Capital Project Title	Hartland Operating Certificate Renewal
Project Rationale	Hartland's Operating Certificate (OC) has not been modified since January 27, 2010. CRD has committed to updating its OC in light of recent MOE discussion and approval of ERM's SWMP. This project covers staff time and consultant/legal fees to assist the CRD in updating the OC with the MOE.		
Project Number	25-05	Capital Project Title	Hartland Leachate Pipe Mods for Pigging
Project Rationale	Leachate design, materials and installation to modify the leachate piping between HB-15 and the new RTF Centrate Line to reinstate pigging of the section of pipe between HB-15 and the Centrate return line).		

Service: 1.521 Environmental Resource Management			
Project Number	25-06	Capital Project Title	Quarry Wall liner
Capital Project Description	Quarry Wall liner		
Project Rationale	A portion of Cell 4 liner could not be installed due to accessibility during construction. The project includes implementing a seal between the bedrock quarry wall bench and the existing liner in Cell 4 in toutle valley. The construction will be conducted when waste filling has reached the elevation of the area to allow safe installation by Contractors. The project includes the supply, installation, QA/QC needed to install the small section of liner.		
Project Number	25-07	Capital Project Title	Cell 4, 5A & 5B Construction Field QA/QC
Capital Project Description	Cell 4, 5A & 5B Construction Field QA/QC		
Project Rationale	Cell 4, 5 and 6 and related incrastructure construction will occur over multiple years. The project requires that the engineer of record be onsite during critical milestones throughout the construction project to ensure the construction is installer per the design. The original design budget contemplated a 1 year installation of all capital improvements for Cell 4, 5 & 6 projects. However, logistics and filling plans required phasing of the projects over a number of years which stretches the QA/QC budget over a longer period. The funds are to allow all travel, coordination meetings, onsite QA/QC field review, design		
Project Number	25-08	Capital Project Title	RNG Optimization Projects
Capital Project Description	RNG Optimization Projects		
Project Rationale	Scope change to include additional cost and scope that were not originally contemplated in the original RNG project. Improvements include new transformer, Lock Block retaining wall, tie-in and relocation of existing infrastructure that interfere with the new facility and other improvement projects required to enhance the safety, operation and profitability of the facility.		
Project Number	25-09	Capital Project Title	Hartland North - Willis P Driveway Upgrades
Capital Project Description	Hartland North - Willis P Driveway Upgrades		
Project Rationale	The project includes all design and construction work to ensure there is sufficient passing room for large trucks to turn off Willis Point (WP) road onto the Hartland North Driveway and safely pass large trucks leaving the facility at the same time. Improvements include driveway widening, paving, realignment of fencing/gates, culvert extensions, lighting, signage, Overhead electrical improvements (if required), pavement markings, delineators and any other improvements needed to ensure the safety of the public, contractors and employees accessing the site.		
Project Number	25-10	Capital Project Title	Hartland North Electrical
Capital Project Description	Hartland North Electrical		
Project Rationale	The electrical power for the new scale Building at Hartland North is fed from a temporary system from the RTF. Additional loads are required to accommodate the relocation of the contractor shop, new truck wash, kitchen scrap transfer station, thermal pilot plant etc. There is no formal agreement or capacity for the RTF to provide power for the growing power demands at Hartland North. This project entails all electrical design and construction to service the power requirements needed for Hartland North (aformentioned projects), including power poles/lines, transformers and underground conduit/cabling. The scope also includes a backup power generator to ensure business continuity for the scale building during frequent power outages.		

Service: 1.521 Environmental Resource Management			
Project Number	25-11	Capital Project Title	Hartland Environmental Monitoring and Containment Projects
Capital Project Description	Hartland Environmental Monitoring and Containment Projects		
Project Rationale	To ensure compliance with BC Ministry of Environment regulations, an active review of current and future environmental controls is necessary. This project accounts for consultant studies, contractor environmental mitigation controls required to review and enhance the current environmental monitoring program at the Hartland landfill and ensure compliance with MOE regulations.		
Project Number	26-01	Capital Project Title	Cell 4& 5 Bottom Lift Gas Wells / Leachate Drain
Capital Project Description	Cell 4& 5 Bottom Lift Gas Wells / Leachate Drain		
Project Rationale	To meet BC Ministry of Environment regulations, gas wells and leachate collectors are installed in each lift of refuse and have to be connected to the existing collection systems to collect methane gas. Well heads, valves, condensation traps, monitoring points, and piping has to be installed to each combination gas well and leachate collector. The leachate is then conveyed to the lined storage lagoons and then discharged into the municipal sewer. Estimate is derived from historical costs.		
Project Number	26-02	Capital Project Title	Hartland 5 year DOCP update
Capital Project Description	Hartland 5 year DOCP update		
Project Rationale	Hartland's Operating Certificate (OC) issued by the BC Ministry of Environment requires adherence to the BC Landfilling criteria which requires updates to the Landfill DOCP every 5 years. The last DOCP was finalized and submitted to the MOE on May 2022. A new update is required by May 2027. The project includes the procurement of a consultant to complete the DOCP to meet submission requirement.		
Project Number	26-03	Capital Project Title	ERM Land Acquisition
Capital Project Description	ERM Land Acquisition		
Project Rationale	ERM's long term plan to maximize recycling and diversion opportunities for the region requires the acquisition of land/facilities to accommodate the growing needs of the region. This project includes those activities needed to secure land or facilities for future diversion, recycling or waste management requirements of the region.		
Project Number	26-04	Capital Project Title	RTF Biogas Tie-In to RNG
Capital Project Description	RTF Biogas Tie-In to RNG		
Project Rationale	The Residual Solids Treatment facility currently reuses the biogas produced during operation to minimize energy requirements for the facility. However there remains an excess of biogas that is currently flared and contributes to the CRD's carbon footprint. There is opportunity to divert the unused gas to Hartland's newly constructed Renewal Natural Gas plant for to purify the gas and sell it to Fortis over its 20 year sale agreement with the CRD. This project includes the design, procurement and installation of all infrastructure needed to take advantage of this opportunity.		

1.521 Environmental Resource Management
Capital Reserve Fund Schedule - ERM
2025 - 2029 Financial Plan

Capital Reserve Fund Schedule - ERM

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

Capital Reserve Fund Schedule

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

Landfill Closure Portion Fund: 1020 Fund Centre: 101363	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	13,670,125	14,271,342	14,735,564	9,209,071	5,692,048	6,184,685
Planned Capital Expenditure (Based on Capital Plan)	-		(6,000,000)	(4,000,000)		
Transfer to/from Ops Budget	455,120	464,222	473,507	482,977	492,637	502,489
Interest Income*	146,097	-	-	-	-	-
Ending Balance \$	14,271,342	14,735,564	9,209,071	5,692,048	6,184,685	6,687,174

Assumptions/Background:

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

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

Capital Reserve Fund Schedule

Capital Reserve Portion Fund: 1020 Fund Centre: 101364	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	12,211,415	9,794,032	8,324,022	5,144,022	3,014,022	1,734,022
Planned Capital Expenditure (Based on Capital Plan)	(5,749,213)	(5,250,000)	(3,650,000)	(2,600,000)	(1,750,000)	(1,600,000)
Transfer to/from Ops Budget	2,288,323	3,779,990	470,000	470,000	470,000	470,000
Interest Income*	1,043,506	-	-	-	-	-
Ending Balance \$	9,794,032	8,324,022	5,144,022	3,014,022	1,734,022	604,022

Assumptions/Background:

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

Capital Reserve Fund Schedule

Recycling Depots/Compost Center Reserve Portion Fund: 1020 Fund Centre: 102102	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	15,918	19,918	23,918	27,918	31,918	35,918
Planned Capital Expenditure		-	-	-	-	-
Transfer to/from Ops Budget	4,000	4,000	4,000	4,000	4,000	4,000
Ending Balance \$	19,918	23,918	27,918	31,918	35,918	39,918

Assumptions/Background:

Reimburse operating budget for capital expenditures spent by Compost Center.

1.521 Enviromental Resource Management
Operating Reserve Summary
2025 - 2029 Financial Plan

Profile

Enviromental Resource Management

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

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center 105509	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	22,707,937	6,784,571	3,326,553	5,483,593	6,317,528	5,284,313
Planned Capital Expenditure (Based on Capital Plan)	(16,581,000)					
Transfer to/from Ops Budget	356,634	(3,458,018)	2,157,040	833,935	(1,033,215)	(1,227,017)
Interest Income*	301,000			-	-	-
Total projected year end balance	6,784,571	3,326,553	5,483,593	6,317,528	5,284,313	4,057,296

Assumptions/Background:

Reserve for rate stabilization

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

1.521 Environmental Resource Management
ERF Reserve Fund Schedule
2025 - 2029 Financial Plan

ERF Reserve Fund Schedule

ERF: ERM ERF or PERS Fund for Equipment

Equipment Replacement Fund Fund: 1022 Fund Centre: 101447	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	2,256,372	2,028,946	1,777,946	1,596,946	1,415,946	984,946
Planned Purchase (Based on Capital Plan)	(517,126)	(455,000)	(385,000)	(385,000)	(635,000)	(385,000)
Transfer to/from Ops Budget	278,188	204,000	204,000	204,000	204,000	204,000
Interest Income*	11,512	-	-	-	-	-
Ending Balance \$	2,028,946	1,777,946	1,596,946	1,415,946	984,946	803,946

Assumptions/Background:

ERF Reserve to fund replacement of computer equipment and for PERS (Priority Equipment Replacement) type equipment that lasts less than 15 years

* 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

2025 BUDGET

Environmental Protection and Water Quality

FINAL BUDGET

March 2025

Service: 1.578 Environmental Protection

Committee: Environmental Services

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

Method of cost allocation is:

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

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

N/A

COST RECOVERY:

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

ENVIRONMENTAL PROTECTION			BUDGET REQUEST							
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS:</u>										
Salaries and Wages	6,929,955	6,674,108	6,965,658	119,738	-	7,085,396	7,311,304	7,242,893	7,450,859	7,664,697
Allocations	1,496,281	1,496,281	1,621,171	3,533	18,344	1,643,048	1,743,407	1,806,620	1,854,428	1,892,987
Operating Costs - Other - Summary	628,241	600,510	611,736	-	-	611,736	624,099	649,684	662,776	676,183
TOTAL OPERATING COSTS	9,054,478	8,770,899	9,198,566	123,271	18,344	9,340,181	9,678,811	9,699,198	9,968,063	10,233,868
*Percentage Increase over prior year		-3.1%	1.6%	1.4%	0.2%	3.2%	3.6%	0.2%	2.8%	2.7%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	272,384	434,131	250,000	-	-	250,000	255,000	260,100	265,300	270,600
Transfer to Operating Reserve Fund	11,034	11,034	137,863	-	-	137,863	-	-	-	-
TOTAL CAPITAL / RESERVES	283,418	445,165	387,863	-	-	387,863	255,000	260,100	265,300	270,600
TOTAL COSTS	9,337,896	9,216,064	9,586,429	123,271	18,344	9,728,044	9,933,811	9,959,298	10,233,363	10,504,468
*Percentage Increase over prior year		-1.3%	2.7%	1.3%	0.2%	4.2%	2.1%	0.3%	2.8%	2.6%
Allocation Recovery - Environmental Services	(9,216,064)	(9,216,064)	(9,518,613)	(123,271)	(7,532)	(9,649,416)	(9,766,791)	(9,791,752)	(10,087,120)	(10,351,774)
OPERATING COSTS LESS INTERNAL RECOVERIES	121,832	0	67,815	-	10,812	78,627	167,020	167,545	146,243	152,695
FUNDING SOURCES (REVENUE)										
(Surplus) / Deficit										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Transfer From Operating Reserve	(121,831)	-	(67,815)	-	(10,812)	(78,627)	(167,020)	(167,546)	(146,242)	(152,694)
TOTAL REVENUE	(121,831)	-	(67,815)	-	(10,812)	(78,627)	(167,020)	(167,546)	(146,242)	(152,694)
REQUISITION	0	-	-	-	-	-	0	0	(0)	0
*Percentage Increase over prior year		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
PARTICIPANTS: Costs recovered internally										
AUTHORIZED POSITIONS:										
Ongoing	54.30	54.30	55.30			55.30	55.30	55.30	55.30	55.30
Term	3.50	3.50	2.50	1.60		4.10	4.10	1.60	1.60	1.60

ENVIRONMENTAL PROTECTION			BUDGET REQUEST							
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS:</u>										
1.578 Environmental Protection Expenditures	6,598,708	6,315,130	6,822,602	-	10,812	6,833,414	7,075,256	7,015,910	7,213,448	7,405,798
1.579 Environmental Water Quality Expenditures	2,455,769	2,455,769	2,375,964	123,271	7,532	2,506,767	2,603,554	2,683,288	2,754,615	2,828,070
TOTAL OPERATING COSTS	9,054,477	8,770,899	9,198,566	123,271	18,344	9,340,181	9,678,811	9,699,198	9,968,063	10,233,868
*Percentage Increase over prior year		-3.1%	1.6%	1.4%	0.2%	3.2%	3.6%	0.2%	2.8%	2.7%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	272,384	434,131	250,000	-	-	250,000	255,000	260,100	265,300	270,600
Transfer to Operating Reserve Fund	11,034	11,034	137,863	-	-	137,863	-	-	-	-
TOTAL CAPITAL / RESERVES	283,419	445,165	387,863	-	-	387,863	255,000	260,100	265,300	270,600
TOTAL COSTS	9,337,896	9,216,064	9,586,429	123,271	18,344	9,728,044	9,933,811	9,959,298	10,233,363	10,504,468
*Percentage Increase over prior year		-1.3%	2.7%	1.3%	0.2%	4.2%	2.1%	0.3%	2.8%	2.6%
Allocation Recovery - 1.578 Environmental Protection	(6,749,261)	(6,749,261)	(6,954,787)	-	-	(6,954,787)	(7,147,490)	(7,120,065)	(7,362,000)	(7,572,150)
Allocation Recovery - 1.579 Env Water Quality	(2,466,803)	(2,466,803)	(2,563,827)	(123,271)	(7,532)	(2,694,630)	(2,619,301)	(2,671,687)	(2,725,121)	(2,779,623)
OPERATING COSTS LESS INTERNAL RECOVERIES	121,830	0	67,815	-	10,812	78,627	167,020	167,545	146,243	152,694
FUNDING SOURCES (REVENUE)										
(Surplus) / Deficit	-	-	-	-	-	-	-	-	-	-
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Recovery Cost	-	-	-	-	-	-	-	-	-	-
Transfer From Operating Reserve - Env. Protection	(121,831)	-	(67,815)	-	(10,812)	(78,627)	(131,767)	(103,925)	(63,688)	(50,127)
Transfer From Operating Reserve - Water Quality	-	-	-	-	-	-	(35,253)	(63,621)	(82,554)	(102,567)
TOTAL REVENUE	(121,831)	-	(67,815)	-	(10,812)	(78,627)	(167,020)	(167,546)	(146,242)	(152,694)
REQUISITION	0	-	-	-	-	-	0	0	(0)	(0)
*Percentage Increase over prior year	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
PARTICIPANTS: Costs recovered internally										
AUTHORIZED POSITIONS:										
Ongoing	54.30	54.30	55.30			55.30	55.30	55.30	55.30	55.30
Term	3.50	3.50	2.50	1.60		4.10	4.10	1.60	1.60	1.60

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.578 Environmental Protection	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$438,971	\$126,269	\$85,309	\$136,175	\$98,971	\$885,695	
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$180,000	\$60,000	\$0	\$0	\$0	\$0	\$240,000
	\$0	\$618,971	\$186,269	\$85,309	\$136,175	\$98,971	\$1,125,695	

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$300,000	\$50,000	\$0	\$0	\$0	\$350,000	
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$318,971	\$136,269	\$85,309	\$136,175	\$98,971	\$775,695	
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$618,971	\$186,269	\$85,309	\$136,175	\$98,971	\$1,125,695	

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

Service #:	1.578
Service Name:	Environmental Protection

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Service: 1.578 Environmental Protection

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

Project Number	18-02	Capital Project Title	Annual Computer equipment replacement	Capital Project Description	ERF replacement of computer equipment
Project Rationale	Routine replacement of various computer equipment due to end of calculated lifecycle (4yrs). Note: expense is calculated on 2024 values + 3%. Each year includes a number of laptop replacements scheduled by IT.				

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

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

Service:	1.578	Environmental Protection

Project Number	19-01	Capital Project Title	IT Database Programs	Capital Project Description	Address based database & EQIS
Project Rationale	Database development and maintenance - Address based database & EQIS				

Project Number	20-01	Capital Project Title	Furniture	Capital Project Description	New Furniture
Project Rationale	2nd & 4th floor copier areas, office chairs, bookshelves, storage cabinets, monitor arms.				

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.579	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Environmental Water Quality							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$10,766	\$6,480	\$14,717	\$6,815	\$10,766	\$49,544	
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$10,766	\$6,480	\$14,717	\$6,815	\$10,766	\$49,544	

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$10,766	\$6,480	\$14,717	\$6,815	\$10,766	\$49,544	
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$10,766	\$6,480	\$14,717	\$6,815	\$10,766	\$49,544	

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.579
Service Name: Environmental Water Quality

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
20-32	Renewal	Annual Computer equipment replacemen	ERF replacement of computer equipment	\$ 49,544	E	ERF		\$ 10,766	\$ 6,480	\$ 14,717	\$ 6,815	\$ 10,766	\$ 49,544
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 49,544				\$ 10,766	\$ 6,480	\$ 14,717	\$ 6,815	\$ 10,766	\$ 49,544

Service:	1.579	Environmental Water Quality

Project Number	20-32	Capital Project Title	Annual Computer equipment replacement	Capital Project Description	ERF replacement of computer equipment
Project Rationale	Routine replacement of various computer equipment due to end of calculated lifecycle (4yrs). Note: expense is calculated on 2024 values + 3%. Each year includes a number of laptop replacements scheduled by IT.				

1.578 Environmental Protection
Operating Reserve Summary
2025 - 2029 Financial Plan

Profile

Environmental Protection

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

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105525 (105522)	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	1,034,306	1,082,435	1,003,808	872,041	768,116	704,428
Planned Purchase						
Transfer from Ops Budget		(78,627)	(131,767)	(103,925)	(63,688)	(50,127)
Interest Income*	48,129	-	-	-	-	-
Total projected year end balance	1,082,435	1,003,808	872,041	768,116	704,428	654,301

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

Assumptions/Background:

Reserve balance retained for charge-out rate stabilization

**1.578 Environmental Protection
Equipment Reserve Summary
2025 - 2029 Financial Plan**

ERF Reserve Cash Flow

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

Equipment Replacement Fund Fund: 1022 Fund Center: 101492	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	1,128,582	1,135,037	1,016,066	1,083,797	1,206,568	1,282,633
Planned Purchase (Based on Capital Plan)	(466,101)	(318,971)	(136,269)	(85,309)	(136,175)	(98,971)
Transfer from Operating Budget	412,290	200,000	204,000	208,080	212,240	216,480
Equipment disposal	53,342	-	-	-	-	-
Interest Income	6,924					
Total projected year end balance	1,135,037	1,016,066	1,083,797	1,206,568	1,282,633	1,400,142

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

Assumptions/Background:

1.579 Environmental Sustainability HQ Water Quality
Operating Reserve Summary
2025 - 2029 Financial Plan

Profile

Environmental Sustainability HQ Water Quality

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

Operating Reserve Schedule

Operating Reserve Schedule

Fund: 1500 Fund Center: 105517

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	605,857	645,134	782,997	747,744	684,123	601,569
Planned Purchase	-		(35,253)	(63,621)	(82,554)	(102,567)
Transfer from Ops Budget	11,034	137,863	-	-	-	-
Interest Income*	28,243	-	-	-	-	-
Total projected year end balance	645,134	782,997	747,744	684,123	601,569	499,002

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

**1.579 Environmental Sustainability HQ Water Quality
Equipment Reserve Summary
2025 - 2029 Financial Plan**

ERF Reserve Cash Flow

Water Quality Senior Budget - Equipment Replacement for Equipment

Equipment Replacement Fund

Fund: 1022 Fund Center: 102075

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	21,861	91,603	130,837	175,357	212,660	258,905
Planned Purchase (Based on Capital Plan)		(10,766)	(6,480)	(14,717)	(6,815)	(10,766)
Transfer from Operating Budget	69,529	50,000	51,000	52,020	53,060	54,120
Interest Income*	213	-	-	-	-	-
Total projected year end balance	91,603	130,837	175,357	212,660	258,905	302,259

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

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Regional Source Control

FINAL BUDGET

March 2025

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

All municipalities and electoral areas.

MAXIMUM LEVY:

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

COMMITTEE:

Environmental Services

FUNDING:

Requisition, permit fees and other fees

COST APPORTIONMENT:

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

RESERVE FUND:

Bylaw No. 4144 Operating Reserve Fund

COST SHARING ALLOCATION - ESTIMATED YEARLY FLOW

	<u>Estimated Yearly Flow</u>	<u>% of Total Flows</u>	
Central Saanich	1,422,410	3.98%	
Colwood	1,168,430	3.27%	
Esquimalt	2,070,117	5.79%	
Langford	3,846,904	10.76%	
North Saanich	620,617	1.74%	
Oak Bay	2,714,509	7.59%	
Saanich	9,019,968	25.23%	58.36%
Sidney	1,324,456	3.70%	
Victoria	11,976,471	33.50%	
View Royal	815,835	2.28%	
Esquimalt Nation	26,070	0.07%	
Pauquachin First Nation	49,578	0.14%	
Songhees Nation	228,273	0.64%	
Tseycum First Nation	18,690	0.05%	
D.N.D.	128,306	0.36%	
Institute of Ocean Sciences (I.O.S.)	4,159	0.01%	
Ganges Sewer	175,602	0.49%	
Maliview Sewer	17,019	0.05%	
Magic Lake Estates Sewer	103,150	0.29%	
Port Renfrew Sewer	17,482	0.05%	41.64%
TOTAL	35,748,046	100.00%	100.00%

Bylaw 3351

3.755 - REGIONAL SOURCE CONTROL PROGRAM			BUDGET REQUEST							
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS:</u>										
Allocations - EPro Labour	1,386,465	1,389,111	1,434,991	-	-	1,434,991	1,478,041	1,522,382	1,568,054	1,615,095
Operation - Other Costs	141,875	124,615	145,427	5,000	110	150,537	154,482	157,262	161,286	164,714
Contract For Services	98,760	113,060	149,673	-	-	149,673	142,721	145,576	148,487	151,457
Consultant Expenses	47,448	47,000	20,000	-	-	20,000	41,200	-	-	-
TOTAL OPERATING COSTS	1,674,548	1,673,786	1,750,091	5,000	110	1,755,201	1,816,444	1,825,220	1,877,827	1,931,266
*Percentage Increase over prior year		-0.05%	4.5%	0.3%	0.0%	4.8%	3.5%	0.5%	2.9%	2.8%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	170	170	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	170	170	-	-	-	-	-	-	-	-
TOTAL COSTS	1,674,718	1,673,956	1,750,091	5,000	110	1,755,201	1,816,444	1,825,220	1,877,827	1,931,266
*Percentage Increase over prior year		0.0%	4.5%	0.3%	0.0%	4.8%	3.5%	0.5%	2.9%	2.8%
Internal Recoveries	(55,000)	(55,000)	(55,000)	-	-	(55,000)	(55,495)	(55,945)	(56,392)	(58,623)
OPERATING COSTS LESS INTERNAL RECOVERIES	1,619,718	1,618,956	1,695,091	5,000	110	1,700,201	1,760,949	1,769,275	1,821,435	1,872,643
*Percentage Increase over prior year		0.0%	4.7%	0.3%	0.0%	5.0%	3.6%	0.5%	2.9%	2.8%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Fees Charged	(61,200)	(61,200)	(63,036)	-	-	(63,036)	(64,297)	(65,583)	(66,894)	(68,232)
Revenue - Other	(1,000)	(1,000)	(1,000)	-	-	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)
Grants in Lieu of Taxes	(95,970)	(95,970)	(86,253)	-	-	(86,253)	(86,253)	(86,253)	(86,253)	(86,253)
Transfer From Operating Reserve	(43,762)	(43,000)	(84,483)	-	-	(84,483)	(61,133)	(20,899)	(22,948)	(23,213)
TOTAL REVENUE	(201,932)	(201,170)	(234,772)	-	-	(234,772)	(212,683)	(173,735)	(177,095)	(178,698)
REQUISITION	(1,417,786)	(1,417,786)	(1,460,319)	(5,000)	(110)	(1,465,429)	(1,548,267)	(1,595,541)	(1,644,340)	(1,693,945)
*Percentage Increase over prior year		0.0%	3.0%	0.4%	0.0%	3.4%	5.7%	3.1%	3.1%	3.0%
PARTICIPANTS: Colwood, Victoria, Esquimalt, Oak Bay, C. Saanich, N. Saanich, Langford; Sewered Local Areas of Ganges, Maliview, Magic Lakes, Pt. Renfrew, D.N.D.										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**3.755 Regional Source Control Program
Operating Reserve Summary
2025 - 2029 Financial Plan**

Profile

Regional Source Control Program

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

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105504	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	482,196	467,209	382,726	321,593	300,694	277,746
Planned Purchase		-	-	-	-	-
Transfer to/from Ops Budget	(37,425)	(84,483)	(61,133)	(20,899)	(22,948)	(23,213)
Interest Income*	22,438	-	-	-	-	-
Total projected year end balance	467,209	382,726	321,593	300,694	277,746	254,533

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Septage Disposal Agreement

FINAL BUDGET

March 2025

Service: **3.700 Septage Disposal Program**

Committee: **Core Area Liquid Waste Management**

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

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

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

COST APPORTIONMENT:

- (1) Fees:
User charges permitted by Septage Processing Ltd. to its customers.
Mandatory Waste Tipping Fee:
- | | | |
|---------|---------------------|------|
| \$0.320 | per Imperial Gallon | 2021 |
| \$0.325 | per Imperial Gallon | 2022 |
| \$0.330 | per Imperial Gallon | 2023 |
| \$0.340 | per Imperial Gallon | 2024 |
| \$0.345 | per Imperial Gallon | 2025 |

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

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

MAXIMUM LEVY:

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

SPL Liquid Waste Volumes - 2025

	Septage Vol1	FOG Vol2	Other Vol3	TOTAL	Total %	Septage %1	FOG %2	Other %3
Central Saanich	207,803	17,995	29,046	254,844	2.8	81.5	7.1	11.4
Colwood	485,812	39,935	20,996	546,743	6.1	88.9	7.3	3.8
Esquimalt	7,791	19,356	166,936	194,083	2.2	4.0	10.0	86.0
Highlands	106,812	0	604,873	711,685	7.9	15.0	0.0	85.0
Langford	332,952	32,509	152,492	517,953	5.7	64.3	6.3	29.4
Metchosin	285,204	430	37,116	322,750	3.6	88.4	0.1	11.5
North Saanich	445,986	6,766	76,668	529,420	5.9	84.2	1.3	14.5
Saanich	550,437	66,080	201,019	817,536	9.1	67.3	8.1	24.6
Sidney	38,078	35,088	45,739	118,905	1.3	32.0	29.5	38.5
Sooke	652,515	5,239	77,884	735,638	8.2	88.7	0.7	10.6
Victoria	318,991	980,359	2,855,385	4,154,735	46.1	7.7	23.6	68.7
View Royal	14,153	575	3,997	18,725	0.2	75.6	3.1	21.3
Port Renfrew	39,185	539	49,061	88,785	1.0	44.1	0.6	55.3
Juan de Fuca	0	0	0	0	0.0	0.0	0.0	0.0
	408,423	600	9,697	418,720	4.6	97.541	0.143	231.6%
TOTAL	3,486,707	1,205,496	4,323,438	9,015,641	10000%			

Notes:

1. Septage = Institutional, Commercial, and Residential

2. FOG = Fats, Oils and Greases

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

3.700 - SEPTAGE DISPOSAL AGREEMENT
OPERATING COSTS:

	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	BUDGET REQUEST				2026	2027	2028	2029
			2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
Operating Expenditures	32,460	34,460	32,373	-	-	32,373	33,075	33,799	34,530	37,107
Allocations - Epro	55,702	55,702	57,761	-	-	57,761	59,381	61,162	62,997	64,887
Allocations - Others	72,920	72,920	73,429	-	-	73,429	74,373	75,201	76,033	75,033
TOTAL OPERATING COSTS	161,082	163,082	163,563	-	-	163,563	166,829	170,162	173,560	177,027
*Percentage Increase over prior year		1.2%	1.5%	0.0%	0.0%	1.5%	2.0%	2.0%	2.0%	2.0%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Sewer Capital Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	161,082	163,082	163,563	-	-	163,563	166,829	170,162	173,560	177,027
*Percentage Increase over prior year		1.2%	1.5%	0.0%	0.0%	1.5%	2.0%	2.0%	2.0%	2.0%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(2,272)	(2,272)	-	-	-	-	-	-	-	-
Fees Charged	-	(2,000)	-	-	-	-	-	-	-	-
Sale of Goods and Services	(158,100)	(158,100)	(162,843)	-	-	(162,843)	(166,100)	(169,422)	(172,810)	(176,267)
Revenue - Other	(710)	(710)	(720)	-	-	(720)	(730)	(740)	(750)	(760)
TOTAL REVENUE	(161,082)	(163,082)	(163,563)	-	-	(163,563)	(166,830)	(170,162)	(173,560)	(177,027)
REQUISITION	-	-	(0)	-	-	(0)	-	-	-	-
*Percentage Increase over prior year										
PARTICIPANTS: All Municipalities										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Millstream Site Remediation

FINAL BUDGET

March 2025

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

All municipalities and the Juan de Fuca Electoral Area.

MAXIMUM LEVY:

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

MAXIMUM CAPITAL DEBT:

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

COMMITTEE:

Environmental Services

FUNDING:

Capital Project cost shared:

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

3.701 - MILLSTREAM SITE REMEDIATION			BUDGET REQUEST							
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS:</u>										
Allocations	106	106	130	-	-	130	-	-	-	-
TOTAL OPERATING COSTS	106	106	130	-	-	130	-	-	-	-
*Percentage Increase over prior year		0.0%	22.6%	0.0%	0.0%	22.6%				
<u>CAPITAL / RESERVE</u>										
Transfer to Sewer Capital Fund (Millstream)	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
Debt Expenditures	19,162	19,162	19,162	-	-	19,162	-	-	-	-
TOTAL COSTS	19,268	19,268	19,292	-	-	19,292	-	-	-	-
*Percentage Increase over prior year		0.0%	0.1%	0.0%	0.0%	0.1%				
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(6,248)	(6,248)	(412)	-	-	(412)	-	-	-	-
Transfer From Own Funds	(6,262)	(6,262)	(9,129)	-	-	(9,129)	-	-	-	-
Revenue - Other	(496)	(496)	(622)	-	-	(622)	-	-	-	-
TOTAL REVENUE	(13,006)	(13,006)	(10,163)	-	-	(10,163)	-	-	-	-
REQUISITION	(6,262)	(6,262)	(9,129)	-	-	(9,129)	-	-	-	-
*Percentage Increase over prior year		0.0%	45.8%	0.0%	0.0%	45.8%				
PARTICIPANTS: All Municipalities and JDF Electoral Area										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00				
Term	0.00	0.00	0.00	0.00	0.00	0.00				

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	3.701 Millstream Site Remediation	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$658,000	\$658,000	\$0	\$0	\$0	\$0	\$0	\$658,000
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$658,000	\$658,000	\$0	\$0	\$0	\$0	\$0	\$658,000

SOURCE OF FUNDS

Capital Funds on Hand	\$401,500	\$401,500	\$0	\$0	\$0	\$0	\$0	\$401,500
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$256,500	\$256,500	\$0	\$0	\$0	\$0	\$0	\$256,500
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$658,000	\$658,000	\$0	\$0	\$0	\$0	\$0	\$658,000

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 3.701
Service Name: Millstream Site Remediation

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
17-01	Renewal	Millstream Meadows Remediation	CRD contaminated site remediation	\$ 15,325,734	L	Cap	\$ 401,500.00	\$ 401,500.00					\$ 401,500
17-01	Renewal	Millstream Meadows Remediation	CRD contaminated site remediation		L	Grant	\$ 256,500.00	\$ 256,500.00					\$ 256,500
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 15,325,734				\$ 658,000	\$ -	\$ -	\$ -	\$ -	\$ 658,000

Service:	3.701	Millstream Site Remediation

Project Number	17-01	Capital Project Title	Millstream Meadows Remediation	Capital Project Description	CRD contaminated site remediation
Project Rationale	Millstream Site Remediation: Make application for Provincial certification, 2024/2025 Project Completion. Staff will explore retention of the site for service delivery, or divestment in 2025. If retained, any carrying cost will be incurred by the services that the site will support.				

CAPITAL REGIONAL DISTRICT

2025 BUDGET

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

FINAL BUDGET

March 2025

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

The participating areas are:

	2025 Budget Onsite Systems	%
Colwood	3,063	32.99%
Langford	1,581	17.03%
Saanich	2,259	24.33%
View Royal	60	0.65%
North Saanich	2,322	25.01%
	9,285	100.00%

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

MAXIMUM LEVY:

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

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Environmental Services

FUNDING:

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

3.707 - LWMP - ON SITE SYSTEM MANAGEMENT PROGRAM

			BUDGET REQUEST							
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS:</u>										
Operating Expenditures	153,866	138,612	150,191	-	21,536	171,727	150,422	154,126	157,935	161,881
Contract For Services	30,000	30,000	30,000	-	-	30,000	28,800	29,376	29,964	30,527
TOTAL OPERATING COSTS	183,866	168,612	180,191	-	21,536	201,727	179,222	183,502	187,898	192,408
*Percentage Increase over prior year		-8.3%	-2.0%	0.0%	11.7%	9.7%	-11.2%	2.4%	2.4%	2.4%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	183,866	168,612	180,191	-	21,536	201,727	179,222	183,502	187,898	192,408
*Percentage Increase over prior year		-8.3%	-2.0%	0.0%	11.7%	9.7%	-11.2%	2.4%	2.4%	2.4%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)		0								
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(6,900)	(6,900)	(12,232)	-	-	(12,232)	(7,485)	(7,485)	(7,485)	(7,485)
Transfer from Operating Reserve Fund	(42,260)	(27,006)	(432)	-	(21,536)	(21,968)	-	-	-	-
TOTAL REVENUE	(49,160)	(33,906)	(12,664)	-	(21,536)	(34,200)	(7,485)	(7,485)	(7,485)	(7,485)
REQUISITION	(134,706)	(134,706)	(167,527)	-	-	(167,527)	(171,737)	(176,018)	(180,412)	(184,923)
*Percentage Increase over prior year		0.0%	24.4%	0.0%	0.0%	24.4%	2.5%	2.5%	2.5%	2.5%
PARTICIPANTS: Colwood, Langford, Saanich, View Royal, North Saanich										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

3.707 L.W.M.P. On Site Systems Management Program
Operating Reserve Summary
2025 - 2029 Financial Plan

Profile

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

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

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105526	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	412,769	401,369	379,401	379,401	379,401	379,401
Planned Purchase	(30,607)	(21,968)				
Transfer from Ops Budget		-	-	-	-	-
Interest Income*	19,207	-	-	-	-	-
Total projected year end balance	401,369	379,401	379,401	379,401	379,401	379,401

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

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2025 BUDGET

L.W.M.P. (Peninsula)

FINAL BUDGET

March 2025

Service: 3.720 L.W.M.P. (Peninsula)

Saanich Peninsula Wastewater Commission

DEFINITION:

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

SERVICE DESCRIPTION:

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

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

MAXIMUM LEVY:

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

MAXIMUM CAPITAL DEBT:

Nil

COMMITTEE:

Saanich Peninsula Wastewater Commission

FUNDING:

Requisition

RESERVE FUND:

Bylaw No. 4144 Operating Reserve Fund

Service: 3.720 L.W.M.P. (Peninsula)

Saanich Peninsula Wastewater Commission

COST SHARING ALLOCATION - ANNUAL WASTEWATER FLOWS

Central Saanich	43.18%
North Saanich (*see note below)	16.61%
Sidney	40.21%
Total	<u>100.00%</u>

Note:

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

3.720 - LWMP (PENINSULA)			BUDGET REQUEST							
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS:</u>										
Operating Expenditures	34,200	34,200	35,226	-	-	35,226	36,270	37,329	38,418	39,540
TOTAL OPERATING COSTS	34,200	34,200	35,226	-	-	35,226	36,270	37,329	38,418	39,540
*Percentage Increase over prior year		0.0%	3.0%	0.0%	0.0%	3.0%	3.0%	2.9%	2.9%	2.9%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	23,222	23,222	22,593	-	-	22,593	22,686	22,788	22,883	22,968
TOTAL CAPITAL / RESERVES	23,222	23,222	22,593	-	-	22,593	22,686	22,788	22,883	22,968
TOTAL COSTS	57,422	57,422	57,819	-	-	57,819	58,956	60,117	61,301	62,508
*Percentage Increase over prior year		0.0%	0.7%	0.0%	0.0%	0.7%	2.0%	2.0%	2.0%	2.0%
OPERATING COSTS LESS INTERNAL RECOVERIES	57,422	57,422	57,819	-	-	57,819	58,956	60,117	61,301	62,508
*Percentage Increase over prior year		0.0%	0.7%	0.0%	0.0%	0.7%	2.0%	2.0%	2.0%	2.0%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(2,208)	(2,208)	(949)	-	-	(949)	(949)	(949)	(949)	(949)
TOTAL REVENUE	(2,208)	(2,208)	(949)	-	-	(949)	(949)	(949)	(949)	(949)
REQUISITION	(55,214)	(55,214)	(56,870)	-	-	(56,870)	(58,007)	(59,168)	(60,352)	(61,559)
*Percentage Increase over prior year		0.0%	3.0%	0.0%	0.0%	3.0%	2.0%	2.0%	2.0%	2.0%
PARTICIPANTS: Central Saanich, North Saanich, Sidney										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**3.720 L.W.M.P. Peninsula
Operating Reserve Summary
2025 - 2029 Financial Plan**

Profile

L.W.M.P. Peninsula

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

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105527	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	193,985	256,781	279,374	302,060	324,848	347,731
Planned Purchase		-	-	-	-	-
Transfer from Ops Budget	53,372	22,593	22,686	22,788	22,883	22,968
Interest Income*	9,425	-	-	-	-	-
Total projected year end balance	256,781	279,374	302,060	324,848	347,731	370,699

Assumptions/Background:

Retain reserve balance for future LWMP planning projects.

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

CAPITAL REGIONAL DISTRICT

2025 BUDGET

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

FINAL BUDGET

March 2025

Service: **3.750 L.W.M.P. - Core and West Shore**

Committee: Core Area Liquid Waste Management

DEFINITION:

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

SERVICE DESCRIPTION:

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

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

PARTICIPATION:

City of Colwood, City of Victoria, Township of Esquimalt, City of Langford, Town of View Royal, Oak Bay and District of Saanich.

FUNDING:

Requisition

RESERVE FUND:

Bylaw No. 4144 Operating Reserve Fund

Service: 3.750 L.W.M.P. - Core and West Shore

Committee: Core Area Liquid Waste Management

COST SHARING ALLOCATION - ANNUAL WASTEWATER FLOW:

	<u>Flow Amounts*</u>	<u>Allocation for 2025</u>
Colwood	1,168,430	3.65%
Esquimalt	2,070,117	6.47%
Langford	3,846,904	12.02%
Oak Bay	2,714,509	8.48%
Saanich	9,019,968	28.19%
Victoria	11,976,471	37.43%
View Royal	815,835	2.55%
D.N.D	128,306	0.40%
Esquimalt Nation	26,070	0.08%
Songhees Nation	228,273	0.71%
Total	31,994,883	100.00%

* = Average Annual Flow

Bylaw 4304

Service: 3.751 L.W.M.P. - Core and West Shore - Debt

Committee: Core Area Liquid Waste Management

COST SHARING ALLOCATION - DESIGN CAPACITY BENEFIT:

Allocation for 2025

Colwood	4.24%
Esquimalt	6.60%
Langford	12.63%
Oak Bay	6.39%
Saanich	30.34%
Victoria	35.95%
View Royal	3.18%
Songhees Nation	0.60%
Esquimalt Nation	0.07%
Total	100.00%

* = Average Annual Flow

Bylaw 4304

3.750 & 3.751 - LWMP - CORE AND WEST SHORE			BUDGET REQUEST							
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS:</u>										
Operating Expenditures	183,089	283,089	186,274	-	-	186,274	190,913	195,506	200,218	205,053
Consultant Expenses	107,161	207,161	110,376	-	-	110,376	112,583	114,835	117,132	119,474
Contract For Services	38,149	38,149	39,293	-	-	39,293	40,079	40,881	41,699	42,533
TOTAL OPERATING COSTS	328,399	528,399	335,943	-	-	335,943	343,575	351,222	359,049	367,060
*Percentage Increase over prior year		60.9%	2.3%	0.0%	0.0%	2.3%	2.3%	2.2%	2.2%	2.2%
<u>CAPITAL / RESERVE</u>										
Transfer to Reserve Fund	255,673	55,673	254,861	-	-	254,861	259,564	264,360	269,249	290,974
TOTAL CAPITAL / RESERVES	255,673	55,673	254,861	-	-	254,861	259,564	264,360	269,249	290,974
Debt Expenditures (3.751)	-	-	21,427	-	-	21,427	168,391	475,031	749,088	1,026,978
TOTAL COSTS	584,072	584,072	612,231	-	-	612,231	771,530	1,090,613	1,377,386	1,685,012
*Percentage Increase over prior year		0.0%	4.8%	0.0%	0.0%	4.8%	26.0%	41.4%	26.3%	22.3%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(20,351)	(20,351)	(18,842)	-	-	(18,842)	(18,842)	(18,842)	(18,842)	(18,842)
Transfer From Operating Reserve	-	-	-	-	-	-	-	-	-	-
Revenue - Other	(200,000)	(200,000)	(200,000)	-	-	(200,000)	(204,000)	(208,080)	(212,240)	(216,480)
TOTAL REVENUE	(220,351)	(220,351)	(218,842)	-	-	(218,842)	(222,842)	(226,922)	(231,082)	(235,322)
REQUISITION	(363,721)	(363,721)	(393,389)	-	-	(393,389)	(548,688)	(863,691)	(1,146,304)	(1,449,690)
*Percentage Increase over prior year		0.0%	8.2%	0.0%	0.0%	8.2%	39.5%	57.4%	32.7%	26.5%
PARTICIPANTS: Colwood, Victoria, Esquimalt, Langford, Saanich, Oak Bay, View Royal.										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	3.750	Carry						
	L.W.M.P. - Core and West Shore	Forward	2025	2026	2027	2028	2029	TOTAL
		from 2024						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$788,000	\$1,888,000	\$3,200,000	\$3,200,000	\$1,500,000	\$0	\$9,788,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$788,000	\$1,888,000	\$3,200,000	\$3,200,000	\$1,500,000	\$0	\$9,788,000

SOURCE OF FUNDS

Capital Funds on Hand	\$788,000	\$788,000	\$0	\$0	\$0	\$0	\$788,000
Debenture Debt (New Debt Only)	\$0	\$1,100,000	\$3,200,000	\$3,200,000	\$1,500,000	\$0	\$9,000,000
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$788,000	\$1,888,000	\$3,200,000	\$3,200,000	\$1,500,000	\$0	\$9,788,000

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #:

3.750

Service Name:

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

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
24-01	New	Biosolids Advanced Thermal Pilot Demonstration Plant	Biosolids Advanced Thermal Pilot Demonstration Plant	\$ 10,000,000	S	Cap	788,000	788,000					788,000
24-01	New	Biosolids Advanced Thermal Pilot Demonstration Plant	Biosolids Advanced Thermal Pilot Demonstration Plant		S	Debt		1,100,000	3,200,000	3,200,000	1,500,000		9,000,000
													0
													0
													0
													0
													0
													0
													0
													0
													0
													\$ -
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 10,000,000				\$ 1,888,000	\$ 3,200,000	\$ 3,200,000	\$ 1,500,000	\$ -	\$ 9,788,000

Service:	3.750	L.W.M.P. - Core and West Shore

Project Number	24-01	Capital Project Title	Biosolids Advanced Thermal Pilot Demonstration Plant	Capital Project Description	Biosolids Advanced Thermal Pilot Demonstration Plant
Project Rationale	Under direction from the board, the CRD is pursuing a thermal pilot demonstration plant to beneficially utilize biosolids generated from the Residual Treatment Facility (RTF). Early phases of the project include staff time and consultants required to conduct preliminary design, permitting and detail design to create a tender package. Subsequent phase will involve construction of a thermal pilot demonstration plant.				

3.750 L.W.M.P. Core and West Shore
Operating Reserve Summary
2025 - 2029 Financial Plan

Profile

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

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

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105528	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	925,121	377,539	377,539	377,539	377,539	377,539
Planned Purchase	(666,814)			-	-	-
Transfer from Ops Budget	111,346					
Interest Income*	7,886	-	-	-	-	-
Total projected year end balance	377,539	377,539	377,539	377,539	377,539	377,539

Assumptions/Background:

Retain reserve balance for future LWMP planning projects

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

**3.750 L.W.M.P. Core and West Shore
Capital Reserve Fund Schedule
2025 - 2029 Financial Plan**

Profile

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

Established by Bylaw No. 4378 to enable CRD services to help accumulate resources for funding ongoing infrastructure renewal, expanding service levels, and funding unexpected capital investments is essential to ensuring long-term sustainability of infrastructure-dependent CRD services.

Capital Reserve Schedule

Capital Reserve Schedule Fund: 1092 Fund Center: 102290	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance		251,298	506,159	765,723	1,030,083	1,299,332
Planned Purchase						
Transfer from Ops Budget	251,298	254,861	259,564	264,360	269,249	290,974
Interest Income*						
Total projected year end balance	251,298	506,159	765,723	1,030,083	1,299,332	1,590,306

Assumptions/Background:

Retain reserve balance for future LWMP planning projects

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

CAPITAL REGIONAL DISTRICT

2025 BUDGET

L.W.M.P. - Harbour Studies

FINAL BUDGET

March 2025

Service: 3.752 L.W.M.P. - Harbour Studies

Committee: Core Area Liquid Waste Management

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

City of Colwood, City of Victoria, Township of Esquimalt, City of Langford, District of Saanich and Town of View Royal.

MAXIMUM LEVY:

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

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

Core Area Liquid Waste Management Committee

FUNDING:

Requisition

RESERVE FUND:

Bylaw No. 4144 Operating Reserve Fund

3.752 - LWMP - HARBOURS STUDIES
OPERATING COSTS:

	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	BUDGET REQUEST				2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
			2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL				
Allocations - EPro Labour	316,882	316,882	327,882	-	-	327,882	337,377	347,075	357,054	367,325
Consultant Expenses	32,200	32,200	33,170	-	-	33,170	33,830	34,510	35,200	35,900
Contract for Services	2,610	2,610	2,690	-	-	2,690	2,740	2,790	2,850	2,910
Operating - Other Costs	10,482	10,482	11,871	-	-	11,871	10,727	10,986	11,255	11,532
TOTAL OPERATING COSTS	362,174	362,174	375,614	-	-	375,614	384,674	395,361	406,359	417,667
*Percentage Increase over prior year		0.0%	3.7%	0.0%	0.0%	3.7%	2.4%	2.8%	2.8%	2.8%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	362,174	362,174	375,614	-	-	375,614	384,674	395,361	406,359	417,667
*Percentage Increase over prior year		0.0%	3.7%	0.0%	0.0%	3.7%	2.4%	2.8%	2.8%	2.8%
<u>FUNDING SOURCES (REVENUE)</u>										
Surplus / (Deficit)										
Balance C/F from Prior to Current year										
Grants in Lieu of Taxes	(22,459)	(22,459)	(22,777)	-	-	(22,777)	(21,382)	(21,382)	(21,382)	(21,382)
Revenue - Other	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(22,459)	(22,459)	(22,777)	-	-	(22,777)	(21,382)	(21,382)	(21,382)	(21,382)
REQUISITION	(339,715)	(339,715)	(352,837)	-	-	(352,837)	(363,292)	(373,979)	(384,977)	(396,285)
*Percentage Increase over prior year		0.0%	3.9%	0.0%	0.0%	3.9%	3.0%	2.9%	2.9%	2.9%
PARTICIPANTS: Colwood, Victoria, Esquimalt, Langford, Saanich, View Royal.										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hourly	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Regional Goose Management Service

FINAL BUDGET

March 2025

Service: 1.312 Regional Goose Management Service

Committee: Environmental Services Committee

DEFINITION:

Regional coordination of Canada Goose population

Establishment Bylaw No. 4522, March 2023

SERVICE DESCRIPTION:

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

PARTICIPATION:

All municipalities and electoral areas.

MAXIMUM LEVY:

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

MAXIMUM CAPITAL DEBT:

N/A

FUNDING:

Requisition

RESERVE FUND:

N/A

1.312 - Regional Goose Management			BUDGET REQUEST							
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS:</u>										
Allocations	100,180	166,224	171,645	-	-	171,645	106,646	-	-	-
Contract For Services	132,600	105,856	147,793	-	-	147,793	150,753	-	-	-
Operating - other costs	10,706	9,606	12,006	-	-	12,006	13,554	-	-	-
TOTAL OPERATING COSTS	243,486	281,686	331,444	-	-	331,444	270,953	-	-	-
*Percentage Increase over prior year		15.7%	36.1%	0.0%	0.0%	36.1%	-18.3%			
<u>CAPITAL / RESERVE</u>										
Transfer to Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	243,486	281,686	331,444	-	-	331,444	270,953	-	-	-
*Percentage Increase over prior year		15.7%	36.1%	0.0%	0.0%	36.1%	-18.3%			
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)		-								
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants In Lieu of Taxes	-	-	(12,793)	-	-	(12,793)	(12,793)	-	-	-
Transfer From Operating Reserve	-	(38,200)	(66,425)	-	-	(66,425)				
TOTAL REVENUE	-	(38,200)	(79,218)	-	-	(79,218)	(12,793)	-	-	-
REQUISITION	(243,486)	(243,486)	(252,226)	-	-	(252,226)	(258,160)	-	-	-
*Percentage Increase over prior year		0.0%	3.6%	0.0%	0.0%	3.6%	2.4%			
PARTICIPANTS: All Municipalities and Electoral Areas										
AUTHORIZED POSITIONS:										
Salaried	-	-	-	-	-	-	-	-	-	-
Hourly	-	-	-	-	-	-	-	-	-	-

1.312 - Regional Goose Management
Operating Reserve Summary
2025 - 2029 Financial Plan

Profile

- Regional Goose Management

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

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105553	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Projected year end balance						
Beginning Balance	114,487	109,734	43,309	43,309	43,309	43,309
Planned Purchase	(10,080)	(66,425)	-	-	-	-
Transfer from/to Ops Budget		-	-	-	-	-
Interest Income*	5,327	-	-	-	-	-
Total projected year end balance	109,734	43,309	43,309	43,309	43,309	43,309

* 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

2025 BUDGET

Sooke Stormwater Quality Management

FINAL BUDGET

March 2025

Service: 1.531 Sooke Stormwater Quality Management

Committee: Environmental Services

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

The District of Sooke.

MAXIMUM LEVY:

None stated

MAXIMUM CAPITAL DEBT:

Nil

FUNDING:

Requisition

1.531 - STORMWATER QUALITY - SOOKE			BUDGET REQUEST							
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS:</u>										
Operating Expenditures	22,090	22,090	26,180	-	-	26,180	26,947	27,742	28,508	29,298
Contract For Services	68,509	18,509	2,770	-	-	2,770	52,825	2,864	2,921	2,980
TOTAL OPERATING COSTS	90,599	40,599	28,950	-	-	28,950	79,773	30,606	31,429	32,278
*Percentage Increase over prior year		-55.2%	-68.0%	0.0%	0.0%	-68.0%	175.6%	-61.6%	2.7%	2.7%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	0	0	12,861	-	-	12,861	12,803	12,820	12,863	12,898
TOTAL CAPITAL / RESERVES	0	0	12,861	-	-	12,861	12,803	12,820	12,863	12,898
TOTAL COSTS	90,599	40,599	41,811	-	-	41,811	92,576	43,426	44,292	45,176
*Percentage Increase over prior year		-55.2%	-53.9%	0.0%	0.0%	-53.9%	121.4%	-53.1%	2.0%	2.0%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(156)	(156)	(154)	-	-	(154)	(86)	(86)	(86)	(86)
Transfer From Operating Reserve	(50,000)	-	-			-	(50,000)	-	-	-
TOTAL REVENUE	(50,156)	(156)	(154)	-	-	(154)	(50,086)	(86)	(86)	(86)
REQUISITION	(40,443)	(40,443)	(41,657)	-	-	(41,657)	(42,490)	(43,340)	(44,206)	(45,090)
*Percentage Increase over prior year		0.0%	3.0%	0.0%	0.0%	3.0%	2.0%	2.0%	2.0%	2.0%
PARTICIPANTS: Sooke										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

1.531 Storm Water Quality - Sooke
Operating Reserve Summary
2025 - 2029 Financial Plan

Profile

Storm Water Quality - Sooke

Established by Bylaw No. 4147 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue. 2026 is the next planned water quality objective sampling year during which money will be taken out of reserve. This sampling takes place every 4 years, with 3 years saving up.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105518	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Projected year end balance						
Beginning Balance	79,190	81,819	94,680	57,483	70,303	83,166
Planned Purchase	(1,056)	-	(50,000)	-	-	-
Transfer from Ops Budget		12,861	12,803	12,820	12,863	12,898
Interest Income*	3,685	-	-	-	-	-
Total projected year end balance	81,819	94,680	57,483	70,303	83,166	96,064

* 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

2025 BUDGET

Core and West Shore Stormwater Quality Management

FINAL BUDGET

March 2025

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

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

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

The participants are:

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

MAXIMUM LEVY:

None listed in Establishing Bylaw

COMMISSION:

Core Area Liquid Waste Management Committee

FUNDING:

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

1.536 - STORMWATER QUALITY MANAGEMENT-CORE			BUDGET REQUEST							
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS:</u>										
Operating Expenditures	579,967	579,967	600,841	-	-	600,841	617,748	634,975	652,701	670,946
Contract For Services	211,380	193,226	125,021	-	-	125,021	127,522	130,072	132,674	135,327
Consultant Expenses	47,940	47,940	49,378	-	-	49,378	50,366	51,373	52,401	53,449
TOTAL OPERATING COSTS	839,287	821,133	775,241	-	-	775,241	795,635	816,421	837,776	859,722
*Percentage Increase over prior year		-2.2%	-7.6%	0.0%	0.0%	-7.6%	2.6%	2.6%	2.6%	2.6%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	18,154	18,154	12,992	-	-	12,992	12,165	10,634	9,056	7,457
TOTAL CAPITAL / RESERVES	18,154	18,154	12,992	-	-	12,992	12,165	10,634	9,056	7,457
TOTAL COSTS	857,441	839,287	788,233	-	-	788,233	807,800	827,055	846,832	867,179
*Percentage Increase over prior year		-2.1%	-8.1%	0.0%	0.0%	-8.1%	2.5%	2.4%	2.4%	2.4%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	(35,533)	(35,533)	(37,000)	-	-	(37,000)	(37,000)	(37,000)	(37,000)	(37,000)
OPERATING COSTS LESS INTERNAL RECOVERIES	821,908	803,754	751,233	-	-	751,233	770,800	790,055	809,832	830,179
*Percentage Increase over prior year		-2.2%	-8.6%	0.0%	0.0%	-8.6%	2.6%	2.5%	2.5%	2.5%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(54,744)	(54,744)	(51,554)	-	-	(51,554)	(52,230)	(52,230)	(52,230)	(52,230)
Transfer From Operating Reserve	(90,000)	(71,846)	0	-	-	0	0	0	0	0
TOTAL REVENUE	(144,744)	(126,590)	(51,554)	-	-	(51,554)	(52,230)	(52,230)	(52,230)	(52,230)
REQUISITION	(677,164)	(677,164)	(699,679)	-	-	(699,679)	(718,570)	(737,825)	(757,602)	(777,949)
*Percentage Increase over prior year		0.0%	3.3%	0.0%	0.0%	3.3%	2.7%	2.7%	2.7%	2.7%
PARTICIPANTS: Victoria, Saanich, Esquimalt, View Royal, Langford, Colwood.										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

1.536 Stormwater Quality Management - Core
Operating Reserve Summary
2025- 2029 Financial Plan

Profile

Stormwater Quality Management - Core

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

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105519	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Projected year end balance						
Beginning Balance	377,248	441,494	454,486	466,651	477,285	486,341
Planned Purchase		-	-	-	-	-
Transfer from Ops Budget	46,691	12,992	12,165	10,634	9,056	7,457
Interest Income*	17,554	-	-	-	-	-
Total projected year end balance	441,494	454,486	466,651	477,285	486,341	493,798

* 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

2025 BUDGET

Saanich Peninsula - Stormwater Quality Management

FINAL BUDGET

March 2025

Service: 1.537 Saanich Peninsula - Stormwater Quality Management

Commission: Saanich Peninsula Waste Water

DEFINITION:

Establishment Bylaw No. 3642 (2009), as amended by Bylaw No. 4141 (2017), to identify pollution in stormwater run-off from land in the service area.

SERVICE DESCRIPTION:

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

PARTICIPATION:

District of Central Saanich, North Saanich and Town of Sidney.

MAXIMUM LEVY:

Greater of \$106,017 or \$0.0103/\$1,000 of actual assessments.

MAXIMUM CAPITAL DEBT:

Nil

COMMITTEE:

Saanich Peninsula Wastewater Commission

FUNDING:

The apportionment of annual operating costs among the participating areas shall be on the basis of one -sixth in proportion to the population of the participating areas, one-sixth in proportion to the land area of the participating areas, one -sixth in proportion to the length of shoreline in each of the participating areas, and one -half in proportion to the number of high and medium priority discharges of stormwater to the environment in the prior year within the boundaries of each of the participating areas, as determined by the Capital Regional District Board.

USER CHARGE:

N/A

COST SHARING ALLOCATION:

	<u>Stormwater</u>
Central Saanich	27.21%
North Saanich	34.69%
Sidney	24.93%
Tsawout Nations	3.99%
Tsartlip Nations	4.52%
Pauquachin Nations	2.68%
Tseycum Nations	1.98%
Total	<u>100.00%</u>

Note:

* Service established effective 2010; previously provided by agreement

Bylaw 4141

1.537 Saanich Peninsula - Stormwater Quality Mgmt			BUDGET REQUEST							
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS:</u>										
Operating Expenditures	83,975	83,975	86,757	-	-	86,757	89,331	91,968	94,438	97,223
Contract For Services	20,720	20,720	21,134	-	-	21,134	21,557	21,988	22,428	22,877
Consultant Expenses	20,400	20,400	20,861	-	-	20,861	21,224	21,649	22,082	22,523
TOTAL OPERATING COSTS	125,095	125,095	128,753	-	-	128,753	132,112	135,605	138,948	142,623
*Percentage Increase over prior year		0.0%	2.9%	0.0%	0.0%	2.9%	2.6%	2.6%	2.5%	2.6%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	125,095	125,095	128,753	-	-	128,753	132,112	135,605	138,948	142,623
*Percentage Increase over prior year		0.0%	2.9%	0.0%	0.0%	2.9%	2.6%	2.6%	2.5%	2.6%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(4,173)	(4,173)	(4,508)	-	-	(4,508)	(4,455)	(4,455)	(4,455)	(4,455)
Transfer From Operating Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(4,173)	(4,173)	(4,508)	-	-	(4,508)	(4,455)	(4,455)	(4,455)	(4,455)
REQUISITION	(120,922)	(120,922)	(124,245)	-	-	(124,245)	(127,657)	(131,150)	(134,493)	(138,168)
*Percentage Increase over prior year	0.00%	0.00%	2.75%	0.00%	0.00%	2.75%	2.75%	2.74%	2.55%	2.73%
PARTICIPANTS: Central Saanich, North Saanich, Sidney										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

1.537 Saanich Peninsula - Stormwater Quality Mgmt
Operating Reserve Summary
2025 - 2029 Financial Plan

Profile

Saanich Peninsula - Stormwater Quality Mgmt

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

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105520	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Projected year end balance						
Beginning Balance	93,222	97,802	97,802	97,802	97,802	97,802
Planned Purchase	-	-	-	-	-	-
Transfer from/to Ops Budget	242	-	-	-	-	-
Interest Income*	4,338	-	-	-	-	-
Total projected year end balance	97,802	97,802	97,802	97,802	97,802	97,802

* 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

2025 BUDGET

Saanich Peninsula - Source Control Stormwater

FINAL BUDGET

March 2025

Service: 1.538 Saanich Peninsula - Source Control Stormwater

Commission: Saanich Peninsula Waste Water

DEFINITION:

To regulate, prohibit and impose requirements in respect of discharges to the municipal stormwater system and water courses
Bylaw No. 3906 (adopted August, 2013), amended by Bylaw No. 4140 (2016).

SERVICE DESCRIPTION:

The service provides a regulatory stormwater source control program in the Saanich Peninsula to manage stormwater quality in the municipal drainage systems.

PARTICIPATION:

Districts of Central Saanich, North Saanich and Town of Sidney.

MAXIMUM LEVY:

Maximum Levy: Greater of \$51,715 or \$0.005/\$1,000 of actual assessments.

MAXIMUM CAPITAL DEBT:

Nil

COMMITTEE:

Saanich Peninsula Wastewater

FUNDING:

The annual costs for the service, net of grants and other revenues, shall be apportioned on the basis of:

- a) The population of the participating areas; and
- b) The population estimate as determined annually by the Regional Planning Services department of the Capital Regional District.

USER CHARGE:

N/A

1.538 San Pen - Source Control Stormwater			BUDGET REQUEST							
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS:</u>										
Operating Expenditures	52,388	52,388	52,006	-	10,000	62,006	53,492	55,006	56,561	58,157
Contract For Services	6,875	6,875	8,923	-	-	8,923	9,265	9,459	9,649	9,841
TOTAL OPERATING COSTS	59,263	59,263	60,929	-	10,000	70,929	62,757	64,465	66,209	67,999
*Percentage Increase over prior year		0.0%	2.8%	0.0%	16.9%	19.7%	-11.5%	2.7%	2.7%	2.7%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	59,263	59,263	60,929	-	10,000	70,929	62,757	64,465	66,209	67,999
*Percentage Increase over prior year		0.0%	2.8%	0.0%	16.9%	19.7%	-11.5%	2.7%	2.7%	2.7%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(1,653)	(1,653)	(1,594)	-	-	(1,594)	(1,763)	(1,763)	(1,763)	(1,763)
Transfer From Operating Reserve	(657)	(657)	(673)	-	(10,000)	(10,673)	(682)	(716)	(730)	(746)
TOTAL REVENUE	(2,310)	(2,310)	(2,267)	-	(10,000)	(12,267)	(2,445)	(2,479)	(2,493)	(2,509)
REQUISITION	(56,953)	(56,953)	(58,662)	-	-	(58,662)	(60,312)	(61,986)	(63,716)	(65,490)
*Percentage Increase over prior year		0.0%	3.0%	0.0%	0.0%	3.0%	2.8%	2.8%	2.8%	2.8%
PARTICIPANTS: Central Saanich, North Saanich, and Sidney										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

1.538 San Pen - Source Control Stormwater
Operating Reserve Summary
2025 - 2029 Financial Plan

Profile

San Pen - Source Control Stormwater

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

Operating Reserve Schedule

Operating Reserve Schedule (Fund: 1500 / FC: 105521)	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Projected year end balance						
Beginning Balance	58,108	61,323	50,650	49,968	49,252	48,522
Planned Purchase		(10,673)	(682)	(716)	(730)	(746)
Transfer from/to Ops Budget	511	-	-	-	-	-
Interest Income*	2,704	-	-	-	-	-
Total projected year end balance	61,323	50,650	49,968	49,252	48,522	47,776

* 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

2025 BUDGET

Biodiversity & Environmental Stewardship

FINAL BUDGET

March 2025

Service: 1.315 Environmental Stewardship and Biodiversity

Committee: Environmental Services

DEFINITION:

Regional Coordination of Biodiversity and Environmental Stewardship

Establishment Bylaw No. 4575, (January 2025)

SERVICE DESCRIPTION:

To provide a Regional Biodiversity and Environmental Stewardship service to pursue a regional approach to biodiversity and the protection of ecological assets with public authorities and groups across the capital region.

PARTICIPATION:

All municipalities and electoral areas within the Capital Regional District.

MAXIMUM LEVY:

The greater of \$500,000 or \$0.0028/\$1,000 if the net taxable value of the land and improvements within the service area.

MAXIMUM CAPITAL DEBT:

N/A

FUNDING:

Requisition

RESERVE FUND:

N/A

1.315 - Environmental Stewardship and Biodiversity	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	BUDGET REQUEST				2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
			2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL				
<u>OPERATING COSTS:</u>										
Allocations	-	-	-	172,153	-	172,153	177,640	183,302	189,134	195,151
Consultant Expenses	-	-	-	30,600	-	30,600	31,210	31,830	32,470	33,119
Contract For Services	-	-	-	9,690	-	9,690	9,880	10,080	10,280	10,490
Operating - other costs	-	-	-	360	-	360	370	380	390	400
TOTAL OPERATING COSTS	-	-	-	212,803	-	212,803	219,100	225,592	232,274	239,160
*Percentage Increase over prior year		0.0%	0.0%	0.0%	0.0%	0.0%	3.0%	3.0%	3.0%	3.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	-	-	-	212,803	-	212,803	219,100	225,592	232,274	239,160
*Percentage Increase over prior year		0.0%	0.0%	0.0%	0.0%	0.0%	3.0%	3.0%	3.0%	3.0%
Allocation Recovery	-	-	-	(102,296)	-	(102,296)	(113,735)	(117,066)	(120,492)	(124,025)
OPERATING COSTS LESS INTERNAL RECOVERIES	-	-	-	110,507	-	110,507	105,365	108,526	111,782	115,135
*Percentage Increase over prior year		0.0%	0.0%	0.0%	0.0%	0.0%	-4.7%	3.0%	3.0%	3.0%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)		-								
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Revenue - Other	-	-	-	-	-	-	-	-	-	-
Grants In Lieu of Taxes	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	-	-	-	-	-	-	-	-	-	-
REQUISITION	-	-	-	(110,507)	-	(110,507)	(105,365)	(108,526)	(111,782)	(115,135)
*Percentage Increase over prior year		0.0%	0.0%	0.0%	0.0%	0.0%	-4.7%	3.0%	3.0%	3.0%
PARTICIPANTS: All Municipalities but not Eas										
AUTHORIZED POSITIONS:										
Salaried	-	-	-	-	-	-	-	-	-	-
Hourly	-	-	-	-	-	-	-	-	-	-

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Climate Action and Adaptation

FINAL BUDGET

March 2025

Service: 1.309 Climate Action and Adaptation

Committee: Environmental Services

DEFINITION:

Establishment Bylaw No. 3510 (Jan 2009), as amended by Bylaw No. 4058 (Feb 2016) and Bylaw No. 4468 (Jan 2022), to establish and to operate the service of regional climate action coordination, including:

- Collaboration and cooperation with members on climate action and adaptation, including carbon neutrality commitments
- Information dissemination and public education
- Seek funding from other regional levels of government to support regional climate action programs
- Monitoring and reporting on air quality, energy consumption and greenhouse gas emissions

SERVICE DESCRIPTION:

The service facilitates climate change action throughout the region, provides support for emission reduction and adaptation strategies to the corporation and municipal governments, and delivers outreach and education programs to the public.

PARTICIPATION:

All municipalities and electoral areas

MAXIMUM LEVY:

The greater of \$1,737,635 or \$0.0130 / \$1,000 of taxable value of land and improvements.

MAXIMUM CAPITAL DEBT:

N/A

FUNDING:

Property value tax

Cost apportionment: 50% RPS population and 50% converted assessments

1.309 - CLIMATE ACTION AND ADAPTATION			BUDGET REQUEST							
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS:</u>										
Salaries and Wages	702,900	657,900	665,111	-	45,000	710,111	684,381	704,199	724,581	745,541
Allocations - Epro	13,148	13,148	13,608	-	-	13,608	14,016	14,437	14,870	15,316
Contract For Services	625,500	440,000	731,519	-	-	731,519	752,250	631,703	616,051	636,830
Contribution Projects	398,657	350,297	163,874	-	-	163,874	85,635	-	-	-
Consultant Expenses	124,791	124,791	50,000	-	-	50,000	51,000	152,020	203,060	207,122
Operating - Other Costs	100,293	125,548	167,329	-	10,000	177,329	170,112	170,656	178,204	178,764
Allocations - Others	90,206	100,206	106,731	10,000	3,824	120,555	129,258	130,959	135,960	138,725
Insurance Costs	3,140	3,140	3,530	-	-	3,530	3,883	4,272	4,700	5,170
TOTAL OPERATING COSTS	2,058,635	1,815,030	1,901,703	10,000	58,824	1,970,526	1,890,536	1,808,246	1,877,426	1,927,467
*Percentage Increase over prior year		-11.8%	-7.6%	0.5%	2.9%	-4.3%	-4.1%	-4.4%	3.8%	2.7%
Transfer to General Capital Fund	792,961	708,688	1,043,257	-	-	1,043,257	792,961	164,023	-	-
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	12,500	35,000	68,065	-	-	68,065	87,014	87,222	87,434	87,450
TOTAL CAPITAL / RESERVES	805,461	743,688	1,111,322	-	-	1,111,322	879,975	251,245	87,434	87,450
TOTAL COSTS	2,864,096	2,558,718	3,013,025	10,000	58,824	3,081,848	2,770,510	2,059,491	1,964,861	2,014,917
*Percentage Increase over prior year		-10.7%	5.2%	0.3%	2.1%	7.6%	-10.1%	-25.7%	-4.6%	2.5%
Internal Recoveries	(99,297)	(99,297)	-	-	-	-	0	0	0	0
OPERATING COSTS LESS INTERNAL RECOVERIES	2,764,799	2,459,421	3,013,025	10,000	58,824	3,081,848	2,770,510	2,059,491	1,964,861	2,014,917
*Percentage Increase over prior year	0.00%	-11.05%	8.98%	0.36%	2.13%	11.47%	-10.10%	-25.66%	-4.59%	2.55%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)		0								
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(75,874)	(75,874)	(83,841)	-	-	(83,841)	(75,874)	(75,874)	(75,874)	(75,874)
Grants - Federal/Provincial/Other	(907,560)	(764,214)	(862,521)	-	-	(862,521)	(641,478)	(140,278)	-	-
User Fee Revenue -EV	-	-	(25,347)	-	-	(25,347)	(67,653)	(67,653)	(67,653)	(67,653)
Transfer From Own Funds	(190,000)	(27,968)	(406,712)	-	(58,824)	(465,536)	(301,674)	-	-	-
TOTAL REVENUE	(1,173,434)	(868,056)	(1,378,421)	-	(58,824)	(1,437,245)	(1,086,679)	(283,805)	(143,527)	(143,527)
REQUISITION	(1,591,365)	(1,591,365)	(1,634,604)	(10,000)	0	(1,644,604)	(1,683,831)	(1,775,687)	(1,821,334)	(1,871,390)
*Percentage Increase over prior year		0.0%	2.7%	0.6%	0.0%	3.3%	2.4%	5.5%	2.6%	2.7%
PARTICIPANTS: All Municipalities and Electoral Areas										
AUTHORIZED POSITIONS:										
Ongoing	4.00	4.00	4.00		0.00	4.00	5.00	5.00	5.00	5.00
Term	1.00	1.00	1.00		0.00	1.00	0.00	0.00	0.00	0.00

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.309	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Climate Action and Adaptation							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$646,018	\$1,433,257	\$792,961	\$164,023	\$0	\$0	\$0	\$2,390,241
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$646,018	\$1,433,257	\$792,961	\$164,023	\$0	\$0	\$0	\$2,390,241

SOURCE OF FUNDS

Capital Funds on Hand	\$174,425	\$668,236	\$211,483	\$43,745	\$0	\$0	\$0	\$923,464
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$471,593	\$765,021	\$581,478	\$120,278	\$0	\$0	\$0	\$1,466,777
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$646,018	\$1,433,257	\$792,961	\$164,023	\$0	\$0	\$0	\$2,390,241

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #:

1.309

Service Name:

Climate Action and Adaptation

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
23-01	New	Regional electric vehicle charging infrastructure	146 level 2 electric vehicle charging stations	\$ 721,938	E	Cap	\$ 174,425	\$ 668,236	\$ 211,483	\$ 43,745			\$ 923,464
23-01	New	Regional electric vehicle charging infrastructure	146 level 2 electric vehicle charging stations	\$ 1,984,991	E	Grant	\$ 471,593	\$ 765,021	\$ 581,478	\$ 120,278			\$ 1,466,777
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 2,706,929				\$ 1,433,257	\$ 792,961	\$ 164,023	\$ -	\$ -	\$ 2,390,241

Service:	1.309	Climate Action and Adaptation

Project Number	23-01	Capital Project Title	Regional electric vehicle charging infrastructure	Capital Project Description	146 level 2 electric vehicle charging stations
Project Rationale	Grant supported: Project intends to install approximately 152 level 2 EV charging stations as part of regional network. Stations will be installed/owned/operated by CRD, some by municipal partners. TBD amount at this point. This spreadsheet assumes 152, amount will be reduced once grant confirmed and negotiations occur with municipalities as project progresses.. Climate ACTION total funding: \$725,000 Clean BC Grant funding: \$ \$2,561,729 Approved via 2022 climate action service planning as part of regional electric vehicle infrastructure program. Leveraging provincial/federal Clean BC Investing in Canada grant to develop regional electric vehicle charging network.				

1.309 Climate Action and Adaptation
Operating Reserve Summary
2025 - 2029 Financial Plan

Profile

Climate Action and Adaptation

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

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105503 Projected year end balance	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	1,106,375	1,418,696	953,160	651,486	651,486	651,486
Planned Project						-
Transfer to/from Ops Budget	260,838	(465,536)	(301,674)			
Interest Income*	51,482	-	-	-	-	-
Total projected year end balance	1,418,696	953,160	651,486	651,486	651,486	651,486

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

Assumptions/Background:

Reserve balance retained for projects to be co-funded by grants

1.309 Climate Action and Adaptation
 Equipment Reserve Summary
 2025 - 2029 Financial Plan

Profile

Climate Action and Adaptation

The service facilitates climate change action throughout the region, provides support for emission reduction and adaptation strategies to the corporation and municipal governments, and delivers outreach and education programs to the public.

Equipment Reserve Schedule						
Equipment Replacement Fund Fund: 1022 Fund Center: 102274 Projected year end balance Beginning Balance Planned Purchase (Based on Capital Plan) Transfer to/from Ops Budget Interest Income*	Actual	Budget				
	2024	2025	2026	2027	2028	2029
	-	10,041	78,106	165,119	252,341	339,776
	10,000	68,065	87,014	87,222	87,434	87,450
	41	-	-	-	-	-
Total projected year end balance	10,041	78,106	165,119	252,341	339,776	427,226

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

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Other Legislative & General - Climate

FINAL BUDGET

March 2025

Service: 1.012 Other Legislative & General - Climate

Committee: Environmental Services

DEFINITION:

Authorized by Letters Patent to provide for legislative expenditures of the Board.

PARTICIPATION:

All municipalities and electoral area.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

N/A

FUNDING:

Requisition

1.012 OTHER LEGISLATIVE & GENERAL - CLIMATE

OPERATING COSTS:

Salaries and Wages
Contributions - projects
Other Operating Expenses
Allocations

TOTAL OPERATING COSTS

*Percentage Increase over prior year

CAPITAL / RESERVE

Transfer to Climate Action Reserve Fund

TOTAL CAPITAL / RESERVES

TOTAL COSTS

*Percentage increase over prior year requisition

REVENUE

Climate Action Grant

TOTAL REVENUE

NET COSTS

*Percentage increase over prior year Net Costs

AUTHORIZED POSITIONS:

Salaried

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2025 ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
Salaries and Wages	110,426	110,426	117,557	-	-	117,557	120,963	124,466	128,068	131,773
Contributions - projects	-	-	-	-	-	-	-	-	-	-
Other Operating Expenses	-	500	-	-	-	-	-	-	-	-
Allocations	-	-	-	-	901	901	901	-	-	-
TOTAL OPERATING COSTS	110,426	110,926	117,557	-	901	118,458	121,864	124,466	128,068	131,773
*Percentage Increase over prior year		0.5%	6.5%	0.0%	0.8%	7.3%	2.9%	2.1%	2.9%	2.9%
<u>CAPITAL / RESERVE</u>										
Transfer to Climate Action Reserve Fund	103,000	103,000	106,090	-	-	106,090	108,212	110,376	112,584	114,835
TOTAL CAPITAL / RESERVES	103,000	103,000	106,090	-	-	106,090	108,212	110,376	112,584	114,835
TOTAL COSTS	213,426	213,926	223,647	-	901	224,548	230,076	234,842	240,652	246,608
*Percentage increase over prior year requisition		0.2%	4.8%	0.0%	0.4%	5.2%	2.5%	2.1%	2.5%	2.5%
REVENUE										
Climate Action Grant	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	-	-	-	-	-	-	-	-	-	-
NET COSTS	213,426	213,926	223,647	-	901	224,548	230,076	234,842	240,652	246,608
*Percentage increase over prior year Net Costs		0.2%	4.8%	0.0%	0.0%	5.2%	2.5%	2.1%	2.5%	2.5%
AUTHORIZED POSITIONS:										
Salaried	1.0	1.0	1.0	-	-	1.0	1.0	1.0	1.0	1.0

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Environmental Engineering Services

FINAL BUDGET

March 2025

Service: 1.576 Environmental Engineering Services

Committee: Environmental Services

DEFINITION:

To provide Engineering Services relative to various Operating and Capital projects, for Environmental Sustainability, Integrated Water, Parks, and Corporate Services. The cost of this function is principally allocated to functions and capital projects using these Services.

PARTICIPATION:

All budgets and projects receiving Engineering Services

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

N/A

COST RECOVERY:

Time charges to Capital projects, Environment Resource Management and Service budgets.

1.576 - Engineering Services			BUDGET REQUEST				FUTURE PROJECTIONS			
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS:</u>										
Salaries and Wages	2,266,261	2,253,378	2,331,998	559,369	-	2,891,367	2,973,625	3,058,198	3,145,146	2,552,909
Standard Overhead Allocation	134,278	134,278	149,385	-	-	149,385	153,866	156,944	160,082	163,284
Human Resources Allocation	71,806	71,806	84,429	-	-	84,429	94,345	102,696	105,013	107,632
Building Occupancy Allocation	152,447	152,447	183,735	-	-	183,735	191,227	200,282	209,114	212,972
Mgr Contract Coordinator Allocation	-	-	80,760	-	-	80,760	83,100	85,500	87,980	90,520
Other Internal Allocations	77,471	77,471	87,526	-	10,812	98,338	112,975	111,280	113,509	115,800
Consulting and Legal	7,000	2,242	7,000	-	-	7,000	7,140	7,280	7,420	7,570
Operating Supplies	53,040	41,022	53,040	-	-	53,040	54,090	55,160	56,280	57,410
Telecommunication	35,980	26,574	35,980	-	-	35,980	36,690	37,420	38,160	38,920
Vehicle and Equipment	46,812	77,864	47,104	-	-	47,104	48,040	48,990	49,960	50,950
Operating Cost - Other	142,600	16,734	42,680	-	100,000	142,680	43,553	44,438	45,346	46,267
Deficit	-	-	12,482	-	-	12,482	-	-	-	-
TOTAL OPERATING COSTS	2,987,695	2,853,816	3,116,119	559,369	110,812	3,786,300	3,798,651	3,908,188	4,018,010	3,444,234
*Percentage increase over prior year operating costs		-4.5%	4.30%			26.73%	0.33%	2.88%	2.81%	-14.28%
<u>CAPITAL / RESERVE</u>										
Transfer to Capital Fund	-	-	-	-	45,000	45,000	-	-	-	-
Transfer to ERF	20,000	26,851	20,000	-	-	20,000	20,000	20,000	20,000	20,000
TOTAL CAPITAL / RESERVES	20,000	26,851	20,000	-	45,000	65,000	20,000	20,000	20,000	20,000
TOTAL COSTS	3,007,695	2,880,667	3,136,119	559,369	155,812	3,851,300	3,818,651	3,928,188	4,038,010	3,464,234
*Percentage increase over prior year operating costs		-4.2%				28.05%	-0.85%	2.87%	2.80%	-14.21%
Internal Recoveries	(2,907,695)	(2,880,667)	(3,123,637)	(559,369)	(55,812)	(3,738,818)	(3,818,651)	(3,928,188)	(4,038,010)	(3,464,234)
*Percentage increase over prior year operating costs		-0.9%				28.58%	2.14%	2.87%	2.80%	-14.21%
OPERATING LESS RECOVERIES	100,000	-	12,482	-	100,000	112,482	-	-	-	-
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated balance C/F from current to Next Year	-	-	-	-	-	-	-	-	-	-
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Transfer Operating Reserve	(100,000)	-	(12,482)	-	(100,000)	(112,482)	-	-	-	-
TOTAL REVENUE	(100,000)	-	(12,482)	-	(100,000)	(112,482)	-	-	-	-
REQUISITION	-	-	-	-	-	-	-	-	-	-
*Percentage increase over prior year requisition										
AUTHORIZED POSITIONS:										
Salaried	14	14	14	4	-	18	18	18	18	18

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.576	Carry						
	Environmental Engineering Service	Forward	2025	2026	2027	2028	2029	TOTAL
		from 2024						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$200,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$155,000	\$55,000	\$0	\$65,000	\$0	\$275,000
	\$0	\$195,000	\$95,000	\$40,000	\$105,000	\$40,000	\$475,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$45,000	\$0	\$0	\$0	\$0	\$45,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$150,000	\$95,000	\$40,000	\$105,000	\$40,000	\$430,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$195,000	\$95,000	\$40,000	\$105,000	\$40,000	\$475,000

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.576

Service Name: Environmental Engineering Services

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
21-01	Replacement	Replacement ES Vehicle	Replace aging fleet vehicle unit #F12013 (7 pass van)	\$ 50,000	V	ERF							\$ -
23-02	Replacement	Engineering Equipment	Engineering Equipment	\$ 75,000	E	ERF		15,000	15,000	15,000			\$ 45,000
23-03	Replacement	Computer Equipment	Computer Equipment	\$ 125,000	E	ERF		25,000	25,000	25,000			\$ 75,000
24-02	Replacement	Replacement ES Vehicle	Replace aging fleet vehicle unit #F14017 (4x4 pick-up)	\$ 55,000	V	ERF		55,000					\$ 55,000
25-01	Replacement	Replacement ES Vehicle	Replace aging fleet vehicle unit #F15014 (4x4 pick-up)	\$ 55,000	V	ERF		55,000					\$ 55,000
25-02	New	ES Vehicle	New ES Vehicle to support Trestle and Trail Project	\$ 45,000	V	Cap		45,000					\$ 45,000
26-01	Replacement	Replacement ES Vehicle	Replace aging fleet vehicle unit #F15015 (4x4 pick-up)	\$ 55,000	V	ERF			55,000				\$ 55,000
28-01	Replacement	Replacement ES Vehicle	Replace aging fleet vehicle unit #F18027 (PHEV AWD)	\$ 65,000	V	ERF					65,000		\$ 65,000
28-02	Replacement	Engineering Equipment	Engineering Equipment	\$ 75,000	E	ERF					15,000	15,000	\$ 30,000
28-03	Replacement	Computer Equipment	Computer Equipment	\$ 125,000	E	ERF					25,000	25,000	\$ 50,000
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 725,000				\$ 195,000	\$ 95,000	\$ 40,000	\$ 105,000	\$ 40,000	\$ 475,000

Service: 1.576 Environmental Engineering Services			
Project Number	21-01	Capital Project Title	Replacement ES Vehicle
Capital Project Description	Replace aging fleet vehicle unit #F12013 (7 pass van)		
Project Rationale	This vehicle is a 7 passenger mini-van used by all staff in the Engineering Services group as required for group travel to various sites. Vehicle will be beyond the recommended CRD service life.		
Project Number	23-02	Capital Project Title	Engineering Equipment
Capital Project Description	Engineering Equipment		
Project Rationale	Replace engineering equipment based on life cycle assessment.		
Project Number	23-03	Capital Project Title	Computer Equipment
Capital Project Description	Computer Equipment		
Project Rationale	Replace computer equipment based on life cycle assessment.		
Project Number	24-02	Capital Project Title	Replacement ES Vehicle
Capital Project Description	Replace aging fleet vehicle unit #F14017 (4x4 pick-up)		
Project Rationale	This vehicle is a 4x4 pick-up used by project managers for visiting work sites for client meetings and construction inspections. Vehicle will be beyond the recommended CRD service life.		
Project Number	25-01	Capital Project Title	Replacement ES Vehicle
Capital Project Description	Replace aging fleet vehicle unit #F15014 (4x4 pick-up)		
Project Rationale	This vehicle is a 4x4 pick-up used by project managers for visiting work sites for client meetings and construction inspections. Vehicle will be beyond the recommended CRD service life.		
Project Number	25-02	Capital Project Title	ES Vehicle
Capital Project Description	New ES Vehicle to support Trestle and Trail Project		
Project Rationale	This vehicle is to support Trestle and Trail Widening and Lighting Project		
Project Number	26-01	Capital Project Title	Replacement ES Vehicle
Capital Project Description	Replace aging fleet vehicle unit #F15015 (4x4 pick-up)		
Project Rationale	This vehicle is a 4x4 pick-up used by project managers for visiting work sites for client meetings and construction inspections. Vehicle will be beyond the recommended CRD service life.		

Service:	1.576	Environmental Engineering Services

Project Number	28-01	Capital Project Title	Replacement ES Vehicle	Capital Project Description	Replace aging fleet vehicle unit #F18027 (PHEV AWD)
Project Rationale	This vehicle is a PHEV used by project managers for visiting work sites for client meetings and construction inspections. At replacement the existing vehicle will be 10 years old.				

Project Number	28-02	Capital Project Title	Engineering Equipment	Capital Project Description	Engineering Equipment
Project Rationale	Replace engineering equipment based on life cycle assessment.				

Project Number	28-03	Capital Project Title	Computer Equipment	Capital Project Description	Computer Equipment
Project Rationale	Replace computer equipment based on life cycle assessment.				

1.576 Engineering Services
Asset and Reserve Summary
2025 - 2029 Financial Plan

ERF Reserve Cash Flow

ERF: Engineering Senior Budget - ERF for Equipment and Vehicles

Equipment Replacement Schedule Projected year end balance	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	670,753	559,454	432,454	357,454	337,454	252,454
Planned Purchase (Based on Capital Plan)	(159,708)	(150,000)	(95,000)	(40,000)	(105,000)	(40,000)
Transfer from Ops Budget	20,000	20,000	20,000	20,000	20,000	20,000
Proceed disposal of Equipment	25,000					
Interest Income*	3,409	3,000				
Total projected year end balance	559,454	432,454	357,454	337,454	252,454	232,454

**1.576 ES Engineering
Operating Reserve Summary
2025 - 2029 Financial Plan**

Profile

ES Engineering

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

Operating Reserve Schedule - FC 105524

Operating Reserve Schedule Projected year end balance	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	481,631	504,042	511,560	511,560	511,560	511,560
Planned Purchase	-	(12,482)				
Transfer from Ops Budget	-					
Interest Income*	22,411	20,000				
Total projected year end balance	504,042	511,560	511,560	511,560	511,560	511,560

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Facility Management

FINAL BUDGET

March 2025

Service: 1.105 Facility Management

Committee: Finance

DEFINITION:

Authorized by Letters Patent as part of the provision of administrative services to the CRD Board.

SERVICE DESCRIPTION:

Full facility management services including administration, maintenance, technical and project management for nine facilities.

PARTICIPATION:

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

MAXIMUM LEVY:

No limit

MAXIMUM CAPITAL DEBT:

COMMITTEE:

Finance

FUNDING:

GENERAL INFORMATION:

All costs are recovered from user departments and requisition.

1.105 Facility Management			BUDGET REQUEST				FUTURE PROJECTIONS			
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS:</u>										
Salaries and Wages	1,613,555	1,510,616	1,461,333	-	-	1,461,333	1,501,922	1,543,623	1,586,487	1,630,532
Internal Allocations	318,277	318,277	352,149	-	3,604	355,753	376,315	389,571	400,061	409,361
Consulting Service	68,490	45,120	81,100	-	-	81,100	82,720	84,370	86,060	87,780
Operating Supplies	27,456	4,642	28,190	-	-	28,190	28,760	29,330	29,930	30,530
Telecommunication	16,800	16,698	17,300	-	-	17,300	17,650	18,000	18,360	18,730
Vehicle and Equipment	35,905	39,474	36,985	-	-	36,985	37,720	38,480	39,250	40,040
Operating Cost - Other	45,750	28,305	47,553	-	-	47,553	47,920	48,880	49,860	50,860
Deficit	-	-	10,255	-	-	10,255	-	-	-	-
TOTAL OPERATING COSTS	2,126,233	1,963,132	2,034,865	-	3,604	2,038,469	2,093,007	2,152,254	2,210,008	2,267,833
*Percentage increase over prior year operating costs		-7.7%		-4.30%		-4.13%	2.68%	2.83%	2.68%	2.62%
<u>CAPITAL / RESERVE</u>										
Transfer to ERF	25,500	25,500	45,000	-	-	45,000	45,900	46,820	47,760	48,720
Transfer to Genaral Capital Fund	-	-	75,000	-	-	75,000	-	-	-	-
Transfer to Operating Reserve	-	-								
TOTAL CAPITAL / RESERVES	25,500	25,500	120,000	-	-	120,000	45,900	46,820	47,760	48,720
TOTAL COSTS	2,151,733	1,988,632	2,154,865	-	3,604	2,158,469	2,138,907	2,199,074	2,257,768	2,316,553
*Percentage increase over prior year operating costs		-7.6%				0.31%	-0.91%	2.81%	2.67%	2.60%
Internal Recoveries	(1,969,650)	(1,756,693)	(1,940,411)	-	(3,604)	(1,944,015)	(1,930,338)	(1,985,421)	(2,038,887)	(2,092,296)
OPERATING LESS RECOVERIES	182,083	231,939	214,454	-	-	214,454	208,569	213,653	218,881	224,257
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating reserve	-	-	(10,255)			(10,255)				
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Revenue - Other	(8,349)	(58,205)	(33,922)	-	-	(33,922)	(33,359)	(33,369)	(33,379)	(33,389)
TOTAL REVENUE	(8,349)	(58,205)	(44,177)	-	-	(44,177)	(33,359)	(33,369)	(33,379)	(33,389)
Estimated balance C/F from current to Next year										
REQUISITION	(173,734)	(173,734)	(170,277)	-	-	(170,277)	(175,210)	(180,284)	(185,502)	(190,868)
*Percentage increase over prior year requisition						-1.99%	3%	3%	3%	3%
AUTHORIZED POSITIONS FTE:	13	13	11	-		11	11	11	11	11

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.105 Facilities Management	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$35,000	\$10,000	\$10,000	\$10,000	\$0	\$0	\$65,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$165,000	\$75,000	\$75,000	\$0	\$0	\$0	\$315,000
	\$0	\$200,000	\$85,000	\$85,000	\$10,000	\$0	\$0	\$380,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$200,000	\$85,000	\$85,000	\$10,000	\$0	\$0	\$380,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$200,000	\$85,000	\$85,000	\$10,000	\$0	\$0	\$380,000

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.105

Service Name: Facilities Management

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
21-01	Replacement	Unit F01112	Replace 2010 Chev Express Van - 01112	\$ 75,000	V	ERF		\$ 75,000					\$ 75,000
22-01	Replacement	Equipment Replacement	Replace computers	\$ 50,000	E	ERF		\$ 10,000	\$ 10,000				\$ 20,000
23-01	Replacement	Fleet Replacement	Replace 2012 Jeep Patriot - 12001	\$ 75,000	V	ERF		\$ 75,000					\$ 75,000
23-02	New	Equipment Replacement	New utility trailer	\$ 15,000	V	ERF		\$ 15,000					\$ 15,000
24-01	Replacement	Fleet Replacement	Replace 2016 Sprinter Van - Unit 1601	\$ 75,000	V	ERF			\$ 75,000				\$ 75,000
25-01	Replacement	Fleet Replacement	Replace 2017 Transit Van - Unit 17002	\$ 75,000	V	ERF				\$ 75,000			\$ 75,000
27-01	Replacement	Equipment Replacement	Replace computers	\$ 50,000	E	ERF				\$ 10,000	\$ 10,000		\$ 20,000
25-02	Replacement	Replacement of small equipment	Replacement of small equipment (leaf blowers, pressure washer etc.) with electric	\$ 25,000	E	ERF		\$ 25,000					\$ 25,000
													\$ -
			Grand Total	\$ 440,000				\$ 200,000	\$ 85,000	\$ 85,000	\$ 10,000	\$ -	\$ 380,000

Service: 1.105 Facilities Management

Project Number	21-01	Capital Project Title	Unit F01112	Capital Project Description	Replace 2010 Chev Express Van - 01112
Project Rationale	Replace the vehicle with an all electric or hybrid option as scheduled by Facility Management.				

Project Number	22-01	Capital Project Title	Equipment Replacement	Capital Project Description	Replace computers
Project Rationale	Per IT replacement schedule				

Project Number	23-01	Capital Project Title	Fleet Replacement	Capital Project Description	Replace 2012 Jeep Patriot - 12001
Project Rationale	Replace the vehicle with an all electric or hybrid option as scheduled by Facility Management.				

Project Number	23-02	Capital Project Title	Equipment Replacement	Capital Project Description	New utility trailer
Project Rationale	Purchase new utility trailer to tow equipment with smaller light duty truck.				

Service:	1.105	Facilities Management

Project Number	24-01	Capital Project Title	Fleet Replacement	Capital Project Description	Replace 2016 Sprinter Van - Unit 1601
Project Rationale	Replace the vehicle with an all electric or hybrid option as scheduled by Facility Management.				

Project Number	25-01	Capital Project Title	Fleet Replacement	Capital Project Description	Replace 2017 Transit Van - Unit 17002
Project Rationale	Replace the vehicle with an all electric or hybrid option as scheduled by Facility Management.				

Project Number	27-01	Capital Project Title	Equipment Replacement	Capital Project Description	Replace computers
Project Rationale	Per IT replacement schedule				

1.105 Facility Management
 Asset and Reserve Summary
 2025 - 2029 Financial Plan

Asset Profile

Facility Management ERF

Facility Management assets consist of vehicles and equipment.

Equipment Replacement Fund Schedule (ERF)

Equipment Replacement Schedule Projected year end balance	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	393,709	438,982	286,982	247,882	209,702	247,462
Planned Purchase (Based on Capital Plan)	(13,245)	(200,000)	(85,000)	(85,000)	(10,000)	-
Transfer from Ops Budget	25,500	45,000	45,900	46,820	47,760	48,720
Proceed disposal of Equipment	30,100					
Transfer						
Interest Income*	2,918	3,000				
Total projected year end balance	438,982	286,982	247,882	209,702	247,462	296,182

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

**1.105 Facility Management
Operating Reserve Summary
2025 - 2029 Financial Plan**

Profile

Facility Management

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

Operating Reserve Schedule - FC 105541

Operating Reserve Schedule Projected year end balance	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	212,378	222,260	220,005	220,005	220,005	220,005
Planned Purchase	-	(10,255)				
Transfer from Ops Budget	-					
Interest Income*	9,882	8,000				
Total projected year end balance	222,260	220,005	220,005	220,005	220,005	220,005

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2025 BUDGET

CRD Headquarters Building

FINAL BUDGET

March 2025

Service: 1.106 CRD Headquarter Building

Committee: Finance

DEFINITION:

Authorized by Letters Patent as part of the provision of administrative services to the CRD Board.

PARTICIPATION:

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

MAXIMUM LEVY:

No limit

MAXIMUM CAPITAL DEBT:

COMMITTEE:

Finance

FUNDING:

All costs are recovered by building allocation from CRD user departments.

1.106 - CRD HQ BUILDING
OPERATING COSTS:

Internal Allocations	318,872	318,872
Insurance Cost	48,520	48,520
Repairs and Maintenance Costs	252,858	288,658
Rental and Leases	120,411	108,542
Electricity& Utilities	195,460	147,092
Operating Supplies	44,246	5,892
Internal Labour Cost	335,000	328,325
Operating Cost - Other	226,933	260,214
Additional Space	302,540	311,632

TOTAL OPERATING COSTS **1,844,840** **1,817,747**

*Percentage increase over prior year operating costs -1.5%

CAPITAL / RESERVE

Transfer to Capital Reserve Fund	300,000	300,000
Transfer to ERF	60,000	60,000

TOTAL CAPITAL / RESERVES **360,000** **360,000**

Debt Expenditures - -

TOTAL COSTS **2,204,840** **2,177,747**

*Percentage increase over prior year operating costs -1.2%

Internal Recoveries(Building Occupancy) (2,170,779) (2,170,780)

*Percentage increase over prior year operating costs 0.0%

OPERATING LESS RECOVERIES **34,061** **6,967**

FUNDING SOURCES (REVENUE)

Estimated Balance C/F from current to next year
Balance C/F from Prior to Current year
Transfer from operating reserve

Fees Charged	-	-
Lease Revenue	-	(1,400)
Recovery - Other	(34,061)	(5,567)

TOTAL REVENUE **(34,061)** **(6,967)**

REQUISITION - -

*Percentage increase over prior year requisition

AUTHORIZED POSITIONS:

Salaried	-	-
Converted Auxillaries	-	-

BUDGET REQUEST

2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL

329,742	-	-	329,742
77,180	-	-	77,180
277,475	-	-	277,475
128,107	-	-	128,107
203,000	-	-	203,000
17,264	-	-	17,264
345,000	-	-	345,000
260,900	-	-	260,900
313,000	287,000	-	600,000

1,951,668 **287,000** **-** **2,238,668**

5.79% 21.35%

300,000	70,000	-	370,000
70,000	-	-	70,000

370,000 70,000 - 440,000

- - - -

2,321,668 **357,000** **-** **2,678,668**

21.49%

(2,287,118) (357,000) - (2,644,118)

21.8%

34,550 **-** **-** **34,550**

1.44% 1.44%

- - - -
- - - -
(34,550) - - (34,550)

(34,550) **-** **-** **(34,550)**

- - - -

- - - -

- - - -

-	-	-	-

FUTURE PROJECTIONS

2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL

329,864	336,461	343,191	350,055
84,898	93,388	102,727	112,999
283,020	288,682	294,452	300,342
130,670	133,280	135,950	138,670
207,060	211,200	215,420	219,730
17,610	17,970	18,330	18,700
341,700	348,534	355,505	362,615
266,126	271,445	276,866	282,390
612,000	624,240	636,720	649,450

2,272,948 **2,325,200** **2,379,161** **2,434,951**

1.53% 2.30% 2.32% 2.34%

445,000	525,000	600,000	600,000
70,000	70,000	70,000	70,000

515,000 595,000 670,000 670,000

- - - -

2,787,948 **2,920,200** **3,049,161** **3,104,951**

4.08% 4.74% 4.42% 1.83%

(2,753,112) (2,885,075) (3,013,745) (3,069,241)

4.1% 4.8% 4.5% 1.8%

34,836 **35,125** **35,416** **35,710**

0.83% 0.83% 0.83% 0.83%

- - - -
- - - -
(34,836) (35,125) (35,416) (35,710)

(34,836) **(35,125)** **(35,416)** **(35,710)**

- - - -

- - - -

- - - -

-	-	-	-

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.106	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Facilities and Risk							

EXPENDITURE

Buildings	\$0	\$465,000	\$370,000	\$2,540,000	\$140,000	\$100,000	\$3,615,000
Equipment	\$0	\$300,000	\$0	\$0	\$0	\$0	\$300,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$790,000	\$370,000	\$2,540,000	\$140,000	\$100,000	\$3,940,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$300,000	\$0	\$0	\$0	\$0	\$300,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$490,000	\$370,000	\$2,540,000	\$140,000	\$100,000	\$3,640,000
	\$0	\$790,000	\$370,000	\$2,540,000	\$140,000	\$100,000	\$3,940,000

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #:

1.106

Service Name:

Facilities and Risk

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
21-03	New	Interior Renovations	Interior renovations - HQ Building	\$ 500,000	B	Res		100,000	100,000				\$ 200,000
22-01	New	Interior Renovations	Interior renovations - HQ Building Space Optimazation	\$ 3,000,000	B	Cap		-					\$ -
23-02	New	EV Charging Infrastructure	EV Charging Infrastructure - Fisgard Parkade Bldg	\$ 175,000	S	Res	►	25,000					\$ 25,000
24-01	Renewal	Exterior Upgrades	Exterior Paint	\$ 50,000	B	Res	►	50,000					\$ 50,000
24-02	New	Safety Systems	Minor Security Upgrades	\$ 75,000	B	Res		15,000	15,000	15,000	15,000		\$ 60,000
24-03	New	Energy Management	Minor Energy Upgrades	\$ 75,000	B	Res		15,000	15,000	15,000	15,000		\$ 60,000
24-04	Replacement	Interior Finishes	Flooring Replacement	\$ 50,000	B	Res		25,000					\$ 25,000
24-05	New	Interior Upgrades	Gender Neutral Washroom Upgrades	\$ 50,000	B	Res	►	50,000					\$ 50,000
25-01	Study	Asset management Plan	Facility condition assessment	\$ 15,000	B	Res		15,000					\$ 15,000
25-02	Replacement	Roof Replacement	4th floor small roof areas	\$ 75,000	B	Res		75,000					\$ 75,000
25-03	Replacement	Safety Systems	Fire Sprinkler upgrades	\$ 10,000	B	Res		10,000					\$ 10,000
25-04	Study	Fisgard HQ HVAC Replacement / Upgrades	Fisgard HQ HVAC Replacement / Upgrades	\$ 2,400,000	B	Res		10,000					\$ 10,000
	Study	Fisgard HQ HVAC Replacement / Upgrades	Fisgard HQ HVAC Replacement / Upgrades		B	Res			230,000				\$ 230,000
	Replacement	Fisgard HQ HVAC Replacement / Upgrades	Fisgard HQ HVAC Replacement / Upgrades		B	Res				2,400,000			\$ 2,400,000
25-05	Defer	Emergency Repairs	For unforeseen emergency repairs	\$ 100,000	B	Res	►	100,000					\$ 100,000
25-06	New	Douglas Furniture	New furniture required for Douglas St office	\$ 300,000	E	Cap		\$ 300,000					\$ 300,000
26-01	Replacement	Interior Upgrades	Interior paint	\$ 40,000	B	Res			10,000	10,000	10,000		\$ 30,000
27-01	New	Interior Renovations	Interior renovations - HQ Building	\$ 500,000	B	Res				100,000	100,000	100,000	\$ 300,000
													\$ -
			Grand Total	\$ 7,415,000				\$ 790,000	\$ 370,000	\$ 2,540,000	\$ 140,000	\$ 100,000	\$ 3,940,000

Service: 1.106 Facilities and Risk		
Project Number 21-03	Capital Project Title Interior Renovations	Capital Project Description Interior renovations - HQ Building
Project Rationale Contingent amount for office and floor plate reconfiguration due to department and staff relocations		
Project Number 22-01	Capital Project Title Interior Renovations	Capital Project Description Interior renovations - HQ Building Space Optimazation
Project Rationale Interior renovations to accomadate additional staff in 2022. Renovation will be phased and completed over 2 years.		
Project Number 23-02	Capital Project Title EV Charging Infrastructure	Capital Project Description EV Charging Infrastructure - Fisgard Parkade Bldg
Project Rationale Additional EV chargers, when required, for expansion of the City of Victoria parkade program.		
Project Number 24-01	Capital Project Title Exterior Upgrades	Capital Project Description Exterior Paint
Project Rationale Repaint exterior elements of the building.		
Project Number 24-02	Capital Project Title Safety Systems	Capital Project Description Minor Security Upgrades
Project Rationale Various minor security improvements, including access control, building upgrades, etc.		
Project Number 24-03	Capital Project Title Energy Management	Capital Project Description Minor Energy Upgrades
Project Rationale Various minor energy improvements, including building control systems, building upgrades, etc.		
Project Number 24-04	Capital Project Title Interior Finishes	Capital Project Description Flooring Replacement
Project Rationale Carpet tile replacement program.		
Project Number 24-05	Capital Project Title Interior Upgrades	Capital Project Description Gender Neutral Washroom Upgrades
Project Rationale Assessing washrooms and various minor upgrades to all washrooms to be gender neutral.		

Service: 1.106 Facilities and Risk		
Project Number 25-01	Capital Project Title Asset management Plan	Capital Project Description Facility condition assessment
Project Rationale Building condition assessment to determine life cycle condition, including replacement budget.		
Project Number 25-02	Capital Project Title Roof Replacement	Capital Project Description 4th floor small roof areas
Project Rationale Roof is at its end of life and requires replacement.		
Project Number 25-03	Capital Project Title Safety Systems	Capital Project Description Fire Sprinkler upgrades
Project Rationale Fire sprinkler systems upgrades as per consultants report.		
Project Number 25-04	Capital Project Title Fisgard HQ HVAC Replacement / Upgrades	Capital Project Description Fisgard HQ HVAC Replacement / Upgrades
Project Rationale Major HVAC upgrade to meet climate action goals.		
Project Number 25-05	Capital Project Title Emergency Repairs	Capital Project Description For unforeseen emergency repairs
Project Rationale Emergency reappear funding.		
Project Number 25-06	Capital Project Title Douglas Furniture	Capital Project Description New furniture required for Douglas St office
Project Rationale Furniture required by Douglas office funded by operating departments.		
Project Number 26-01	Capital Project Title Interior Upgrades	Capital Project Description Interior paint
Project Rationale Repaint interior of the building.		
Project Number 27-01	Capital Project Title Interior Renovations	Capital Project Description Interior renovations - HQ Building
Project Rationale Contingent amount for office and floor plate reconfiguration due to department and staff relocations		

1.106 CRD HQ Building & 1.226 Health Facilities - VIHA
Asset and Reserve Summary
2025 - 2029 Financial Plan

Asset Profile

CRD HQ Office Facilities & Health Facilities - VIHA

Office Facilities manages office buildings and rental units owned by the CRD. Assets include CRD Headquarters building, 3 buildings currently occupied by VIHA and JDF administration building currently occupied by JDF Planning, Building Inspection and Emergency Services. The total historical value as at December 31, 2015 was \$38M. Total replacement value for the facilities is \$39M (Note A).

Assets held by Health Facilities - VIHA consist of Peninsula Health Unit, Victoria Health Unit and Esquimalt Health unit built in 1994, 1986 and 1990. The total historical value as of Dec 31, 2015 for all three health units building structures was \$12M with an estimated replacement value of \$22M (Note A).

1.106 Headquarters Facility & 1.226 VIHA Health Facilities Capital Reserve Fund Cash Flow

Reserve/Fund Summary Projected year end balance	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	5,194,072	6,344,917	5,137,707	5,562,576	4,649,749	6,226,537
Planned Capital Expenditure (Based on Capital Plan)	(938,132)	(2,850,000)	(1,107,500)	(2,540,000)	(140,000)	(100,000)
Transfer from Ops Budget	1,832,644	1,442,790	1,532,369	1,627,173	1,716,788	1,731,167
Interest Income**	256,333	200,000				
Total projected year end balance	6,344,917	5,137,707	5,562,576	4,649,749	6,226,537	7,857,704

Assumptions/Background:

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

1.106 CRD HQ Building
 Asset and Reserve Summary
 2025 - 2029 Financial Plan

Asset Profile

CRD HQ Building ERF

CRD HQ Building assets building equipment / Pool Fleet.

Equipment Replacement Fund Schedule (ERF)

Equipment Replacement Schedule Projected year end balance	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	95,688	143,507	188,707	233,707	278,707	323,707
Planned Purchase (Based on Capital Plan)		-	-	-	-	-
Transfer from Ops Budget Equip	20,000	25,000	25,000	25,000	25,000	25,000
Transfer from Ops Budget Pool Fleet	20,000	20,000	20,000	20,000	20,000	20,000
Proceed disposal of Equipment	7,819					
Interest Income*		200				
Total projected year end balance	143,507	188,707	233,707	278,707	323,707	368,707

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

**1.106 Headquarters Facility
Operating Reserve Summary
2025 - 2029 Financial Plan**

Profile

Headquarters Facility

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

Operating Reserve Schedule - FC 105542

Operating Reserve Schedule Projected year end balance	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	61,150	63,996	1,639	1,639	1,639	1,639
Planned Purchase		(63,357)				
Transfer from Ops Budget						
Interest Income*	2,846	1,000				
Total projected year end balance	63,996	1,639	1,639	1,639	1,639	1,639

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Corporate Satellite Facilities

FINAL BUDGET

March 2025

Service: 1.107 Corporate Satellite Facilities

Committee: Finance

DEFINITION:

Authorized by Letters Patent as part of the provision of administrative services to the CRD Board.

PARTICIPATION:

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

MAXIMUM LEVY:

No limit

MAXIMUM CAPITAL DEBT:

COMMITTEE:

Finance

FUNDING:

All costs are recovered from user departments.

1.107 - CORPORATE SATELLITE FACILITIES
OPERATING COSTS:

Rentals and Leases
Internal Allocations
Insurance Cost
Electricity & Utilities
Repairs and Maintenance Costs
Operating Cost - Other

TOTAL OPERATING COSTS

*Percentage Increase over prior year

CAPITAL / RESERVE

Transfer to Reserve Fund
Transfer to Capital Fund

TOTAL CAPITAL / RESERVES

TOTAL COSTS

*Percentage Increase over prior year

Internal Recoveries
Recovery - Other

REQUISITION

PARTICIPANTS: Costs recovered internally
AUTHORIZED POSITIONS:
Salaried
Term

			BUDGET REQUEST							
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
Rentals and Leases	86,093	81,598	90,501	-	-	90,501	92,310	94,150	96,040	97,960
Internal Allocations	28,657	28,657	29,946	-	-	29,946	30,665	31,277	31,904	32,542
Insurance Cost	1,860	1,860	2,960	-	-	2,960	3,256	3,582	3,940	4,334
Electricity & Utilities	20,071	20,189	20,674	-	-	20,674	21,090	21,510	21,940	22,380
Repairs and Maintenance Costs	16,225	32,854	26,041	-	-	26,041	26,570	27,090	27,640	28,190
Operating Cost - Other	84,811	78,745	114,299	-	-	114,299	116,599	118,940	121,313	123,729
TOTAL OPERATING COSTS	237,717	243,903	284,421	-	-	284,421	290,490	296,549	302,777	309,135
*Percentage Increase over prior year		2.60%	19.65%	-	-	19.65%	2.13%	2.09%	2.10%	2.10%
<u>CAPITAL / RESERVE</u>										
Transfer to Reserve Fund	12,000	12,000	12,000	-	-	12,000	12,240	12,480	12,730	12,980
Transfer to Capital Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	12,000	12,000	12,000	-	-	12,000	12,240	12,480	12,730	12,980
TOTAL COSTS	249,717	255,903	296,421	-	-	296,421	302,730	309,029	315,507	322,115
*Percentage Increase over prior year		2.48%	18.70%	-	-	18.70%	2.13%	2.08%	2.10%	2.09%
Internal Recoveries	(249,717)	(255,903)	(296,421)			(296,421)	(302,730)	(309,029)	(315,507)	(322,115)
Recovery - Other	-	-	-	-	-	-	-	-	-	-
<u>REQUISITION</u>	-	-	-	-	-	-	-	-	-	-
PARTICIPANTS: Costs recovered internally										
AUTHORIZED POSITIONS:										
Salaried	-	-	-	-	-	-	-	-	-	-
Term	-	-	-	-	-	-	-	-	-	-

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.107 Corporate Satellite Facilities	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL

EXPENDITURE

Buildings	\$0	\$3,050,000	\$0	\$0	\$0	\$0	\$0	\$3,050,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$3,050,000	\$0	\$0	\$0	\$0	\$0	\$3,050,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$3,050,000	\$0	\$0	\$0	\$0	\$0	\$3,050,000
	\$0	\$3,050,000	\$0	\$0	\$0	\$0	\$0	\$3,050,000

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.107

Service Name: Corporate Satellite Facilities

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
JDF 25-01	New	Emergency Repairs	For unforeseen emergency repairs	\$ 50,000	B	Res		\$ 50,000					\$ 50,000
													\$ -
FOC 25-01	New	New FOC Building	L&G interest in new FOC Building	\$ 3,000,000	B	Res		\$ 3,000,000					\$ 3,000,000
													\$ -
													\$ -
			Grand Total	\$ 3,050,000				\$ 3,050,000	\$ -	\$ -	\$ -	\$ -	\$ 3,050,000

Service: 1.107 Corporate Satellite Facilities

Project Number	JDF 25-01	Capital Project Title	Emergency Repairs	Capital Project Description	For unforeseen emergency repairs
Project Rationale	Funding for emergency repairs.				

1.106 CRD HQ Building & 1.226 Health Facilities - VIHA
Asset and Reserve Summary
2025 - 2029 Financial Plan

Asset Profile

CRD HQ Office Facilities & Health Facilities - VIHA

Office Facilities manages office buildings and rental units owned by the CRD. Assets include CRD Headquarters building, 3 buildings currently occupied by VIHA and JDF administration building currently occupied by JDF Planning, Building Inspection and Emergency Services. The total historical value as at December 31, 2015 was \$38M. Total replacement value for the facilities is \$39M (Note A).

Assets held by Health Facilities - VIHA consist of Peninsula Health Unit, Victoria Health Unit and Esquimalt Health unit built in 1994, 1986 and 1990. The total historical value as of Dec 31, 2015 for all three health units building structures was \$12M with an estimated replacement value of \$22M (Note A).

1.106 Headquarters Facility & 1.226 VIHA Health Facilities Capital Reserve Fund Cash Flow

Reserve/Fund Summary Projected year end balance	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	5,194,072	6,344,917	5,137,707	5,562,576	4,649,749	6,226,537
Planned Capital Expenditure (Based on Capital Plan)	(938,132)	(2,850,000)	(1,107,500)	(2,540,000)	(140,000)	(100,000)
Transfer from Ops Budget	1,832,644	1,442,790	1,532,369	1,627,173	1,716,788	1,731,167
Interest Income**	256,333	200,000				
Total projected year end balance	6,344,917	5,137,707	5,562,576	4,649,749	6,226,537	7,857,704

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Family Court Building

FINAL BUDGET

March 2025

Service: 1.123 Family Court Building

Committee: Finance

DEFINITION:

Supplementary Letters Patent, Division VI - Family and Children's Court, March 16, 1967. Amended September 10, 1987.

PARTICIPATION:

The participants in this function were Victoria, Saanich, Oak Bay and Esquimalt. Although the District is the owner on record, the facility had previously been operated by the City under an arrangement dating from a time when the CRD had no property management capability.

Since 1998, excess rental revenues may be returned to function participants through a negative requisition.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

No debt shall be incurred by the Regional District for the purpose of this function other than temporary current borrowing.

FUNDING:

The budget provides for establishment of a reserve fund from rental revenues in order to establish a program of planned maintenance and upgrading. The facility has no debt. Costs are recovered from the tenant.

1.123 - FAMILY COURT BUILDING

OPERATING COSTS:

Internal Allocations
Insurance Cost
Repairs and Maintenance Costs
Electricity&Utilities
Internal Labour Cost
Operating Cost - Other

TOTAL OPERATING COSTS

*Percentage Increase over prior year

CAPITAL / RESERVE

Transfer to Reserve Fund

TOTAL CAPITAL / RESERVES

TOTAL COSTS

*Percentage Increase over prior year

FUNDING SOURCES (REVENUE)

Surplus C/F from current to next year
Rental Income
Recovery - Other
Grants In Lieu of Taxes

TOTAL REVENUE

REQUISITION

*Percentage Increase over prior year

	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	BUDGET REQUEST				2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
			2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL				
Internal Allocations	-	-	-	-	-	-	-	-	-	-
Insurance Cost	-	-	-	-	-	-	-	-	-	-
Repairs and Maintenance Costs	-	-	-	-	-	-	-	-	-	-
Electricity&Utilities	-	-	-	-	-	-	-	-	-	-
Internal Labour Cost	-	-	-	-	-	-	-	-	-	-
Operating Cost - Other	-	-	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	-	-	-	-	-	-	-	-	-	-
*Percentage Increase over prior year										
<u>CAPITAL / RESERVE</u>										
Transfer to Reserve Fund	149,360	149,360	149,360	-	-	149,360	149,360	149,360	149,360	149,360
TOTAL CAPITAL / RESERVES	149,360	149,360	149,360	-	-	149,360	149,360	149,360	149,360	149,360
TOTAL COSTS	149,360	149,360	149,360	-	-	149,360	149,360	149,360	149,360	149,360
*Percentage Increase over prior year						0.00%	0.00%	0.00%	0.00%	0.00%
FUNDING SOURCES (REVENUE)										
Surplus C/F from current to next year										
Rental Income	(149,360)	(149,360)	(149,360)	-	-	(149,360)	(149,360)	(149,360)	(149,360)	(149,360)
Recovery - Other	-	-	-	-	-	-	-	-	-	-
Grants In Lieu of Taxes	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(149,360)	(149,360)	(149,360)	-	-	(149,360)	(149,360)	(149,360)	(149,360)	(149,360)
REQUISITION	-	-	-	-	-	-	-	-	-	-
*Percentage Increase over prior year										

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.123	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Family Court Building							

EXPENDITURE

Buildings	\$46,795	\$1,361,795	\$0	\$0	\$0	\$0	\$0	\$1,361,795
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$46,795	\$1,361,795	\$0	\$0	\$0	\$0	\$0	\$1,361,795

SOURCE OF FUNDS

Capital Funds on Hand	\$46,795	\$46,795	\$0	\$0	\$0	\$0	\$0	\$46,795
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$700,000	\$0	\$0	\$0	\$0	\$0	\$700,000
Reserve Fund	\$0	\$615,000	\$0	\$0	\$0	\$0	\$0	\$615,000
	\$46,795	\$1,361,795	\$0	\$0	\$0	\$0	\$0	\$1,361,795

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #:

1.123

Service Name:

Family Court Building

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
20-02	Renewal	Exterior Upgrades	Wood Window & Trim Replacement	\$ 47,500	B	Cap	\$ 46,795	\$ 46,795					\$ 46,795
22-01	Replacement	Mechanical Upgrades	Detail Design & Replacement of HVAC	\$ 1,050,000	B	Res		\$ 350,000					\$ 350,000
22-01	Replacement	Mechanical Upgrades	Detail Design & Replacement of HVAC		B	Other		\$ 700,000					\$ 700,000
23-01	Renewal	Exterior Upgrades	Replace all wood siding	\$ 120,000	B	Res		\$ 120,000					\$ 120,000
23-02	Defer	Emergency Repairs	For Unforeseen Emergency Repairs	\$ 50,000	B	Res		\$ 50,000					\$ 50,000
24-01	Renewal	Exterior Upgrades	Replace West Entrance Hand rail	\$ 85,000	B	Res		\$ 85,000					\$ 85,000
25-01	Study	Asset Management	Condition Assessment	\$ 10,000	B	Res		\$ 10,000					\$ 10,000
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 1,362,500				\$ 1,361,795	\$ -	\$ -	\$ -	\$ -	\$ 1,361,795

Service:

1.123

Family Court Building

Project Number	20-02	Capital Project Title	Exterior Upgrades	Capital Project Description	Wood Window & Trim Replacement

Project Rationale To refurbish/replace the exterior wood windows and trim as per condition assessment by consultant.

Project Number	22-01	Capital Project Title	Mechanical Upgrades	Capital Project Description	Detail Design & Replacement of HVAC

Project Rationale Detail design & construction to replace gas boilers with electric heat pumps for building heating and cooling.

Project Number	23-01	Capital Project Title	Exterior Upgrades	Capital Project Description	Replace all wood siding

Project Rationale To refurbish/replace the exterior wood siding as per condition assessment by consultant.

Project Number	23-02	Capital Project Title	Emergency Repairs	Capital Project Description	For Unforeseen Emergency Repairs

Project Rationale

Service:	1.123	Family Court Building

Project Number	24-01	Capital Project Title	Exterior Upgrades	Capital Project Description	Replace West Entrance Hand rail
Project Rationale	To replace front entrance handrail to meet current building codes as it is end of life.				

Project Number	25-01	Capital Project Title	Asset Management	Capital Project Description	Condition Assessment
Project Rationale	Building condition assessment to determine life cycle condition. Including replacement budget.				

1.123 Family Court Building
 Asset and Reserve Summary
 2025 - 2029 Financial Plan

Asset Profile

Family Court Building

The Family Court Building assets include land and building which currently houses mental health built in 1980.

Reserve Schedule

Family Court Building Reserve Fund Projected year end balance	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	657,104	840,861	395,221	544,581	693,941	843,301
Transfer to Cap Fund	-	(615,000)				-
Transfer from Ops Budget	153,150	149,360	149,360	149,360	149,360	149,360
Interest Income**	30,607	20,000				
Total projected year end balance	840,861	395,221	544,581	693,941	843,301	992,661

** 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

2025 BUDGET

Health Facilities - VIHA

FINAL BUDGET

March 2025

Service: 1.226 Health Facilities - VIHA

Committee: Finance

DEFINITION:

Authorized by Letters Patent as part of the provision of administrative services to the CRD Board.

PARTICIPATION:

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

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Finance

FUNDING:

All costs are recovered by lease payment from Island Health.

1.226 - HEALTH FACILITIES - VIHA

OPERATING COSTS:

	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	BUDGET REQUEST				2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
			2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL				
Standard Overhead Allocation	55,895	55,895	37,076	-	-	37,076	38,189	38,952	39,731	40,526
BldgSvcsAdmin Allocation	-	-	30,000	-	-	30,000	30,600	31,212	31,836	32,472
Insurance Cost	35,630	35,630	54,830	-	-	54,830	60,313	66,344	72,979	80,278
Repairs and Maintenance Costs	650,000	407,861	650,000	-	-	650,000	663,000	676,260	689,786	703,580
Electricity&Utilities	-	-	-	-	-	-	-	-	-	-
Internal Labour Cost	-	-	75,000	-	-	75,000	76,500	78,030	79,590	81,180
Consultant Expenses	-	-	-	-	-	-	-	-	-	-
Operating Supplies	-	-	-	-	-	-	-	-	-	-
Operating Cost - Other	-	10,613	10,000	-	-	10,000	10,200	10,400	10,610	10,820
TOTAL OPERATING COSTS	741,525	509,999	856,906	-	-	856,906	878,802	901,198	924,532	948,856
*Percentage Increase over prior year						15.56%	2.56%	2.55%	2.59%	2.63%
<u>CAPITAL / RESERVE</u>										
Transfer to Reserve Fund	1,034,697	1,034,697	954,840	-	-	954,840	969,179	983,743	998,108	1,012,237
TOTAL CAPITAL / RESERVES	1,034,697	1,034,697	954,840	-	-	954,840	969,179	983,743	998,108	1,012,237
TOTAL COSTS	1,776,222	1,544,696	1,811,746	-	-	1,811,746	1,847,981	1,884,941	1,922,640	1,961,093
*Percentage Increase over prior year						2.00%	2.00%	2.00%	2.00%	2.00%
FUNDING SOURCES (REVENUE)										
Revenue - Other (Interest)	-	(5,400)	-	-	-	-	-	-	-	-
Lease Revenue from VIHA	(1,776,222)	(1,539,296)	(1,811,746)	-	-	(1,811,746)	(1,847,981)	(1,884,941)	(1,922,640)	(1,961,093)
TOTAL REVENUE	(1,776,222)	(1,544,696)	(1,811,746)	-	-	(1,811,746)	(1,847,981)	(1,884,941)	(1,922,640)	(1,961,093)
REQUISITION	-	-	-	-	-	-	2.00%	2.00%	2.00%	2.00%
AUTHORIZED POSITIONS:										
Salaried	-	-	-	-	-	-	-	-	-	-
Term	-	-	-	-	-	-	-	-	-	-

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.226	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Health Facilities - VIHA							

EXPENDITURE

Buildings	\$1,057,760	\$3,687,760	\$937,500	\$0	\$0	\$0	\$4,625,260
Equipment	\$0	\$440,000	\$0	\$0	\$0	\$0	\$440,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$1,057,760	\$4,202,760	\$937,500	\$0	\$0	\$0	\$5,140,260

SOURCE OF FUNDS

Capital Funds on Hand	\$1,057,760	\$1,057,760	\$0	\$0	\$0	\$0	\$1,057,760
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$835,000	\$200,000	\$0	\$0	\$0	\$1,035,000
Reserve Fund	\$0	\$2,310,000	\$737,500	\$0	\$0	\$0	\$3,047,500
	\$1,057,760	\$4,202,760	\$937,500	\$0	\$0	\$0	\$5,140,260

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

Service: 1.226 Health Facilities - VIHA		
Project Number EHU-21-01	Capital Project Title Roof Replacement	Capital Project Description Replace Flat Roof
Project Rationale Replace flat roof as it has reached end of useful life as per consultants report.		
Project Number EHU-21-03	Capital Project Title Exterior Doors	Capital Project Description Replace Exterior Doors to be accessible
Project Rationale Replace exterior doors with wider doors that are accessible as the doors are at end of life.		
Project Number EHU-22-01	Capital Project Title Exterior Upgrades	Capital Project Description Building Envelope Replacement Detailed Design
Project Rationale Detailed design for building envelope refurbishment as per consultants report and investigation.		
Project Number EHU-22-02	Capital Project Title Vertical Transportation Upgrades	Capital Project Description Elevator refurbishment & Modernization
Project Rationale Elevator refurbishment, end of life.		
Project Number EHU-23-01	Capital Project Title Mechanical Upgrades	Capital Project Description Air Handling Unit Replacement
Project Rationale AHU replacement based on system renewal recommendation from Facility Condition Assessment completed in 2019.		
Project Number EHU-23-02	Capital Project Title Mechanical Upgrades	Capital Project Description Replace Domestic Hot Water Tanks
Project Rationale DHW tank replacement based on system renewal recommendation from Facility Condition Assessment completed in 2019.		
Project Number EHU-23-03	Capital Project Title Exterior Upgrades	Capital Project Description Building Envelope Replacement
Project Rationale Building envelope replacement for building, includes removing stucco and replacing with new cladding system with a rainscreen.		
Project Number EHU-25-01	Capital Project Title Asset Management	Capital Project Description Condition Assessment
Project Rationale Building condition assessment to determine life cycle condition, including replacement budget.		

Service: 1.226 Health Facilities - VIHA		
Project Number	EHU-25-02	Capital Project Title
		Emergency Repairs
Capital Project Description	For Unforeseen Emergency Repairs	
Project Rationale		
Project Number	EHU-26-01	Capital Project Title
		Electrical Upgrades
Capital Project Description	New Switchgear & panel	
Project Rationale	Replace main switchgear and braker panel based on system renewal recommendation from Facility Condition Assessment completed in 2019.	
Project Number	PHU-20-01	Capital Project Title
		Roof Replacement
Capital Project Description	Lower Flat Roof Replacement	
Project Rationale	Roof upgrade	
Project Number	PHU-22-01	Capital Project Title
		Mechanical Upgrades
Capital Project Description	Replace AHU & Heat Pumps	
Project Rationale	Replace rooftop AHU & heatpumps as system is end of life and requires replacement as per consultants report. New system with be more energy efficient that current and will reduce GHG consumption.	
Project Number	PHU-22-02	Capital Project Title
		Vertical Transportation Upgrades
Capital Project Description	Elevator Refurbishment & Modernization	
Project Rationale	Elevator upgrades to meet current codes and to modernize controls as per consultants condition assessment.	
Project Number	PHU-22-03	Capital Project Title
		Roof Replacement
Capital Project Description	Flat Roof - Phase 2	
Project Rationale	Contingency amount to cover unforeseen emergency repairs to the building.	
Project Number	PHU-23-01	Capital Project Title
		Mechanical Upgrades
Capital Project Description	Replace Gas Boilers with Electric	
Project Rationale	Replace gas boiler as system is end of life and requires replacement as per consultants report. New system with be electric, not natural gas, will reduce GHG consumption.	
Project Number	PHU-24-01	Capital Project Title
		Site Upgrades
Capital Project Description	Repave Parking Lot	
Project Rationale	Parking lot repairs, including repaving, tire stops and line painting as it is at end of life as per facility condition assessment.	

Service: 1.226 Health Facilities - VIHA		
Project Number	PHU-24-02	Capital Project Title Interior Upgrades
Capital Project Description	Repaint Walls	
Project Rationale	Repaint interior walls, include two floors and multipurpose room.	
Project Number	PHU-24-03	Capital Project Title Interior Upgrades
Capital Project Description	New Flooring	
Project Rationale	Replace flat roof as it has reached end of useful life as per consultants report.	
Project Number	PHU-25-01	Capital Project Title Asset management
Capital Project Description	Condition Assessment	
Project Rationale	Building condition assessment to determine life cycle condition, including replacement budget.	
Project Number	PHU-25-02	Capital Project Title Emergency Repairs
Capital Project Description	For Unforeseen Emergency Repairs	
Project Rationale		
Project Number	PHU-26-01	Capital Project Title Electrical Upgrades
Capital Project Description	Upgrade Interior Lights to LED	
Project Rationale	Replace all interior lighting with LED lights as they are at end of life. New LED lights will reduce energy consumption and provide better working conditions for staff and clients.	
Project Number	PHU-26-02	Capital Project Title Exterior Upgrades
Capital Project Description	Repaint Exterior	
Project Rationale	Repaint exterior of building as it is end of life. Any damaged areas will be fixed prior to painting.	
Project Number	VHU-20-01	Capital Project Title Exterior Upgrades
Capital Project Description	Repaint Exterior Cladding	
Project Rationale	Repaint exterior wood siding of the building as it is end of life. Any damaged areas will be fixed prior to painting.	
Project Number	VHU-20-02	Capital Project Title Roof Replacement
Capital Project Description	Replace Built-up Roofing Detailed Design & Construction	
Project Rationale	Replace flat roof as it has reached end of useful life as per consultants report.	

Service: 1.226 Health Facilities - VIHA		
Project Number	VHU-22-01	Capital Project Title Mechanical Upgrades
Capital Project Description	Replace AHU	
Project Rationale	Replace AHU as per facility condition assessment recommendation. A feasibility report will be completed prior to the start of design to ensure the new system meets our GHG reduction targets.	
Project Number	VHU-25-01	Capital Project Title Interior Upgrades
Capital Project Description	New Flooring	
Project Rationale	Replace interior flooring. Some areas will be carpet and some will be replaced with vinyl depending on use and durability requirements.	
Project Number	VHU-25-02	Capital Project Title Interior Upgrades
Capital Project Description	Interior Paint	
Project Rationale	Repaint interior walls, include two floors and multipurpose room.	
Project Number	VHU-25-03	Capital Project Title Sitework Upgrades
Capital Project Description	Repaving parking Lot	
Project Rationale	Parking lot repairs, including repaving, tire stops and line painting as it is at end of life as per facility condition assessment.	
Project Number	VHU-25-04	Capital Project Title Asset management
Capital Project Description	Condition Assessment	
Project Rationale	Building condition assessment to determine life cycle condition, including replacement budget.	
Project Number	VHU-25-05	Capital Project Title Emergency Repairs
Capital Project Description	For Unforeseen Emergency Repairs	
Project Rationale		
Project Number	VHU-26-01	Capital Project Title Mechanical Upgrades
Capital Project Description	Domestic Hot Water Upgrades	
Project Rationale	Replace boiler as system is end of life and requires replacement as per consultants report. New system with be electric and more efficient will reduce GHG consumption.	

1.106 CRD HQ Building & 1.226 Health Facilities - VIHA
Asset and Reserve Summary
2025 - 2029 Financial Plan

Asset Profile

CRD HQ Office Facilities & Health Facilities - VIHA

Office Facilities manages office buildings and rental units owned by the CRD. Assets include CRD Headquarters building, 3 buildings currently occupied by VIHA and JDF administration building currently occupied by JDF Planning, Building Inspection and Emergency Services. The total historical value as at December 31, 2015 was \$38M. Total replacement value for the facilities is \$39M (Note A).

Assets held by Health Facilities - VIHA consist of Peninsula Health Unit, Victoria Health Unit and Esquimalt Health unit built in 1994, 1986 and 1990. The total historical value as of Dec 31, 2015 for all three health units building structures was \$12M with an estimated replacement value of \$22M (Note A).

1.106 Headquarters Facility & 1.226 VIHA Health Facilities Capital Reserve Fund Cash Flow

Reserve/Fund Summary Projected year end balance	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	5,194,072	6,344,917	5,137,707	5,562,576	4,649,749	6,226,537
Planned Capital Expenditure (Based on Capital Plan)	(938,132)	(2,850,000)	(1,107,500)	(2,540,000)	(140,000)	(100,000)
Transfer from Ops Budget	1,832,644	1,442,790	1,532,369	1,627,173	1,716,788	1,731,167
Interest Income**	256,333	200,000				
Total projected year end balance	6,344,917	5,137,707	5,562,576	4,649,749	6,226,537	7,857,704

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT BOARD
March 12, 2025
Board Room, 625 Fisgard Street, Victoria

BUDGET REVIEW
Part C

6. Housing, Planning and Protective Services

- 6.1** GM - Planning & Protective Services
- 6.2** **Hospital District, Health & Capital Planning Strategies**
 - 6.2.1 Health & Capital Planning Strategies
 - 6.2.2 Community Health
- 6.3** **Regional Housing**
 - 6.3.1 Land Banking and Housing (Regional Housing)
 - 6.3.2 Regional Housing Trust Fund
- 6.4** **Regional and Strategic Planning**
 - 6.4.1 Traffic Safety
 - 6.4.2 Regional Planning Services
 - 6.4.3 Regional Growth Strategy
 - 6.4.5 Foodlands Access
- 6.5** **Emergency Services**
 - 6.5.1 Corporate Emergency
 - 6.5.2 Regional Emergency Program Support
 - 6.5.3 Hazardous Material Incident Response
 - 6.5.4 911 Call Answer
 - 6.5.5 911 Call Answer - Municipalities
 - 6.5.6 913 Fire Dispatch
 - 6.5.7 Regional CREST Contribution
 - 6.5.8 Animal Care Services
 - 6.5.9 ByLaw Services

CAPITAL REGIONAL DISTRICT BOARD
March 12, 2025
Board Room, 625 Fisgard Street, Victoria

BUDGET REVIEW
Part C

7. Infrastructure and Water Services

7.1 Water Services

- 7.1.1 Regional Water Supply
- 7.1.2 JDF Water Distribution
- 7.1.3 Florence Lake Water
- 7.1.4 Seagirt Water System Debt

7.2 Core Area Wastewater

- 7.2.1 Core Area Wastewater Operations
- 7.2.2 Debt - Core Area Wastewater Capital
- 7.2.3 Wastewater Operations
- 7.2.4 I & I Enhancement Program

7.3 Saanich Peninsula Liquid Waste & Water Operations

- 7.3.1 Saanich Peninsula Water Supply
- 7.3.2 Saanich Peninsula Wastewater

CAPITAL REGIONAL DISTRICT

2025 BUDGET

HOUSING, PLANNING & PROTECTIVE SERVICES

FINAL BUDGET

March 2025

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Click on the service area name below to access selected budgets

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Housing, Planning and Protective Services

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CAPITAL REGIONAL DISTRICT

2025 BUDGET

GM - Planning & Protective Services

FINAL BUDGET

March 2025

DEFINITION:

The oversight of planning and protective services for the Capital Regional District Board.

SERVICE DESCRIPTION:

The General Manager and Planning and Protective Services administration provides overall direction and supporting administrative oversight for 40 individual services and functions.

The department and its divisions report to the Board, Hospital District Board, Planning, Transportation and Protective Services Committee, Electoral Area Services Committee, Juan de Fuca Land Use Committee and also provide corporate administration for 17 commissions and the Capital Regional Housing Corporation.

Planning and Protective Services includes the administrative and operating responsibility for:

- Capital Regional Housing Corporation
- Capital Regional Hospital District
- Regional Planning and Information Services
- Emergency Management & Fire Protection
- Regional Housing
- Bylaw Services and Animal Control
- Building Inspection and Numbering
- Juan de Fuca Electoral Area Community Planning and Parks

PARTICIPATION:

All municipalities and electoral areas.

MAXIMUM LEVY:

N/A

COMMITTEE:

Planning, Transportation and Protective Services

FUNDING:

Requisition and internal allocation

1.024 - GM - Planning & Protective Services

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries & Wages	470,434	448,401	483,817	-	-	483,817	506,254	520,872	535,904	551,359
Contract for Services	2,500	2,500	2,580	-	-	2,580	2,630	2,680	2,830	3,590
Internal Allocations	101,438	101,438	109,160	-	1,802	110,962	117,915	121,486	124,617	127,104
Operating Other	21,370	17,561	29,700	-	-	29,700	21,939	22,412	23,389	24,270
TOTAL OPERATING COSTS	595,742	569,900	625,257	-	1,802	627,059	648,738	667,450	686,740	706,323
*Percentage Increase over prior year						5.3%	3.5%	2.9%	2.9%	2.9%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	1,000	20,000	-	-	-	-	1,000	1,000	1,000	1,000
TOTAL CAPITAL / RESERVES	1,000	20,000	-	-	-	-	1,000	1,000	1,000	1,000
TOTAL COSTS	596,742	589,900	625,257	-	1,802	627,059	649,738	668,450	687,740	707,323
<u>FUNDING SOURCES (REVENUE)</u>										
Internal Recoveries	(285,898)	(285,898)	(302,126)	-	-	(302,126)	(313,079)	(322,981)	(332,286)	(341,733)
TOTAL REVENUES	(285,898)	(285,898)	(302,126)	-	-	(302,126)	(313,079)	(322,981)	(332,286)	(341,733)
NET COSTS	310,844	304,003	323,132	-	1,802	324,934	336,659	345,469	355,453	365,591
*Percentage increase over prior year Net Costs						4.5%	3.6%	2.6%	2.9%	2.9%
AUTHORIZED POSITIONS:										
Salaried	2.5	2.5	2.5	-	-	2.5	2.5	0.0	2.5	0.0

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.024	Carry						
	GM - Planning & Protective Service	Forward	2025	2026	2027	2028	2029	TOTAL
		from 2024						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$2,125	\$3,836	\$1,918	\$1,918	\$9,797
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$2,125	\$3,836	\$1,918	\$1,918	\$9,797

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$2,125	\$3,836	\$1,918	\$1,918	\$9,797
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$2,125	\$3,836	\$1,918	\$1,918	\$9,797

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.024
 Service Name: GM - Planning & Protective Services

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
26-01	Replacement	Computer	Computer Replacement	\$ 2,125	E	ERF		\$ -	\$ 2,125	\$ -	\$ -	\$ -	\$ 2,125
27-01	Replacement	Computer	Computer Replacement	\$ 3,836	E	ERF		\$ -	\$ -	\$ 3,836	\$ -	\$ -	\$ 3,836
28-01	Replacement	Computer	Computer Replacement	\$ 1,918	E	ERF		\$ -	\$ -	\$ -	\$ 1,918	\$ -	\$ 1,918
29-01	Replacement	Computer	Computer Replacement	\$ 1,918	E	ERF		\$ -	\$ -	\$ -	\$ -	\$ 1,918	\$ 1,918
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 9,797				\$ -	\$ 2,125	\$ 3,836	\$ 1,918	\$ 1,918	\$ 9,797

Reserve Schedule

Reserve Fund: 1.024 - GM Planning & Protective Services

Reserve Cash Flow

Fund: 1022 Fund Center: 101955 ERF Group: PLANPROT.ERF	Actual	Budget					
	2024	2025	2026	2027	2028	2029	
	Beginning Balance	4,981	30,044	30,044	28,919	26,083	25,165
	Actual Purchases	-					
	Planned Purchase (Based on Capital Plan)	-	-	(2,125)	(3,836)	(1,918)	(1,918)
	Transfer from Operating Budget	25,000	-	1,000	1,000	1,000	1,000
	Interest Income	63	-	-	-	-	-
Ending Balance \$	30,044	30,044	28,919	26,083	25,165	24,247	

<u>Assumptions/Background:</u> 2026 - replacement of 1 ultra-portable laptop 2027 - replacement of 2 standard laptops 2028 - replacement of 1 standard laptop 2029 - replacement of 1 standard laptop

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Health & Capital Planning Strategies

FINAL BUDGET

March 2025

1.018 - HEALTH AND CAPITAL PLANNING STRATEGIES

OPERATING COSTS:

Salaries and Wages
Wages & Benefits - Capital Planner
Legal/Auditing Costs
Consultants
Allocations - Standard Overhead
Allocations - Building Occupancy
Allocations - Human Resources
Allocations - Others
Operating - Other Costs

TOTAL OPERATING COSTS

*Percentage Increase over prior year

CAPITAL / RESERVE

Transfer to Equipment Replacement Reserve

TOTAL CAPITAL / RESERVES

Debt Expenditures
MFA Debt Reserve

TOTAL COSTS

*Percentage Increase over prior year

Recovery - Capital Regional Hospital District

OPERATING COSTS LESS INTERNAL RECOVERIES

*Percentage Increase over prior year

Surplus / (Deficit)
Balance transferred to HD Section 20 Reserve

TOTAL REVENUE

REQUISITION

*Percentage Increase over prior year

PARTICIPANTS: all Municipalities and Electoral Areas

AUTHORIZED POSITIONS:

Salaried
Term Position - Capital Planner 3-year term (2025 IBC 5e-1.2)

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2025 ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
OPERATING COSTS:										
Salaries and Wages	436,723	315,380	325,880	-	-	325,880	335,322	345,032	355,018	365,288
Wages & Benefits - Capital Planner	-	-	-	93,943	-	93,943	137,190	150,290	38,660	-
Legal/Auditing Costs	27,200	27,200	28,240	-	-	28,240	29,260	29,850	30,450	31,060
Consultants	3,630	3,630	3,740	-	-	3,740	3,810	3,890	3,970	4,050
Allocations - Standard Overhead	140,671	140,671	145,126	-	-	145,126	149,480	152,469	155,519	158,629
Allocations - Building Occupancy	18,770	18,770	22,488	-	-	22,488	23,392	24,484	25,549	26,020
Allocations - Human Resources	15,287	15,287	16,151	-	-	16,151	18,181	19,790	20,237	20,741
Allocations - Others	62,629	62,629	68,864	-	3,604	72,468	76,073	74,984	77,309	79,834
Operating - Other Costs	20,720	14,908	21,350	3,700	11,800	36,850	25,550	26,060	26,590	27,130
TOTAL OPERATING COSTS	725,630	598,474	631,839	97,643	15,404	744,886	798,258	826,849	733,302	712,752
*Percentage Increase over prior year			-12.9%	13.5%	2.1%	2.7%	7.2%	3.6%	-11.3%	-2.8%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Reserve	2,170	2,170	2,000	-	-	2,000	2,000	2,000	2,000	2,000
TOTAL CAPITAL / RESERVES	2,170	2,170	2,000	-	-	2,000	2,000	2,000	2,000	2,000
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	727,800	600,644	633,839	97,643	15,404	746,886	800,258	828,849	735,302	714,752
*Percentage Increase over prior year			-12.9%	13.4%	2.1%	2.6%	7.1%	3.6%	-11.3%	-2.8%
Recovery - Capital Regional Hospital District	(727,800)	(727,800)	(633,839)	(97,643)	(15,404)	(746,886)	(800,258)	(828,849)	(735,302)	(714,752)
OPERATING COSTS LESS INTERNAL RECOVERIES	-	(127,156)	-	-	-	-	-	-	-	-
*Percentage Increase over prior year			0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Surplus / (Deficit)		127,156								
Balance transferred to HD Section 20 Reserve		(127,156)								
TOTAL REVENUE	-	-	-	-	-	-	-	-	-	-
<u>REQUISITION</u>	-	-	-	-	-	-	-	-	-	-
*Percentage Increase over prior year			0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
PARTICIPANTS: all Municipalities and Electoral Areas										
AUTHORIZED POSITIONS:										
Salaried	2.0	2.0	2.0			2.0	2.0	2.0	2.0	2.0
Term Position - Capital Planner 3-year term (2025 IBC 5e-1.2)	1.0	1.0		1.0		1.0	1.0	1.0	0.0	

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.018	Carry	2025	2026	2027	2028	2029	TOTAL
	Health & Capital Planning Strategie	Forward						
		from 2024						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$3,836	\$1,918	\$1,918	\$1,918	\$9,590
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$3,836	\$1,918	\$1,918	\$1,918	\$9,590

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$3,836	\$1,918	\$1,918	\$1,918	\$9,590
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$3,836	\$1,918	\$1,918	\$1,918	\$9,590

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.018
 Service Name: Health & Capital Planning Strategies

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
26-01	Replacement	Computer	Replace Computers	\$ 3,836	E	ERF		\$ -	\$ 3,836	\$ -	\$ -	\$ -	\$ 3,836
27-01	Replacement	Computer	Replace Computers	\$ 1,918	E	ERF		\$ -	\$ -	\$ 1,918	\$ -	\$ -	\$ 1,918
28-01	Replacement	Computer	Replace Computers	\$ 1,918	E	ERF		\$ -	\$ -	\$ -	\$ 1,918	\$ -	\$ 1,918
29-01	Replacement	Computer	Replace Computers	\$ 1,918	E	ERF		\$ -	\$ -	\$ -	\$ -	\$ 1,918	\$ 1,918
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 9,590				\$ -	\$ 3,836	\$ 1,918	\$ 1,918	\$ 1,918	\$ 9,590

Reserve Schedule

Reserve Fund: 1.018 Health & Capital Planning Strategies

Assets held by the Health and Capital Planning Strategies are office equipment and office furniture.

Reserve Cash Flow

Fund: 1022 Fund Center: 101851

ERF Group: HP.ERF

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	5,336	7,543	9,543	7,707	7,789	7,871
Actual Purchase	-					
Planned Purchase (Based on Capital Plan)		-	(3,836)	(1,918)	(1,918)	(1,918)
Transfer from Operating Budget	2,170	2,000	2,000	2,000	2,000	2,000
Interest Revenue	36					
Ending Balance \$	7,543	9,543	7,707	7,789	7,871	7,953

Assumptions/Background:

2026 - 2 standard laptops

2027 - 1 standard laptop

2028 - 1 standard laptop

2029 - 1 standard laptop

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Community Health

FINAL BUDGET

March 2025

Service: 1.224 Community Health

Committee: Hospitals and Housing Committee

SERVICE DESCRIPTION:

Build regional capacity to improve health and well-being through outcomes monitoring (Regional Outcomes Monitoring Collaborative), designing and implementing community health and wellbeing initiatives, and policy development. Addresses homelessness by funding the Greater Victoria Coalition to End Homelessness. Responsible for the public health bylaws (i.e. Clean Air, Idling, and Tanning Bylaws) and regularly engages with Island Health to ensure bylaws remain relevant and responsive to regional public health risks.

PARTICIPATION:

All member municipalities and electoral areas based on converted hospital assessment values

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

NIL

COMMITTEE:

Hospitals and Housing Committee

FUNDING:

Requisition

1.224 - COMMUNITY HEALTH

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2025 ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
OPERATING COSTS:										
Salaries - Planner (Term)	113,880	113,880	117,695	-	-	117,695	121,105	31,153	-	-
Contract for Services - AEHCR	445,000	445,000	325,000	-	-	325,000	325,000	-	-	-
Contract for Services - Island Health	176,750	176,750	176,750	-	-	176,750	176,750	176,750	176,750	176,750
Contract for Services - ACEH	155,250	155,250	158,400	-	-	158,400	161,600	-	-	-
Consultants - Violence Prevention and Wellness Promotion	50,000	50,000	-	-	28,750	28,750	-	-	-	-
Meetings and Workshops	10,069	6,500	7,800	-	-	7,800	7,960	8,120	8,280	8,450
Operating - Other Costs	3,937	12,097	4,060	34,000	10,000	48,060	38,144	12,728	4,313	4,398
Allocation - Standard Overhead	40,743	40,743	50,123	-	-	50,123	51,627	52,660	53,713	54,787
Allocation - Bylaw Enforcement	-	-	-	2,500	-	2,500	2,500	2,500	2,500	2,500
Allocation - Building Occupancy	3,101	3,101	3,775	-	-	3,775	3,935	4,129	4,318	4,397
Allocation - Human Resources	3,738	3,738	4,212	-	-	4,212	4,741	5,161	5,277	5,409
Allocation - Field Operations Centre	-	-	-	150	-	150	430	580	580	590
TOTAL OPERATING COSTS	1,002,468	1,007,059	847,815	36,650	38,750	923,215	893,792	293,781	255,731	257,281
*Percentage Increase over prior year		0.5%	-15.4%	3.7%		-7.9%	-3.2%	-67.1%	-13.0%	0.6%
CAPITAL / RESERVE										
Transfer to Operating Reserve Fund	-	23,998	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	23,998	-	-	-	-	-	-	-	-
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	1,002,468	1,031,057	847,815	36,650	38,750	923,215	893,792	293,781	255,731	257,281
*Percentage Increase over prior year		2.9%	-15.4%	3.7%		-7.9%	-3.2%	-67.1%	-13.0%	0.6%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	1,002,468	1,031,057	847,815	36,650	38,750	923,215	893,792	293,781	255,731	257,281
*Percentage Increase over prior year		2.9%	-15.4%	3.7%		-7.9%	-3.2%	-67.1%	-13.0%	0.6%
Balance C/F from Prior to Current year	(2,500)	(2,500)	-	-	-	-	-	-	-	-
Transfer from Operating Reserve	-	-	-	-	(38,750)	(38,750)	-	-	-	-
Payments In Lieu of Taxes	(30,478)	(30,478)	(39,893)	-	-	(39,893)	(30,478)	(30,478)	(30,478)	(30,478)
Grants - City of Victoria Contribution AEHCR Agreement	(100,000)	(100,000)	(100,000)	-	-	(100,000)	(100,000)	-	-	-
Grants - Island Health (Funding not guaranteed beyond March 2027)	(60,000)	(88,500)	(84,000)	(34,000)	-	(118,000)	(118,000)	(29,500)	-	-
Grants - Other	-	-	-	-	-	-	-	-	-	-
Revenue - Other	(911)	(1,000)	(940)	-	-	(940)	(960)	(980)	(1,000)	(1,020)
TOTAL REVENUE	(193,889)	(222,478)	(224,833)	(34,000)	(38,750)	(297,583)	(249,438)	(60,958)	(31,478)	(31,498)
REQUISITION	808,579	808,579	622,982	2,650	-	625,632	644,354	232,823	224,253	225,783
*Percentage Increase over prior year			-23.0%	0.3%		-22.6%	3.0%	-63.9%	-3.7%	0.7%
PARTICIPANTS: all Municipalities and Electoral Areas										
AUTHORIZED POSITIONS:										
Salaried Position (Term)	1.0	1.0	1.0			1.0	1.0	1.0	0.0	0.0

Operating Reserve Schedule

Operating Reserve Fund: 1.224 Community Health

Established by Bylaw No. 4521, Bylaw No. 4102 Amendment No. 3 2022 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Cash Flow

Fund: 1500 Fund Center: 105551

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	146,289	290,819	290,819	290,819	290,819	290,819
Actual Purchases	-					
Planned Purchases	-	-	-	-	-	-
Transfer from Operating Budget	137,723	-	-	-	-	-
Interest Income	6,807					
Ending Balance \$	290,819	290,819	290,819	290,819	290,819	290,819

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Land Banking and Housing (Regional Housing)

FINAL BUDGET

March 2025

DEFINITION:

Service was established by Bylaw No. 3712 cited as "Land Assembly, Housing and Land Banking Service Establishment Bylaw No. 1, 2010". This Service provides strategic planning and administrative oversight of three functions:

- Housing Planning, Policy and Programs,
- Planning and Development, and
- the Capital Region Housing Corporation (CRHC)

SERVICE DESCRIPTION:

This Service empowers the CRD to undertake land assembly for the purpose of either public or private housing and to undertake the development and operation of public housing pursuant to the National and Provincial Housing Acts including all of the powers of a municipality. The Service also has the ability to take on debt to fund these activities.

The Housing Planning, Policy and Programs function receives grants from federal and provincial partner agencies, provides oversight, and deploys funds within the region. This function also administers housing affordability agreements with developers and owners in the region on behalf of municipalities.

The Planning and Development function identifies and pursues opportunities to develop or redevelop housing stock owned by the CRD/CRHC. This function receives grant and project recovery funding and prepares approved projects for implementation.

The Capital Region Housing Corporation (CRHC) is a wholly-owned subsidiary of the CRD, incorporated under authority of this Service. The CRHC owns, operates and maintains more than 2,000 affordable housing units and expects units to increase into the future with the affordable housing development plan underway for the region.

PARTICIPATION: All member municipalities and electoral areas based on converted hospital assessment values.

MAXIMUM LEVY:

Greater of \$2,423,000 or \$0.031 per \$1,000 Hospital actual assessments for land and improvements.

MAXIMUM CAPITAL DEBT:

Authorized:	LA Bylaw No. 3715 (Jan. 12, 2011)		25,000,000
Borrowed:	SI Bylaw No. 4009 (Feb. 11, 2015)	10yr term	-9,413,000
	SI Bylaw No. 4621 (Sep 27, 2024)	15yr term	-9,075,000
Remaining:	Active via Temp. Borrowing Bylaw No. 3985 (nil expiry)		<u>\$ 6,512,000</u>
Authorized:	LA Bylaw No. 4327 (Mar. 11, 2020)		10,000,000
Borrowed:			-
Remaining:		Active	<u>\$ 10,000,000</u>
Authorized:	LA Bylaw No. 4552 (Feb 14, 2024)		85,000,000
Borrowed:			-
Remaining:		Active	<u>\$ 85,000,000</u>

COMMITTEE: Hospitals and Housing

FUNDING: Requisition, internal recoveries, and external grants

FINAL BUDGET			BUDGET REQUEST							
1.310 LAND BANKING AND HOUSING	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
OPERATING COSTS:										
Salaries and Wages	1,664,097	1,485,896	1,880,177	-	103,805	1,983,982	1,815,308	1,606,299	1,652,815	1,211,110
Allocation - Standard OH	106,963	106,963	109,836	-	-	109,836	113,130	115,394	117,700	120,055
Allocation - Building Occupancy	72,484	72,486	104,504	-	-	104,504	132,606	147,077	151,639	153,693
Allocation - Real Estate	40,000	40,000	40,000	-	-	40,000	40,000	40,000	40,000	40,000
Allocation - Human Resources	51,467	51,467	61,542	-	-	61,542	67,503	72,785	74,153	75,999
Allocation - GM Planning and Protective Services	41,661	41,661	43,342	-	-	43,342	42,490	43,340	44,210	45,090
Allocation - Secondment from SGI Admin	86,867	86,867	-	-	-	-	-	-	-	-
Consultants	304,430	177,880	57,000	-	752,492	809,492	57,540	58,091	58,653	59,226
Other Operating Expenses	89,025	65,018	94,980	-	10,000	104,980	97,102	99,287	101,524	103,839
TOTAL OPERATING COSTS	2,456,994	2,128,238	2,391,382	-	866,297	3,257,678	2,365,680	2,182,273	2,240,694	1,809,011
*Percentage Increase over prior year		-13.4%	-2.7%	0.0%	35.3%	32.6%	-27.4%	-7.8%	2.7%	-19.3%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Reserve	4,070	4,070	4,130	-	-	4,130	4,170	4,210	4,250	4,300
Transfer to Operating Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	4,070	4,070	4,130	-	-	4,130	4,170	4,210	4,250	4,300
Debt Expenditures	1,009,463	1,009,463	2,090,904	-	-	2,090,904	2,462,747	2,499,834	2,499,834	2,499,834
MFA Debt Reserve	96,440	96,440	0	-	169,250	169,250	5,000	5,000	-	-
TOTAL COSTS	3,566,967	3,238,211	4,486,415	-	1,035,547	5,521,962	4,837,596	4,691,317	4,744,778	4,313,146
*Percentage Increase over prior year		0.0%	25.8%	0.0%	29.0%	54.8%	-12.4%	-3.0%	1.1%	-9.1%
Transfer from Operating Reserve	(106,336)	(86,677)	-	-	(100,000)	(100,000)	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	3,460,631	3,151,534	4,486,415	-	935,547	5,421,962	4,837,596	4,691,317	4,744,778	4,313,146
Surplus / (Deficit)		348,361				0				
Balance C/F from Prior to Current year	(260,634)	(260,634)	-	-	-		-	-	-	-
Recovery - CRHC	(218,534)	(218,534)	(232,119)	-	-	(232,119)	(238,141)	(245,372)	(251,955)	(258,504)
Recovery - Capital Projects	(254,907)	(254,907)	(266,725)	-	-	(266,725)	(113,788)	-	-	-
Lease Revenue	(63,000)	(63,000)	(63,000)	-	-	(63,000)	(63,000)	(63,000)	(63,000)	(63,000)
Grant Revenue	(667,260)	(717,260)	(764,844)	-	(666,297)	(1,431,141)	(564,001)	(568,277)	(572,673)	(577,195)
Payments In Lieu of Taxes	(72,366)	(72,366)	(91,842)	-	-	(91,842)	(72,366)	(72,366)	(72,366)	(72,366)
Other Revenue	(62,533)	(51,797)	(57,593)	-	-	(57,593)	(15,000)	(15,000)	(15,000)	(15,000)
TOTAL REVENUE	(1,599,234)	(1,290,137)	(1,476,123)	-	(666,297)	(2,142,420)	(1,066,296)	(964,015)	(974,994)	(986,065)
REQUISITION	(1,861,397)	(1,861,397)	(3,010,292)	-	(269,250)	(3,279,542)	(3,771,300)	(3,727,302)	(3,769,784)	(3,327,080)
*Percentage Increase over prior year			61.7%	0.0%	14.5%	76.2%	15.0%	-1.2%	1.1%	-11.7%
PARTICIPANTS: All Municipalities and Electoral Areas										
AUTHORIZED POSITIONS:										
Salaried	7.00	7.00	7.00	0.00	1.00	8.00	8.00	8.00	8.00	8.00
Term	7.00	7.00	7.00	0.00	0.00	7.00	5.00	2.00	2.00	2.00

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.310	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Land Banking and Housing							

EXPENDITURE

Buildings	\$0	\$26,053,000	\$500,000	\$0	\$0	\$0	\$26,553,000
Equipment	\$0	\$5,000	\$10,000	\$0	\$0	\$0	\$15,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$26,058,000	\$510,000	\$0	\$0	\$0	\$26,568,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$22,000,000	\$500,000	\$0	\$0	\$0	\$22,500,000
Equipment Replacement Fund	\$0	\$5,000	\$10,000	\$0	\$0	\$0	\$15,000
Grants (Federal, Provincial)	\$0	\$2,778,000	\$0	\$0	\$0	\$0	\$2,778,000
Donations / Third Party Funding	\$0	\$1,275,000	\$0	\$0	\$0	\$0	\$1,275,000
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$26,058,000	\$510,000	\$0	\$0	\$0	\$26,568,000

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #:

1.310

Service Name:

Land Banking and Housing

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
18-03	New	RHFP Contribution	Village on the Green Redevelopmer	\$ 12,300,000	B	Debt		\$ 10,300,000	\$ -	\$ -	\$ -	\$ -	\$ 10,300,000
18-03	New	RHFP Contribution	Campus View Redevelopmen	\$ 7,800,000	B	Debt		\$ 5,800,000	\$ -	\$ -	\$ -	\$ -	\$ 5,800,000
18-03	New	RHFP Contribution	Verdier Affordable Housing Projec	\$ 5,075,000	B	Debt		5,075,000					\$ 5,075,000
18-03	New	RHFP Contribution	Remainder of RHFP to be allocate	\$ 325,000	B	Debt		\$ 325,000					\$ 325,000
18-03	New	Lease to CRHC	Verdier Affordable Housing Projec	\$ 1,125,000	B	Other		\$ 1,125,000					\$ 1,125,000
24-01	Replacement	Office Equipment Replacemen	Office equipment scheduled replacemer	\$ 15,000	E	ERF		\$ 5,000	\$ 10,000	\$ -	\$ -	\$ -	\$ 15,000
24-02	New	GCF Contribution	Forest Homes Affordable Housing Projec	\$ 2,078,000	B	Grant		\$ 2,078,000	\$ -	\$ -	\$ -	\$ -	\$ 2,078,000
24-02	New	CWF Contribution	Forest Homes Affordable Housing Projec	\$ 700,000	B	Grant		\$ 700,000					\$ 700,000
24-02	New	Donation	Forest Homes Affordable Housing Projec	\$ 150,000	B	Other		\$ 150,000					\$ 150,000
													\$ -
25-01	New	Rural Housing Pilot Program	Rural Housing Pilot Program capital grant	\$ 500,000	B	Debt		\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ 1,000,000
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 30,068,000				\$ 26,058,000	\$ 510,000	\$ -	\$ -	\$ -	\$ 26,568,000

Service:

1.310

Land Banking and Housing

Project Number	18-03	Capital Project Title	RHFP Contribution	Capital Project Description	Village on the Green Redevelopment
Project Rationale	In 2018 CMHC signed a definitive agreement with the CRD and BC Housing which created the Regional Housing First Program with a total of \$90 million to create new affordable housing units within the region. In 2020, each of the three partners increased their contribution by \$10 million to bring the total to \$120 million.				

Project Number	24-01	Capital Project Title	Office Equipment Replacement	Capital Project Description	Office equipment scheduled replacement
Project Rationale	Computers and printers will be replaced based on equipment lifecycle assessment managed by IT department. Other office equipment at discretion of management and staffing needs.				

Project Number	24-02	Capital Project Title	GCF Contribution	Capital Project Description	Forest Homes Affordable Housing Project
Project Rationale	Forest Homes is a proposed 20-unit housing project, formerly known as Galiano Green, on the recently acquired CRD property at 280 Georgeson Bay Road on Galiano Island. The CRD Board directed staff to use \$2.078M of approved Growing Communities Funds (GCF) to advance project development.				

Project Number	25-01	Capital Project Title	Rural Housing Pilot Program	Capital Project Description	Rural Housing Pilot Program capital grants
Project Rationale	The Rural Housing Program is a pilot project for the Southern Gulf Islands and Salt Spring Island Electoral Areas, for consideration of regional expansion in the future. It will enable CRD responsiveness to the housing crisis across the capital region by prototyping various housing solutions that are better suited to the rural context. Funding in 2025 will enable program launch to fund incentives for the development of accessory dwelling units in the secondary housing market and to support non-profit housing providers with pre-development costs for smaller scale, multi-unit affordable housing projects.				

1.310 Land Bank & Housing
 Operating Reserve Summary
 2025 - 2029 Financial Plan

Profile

Land Banking & Housing

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

Operating Reserve Schedule - FC 105505

Operating Reserve Schedule	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	291,543	651,910	551,910	551,910	551,910	551,910
Transfer to Operating Budget	(106,336)	(100,000)	-	-	-	-
Transfer to Capital Fund	-					
Transfer from Operating Budget	453,147					
Interest Income	13,556					
Total projected year end balance	651,910	551,910	551,910	551,910	551,910	551,910

Assumptions/Background:

2024: Funding to off-set lost RHFP admin recovery from CRHD and CRHC.
 2025: Funding for one-time housing development plan second year of work.

**1.310 Land Bank & Housing
Asset and Reserve Summary
2025-2029 Financial Plan**

Asset Profile

Land Banking & Housing

Assets held by the Land, Banking and Housing service area consist of land, 6 building units, five apartment buildings, and office equipment. The equipment replacement funds set aside are for replacement of office equipment only. The building units are currently under operating and maintenance contract and do not require ongoing capital investment. Lifecycle replacement funding has not been set aside for the buildings.

Equipment Replacement Schedule - FC 102079

Equipment Replacement Schedule	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	25,469	19,704	18,834	13,004	17,214	21,464
Planned Purchase (Based on Capital Plan)		(5,000)	(10,000)	-	-	-
Actual Purchase	(9,963)					
Transfer from Operating Budget	4,070	4,130	4,170	4,210	4,250	4,300
Interest Income	127					
Total projected year end balance	19,704	18,834	13,004	17,214	21,464	25,764

Assumptions/Background:

2024 - 4 computers replaced
2025 - 2 computers replaced
2026 - 4 computers replaced

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Regional Housing Trust Fund

FINAL BUDGET

March 2025

DEFINITION:

This service was established by Bylaw No. 3266 cited as "Capital Regional District Regional Housing Trust Fund Service Establishment Bylaw No. 1, 2005". Administered by Regional Housing, per Bylaw No.3294 cited as "Capital Regional District Housing Trust Fund Commission and Administrative Bylaw No. 1, 2005".

SERVICE DESCRIPTION:

The function enables the CRD to provide capital funding to:

- 1) assist in the acquisition, development and retention of housing that is affordable
- 2) facilitate social and economic investment in affordable housing
- 3) assist people in core housing need
- 4) facilitate achieving the strategic directions outlined in the CRD's Regional Growth Strategy / Housing Affordability Strategy

In 2016, the CRD Board approved the development of the Regional Housing First Program (RHFP) under service 1.310 Land Banking and Housing. As borrowing is undertaken in 2024 and 2025 for the RHFP, the Regional Housing Trust Fund will be wound-down and requisition capacity transferred from service 1.311 to service 1.310 to fund RHFP debt costs.

PARTICIPATION:

The member municipalities of Metchosin, North Saanich, Saanich, View Royal, Victoria, Salt Spring Island (2006), Sooke (2006), Central Saanich (2007), Esquimalt (2007), Oak Bay (2008), Sidney and Southern Gulf Islands (2010), Highlands (2014) based 50% on population and 50% on converted assessments.

MAXIMUM LEVY:

2014: \$925,300 (Highlands joined and includes 1.0% increase for inflation)
2015: \$934,500 (includes 1.0% increase for inflation)
2016: \$953,240 (includes 2.0% increase for inflation)
2017: \$967,540 (includes 1.5% increase for inflation)
2018: \$986,890 (includes 2.0% increase for inflation)
2019: \$1,000,000 (includes 1.3% increase for inflation)
2020: \$1,000,000 (includes 0% increase for inflation)
2021: \$1,000,000 (includes 0% increase for inflation)
2022: \$1,000,000 (includes 0% increase for inflation)
2023: \$1,000,000 (includes 0% increase for inflation)
2024: \$1,000,000 (includes 0% increase for inflation)
2025: \$1,000,000 (includes 0% increase for inflation)

MAXIMUM CAPITAL DEBT:

Nil

COMMISSION:

Regional Housing Trust Fund

FUNDING:

Requisition

1.311 - REGIONAL HOUSING TRUST FUND			BUDGET REQUEST							
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
Note: Requisition phased out 2024 & Suspended 2025										
<u>OPERATING COSTS:</u>										
Prior Year Unallocated Capital Grants	3,226,193	-	4,327,300	-	-	4,327,300	-	-	-	-
Current Year Capital Grants	913,015	-	-	-	-	-	-	-	-	-
Housing Programs Administration Service Fee	33,130	33,130	33,130	-	-	33,130	-	-	-	-
Legal Costs	4,070	-	-	-	-	-	-	-	-	-
Other Costs	2,391	87	2,000	-	-	2,000	-	-	-	-
TOTAL OPERATING COSTS	4,178,799	33,217	4,362,430	-	-	4,362,430	-	-	-	-
*Percentage Increase over prior year		(1)	4.4%	0.0%	0.0%	4.4%	-	-	-	-
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Reserve	-	-	-	-	-	-	-	-	-	-
Transfer to Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
Debt Expenditures	-	-	-	-	-	-				
MFA Debt Reserve	-	-	-	-	-	-				
TOTAL COSTS	4,178,799	33,217	4,362,430	-	-	4,362,430	-	-	-	-
*Percentage Increase over prior year		(1)	4.4%	0.0%	0.0%	4.4%	-	-	-	-
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	4,178,799	33,217	4,362,430	-	-	4,362,430	-	-	-	-
*Percentage Increase over prior year	0.0%	(1)	4.4%	0.0%	0.0%	4.4%	-	-	-	-
Surplus / (Deficit)		4,198,273	(0,00)	-	-	(0)	-	-	-	-
Balance C/F from Prior to Current year	(3,226,193)	(3,226,193)	(4,198,273)	-	-	(4,198,273)	-	-	-	-
Revenue - Other Interest Income	(176,000)	(168,241)	(125,948)	-	-	(125,948)	-	-	-	-
Payments In Lieu of Taxes	(57,931)	(57,931)	(38,209)	-	-	(38,209)	-	-	-	-
Grants - Other	-	-	-	-	-	-	-	-	-	-
Donations	-	(60,450)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(3,460,124)	(3,512,815)	(4,362,430)	-	-	(4,362,430)	-	-	-	-
REQUISITION	(718,675)	(718,675)	-	-	-	-	-	-	-	-
*Percentage Increase over prior year		-	-100.0%	0.0%	0.0%	-100.0%	0.0%	0.0%	0.0%	0.0%
PARTICIPANTS: Victoria, C.Saanich, Esquimalt, Saanich, Oak Bay, N. Saanich, Metchosin, View Royal, Sooke, Sidney, Highlands, SSI, SGI										
AUTHORIZED POSITIONS:										
Salaried	-	-	-	-	-	-	-	-	-	-
Hourly	-	-	-	-	-	-	-	-	-	-

CAPITAL REGIONAL DISTRICT

2025 Budget

Traffic Safety Commission

FINAL BUDGET

MARCH 2025

Service: 1.230 Traffic Safety

Commission: Traffic Safety

DEFINITION:

To establish a Traffic Safety Commission as an extended service to participants.
Establishment Bylaw No. 1828 (1990), Bylaw No. 1921 (1991), No. 3614 (2009), and No. 4166 (2017).

SERVICE DESCRIPTION:

This service provides funding and support for the Traffic Safety Commission, a CRD commission that advises the CRD Board on Traffic Safety problems and puts in place applicable Traffic Safety Programs. Representatives from about 14 organizations concerned with traffic safety, such as the BC Ambulance Service, make up the commission.

PARTICIPATION:

Participating municipalities and electoral areas on the basis of converted hospital assessment value of land and improvements.

MAXIMUM LEVY:

None stated

MAXIMUM CAPITAL DEBT:

N/A

1.230 - Traffic Safety Commission	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Allocations	6,856	6,856	5,263	-	-	5,263	5,421	5,529	5,640	5,752
Insurance Costs	330	330	270	-	-	270	297	327	360	396
Advertising, Promotion and Meetings	70,000	57,873	65,000	-	-	65,000	55,000	56,100	57,220	58,370
Scholarships	18,000	2,000	18,000	-	-	18,000	2,000	2,000	2,000	2,000
Other Expenses	10,068	16,076	11,106	-	-	11,106	15,000	15,300	15,600	15,910
TOTAL COSTS	105,254	83,135	99,639	-	-	99,639	77,718	79,256	80,820	82,428
*Percentage Increase over prior year			-5.3%			-5.3%	-22.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2024 to 2025	-	23,457	(23,457)	-	-	(23,457)	-	-	-	-
Balance c/fwd from 2023 to 2024	(29,182)	(29,182)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(3,360)	(3,351)	(2,951)	-	-	(2,951)	(3,530)	(3,600)	(3,670)	(3,740)
Other Revenue	(200)	(1,547)	(210)	-	-	(210)	(210)	(210)	(210)	(210)
TOTAL REVENUE	(32,742)	(10,623)	(26,618)	-	-	(26,618)	(3,740)	(3,810)	(3,880)	(3,950)
REQUISITION	(72,512)	(72,512)	(73,021)	-	-	(73,021)	(73,978)	(75,446)	(76,940)	(78,478)
*Percentage increase over prior year Requisition			0.0%			0.7%	1.3%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2025 Budget

Regional Planning Services

FINAL BUDGET

MARCH 2025

DEFINITION:

Regional Planning includes two service functions:

Regional Information – which maintains a regional information base and perspective on population, employment, economic development and land use trends. The service provides regional, sub-regional and municipal statistics, trend analysis and research tools to member municipalities and a wide variety of public, private and community clientele.

Regional Transportation – manages and applies the regional transportation model. The service analyzes the impacts of actual and projected changes to the transportation system and conducts/commissions transportation-related studies and reports. Regional transportation provides advice and information to the CRD Board, other departments and other jurisdictions on policies and issues related to the Regional Transportation Plan.

SERVICE DESCRIPTION:

Regional Planning provides information and planning services including regional, sub-regional and municipal statistics, trend analysis, transportation, policy development, planning and modeling. The information also assists in preparation of indicators relating to the annual legislative reporting requirement for the Regional Growth Strategy and as an information base for the development of municipal and electoral area official community plans. The information and analysis also supports the regional transportation and urban growth models and assists municipalities and local and regional agencies in their planning work.

PARTICIPATION:

All member municipalities (Central Saanich; Colwood; Esquimalt; Highlands; Langford; Metchosin; North Saanich; Oak Bay; Saanich; Sidney; Sooke; Victoria; View Royal) and Electoral Areas within the CRD (Juan de Fuca, Southern Gulf Islands, Salt Spring Island).

MAXIMUM LEVY:

None stated

FUNDING:

Requisition

1.324 - Regional Planning Services	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries & Wages	1,098,077	1,003,175	1,112,110	-	-	1,112,110	1,144,088	1,176,968	1,210,778	1,245,551
Contract for Services	74,620	74,620	74,000	-	-	74,000	76,110	76,110	76,110	76,110
Allocations	261,019	261,019	291,603	-	10,812	302,415	323,735	329,962	339,705	346,765
Program Development Costs	685,990	106,439	97,910	-	906,698	1,004,608	99,870	420,000	-	-
Other Operating Expenses	105,230	77,540	98,750	-	-	98,750	101,006	103,318	105,729	108,223
TOTAL OPERATING COSTS	2,224,936	1,522,793	1,674,373	-	917,510	2,591,883	1,744,809	2,106,358	1,732,322	1,776,649
*Percentage Increase over prior year			-24.7%		41.2%	16.5%	-32.7%	20.7%	-17.8%	2.6%
<u>CAPITAL / RESERVES</u>										
Transfer to Operating Reserve Fund	-	126,702	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	2,500	2,500	2,500	-	-	2,500	2,500	2,500	2,500	2,500
TOTAL CAPITAL / RESERVES	2,500	129,202	2,500	-	-	2,500	2,500	2,500	2,500	2,500
TOTAL COSTS	2,227,436	1,651,995	1,676,873	-	917,510	2,594,383	1,747,309	2,108,858	1,734,822	1,779,149
Internal Recoveries	(93,180)	(93,180)	(91,440)	-	-	(91,440)	(94,090)	(96,810)	(99,620)	(102,500)
TOTAL COSTS NET OF RECOVERIES	2,134,256	1,558,815	1,585,433	-	917,510	2,502,943	1,653,219	2,012,048	1,635,202	1,676,649
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(799,617)	(225,066)	(210,753)	-	(917,510)	(1,128,263)	(211,757)	(500,510)	(50,122)	(14,398)
Grants in Lieu of Taxes	(59,838)	(59,838)	(62,761)	-	-	(62,761)	(62,880)	(64,140)	(65,430)	(66,740)
Revenue - Other	(3,090)	(2,790)	(3,180)	-	-	(3,180)	(3,250)	(3,320)	(3,390)	(3,460)
Recovery - Other	(590)	-	(610)	-	-	(610)	(620)	(630)	(640)	(650)
TOTAL REVENUE	(863,135)	(287,694)	(277,304)	-	(917,510)	(1,194,814)	(278,507)	(568,600)	(119,582)	(85,248)
REQUISITION	(1,271,121)	(1,271,121)	(1,308,129)	-	-	(1,308,129)	(1,374,712)	(1,443,448)	(1,515,620)	(1,591,401)
*Percentage increase over prior year Requisition			2.9%			2.9%	5.1%	5.0%	5.0%	5.0%
Salaried	7.5	7.5	7.5			7.5	7.5	7.5	7.5	7.5

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.324	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Regional Planning Services							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$44,000	\$48,000	\$8,000	\$3,000	\$4,000	\$72,000	\$135,000	
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$44,000	\$48,000	\$8,000	\$3,000	\$4,000	\$72,000	\$135,000		

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$44,000	\$48,000	\$8,000	\$3,000	\$4,000	\$72,000	\$135,000	
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$44,000	\$48,000	\$8,000	\$3,000	\$4,000	\$72,000	\$135,000		

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.324

Service Name: Regional Planning Services

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2025	2026	2027	2028	2029	5 - Year Total auto-populates
18-01	Replacement	Computer Replacement	Computer Replacement	\$ 36,700	E	ERF	\$ 4,000	\$ 8,000	\$ 8,000	\$ 3,000	\$ 4,000	\$ -	\$ 23,000
22-01	Replacement	Photocopier Renewal	Photocopier Renewal	\$ 40,000	E	ERF	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
23-01	Replacement	Eco-Counter Replacement	Replacement of bike and pedestrian counters owned by CRD across the region	\$ 90,000	E	ERF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,000	\$ 72,000
													\$ -
													\$ -
													\$ -
													\$ -
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													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
Grand Total				\$ 166,700				\$ 48,000	\$ 8,000	\$ 3,000	\$ 4,000	\$ 72,000	\$ 135,000

Service: 1.324 Regional Planning Services

Project Number	18-01	Capital Project Title	Computer Replacement	Capital Project Description	Computer Replacement
Project Rationale	Planned computer replacement for RSP staff complement, per IT replacement schedule.				

Project Number	23-01	Capital Project Title	Eco-Counter Replacement	Capital Project Description	Replacement of bike and pedestrian counters owned by CRD across the region
Project Rationale	The Data Review Implementation program oversaw the installation of 30 on-trail bike and pedestrian counters across the region. Data from the counters is published to a website daily and is used to inform policy. The CRD transferred ownership of 16 counters to third-parties. The remaining counters will start reaching end of life starting in 2028 and will have to be replaced				

Project Number	22-01	Capital Project Title	Photocopier Renewal	Capital Project Description	Photocopier Renewal
Project Rationale	Planned photocopy renewal for RSP office, per IT replacement schedule.				

Regional Planning Services
Reserve Summary Schedule
2025 - 2029 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Equipment Replacement Fund	258,859	213,359	207,859	207,359	205,859	136,359
Operating Reserve Fund	2,982,906	1,854,643	1,642,886	1,142,376	1,092,254	1,077,856
Total	3,241,765	2,068,002	1,850,745	1,349,735	1,298,113	1,214,215

Reserve Schedule

Reserve Fund: 1.324 Regional Planning Services - Equipment Replacement Fund

ERF Group: RGPLAN.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101427	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		254,967	258,859	213,359	207,859	207,359	205,859
Transfer from Ops Budget		2,500	2,500	2,500	2,500	2,500	2,500
Planned Purchase		-	(48,000)	(8,000)	(3,000)	(4,000)	(72,000)
Interest Income		1,392					
Ending Balance \$		258,859	213,359	207,859	207,359	205,859	136,359

Assumptions/Background:

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

Reserve Schedule

Reserve Fund: 1.324 Regional Planning Services - Operating Reserve Fund

Op Rsv Funds B#4102,03,4144,45,46,47

Reserve Cash Flow

Fund: Fund Centre:	1500 105501	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		2,367,466	2,982,906	1,854,643	1,642,886	1,142,376	1,092,254
Transfer from Ops Budget		249,088	-	-	-	-	-
Return of Project Surplus		486,077	-	-	-	-	-
Transfer to Ops Budget - Program Development							
Ready Step Roll Program		(40,000)	(40,000)	(40,000)	-	-	-
Implementation of Data Review		(25,000)	(25,000)	(25,000)	-	-	-
Origin and Destination Survey		-	-	-	(420,000)	-	-
IBC 4a-1.2 Transportation Service Implementation		-	-	-	-	-	-
IBC 4b-2.1 - Island Corridor Consultation		(25,449)	(574,550)	-	-	-	-
Bike Map Refresh		(28,000)	-	(28,000)	-	(28,000)	-
Transportation Model			(332,148)				
Transfer to Ops Budget - Core Budget		(101,959)	(155,565)	(118,757)	(80,510)	(22,122)	(14,398)
Transfer to Ops Budget - Manager of Strategic Planning		(4,658)	(1,000)	-	-	-	-
Interest Income*		105,340					
Ending Balance \$		2,982,906	1,854,643	1,642,886	1,142,376	1,092,254	1,077,856

Assumptions/Background:

*Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2025 Budget

Regional Growth Strategy

FINAL BUDGET

MARCH 2025

Service: 1.330 Regional Growth Strategy

Committee: Planning and Protective Services

DEFINITION:

This service is responsible for developing, coordinating, monitoring and updating the Regional Growth Strategy (RGS). The service includes providing advice and information to the CRD Board and other departments on policies and issues related to the RGS including the ongoing monitoring of its implementation. The Regional Growth Strategy is contained within CRD Bylaw No.4017 (Adopted March 2018).

SERVICE DESCRIPTION:

The Regional Growth Strategy/Sustainability service is responsible for developing, coordinating, monitoring and updating the Regional Growth Strategy (RGS) pursuant to the legislative provisions of the *Local Government Act*. The RGS is contained within CRD Bylaw No.4017 (adopted March 2018). The service administers the RGS through the review and reporting on municipal regional context statements, assessment of compliance of regional district bylaws, and providing advice and information to the CRD Board and other departments on policies and issues related to the RGS including the ongoing monitoring of its implementation.

PARTICIPATION:

All member municipalities (Central Saanich; Colwood; Esquimalt; Highlands; Langford; Metchosin; North Saanich; Oak Bay; Saanich; Sidney; Sooke; Victoria; View Royal) and the Juan de Fuca Electoral Area.

MAXIMUM LEVY:

None stated

FUNDING:

Requisition

1.330 - Regional Growth Strategy	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries & Wages	158,204	126,272	163,346	-	-	163,346	167,808	172,391	177,097	181,938
Contract for Services	24,830	-	25,570	-	-	25,570	26,080	26,600	27,130	27,670
Special Projects	-	-	-	-	430,862	430,862	75,000	-	-	-
Allocations	123,766	123,766	122,906	-	-	122,906	127,136	131,106	134,703	138,392
Other Operating Expenses	15,080	4,322	16,530	-	20,000	36,530	16,830	17,150	17,470	17,790
TOTAL OPERATING COSTS	321,880	254,360	328,352	-	450,862	779,214	412,854	347,247	356,400	365,790
*Percentage Increase over prior year			2.0%		140.1%	142.1%	-47.0%	-15.9%	2.6%	2.6%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	10,000	77,500	13,500	-	-	13,500	10,800	8,300	6,200	4,100
TOTAL CAPITAL / RESERVE	10,000	77,500	13,500	-	-	13,500	10,800	8,300	6,200	4,100
TOTAL COSTS	331,880	331,860	341,852	-	450,862	792,714	423,654	355,547	362,600	369,890
*Percentage Increase over prior year			3.0%		135.9%	138.9%	-46.6%	-16.1%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	-	-	-	-	(450,862)	(450,862)	(75,000)	-	-	-
Grants in Lieu of Taxes	(15,655)	(15,655)	(16,410)	-	-	(16,410)	(16,440)	(16,770)	(17,110)	(17,450)
Revenue - Other	(1,020)	(1,000)	(1,050)	-	-	(1,050)	(1,070)	(1,090)	(1,110)	(1,130)
TOTAL REVENUE	(16,675)	(16,655)	(17,460)	-	(450,862)	(468,322)	(92,510)	(17,860)	(18,220)	(18,580)
REQUISITION	(315,205)	(315,205)	(324,392)	-	-	(324,392)	(331,144)	(337,687)	(344,380)	(351,310)
*Percentage increase over prior year Requisition			2.9%			2.9%	2.1%	2.0%	2.0%	2.0%
AUTHORIZED POSITIONS										
Salaried	1.0	1.0	1.0			1.0	1.0	1.0	1.0	1.0

Reserve Schedule

Reserve Fund: 1.330 Regional Growth Strategy - Operating Reserve Fund

Op Rsv Funds B#4102,03,4144,45,46,47

Reserve Cash Flow

Fund: Fund Centre:	1500 105502	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		1,797,033	2,114,155	1,676,793	1,612,593	1,620,893	1,627,093
Transfer from Ops Budget		77,468	13,500	10,800	8,300	6,200	4,100
Return of Project Surplus		155,862					
Transfer to Ops Budget		-	(450,862)	(75,000)	-	-	-
Interest Income*		83,792					
Ending Balance \$		2,114,155	1,676,793	1,612,593	1,620,893	1,627,093	1,631,193

Assumptions/Background:

2025 - \$81k - 2023 IBC 11b-1: Foodlands Access Service

2025 - \$295k - IBC 8a-2.1 Regional Growth Strategy Review and Update

2025 - \$75k - Growth and Mobility Study

*Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2025 Budget

Foodlands Access

FINAL BUDGET

MARCH 2025

DEFINITION:

To preserve and coordinate preservation and access to farmland for agricultural use, and to promote regional food security in the Capital Regional District (CRD).
Establishment Bylaw No. 4602 (February, 2025).

SERVICE DESCRIPTION:

The Regional Foodlands Access Service is a service to preserve and coordinate preservation and access to farmland for agricultural use, and to promote regional food security.

The service will be able to:

- Run agriculture focused programming on regionally owned lands, and/or acquire land or enter into land use agreements for these activities.
- Provide capital funding for improvements and operational funding for delivery of programs.
- Provide grants or financial assistance to support agricultural activities that promote beneficial and sustainable agricultural practices and regional food security,
- deliver education, outreach, and other promotional activities to support agriculture and regional food security.

PARTICIPATION:

All municipalities and electoral areas within the Capital Regional District are the participating areas for this service.

MAXIMUM LEVY:

Greater of \$1,000,000 or \$0.00543 / \$1,000

FUNDING:

Requisition

1.326 - Foodlands Access	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries and Wages	-	-	-	-	-	-	-	71,750	72,990	74,230
Contract for Services	-	-	62,500	-	-	62,500	127,500	130,000	132,500	135,000
Grant Programs	-	-	-	-	-	-	80,000	80,000	80,000	80,000
Allocations	-	-	5,675	-	-	5,675	12,972	16,732	16,967	17,213
Other Operating Expenses	-	-	27,000	-	-	27,000	27,782	28,265	28,835	29,475
TOTAL OPERATING COSTS	-	-	95,175	-	-	95,175	248,254	326,747	331,292	335,918
*Percentage Increase over prior year						NA	160.8%	31.6%	1.4%	1.4%
<u>CAPITAL / RESERVES</u>										
Transfer to Capital Reserve Fund	-	-	175,000	-	-	175,000	110,000	110,000	110,000	110,000
Transfer to Operating Reserve Fund	-	-	-	-	-	-	20,000	20,000	20,000	20,000
TOTAL CAPITAL / RESERVES	-	-	175,000	-	-	175,000	130,000	130,000	130,000	130,000
TOTAL COSTS	-	-	270,175	-	-	270,175	378,254	456,747	461,292	465,918
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer From Operating Reserve	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	-	-	-	-	-	-	-	-	-	-
Revenue - Other	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	-	-	-	-	-	-	-	-	-	-
REQUISITION	-	-	(270,175)	-	-	(270,175)	(378,254)	(456,747)	(461,292)	(465,918)
*Percentage increase over prior year Requisition						NA	40.0%	20.8%	1.0%	1.0%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.326	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Foodland Access							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$175,000	\$0	\$0	\$300,000	\$0	\$475,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$0	\$175,000	\$0	\$0	\$300,000	\$0	\$475,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$175,000	\$0	\$0	\$300,000	\$0	\$475,000

\$0	\$175,000	\$0	\$0	\$300,000	\$0	\$475,000

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.326

Service Name: Foodland Access

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2025	2026	2027	2028	2029	5 - Year Total auto-populates
25-01	New	Bear Hill Farm - Site improvements	Site preparation and equipment costs	\$ 175,000	E	Res		\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 175,000
28-01	New	Second Farm Location - Site improvements	Site preparation and equipment costs	\$ 300,000	E	Res		\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ 300,000
													\$ -
													\$ -
													\$ -
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Grand Total				\$ 475,000				\$ 175,000	\$ -	\$ -	\$ 300,000	\$ -	\$ 475,000

Service:

1.326

Foodland Access

Project Number	25-01	Capital Project Title	Bear Hill Farm - Site improvements	Capital Project Description	Site preparation and equipment costs
Project Rationale	Capital investments in Bear Hill Farm to support farming efforts on the site. These costs will include: site infrastructure, farming equipment, soil amendments, and other costs to be determined with a qualified farm site operator.				

Project Number	28-01	Capital Project Title	Second Farm Location - Site improvements	Capital Project Description	Site preparation and equipment costs
Project Rationale	Capital investments in a second farm site location to support farming efforts on the site. These costs will include: site infrastructure, farming equipment, soil amendments, and other costs to be determined with a qualified farm site operator.				

Foodlands Access
Reserve Summary Schedule
2025 - 2029 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Capital Reserve Fund	-	-	110,000	220,000	30,000	140,000
Operating Reserve Fund	-	-	20,000	40,000	60,000	80,000
Total	-	-	130,000	260,000	90,000	220,000

Reserve Schedule

Reserve Fund: 1.326 Foodland Access - Capital Reserve Fund

Surplus money from the operation of fire protection services may be paid from time to time into the reserve fund.

Reserve Cash Flow

Fund: TBD Fund Centre: TBD	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	-	-	-	110,000	220,000	30,000
Transfer from Ops Budget	-	175,000	110,000	110,000	110,000	110,000
Transfer from Capital Fund	-					
Planned Expenditures	-	(175,000)	-	-	(300,000)	-
Interest Income*	-					
Ending Balance \$	-	-	110,000	220,000	30,000	140,000

Assumptions/Backgrounds:

Require sufficient funding to meet long range capital plan

*Interest in planning years nets against inflation which is not included.

Reserve Schedule

Reserve Fund: 1.26 Foodland Access - Operating Reserve Fund

Reserve Cash Flow

Fund: TBD	Actual	Budget				
Fund Centre: TBD	2024	2025	2026	2027	2028	2029
Beginning Balance	-	-	-	20,000	40,000	60,000
Transfer from Ops Budget	-	-	20,000	20,000	20,000	20,000
Transfer to Ops Budget	-	-	-	-	-	-
Interest Income*	-					
Ending Balance \$	-	-	20,000	40,000	60,000	80,000

<u>Assumptions/Backgrounds:</u> *Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Corporate Emergency

FINAL BUDGET

MARCH 2025

Service: 1.025 Corporate Emergency

Committee: Planning and Protective Services

DEFINITION:

Planning and coordination for disasters or emergencies.

SERVICE DESCRIPTION:

Coordinate and administer the Corporate Emergency Plan in accordance with the *Emergency Program Act* as a local authority and regional service provider and ensure integration with the three Electoral Area Emergency Plans to provide business continuity and CRD divisional coordination in the case of an emergency.

PARTICIPATION:

All municipalities and electoral areas.

MAXIMUM LEVY:

N/A

COMMITTEE:

Planning and Protective Services

FUNDING:

Requisition

1.025 - Corporate Emergency

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2025 ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
OPERATING COSTS										
Salaries and Wages	107,013	35,657	103,805	113,308	-	217,113	223,400	229,870	236,520	243,360
Contracts and Consulting Services	66,026	55,250	-	30,000	50,555	80,555	30,000	30,000	30,000	30,600
Allocations	180,567	180,567	195,734	-	3,604	199,338	207,386	210,373	215,575	219,888
Supplies	2,900	14,445	2,520	-	10,000	12,520	2,570	2,620	2,670	2,720
Licences and Fees	25,524	43,710	8,480	-	-	8,480	8,650	8,820	9,000	9,180
Other Operating Expenses	44,240	32,482	54,260	-	-	54,260	55,398	56,561	57,749	58,953
TOTAL OPERATING COSTS	426,270	362,111	364,799	143,308	64,159	572,266	527,404	538,244	551,514	564,701
*Percentage Increase over prior year			-14.4%	33.6%	15.1%	34.2%	-7.8%	2.1%	2.5%	2.4%
Internal Recoveries	(107,013)	(107,013)	(103,805)	-	-	(103,805)	(106,810)	(109,900)	(113,080)	(116,350)
OPERATING COSTS LESS INTERNAL RECOVERIES	319,257	255,098	260,994	143,308	64,159	468,461	420,594	428,344	438,434	448,351
Balance c/fwd from 2024 to 2025	-	64,159	-	-	(64,159)	(64,159)	-	-	-	-
Balance c/fwd from 2023 to 2024	(35,320)	(35,320)	-	-	-	-	-	-	-	-
Grant Revenue	(48,000)	(48,000)	-	-	-	-	-	-	-	-
NET COSTS	235,937	235,937	260,994	143,308	-	404,302	420,594	428,344	438,434	448,351
*Percentage increase over prior year			10.6%	60.7%		71.4%	4.0%	1.8%	2.4%	2.3%
AUTHORIZED POSITIONS										
Salaried FTE	1	1	1	1		2	2	2	2	2

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.025 Corporate Emergency	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$8,000	\$14,000	\$7,000	\$0	\$5,000	\$0	\$26,000	
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$8,000	\$14,000	\$7,000	\$0	\$5,000	\$0	\$26,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$8,000	\$14,000	\$7,000	\$0	\$5,000	\$0	\$26,000	
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$8,000	\$14,000	\$7,000	\$0	\$5,000	\$0	\$26,000

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

Service #:	1.025
Service Name:	Corporate Emergency

65

Service:	1.025	Corporate Emergency

Project Number	17-01	Capital Project Title	EOC Laptop	Capital Project Description	EOC Equipment
Project Rationale					

Project Number	24-01	Capital Project Title	Surface Pro	Capital Project Description	EOC Equipment
Project Rationale					

Reserve Schedule

Reserve Fund: 1.025 Corporate Emergency - Equipment Replacement Fund

- Capital Regional District Equipment Replacement Fund (ERF) was established in 1991 under Bylaw No. 945. This is a reserve fund pursuant to the provisions of Section 378(c) of the Municipal Act to be known as the "Equipment Replacement Fund"
- The monies in this reserve fund shall be expended only for the purchase of machinery and equipment.
- Monies set aside shall be deposited under separate account in the bank and until required to be used may be invested in the manner provided by Section 364(2) of the Municipal Act.
- User departments of the Capital Regional District vehicles and equipment may be charged for depreciation of their machinery and equipment and the amount of such depreciation shall be transferred to the equipment replacement fund.
- ERF Group: CRPEMERGE.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101978	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		52,322	52,373	38,373	31,373	31,373	26,373
Transfer from Op Budget		-	-	-	-	-	-
Expenditures		(232)	(14,000)	(7,000)	-	(5,000)	-
Interest Income		283					
Ending Balance \$		52,373	38,373	31,373	31,373	26,373	26,373

Assumptions/Background:

Maintain balance sufficient to meet lifecycle replacement needs and emergency needs.

CAPITAL REGIONAL DISTRICT

2025 Budget

Regional Emergency Program Support

FINAL BUDGET

MARCH 2025

DEFINITION:

An information and resource management system to coordinate with local emergency programs in support of local authorities and strengthen the capacity to manage a multi-jurisdictional emergency event or regional disaster.

SERVICE DESCRIPTION:

Under Bylaw 3530, this service was established in 2008 to provide an information and resource management system to coordinate with local emergency programs in support of local authorities and strengthen the capacity to manage a multi-jurisdictional emergency event or regional disaster.

This service also supports two advisory commissions, the Local Government Emergency Program Advisory Commission (LGEPAC – Bylaw 3531), consisting of municipal and electoral area representatives and the Regional Emergency Coordinators Advisory Commission (RECAC – Bylaw 3566), consisting of government, NGOs, education, utility and health representatives.

PARTICIPATION:

All municipalities and electoral areas.

FUNDING:

Requisition

1.374 - Regional Emergency Program Support

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2025 ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries	113,935	66,251	117,520	-	-	117,520	120,925	124,427	128,028	131,732
Allocations	24,501	24,501	22,785	-	-	22,785	23,766	24,558	25,070	25,590
Other Operating Expenses	9,580	4,752	9,770	-	-	9,770	9,977	10,186	10,397	10,620
TOTAL OPERATING COSTS	148,016	95,504	150,075	-	-	150,075	154,668	159,171	163,495	167,942
*Percentage Increase over prior year			1.4%			1.4%	3.1%	2.9%	2.7%	2.7%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	53,300	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVE	-	53,300	-	-	-	-	-	-	-	-
TOTAL COSTS	148,016	148,804	150,075	-	-	150,075	154,668	159,171	163,495	167,942
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(7,070)	(7,070)	(7,376)	-	-	(7,376)	(7,410)	(7,550)	(7,700)	(7,850)
Revenue - Other	(220)	(1,008)	(230)	-	-	(230)	(230)	(230)	(230)	(230)
TOTAL REVENUE	(7,290)	(8,078)	(7,606)	-	-	(7,606)	(7,640)	(7,780)	(7,930)	(8,080)
REQUISITION	(140,726)	(140,726)	(142,469)	-	-	(142,469)	(147,028)	(151,391)	(155,565)	(159,862)
*Percentage increase over prior year Requisition			1.2%			1.2%	3.2%	3.0%	2.8%	2.8%
AUTHORIZED POSITIONS										
Salaried FTE	1	1	1			1	1	1	1	1

Reserve Schedule

Reserve Fund: 1.374 Regional Emergency Program - Operating Reserve Fund - Bylaw 4244

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

Reserve Cash Flow

Fund: Fund Centre:	1500 105538	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		102,984	133,114	133,114	133,114	133,114	133,114
Transfer from Ops Budget		25,338	-	-	-	-	-
Transfer to Ops Budget		-	-	-	-	-	-
Interest Income*		4,792					
Ending Balance \$		133,114	133,114	133,114	133,114	133,114	133,114

Assumptions/Background:

* Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2025 Budget

Hazardous Material Incident Response

FINAL BUDGET

MARCH 2025

Service: 1.375 Hazardous Material Incident Response

Committee: Planning and Protective Services

DEFINITION:

A service of preparation for a hazardous materials emergency and providing for a system of response to hazardous material emergency incidents in the Capital Regional District. Established by Bylaw No. 3322 (2006).

SERVICE DESCRIPTION:

This regional emergency response service was established in 2006 under Bylaw 3322. The service provides immediate response to hazardous spills or emergencies within the CRD.

The program provides a high level of professional expertise by providing specialized training and equipment to firefighters throughout the CRD to support the response by local fire departments to these events.

PARTICIPATION:

Electoral Area's of Juan de Fuca, Salt Spring Island and Southern Gulf Islands, the municipalities of North Saanich, Sidney, Central Saanich, Saanich, Victoria, Oak Bay, Esquimalt, View Royal, Colwood, Langford, Highlands, Metchosin, and Sooke.

MAXIMUM LEVY:

Greater of \$400,000 or \$0.007 / \$1,000

FUNDING:

Requisition

1.375 - Hazardous Material Incident Response	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2025 ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Contract for Services	102,000	65,000	79,310	100,000	25,000	204,310	182,900	186,560	190,290	194,100
Staff Training & Development	126,090	65,667	129,870	15,000	-	144,870	147,770	150,730	153,740	156,810
Purchased Maintenance - Equipment	13,910	11,000	14,330	-	-	14,330	14,620	14,910	15,210	15,510
Allocations	127,931	127,931	131,450	-	-	131,450	134,557	137,462	140,316	143,224
Other Operating Expenses	26,120	39,046	26,950	-	-	26,950	27,520	28,105	28,715	29,331
TOTAL OPERATING COSTS	396,051	308,644	381,910	115,000	25,000	521,910	507,367	517,767	528,271	538,975
*Percentage Increase over prior year			-3.6%	29.0%	6.3%	31.8%	-2.8%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	9,560	9,560	9,560	-	-	9,560	9,560	21,685	33,100	50,625
Transfer to Operating Reserve Fund	-	62,357	-	-	-	-	6,895	10,000	15,000	15,000
TOTAL CAPITAL / RESERVES	9,560	71,917	9,560	-	-	9,560	16,455	31,685	48,100	65,625
TOTAL COSTS	405,611	380,561	391,470	115,000	25,000	531,470	523,822	549,452	576,371	604,600
*Percentage Increase over prior year			-3.5%	28.4%	6.2%	31.0%	-1.4%	4.9%	4.9%	4.9%
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(31,600)	(6,600)	(7,066)	-	(25,000)	(32,066)	-	-	-	-
Interest Income	(350)	(300)	(360)	-	-	(360)	(370)	(380)	(390)	(400)
Grants in Lieu of Taxes	(17,412)	(17,412)	(18,731)	-	-	(18,731)	(18,290)	(18,660)	(19,040)	(19,420)
TOTAL REVENUE	(49,362)	(24,312)	(26,157)	-	(25,000)	(51,157)	(18,660)	(19,040)	(19,430)	(19,820)
REQUISITION	(356,249)	(356,249)	(365,313)	(115,000)	-	(480,313)	(505,162)	(530,412)	(556,941)	(584,780)
*Percentage increase over prior year Requisition			2.5%	32.3%		34.8%	5.2%	5.0%	5.0%	5.0%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.375	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Hazardous Material Incident Response							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$75,000	\$75,000	\$0	\$0	\$0	\$0	\$0	\$75,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$300,000	\$0	\$0	\$0	\$300,000
	\$75,000	\$75,000	\$0	\$300,000	\$0	\$0	\$0	\$375,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$75,000	\$75,000	\$0	\$300,000	\$0	\$0	\$0	\$375,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$75,000	\$75,000	\$0	\$300,000	\$0	\$0	\$0	\$375,000

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

5 YEAR CAPITAL PLAN

Service #: 1.375

Service Nam	Hazardous Material Incident Response

[illegible]

Service:

1.375

Hazardous Material Incident Response

Project Number

27-01

Capital Project Title

Command Vehicle

Capital Project Description

Replace command vehicle

Project Rationale

Project Number

24-01

Capital Project Title

Hazmat Suits

Capital Project Description

Replacement of Hazmat Suits

Project Rationale

Project Number

24-02

Capital Project Title

Hazmat Decontamination Tent

Capital Project Description

Replacement of Decontamination Tent

Project Rationale

Hazardous Material Incident Response
Reserve Summary Schedule
2025 - 2029 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Equipment Replacement Fund	378,117	312,677	322,237	43,922	77,022	127,647
Operating Reserve Fund	120,733	88,667	95,562	105,562	120,562	135,562
Total	498,849	401,343	417,798	149,483	197,583	263,208

Reserve Schedule

Reserve Fund: 1.375 Hazardous Material Incident Response - Equipment Replacement Fund

ERF Group: HAZMAT.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101957	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		366,535	378,117	312,677	322,237	43,922	77,022
Transfer from Ops Budget		9,560	9,560	9,560	21,685	33,100	50,625
Planned Purchase		-	(75,000)	-	(300,000)	-	-
Interest Income		2,022					
Ending Balance \$		378,117	312,677	322,237	43,922	77,022	127,647

Assumptions/Background:

Transfer as much as operating budget will allow in order to provide sufficient funds to replace expensive assets.

Reserve Schedule

Reserve Fund: 1.375 Hazardous Material Incident Response - Operating Reserve Fund

Operating Resrve Fund was created under bylaw No. 4147 (2016) to fund special projects, cover unforeseen opearting expenditures and stabilize revenue as required.

Reserve Cash Flow

Fund: Fund Centre:	1500 105506	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		59,900	120,733	88,667	95,562	105,562	120,562
Transfer from Ops Budget		64,888	-	6,895	10,000	15,000	15,000
Transfer to Ops Budget		(6,600)	(32,066)	-	-	-	-
Interest Income*		2,544					
Ending Balance \$		120,733	88,667	95,562	105,562	120,562	135,562

Assumptions/Background:

*Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2025 Budget

911 Call Answer

FINAL BUDGET

MARCH 2025

Service: 1.911 911 Call Answer

Committee: Planning and Protective Services

DEFINITION:

To finance, install, operate and maintain a 911 Emergency Response Telephone Service within all or part of the participating member municipalities, all Electoral Areas(CRD Bylaw No. 2468 "Emergency Response Extended Service Establishment Bylaw No. 1, 1997". Amended by Bylaw 4123).

SERVICE DESCRIPTION:

To finance, install, operate and maintain a 911 emergency response telephone service within all or part of the Capital Region, and to provide primary call answer services (PSAP) at the Emergency Communications Vancouver Island Centre in Saanich operated by E-Comm.

PARTICIPATION:

On the basis of population as determined annually by the Regional Planning Services Department of the Capital Regional District.

MAXIMUM LEVY:

No stated limit in establishment bylaw on operating costs (limited by Municipal Act).

FUNDING:

Requisition, 911 call levy, and lease revenue

1.911 - 911 Call Answer	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Service Fees	129,791	123,946	120,238	-	-	120,238	117,833	115,476	113,167	110,903
Transfer to Municipalities	681,953	644,650	631,757	-	-	631,757	619,122	606,739	594,605	582,713
CRD Dispatch Centre Levy	480,606	490,082	551,720	-	-	551,720	579,310	608,280	638,690	670,620
Allocations	281,350	279,350	293,244	-	-	293,244	300,134	306,358	312,593	318,946
Other Operating Expenses	16,800	22,285	25,180	-	-	25,180	27,468	29,979	32,735	35,761
TOTAL OPERATING COSTS	1,590,500	1,560,313	1,622,139	-	-	1,622,139	1,643,867	1,666,832	1,691,790	1,718,943
*Percentage Increase over prior year			2.0%			2.0%	1.3%	1.4%	1.5%	1.6%
<u>DEBT / RESERVES</u>										
Transfer to Operating Reserve Fund	-	-	7,700	-	-	7,700	14,350	12,355	12,300	14,280
Transfer to Equipment Replacement Fund	1,000	1,000	1,000	-	-	1,000	1,000	1,000	1,000	1,000
Transfer to Capital Reserve Fund	1,000	-	1,000	-	-	1,000	1,000	1,000	1,000	1,000
Debt Servicing Costs	1,014,219	1,016,919	1,016,249	-	-	1,016,249	1,016,249	1,016,249	1,016,249	1,016,249
TOTAL DEBT / RESERVES	1,016,219	1,017,919	1,025,949	-	-	1,025,949	1,032,599	1,030,604	1,030,549	1,032,529
TOTAL COSTS	2,606,719	2,578,232	2,648,088	-	-	2,648,088	2,676,466	2,697,436	2,722,339	2,751,472
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2024 to 2025	-	(29,829)	29,829	-	-	29,829				
Transfer from Operating Reserve	(28,000)	(33,000)	-	-	-	-	-	-	-	-
Service Fees	(129,791)	(123,946)	(120,238)	-	-	(120,238)	(117,833)	(115,476)	(113,167)	(110,903)
CAL Revenue	(1,099,924)	(1,039,758)	(1,018,963)	-	-	(1,018,963)	(998,584)	(978,612)	(959,040)	(939,859)
Lease Revenue	(1,011,949)	(1,011,770)	(1,011,949)	-	-	(1,011,949)	(1,011,949)	(1,011,949)	(1,011,949)	(1,011,949)
Grants in Lieu of Taxes	(10,150)	(10,159)	(17,250)	-	-	(17,250)	(10,660)	(10,880)	(11,100)	(11,320)
Other Revenue	(18,070)	(20,935)	(27,610)	-	-	(27,610)	(29,858)	(32,329)	(35,045)	(38,031)
TOTAL REVENUE	(2,297,884)	(2,269,397)	(2,166,181)	-	-	(2,166,181)	(2,168,884)	(2,149,246)	(2,130,301)	(2,112,062)
REQUISITION	(308,835)	(308,835)	(481,907)	-	-	(481,907)	(507,582)	(548,190)	(592,038)	(639,410)
*Percentage increase over prior year Requisition			56.0%			56.0%	5.3%	8.0%	8.0%	8.0%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.911	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	911 Call Answer							

EXPENDITURE

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

SOURCE OF FUNDS

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

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

5 YEAR CAPITAL PLAN

Service #:	1.911
Service Name:	911 Call Answer

[illegible]

Service:	1.911	911 Call Answer

Project Number	25-01	Capital Project Title	New Equipment	Capital Project Description	Next-Gen 911 Call Answer Technology-Placeholder
Project Rationale					

911 Call Answer
Reserves Summary Schedule
2025 - 2029 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Operating Reserve Fund	2,925	10,625	24,975	37,330	49,630	63,910
Equipment Replacement Fund	1,084,159	1,085,159	86,159	87,159	88,159	89,159
Capital Reserve Fund	123,102	124,102	125,102	126,102	127,102	128,102
Total	1,210,186	1,219,886	236,236	250,591	264,891	281,171

Reserve Schedule

Reserve Fund: 911 Call Answer - Operating Reserve Fund

To mitigate fluctuating Call Answer Levies

Reserve Cash Flow

Fund: Fund Centre:	1500 105508	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		35,312	2,925	10,625	24,975	37,330	49,630
Transfer from Ops Budget		-	7,700	14,350	12,355	12,300	14,280
Transfer to Ops Budget - Core		(28,000)	-	-	-	-	-
Deficit Recovery		(5,000)					
Interest Income*		613					
Ending Balance \$		2,925	10,625	24,975	37,330	49,630	63,910

Assumptions/Background:

*Interest in planning years nets against inflation which is not included.

Reserve Schedule

Reserve Fund: 911 Call Answer - Equipment Replacement Fund

ERF Group: EMGTSV.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Fund Centre:	101460						
Beginning Balance		1,077,308	1,084,159	1,085,159	86,159	87,159	88,159
Transfer from Ops Budget		1,000	1,000	1,000	1,000	1,000	1,000
Expenditures		-	-	(1,000,000)	-	-	-
Interest Income		5,851					
Ending Balance \$		1,084,159	1,085,159	86,159	87,159	88,159	89,159

Assumptions/Background:

Reserve Schedule

Reserve Fund: 911 Call Answer - Capital Reserve Fund Bylaw 4632

To provide for: (a) the acquisition of new capital works; (b) the acquisition of machinery and equipment necessary for capital works; (c) the extension or renewal of existing capital works; (d) planning, study, design, construction of facilities, and land acquisition; and (e) debt servicing payments to finance expenditures under subsections (a) to (d).

Reserve Cash Flow

Fund: Fund Centre:	1095 102292	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		-	123,102	124,102	125,102	126,102	127,102
Transfer from Ops Budget		-	1,000	1,000	1,000	1,000	1,000
Transfer from General Capital Fund		123,102		-	-	-	-
Interest Income*		-					
Ending Balance \$		123,102	124,102	125,102	126,102	127,102	128,102

Assumptions/Background:

*Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2025 Budget

912B Call Answer - Municipalities

FINAL BUDGET

MARCH 2025

Service: 1.912B - 911 Call Answer - Municipalities

Committee: Planning and Protective Services

DEFINITION:

To transfer Call Answer Levies received from the telecommunications service providers on behalf of the Victoria and Saanich PSAP participants to the municipalities (Saanich, Victoria, Central Saanich, Esquimalt, and Oak Bay). In Bylaw No. 2468 (adopted March, 1997). Amended by Bylaw No. 4123 (adopted December, 2016).

PARTICIPATION:

On the basis of population as determined annually by the Regional Planning Services Department of the Capital Regional District.

MAXIMUM LEVY:

Negative requisition; no stated limit

1.912B Call Answer - Municipalities

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2025 ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>EXPENDITURES</u>										
Return Grants in Lieu of Taxes	43,435	43,435	39,068	-	-	39,068	45,640	46,560	47,490	48,440
*Percentage Increase over prior year			-10.1%			-10.1%	16.8%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Call Answer Levy Revenue	(681,953)	(644,650)	(631,757)	-	-	(631,757)	(619,122)	(606,739)	(594,605)	(582,713)
TOTAL REVENUE	(681,953)	(644,650)	(631,757)	-	-	(631,757)	(619,122)	(606,739)	(594,605)	(582,713)
EXCESS OF REVENUE OVER EXPENDITURES	(638,518)	(601,215)	(592,689)	-	-	(592,689)	(573,482)	(560,179)	(547,115)	(534,273)
Balance c/fwd from 2024 to 2025	-	(37,303)	37,303	-	-	37,303	-	-	-	-
Balance c/fwd from 2023 to 2024	20,030	20,030	-	-	-	-	-	-	-	-
NEGATIVE REQUISITION	618,488	618,488	555,386	-	-	555,386	573,482	560,179	547,115	534,273
*Percentage increase over prior year Requisition			-10.2%			-10.2%	3.3%	-2.3%	-2.3%	-2.3%

CAPITAL REGIONAL DISTRICT

2025 Budget

Fire Dispatch

FINAL BUDGET

MARCH 2025

DEFINITION:

To provide emergency communication dispatch service to participating member municipalities and all Electoral Areas.

CRD Bylaw No. 3854 "Emergency Communication Dispatch Service Establishment Bylaw No.1, 2012". Adopted December 12th, 2012.

CRD Bylaw No. 4426 " Emergency Communication Dispatch Service Establishment Bylaw No.1, 2012, Amendment Bylaw No.1, 2021". Adopted July 14th, 2021.

CRD Bylaw No. 4502 " Emergency Communication Dispatch Service Establishment Bylaw No.1, 2012, Amendment Bylaw No.2, 2022". Adopted February 8th, 2023

SERVICE DESCRIPTION:

The service has historically funded a contract with City of Langford to provide the dispatch service.

The City of Langford has withdrawn from participation in the service, effective January 01, 2022 through Bylaw No. 4426.

CRD has entered into the new contract with the District of Saanich to provide the dispatch service in replacement of City of Langford as service provider.

PARTICIPATION:

City of Langford (remove as of January 2022), District of Metchosin, District of Highland, District of Sooke, Juan de Fuca, Salt Spring Island and Southern Gulf Island

COST APPORTIONMENT:

Effective January 1st, 2023, the net annual cost attributable to this service shall be apportioned among the participating municipalities and electoral areas on the basis of their usage as indicated by call volume. Call volume, for the purpose of this section, is the number of calls for service attributed to the individual participant as determined annually by the Capital Regional District. The annual call volume will be determined for budgeting purposes using the last full year's call statistics as recorded by the dispatch service provider. (Bylaw No. 4502, an amend to cost apportionment of "The Emergency Communication Dispatch Service Establishment Bylaw No. 1, 2012", Bylaw No. 3854).

MAXIMUM LEVY:

None stated

FUNDING:

Requisition

1.913 - Fire Dispatch	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Contract for Services	255,860	255,860	280,830	-	-	280,830	288,938	314,569	323,646	350,827
Allocations	44,279	44,279	47,138	-	-	47,138	48,267	49,231	50,222	51,221
Other Operating Expenses	72,420	65,951	70,150	-	-	70,150	73,556	77,136	80,891	84,832
TOTAL OPERATING COSTS	372,559	366,090	398,118	-	-	398,118	410,761	440,936	454,759	486,880
*Percentage Increase over prior year			6.9%			6.9%	3.2%	7.3%	3.1%	7.1%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	6,169	5,288	-	-	5,288	13,750	16,870	30,070	26,500
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	372,559	372,259	403,406	-	-	403,406	424,511	457,806	484,829	513,380
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(33,771)	(33,771)	(14,646)	-	-	(14,646)	-	-	-	-
Grants in Lieu of Taxes	(9,848)	(9,848)	(15,428)	-	-	(15,428)	(10,340)	(10,540)	(10,750)	(10,960)
Revenue - Other	(800)	(500)	(2,525)	-	-	(2,525)	(2,580)	(2,630)	(2,690)	(2,750)
TOTAL REVENUE	(44,419)	(44,119)	(32,599)	-	-	(32,599)	(12,920)	(13,170)	(13,440)	(13,710)
REQUISITION	(328,140)	(328,140)	(370,807)	-	-	(370,807)	(411,591)	(444,636)	(471,389)	(499,670)
*Percentage increase over prior year Requisition			13.0%			13.0%	11.0%	8.0%	6.0%	6.0%

Reserve Fund: 1.913 Fire Dispatch - Operating Reserve Fund - Bylaw 4585

For requisition rate stabilization during periods of fluctuating revenues.

Reserve Cash Flow

Fund: Fund Centre:	1500 105555	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		67,741	41,627	32,269	46,019	62,889	92,959
Transfer from Ops Budget		5,748	5,288	13,750	16,870	30,070	26,500
Transfer to Ops Budget		(33,771)	(14,646)	-	-	-	-
Interest Income*		1,910					
Ending Balance \$		41,627	32,269	46,019	62,889	92,959	119,459

Assumptions/Background:

*Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2025 Budget

Regional CREST Contribution

FINAL BUDGET

MARCH 2025

Service: 1.921 Regional CREST Contribution

Committee: Planning and Protective Services

DEFINITION:

To collect funding for the RCMP Dispatch area's share of costs in the regional emergency communications network (CREST).

PARTICIPATION:

On the basis of population as determined annually by the Regional Planning Services Department of the Capital Regional District.

MAXIMUM LEVY:

No stated limit in establishment bylaw on operating costs (Limited by Municipal Act).

Funding:

Requisition

1.921 - Regional CREST Contribution	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Payments to CREST	1,905,008	1,905,008	1,998,353	-	-	1,998,353	2,096,272	2,157,064	2,200,210	2,244,210
Internal Interest	6,000	9,415	6,180	-	-	6,180	6,300	6,430	6,560	6,690
TOTAL COSTS	1,911,008	1,914,423	2,004,533	-	-	2,004,533	2,102,572	2,163,494	2,206,770	2,250,900
*Percentage Increase over prior year			4.9%			4.9%	4.9%	2.9%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2024 to 2025	-	(3,619)	3,619	-	-	3,619	-	-	-	-
Balance c/fwd from 2023 to 2024	21,985	21,985	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(96,942)	(96,942)	(103,571)	-	-	(103,571)	(101,860)	(103,900)	(105,980)	(108,090)
Revenue-Other	(2,500)	(2,296)	(2,580)	-	-	(2,580)	(2,630)	(2,680)	(2,730)	(2,780)
TOTAL REVENUE	(77,457)	(80,872)	(102,532)	-	-	(102,532)	(104,490)	(106,580)	(108,710)	(110,870)
REQUISITION	(1,833,551)	(1,833,551)	(1,902,001)	-	-	(1,902,001)	(1,998,082)	(2,056,914)	(2,098,060)	(2,140,030)
*Percentage increase over prior year Requisition			3.7%			3.7%	5.1%	2.9%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2025 Budget

Animal Care Services

FINAL BUDGET

MARCH 2025

Service: 1.313 Animal Care Services

Committee: Planning and Protective Services

DEFINITION:

Care of domestic animals within all electoral areas of the Regional District (Letters Patent - February 16, 1979; Converted to Establishing Bylaw 4416 - September 2021). We provide service to the three electoral areas as well as Sidney, Saanich, Central Saanich, North Saanich, Highlands, View Royal, Colwood, Langford, Sooke, Metchosin, the Pauquachin, Songhees and Tsawout First nations. We also provide pound keeping services to Saanich, Sooke, Metchosin and Highlands are charged as if they were part of the service provided to the Electoral Areas. All other participants are levied by contract.

SERVICE DESCRIPTION:

Enforces the Animal Control Bylaw for three Electoral Areas, 10 Municipalities, and 3 First Nations. Also provides Pound Service for the District of Saanich and the areas listed above. Ensures public safety with person/animal contacts, quick return of lost animals, investigations or animal/person public education, re-homing of animals, quality care of animals.

PARTICIPATION:

Salt Spring Island Electoral Area, Southern Gulf Islands Electoral Area, and Juan de Fuca Electoral Area

MAXIMUM LEVY:

None stated.

FUNDING:

Sale of services, licences and dog tags, plus requisition

1.313 - Animal Care Services	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries & Wages	1,147,100	1,146,980	1,223,435	50,653	-	1,274,088	1,309,137	1,345,155	1,382,165	1,420,174
Vehicle Operating Expenses	48,780	48,780	50,240	-	-	50,240	51,240	52,260	53,310	54,380
Telecommunications	47,520	47,520	48,950	-	-	48,950	49,930	50,930	51,950	52,990
Supplies	41,200	47,156	50,000	-	-	50,000	51,000	52,010	53,050	54,110
Allocations	265,707	252,187	270,787	-	-	270,787	281,616	290,523	296,476	302,678
Other Operating Expenses	146,905	179,643	151,990	-	-	151,990	155,030	158,145	161,368	164,650
TOTAL OPERATING COSTS	1,697,212	1,722,266	1,795,402	50,653	-	1,846,055	1,897,953	1,949,023	1,998,319	2,048,982
*Percentage Increase over prior year			5.8%	3.0%		8.8%	2.8%	2.7%	2.5%	2.5%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	32,000	32,000	42,155	-	-	42,155	62,565	71,465	62,710	53,400
Transfer to Operating Reserve Fund	8,093	726	-	-	-	-	9,000	7,000	7,000	7,000
TOTAL CAPITAL / RESERVE	40,093	32,726	42,155	-	-	42,155	71,565	78,465	69,710	60,400
TOTAL COSTS	1,737,305	1,754,992	1,837,557	50,653	-	1,888,210	1,969,518	2,027,488	2,068,029	2,109,382
*Percentage Increase over prior year			5.8%	2.9%		8.7%	4.3%	2.9%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	-	-	-	-	(20,000)	(20,000)	-	-	-	-
Fees Charged	(28,330)	(46,000)	(53,090)	-	-	(53,090)	(54,150)	(55,230)	(56,330)	(57,460)
Sale of Goods and Services	(1,213,390)	(1,213,390)	(1,252,020)	-	-	(1,252,020)	(1,277,070)	(1,302,610)	(1,328,670)	(1,355,240)
Grants in Lieu of Taxes	(12,825)	(12,825)	(13,050)	-	-	(13,050)	(12,190)	(12,430)	(12,670)	(12,920)
Revenue - Other	(6,220)	(6,237)	(6,410)	-	-	(6,410)	(6,540)	(6,670)	(6,800)	(6,930)
TOTAL REVENUE	(1,260,765)	(1,278,452)	(1,324,570)	-	(20,000)	(1,344,570)	(1,349,950)	(1,376,940)	(1,404,470)	(1,432,550)
REQUISITION	(476,540)	(476,540)	(512,987)	(50,653)	20,000	(543,640)	(619,568)	(650,548)	(663,559)	(676,832)
*Percentage increase over prior year Requisition			7.6%	10.6%	-4.1%	14.1%	14.0%	5.0%	2.0%	2.0%
AUTHORIZED POSITIONS										
Salaried FTE	10.6	10.6	10.6	0.4		11.0	11.0	11.0	11.0	11.0

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.313 Animal Care Services	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL

EXPENDITURE

Buildings	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$100,000
Equipment	\$10,000	\$23,000	\$5,000	\$13,000	\$5,000	\$13,000	\$59,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$45,000	\$45,000	\$0	\$0	\$0	\$0	\$45,000
Vehicles	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000

\$155,000	\$218,000	\$55,000	\$63,000	\$55,000	\$63,000	\$454,000

SOURCE OF FUNDS

Capital Funds on Hand	\$155,000	\$155,000	\$0	\$0	\$0	\$0	\$155,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$63,000	\$55,000	\$63,000	\$55,000	\$63,000	\$299,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$155,000	\$218,000	\$55,000	\$63,000	\$55,000	\$63,000	\$454,000

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

5 YEAR CAPITAL PLAN

Service #:	1.313
Service Name:	Animal Care Services

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Service:

1.313

Animal Care Services

Project Number 23-01

Capital Project Title Computer Replacements

Capital Project Description Replacement of computer equipment

Project Rationale Replace computers as required and requested by IT.

Project Number 23-02

Capital Project Title Vehicle Replacements

Capital Project Description Replacement of vehicles (shared with Bylaw)

Project Rationale To replace vehicles used for Animal Control and Bylaw Enforcement.

Project Number 23-03

Capital Project Title Animal Shelter Improvement

Capital Project Description Updating CRD Animal Shelter Facility

Project Rationale Create new reception area at front of Animal Shelter to ensure public are not entering the areas where animals are kept for the safety of the customers and welfare of the animals, provides Officers their own entrance to bring in lost or injured animals. New signage required to identify property and building from a busy highway and ensure they all meet corporate standards. Addition of cat impound room as current impound room will be changed into the front reception area as it is located at the front of the building. Painting of cement floors in building, painting of all spaces and new additions. Upgrade to outside dog area, addition of environment enriching activities and tasks to keep dogs properly exercised, metal pergola and cement picnic table for dog exercise area which creates shade for animals and a meet and greet area for potential animal adoptions, upgrade from current gravel to a rubber or turf on part of area with activities. Repair of fencing surrounding building and addition of entrance gate to back area off the side of the building for deliveries and adding an additional exit from the building in case of emergency. Mural for front of animal shelter with dedication to the bequeathment donor. Wired in generator to furnace and electrical in case of loss of power, to maintain heating and air flow for the animals.

Project Number 23-04

Capital Project Title On-Line Payment Portal for Dog Licences

Capital Project Description Purchase of Tempest on-line payment portal for CRD Dog Licence

Project Rationale Purchase of Tempest online dog licence port for payment of CRD Dog Licences on-line resulting in reduction of phone calls, in-person and by mail renewals, resulting in efficiency, more up-to-date information and less staff time and resources.

Service: 1.313 Animal Care Services

Project Number 23-05

Capital Project Title Network Upgrade and Security

Capital Project Description

Network Upgrade and addition of Security Cameras at CRD Animal Shelter

Project Rationale Animal Shelter network requires upgrade to allow wifi, a faster connection and Cisco phones, currently no option for wifi, connection is poor when it rains or snows, staff are unable to be integrated into the Cisco phone system with current connectivity. Once upgraded addition of Cisco phones, security cameras for security, tv display to monitor for safety of staff and lone worker checks.

Project Number 23-06

Capital Project Title Outreach

Capital Project Description

Implementing and enhancing Outreach programs

Project Rationale Enhancement of Petiquette Program to include updated and new information regarding dog parks, dangerous dogs, responsible pet ownership, animal care, licencing and community involvement. Enhancement of Emergency Preparedness for Pets, information, outreach and develop more detailed CRD Grab 'n Go Bags for Pets. Addition of community outreach programs as well as training for outside agencies on how to deal with problem pets. Development of CRD Pets App - app designed by CRD staff that allows users to post their lost animal or found animal. Users would create a profile for their pet and if it becomes lost, they can choose an option to post 'lost' and drop a GIS pin where their pet was lost, all other users with the app will be notified and your dog could be returned to you in a timely fashion. Various volunteers are managing something similar by Facebook. The CRD would be the hub of where all lost and found pets are posted, which in turn will increase the numbers and rate of animals returned to their owners. In addition, the App will have a section for rules regarding dogs in all CRD Parks as well as municipal parks, can use CRD GIS to find areas that are off-leash, dog licence fees, leash laws per municipality and likes to the 13 municipal Animal Control Bylaws, CRD could use all to send out notifications regarding algae bloom so that dog owners don't allow their pets to drink the water at that CRD Regional Park etc.

Project Number 25-01

Capital Project Title Personal Protection Equipment PPE

Capital Project Description

Replacement of staff PPE - stab protection plates

Project Rationale In 2023 all bylaw officers were outfitted with personal protective equipment in the form the stab vests. The inner plates have a 5 year life span so will require replacement therefore we require the funds by mid 2028 to order the replacement. The plates cost upwards of \$850 per staff member.

Animal Care Services
Reserve Summary Schedule
2025 - 2029 Financial Plan

Reserve/Fund Summary						
	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Operating Reserve Fund	42,210	22,210	31,210	38,210	45,210	52,210
Equipment Replacement Fund	40,656	19,811	27,376	35,841	43,551	33,951
Total	82,867	42,022	58,587	74,052	88,762	86,162

Reserve Schedule

Reserve Fund: 1.313 Animal Control - Operating Reserve Fund

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

Reserve Cash Flow

Fund: Fund Centre:	1500 105407	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		49,531	42,210	22,210	31,210	38,210	45,210
Transfer from Ops Budget		-	-	9,000	7,000	7,000	7,000
Transfer to Ops Budget - Core Budget		-	(20,000)	-	-	-	-
Deficit Recovery		(9,764)	-	-	-	-	-
Interest Income*		2,444					
Ending Balance \$		42,210	22,210	31,210	38,210	45,210	52,210

Assumptions/Background:

Maintain balance at reasonable level to cover unexpected operating expenses such as legal.

* Interest in planning years nets against inflation which is not included.

Reserve Schedule

Reserve Fund: 1.313 Animal Control - Equipment Replacement Fund

For replacement of vehicles, computers and furnishings.

ERF Group: ANICON.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101424	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		40,067	40,656	19,811	27,376	35,841	43,551
Transfer from Op Budget		8,000	42,155	62,565	71,465	62,710	53,400
Planned Purchases		(17,904)	(63,000)	(55,000)	(63,000)	(55,000)	(63,000)
Interest Income		263					
Ending Balance \$		40,656	19,811	27,376	35,841	43,551	33,951

Assumptions/Background:

Maintain level sufficient to fund required vehicle and computer replacements

CAPITAL REGIONAL DISTRICT

2025 Budget

Bylaw Enforcement

FINAL BUDGET

MARCH 2025

Service: 1.323 Bylaw Services

Committee: Planning and Protective Services

DEFINITION:

To provide Bylaw enforcement to functions of the Capital Regional District as required. The cost of this service is reallocated to functions that use Bylaw enforcement services, such as Regional Parks, Noise Control, Nuisances & Unsightly Premises, and others.

SERVICE DESCRIPTION:

Respond to complaints, seek voluntary compliance and use regulatory and legal enforcement options to enforce bylaws in the three electoral areas for Noise, Nuisance and Unsightly Premises as well as Soil Deposit and Removal in the JdF EA.

Bylaw Enforcement services in Metchosin and the Highlands by contract.

Enforce bylaws for internal customers including Hartland Landfill, Environmental Services, Integrated Water, Parks, Community Planning, Building Inspection and Vancouver Island Health Authority.

PARTICIPATION:

Method of cost allocation on the basis of prior year's estimated usage.

MAXIMUM LEVY:

None stated.

FUNDING:

Mainly from functions within the CRD that use Bylaw enforcement.

1.323 - Bylaw Enforcement

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries & Wages	427,988	419,988	405,987	139,787	-	545,774	740,713	670,473	795,273	817,443
Vehicle Operating Expenses	25,880	35,000	30,000	10,000	-	40,000	40,800	41,620	42,450	43,300
Telecommunications	6,000	6,000	6,180	3,560	-	9,740	9,930	10,130	10,330	10,540
Supplies	3,500	3,500	5,000	-	12,500	17,500	10,100	5,200	10,300	5,410
Allocations	84,295	84,295	92,460	-	7,207	99,667	103,507	99,447	101,492	103,620
Other Operating Expenses	41,210	40,676	43,440	4,670	3,500	51,610	49,084	50,068	51,083	52,098
TOTAL OPERATING COSTS	588,873	589,459	583,067	158,017	23,207	764,291	954,134	876,938	1,010,928	1,032,411
*Percentage Increase over prior year			-1.0%	26.8%	4.0%	29.8%	24.8%	-8.1%	15.3%	2.1%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	50,858	55,648	69,130	-	-	69,130	66,975	90,325	86,715	87,280
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVE	50,858	55,648	69,130	-	-	69,130	66,975	90,325	86,715	87,280
TOTAL COSTS	639,731	645,107	652,197	158,017	23,207	833,421	1,021,109	967,263	1,097,643	1,119,691
*Percentage Increase over prior year			1.9%	24.7%	3.7%	30.3%	22.5%	-5.3%	13.5%	2.0%
<u>Internal Recoveries</u>	(603,101)	(575,384)	(608,311)	(158,017)	(23,207)	(789,535)	(976,418)	(921,673)	(1,051,157)	(1,072,283)
OPERATING COSTS LESS INTERNAL RECOVERIES	36,630	69,723	43,886	-	-	43,886	44,691	45,590	46,486	47,408
*Percentage Increase over prior year			19.8%			19.8%	1.8%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Sale of Goods and Services	(32,980)	(65,943)	(40,286)	-	-	(40,286)	(41,090)	(41,910)	(42,740)	(43,590)
Revenue - Other	(3,650)	(3,780)	(3,600)	-	-	(3,600)	(3,601)	(3,680)	(3,746)	(3,818)
TOTAL REVENUE	(36,630)	(69,723)	(43,886)	-	-	(43,886)	(44,691)	(45,590)	(46,486)	(47,408)
REQUISITION	-	-	-	-	-	-	-	-	-	-
AUTHORIZED POSITIONS: Salaried FTE	2.9		2.9	1.1		4.0	5.0	5.0	6.0	6.0

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.323	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Bylaw Services							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$20,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$50,000	\$75,000	\$75,000	\$25,000	\$75,000	\$25,000	\$25,000	\$275,000
	\$50,000	\$79,000	\$79,000	\$29,000	\$79,000	\$29,000	\$29,000	\$295,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$50,000	\$79,000	\$79,000	\$29,000	\$79,000	\$29,000	\$29,000	\$295,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$50,000	\$79,000	\$79,000	\$29,000	\$79,000	\$29,000	\$29,000	\$295,000

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

5 YEAR CAPITAL PLAN

Service #:	1.323
Service Name:	Bylaw Services

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Service:	1.323	Bylaw Services

Project Number	25-01	Capital Project Title	Computers	Capital Project Description	Replacement of computer equipment
Project Rationale	Replacement of computer equipment				

Project Number	25-02	Capital Project Title	Vehicle	Capital Project Description	Replacement of Bylaw vehicles
Project Rationale	Replacement of Bylaw vehicles				

Project Number	25-03	Capital Project Title	PPE	Capital Project Description	Replacement of Personal Protection Equipment
Project Rationale	Personal protection equiptment have a replacement schedule of 5 years. These are stab/spike resistant vests for our Bylaw staff, purchased in 2024.				

Bylaw Enforcement
Reserve Summary Schedule
2025 - 2029 Financial Plan

Reserve/Fund Summary						

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Equipment Replacement Fund	110,095	100,225	88,200	149,525	157,240	215,520
Operating Reserve Fund	4,965	4,965	4,965	4,965	4,965	4,965
Total	115,061	105,191	93,166	154,491	162,206	220,486

Reserve Schedule

Reserve Fund: 1.323 Bylaw Enforcement - Equipment Replacement Fund

ERF Group: BYLAW.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101426	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		111,799	110,095	100,225	88,200	149,525	157,240
Transfer from Ops Budget		50,858	69,130	66,975	90,325	86,715	87,280
Proceed from Disposition		9,121					
Planned Purchase		(62,083)	(79,000)	(79,000)	(29,000)	(79,000)	(29,000)
Interest Income		401					
Ending Balance \$		110,095	100,225	88,200	149,525	157,240	215,520

Assumptions/Background:

Maintain level sufficient to fund required vehicle and computer replacements

Reserve Schedule

Reserve Fund: 1.323 Bylaw Enforcement - Operating Reserve Fund

Newly created in 2024

To mitigate fluctuations in expenditures and revenues based on the volume of bylaw enforcement services provided.

Reserve Cash Flow

Fund: Fund Centre:	1500 105565	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		-	4,965	4,965	4,965	4,965	4,965
Transfer from Op Budget		4,965	-	-	-	-	-
Transfer to Op Budget		-	-	-	-	-	-
Interest Income*		-					
Ending Balance \$		4,965	4,965	4,965	4,965	4,965	4,965

Assumptions/Background:

* Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2025 BUDGET

INFRASTRUCTURE & WATER SERVICES

FINAL BUDGET

March 2025

FINAL BUDGET

March 12, 2025

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CAPITAL REGIONAL DISTRICT

2025 BUDGET

Regional Water Supply

FINAL BUDGET

March 2025

Service:	2.670	Regional Water Supply	Commission: Regional Water Supply

DEFINITION:

To finance, install, operate and maintain a water supply local service in the Capital Regional District, as per the Water Supply Local Service Establishment Bylaw No. 2537.

The establishment and operation of a Regional Water Supply Commission is done by Bylaw No. 2539.

SERVICE DESCRIPTION:

Regional Water Supply is responsible for the water supply, treatment and transmission system for the Greater Victoria region, providing wholesale water to municipalities that operate municipal distribution systems. The service administration and operation is provided by the Integrated Water Services Department.

PARTICIPATION:

City of Victoria	Town of Sidney	District of Metchosin
District of Oak Bay	District of North Saanich	District of Sooke
District of Saanich	Town of View Royal	Juan de Fuca Electoral Area
Township of Esquimalt	City of Colwood	District of Highlands
District of Central Saanich	City of Langford	

MAXIMUM LEVY:

No stated limit in establishment bylaw and no ability to requisition.

MAXIMUM CAPITAL DEBT:

Authorized:	Pre Consolidated MFA Loan Authorizations - Regional Water Supply Water Works Facilities		\$137,700,000
Borrowed:			\$91,400,000
Remaining:	Expired		\$46,300,000
Authorized:	LA Bylaw No. 3451 - Regional Water Supply Land Acquisition		\$60,000,000
Borrowed:			\$60,000,000
Remaining:			\$0
Authorized:	LA Bylaw No. 3902 - Regional Water Supply Water Works Facilities	2014	\$12,500,000
Borrowed:			\$9,500,000
Remaining:	Expired		\$3,000,000
Authorized:	LA Bylaw No. 4382 - Regional Water Supply Water Works Facilities	2021	\$46,000,000
Borrowed:			\$4,000,000
Remaining:	Active		\$42,000,000

FUNDING:

Costs are recovered through the sale of bulk water.

CAPITAL REGIONAL DISTRICT

Program Group: CRD-Regional Water Supply

SUMMARY			2025 BUDGET REQUEST				FUTURE PROJECTIONS			
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	TOTAL (COL 4, 5 & 6)	2026	2027	2028	2029
1	2	3	4	5	6	7	8	9	10	11
<u>GENERAL PROGRAM EXPENDITURES:</u>										
WATERSHED PROTECTION	6,787,022	6,721,464	6,879,383	52,342	-	6,984,067	7,123,748	7,266,223	7,411,548	7,559,779
WATER OPERATIONS	7,385,305	7,568,379	7,842,702	295,839	-	8,138,541	8,322,590	8,533,263	8,753,440	8,979,453
WATER QUALITY	2,045,342	2,047,559	2,133,179	-	-	2,133,179	2,176,457	2,220,606	2,265,668	2,311,647
CROSS CONNECTION	800,530	797,456	836,509	-	-	836,509	862,038	886,837	913,347	939,791
DEMAND MANAGEMENT	761,302	763,011	859,872	-	-	859,872	878,943	900,088	923,930	946,867
INFRASTRUCTURE ENGINEERING	577,530	577,530	595,345	-	-	595,345	613,320	625,600	638,094	650,894
FLEET OPERATION & MAINTENANCE	(479,755)	(479,755)	(577,541)	-	-	(577,541)	(589,092)	(600,874)	(612,892)	(625,149)
ASSET & MAINTENANCE MANAGEMENT & GM SUPPORT *	602,891	437,017	807,882	-	-	807,882	828,617	849,363	871,169	893,602
TOTAL OPERATING EXPENDITURES	18,480,167	18,432,661	19,377,331	348,181	-	19,777,854	20,216,621	20,681,106	21,164,304	21,656,885
<i>Percentage increase over prior year's board budget</i>			4.85%			7.02%	2.22%	2.30%	2.34%	2.33%
CONVEYANCE FEE FOR SERVICE TO FIRST NATIONS	900,000	450,000	480,000	-	-	480,000	500,000	525,000	550,000	575,000
AGRICULTURAL WATER RATE FUNDING	1,800,000	1,800,000	1,850,000	-	-	1,850,000	1,900,000	1,950,000	2,000,000	2,050,000
			2.78%			2.78%	2.70%	2.63%	2.56%	2.50%
<u>CAPITAL EXPENDITURES & TRANSFERS</u>										
TRANSFER TO WATER CAPITAL FUND	17,450,000	18,213,025	19,500,000	-	-	19,500,000	21,000,000	23,000,000	25,000,000	27,000,000
TRANSFER TO EQUIPMENT REPLACEMENT FUND	479,755	479,755	577,541	-	-	577,541	589,092	600,874	612,892	625,149
TRANSFER TO DEBT RESERVE FUND	108,040	35,040	186,373	-	-	186,373	580,090	422,090	597,890	301,090
TOTAL CAPITAL EXPENDITURES & TRANSFERS	18,037,795	18,727,820	20,263,914	-	-	20,263,914	22,169,182	24,022,964	26,210,782	27,926,239
<u>DEBT SERVICING</u>										
DEBT - INTEREST & PRINCIPAL	2,896,242	2,874,791	2,587,255	-	-	2,587,255	4,809,274	9,166,280	13,256,825	17,889,131
TOTAL DEBT EXPENDITURES	2,896,242	2,874,791	2,587,255	-	-	2,587,255	4,809,274	9,166,280	13,256,825	17,889,131
<u>DEFICIT TRANSFERRED TO FOLLOWING YR</u>										
TRANSFER TO FOLLOWING YEAR DEFICIT CARRY FORWARD										
TOTAL EXPENDITURES	42,114,204	42,285,272	44,558,500	348,181	-	44,959,023	49,595,077	56,345,350	63,181,911	70,097,255
<u>SOURCES OF FUNDING</u>										
REVENUE - SALES	(41,278,152)	(41,522,220)	(43,842,409)	(348,181)	-	(44,190,590)	(48,432,927)	(55,341,200)	(62,001,961)	(69,214,105)
REVENUE - OTHER	(836,052)	(763,052)	(768,433)	-	-	(768,433)	(1,162,150)	(1,004,150)	(1,179,950)	(883,150)
TOTAL SOURCE OF FUNDING FROM OPERATIONS	(42,114,204)	(42,285,272)	(44,610,842)	(348,181)	-	(44,959,023)	(49,595,077)	(56,345,350)	(63,181,911)	(70,097,255)
TRANSFER FROM PRIOR YEAR	-	-	-	-	-	-	-	-	-	-
TRANSFER TO FOLLOWING YEAR SURPLUS CARRY FORWARD										
TOTAL SOURCES OF FUNDING	(42,114,204)	(42,285,272)	(44,610,842)	(348,181)	-	(44,959,023)	(49,595,077)	(56,345,350)	(63,181,911)	(70,097,255)
<i>Percentage increase over prior year's board budget</i>			5.93%			6.76%	10.31%	13.61%	12.13%	10.95%
Water Rate \$ per cu. m.	\$ 0.8094					\$ 0.8631	\$ 0.9441	\$ 1.0767	\$ 1.2039	\$ 1.3414
<i>Percentage increase over prior year</i>	5.14%					6.63%	9.39%	14.04%	11.82%	11.42%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	2.670	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Regional Water Supply							

EXPENDITURE

Buildings	\$8,076,000	\$11,126,000	\$500,000	\$0	\$0	\$0	\$11,626,000
Equipment	\$7,603,825	\$12,878,500	\$3,690,000	\$3,425,000	\$2,015,000	\$2,565,000	\$24,573,500
Land	\$1,373,000	\$33,580,000	\$4,080,000	\$975,000	\$2,645,000	\$865,000	\$42,145,000
Engineered Structures	\$16,729,000	\$46,704,000	\$36,055,000	\$57,585,000	\$76,510,000	\$50,020,000	\$266,874,000
Vehicles	\$971,000	\$2,091,250	\$773,000	\$855,000	\$495,000	\$355,000	\$4,569,250
	\$34,752,825	\$106,379,750	\$45,098,000	\$62,840,000	\$81,665,000	\$53,805,000	\$349,787,750

SOURCE OF FUNDS

Capital Funds on Hand	\$23,436,825	\$52,773,000	\$19,225,000	\$20,560,000	\$22,390,000	\$26,150,000	\$141,098,000
Debenture Debt (New Debt Only)	\$0	\$40,500,000	\$24,700,000	\$41,200,000	\$58,780,000	\$27,100,000	\$192,280,000
Equipment Replacement Fund	\$691,000	\$1,376,250	\$773,000	\$855,000	\$495,000	\$355,000	\$3,854,250
Grants (Federal, Provincial)	\$6,000,000	\$6,000,000	\$0	\$0	\$0	\$0	\$6,000,000
Donations / Third Party Funding	\$4,625,000	\$5,730,500	\$400,000	\$225,000	\$0	\$200,000	\$6,555,500
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$34,752,825	\$106,379,750	\$45,098,000	\$62,840,000	\$81,665,000	\$53,805,000	\$349,787,750

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	2.670/2.680	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Regional Water Supply & JDF Wate							

EXPENDITURE

Buildings	\$0	\$250,000	\$80,000	\$200,000	\$80,000	\$80,000	\$690,000
Equipment	\$460,000	\$1,660,000	\$435,000	\$450,000	\$431,000	\$429,000	\$3,405,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$50,000	\$30,000	\$20,000	\$20,000	\$20,000	\$140,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$460,000	\$1,960,000	\$545,000	\$670,000	\$531,000	\$529,000	\$4,235,000

SOURCE OF FUNDS

Capital Funds on Hand	\$460,000	\$1,560,000	\$545,000	\$670,000	\$531,000	\$529,000	\$3,835,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$400,000	\$0	\$0	\$0	\$0	\$400,000
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$460,000	\$1,960,000	\$545,000	\$670,000	\$531,000	\$529,000	\$4,235,000

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 2.670

Service Name: Regional Water Supply

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
WATERSHED PROTECTION													
Planning													\$ -
25-01	Study	Forest Resilience Studies and Assessments	Modelling, studies and assessments of forest fuels, forest health and efficacy of forest treatments in promoting forest resilience.	\$ 495,000	L	WU	\$ 70,000	\$ 160,000	\$ 100,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 395,000
25-02	New	Public Engagement for Regional Water Supply	Public engagement plans and products.	\$ 130,000	L	WU	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 130,000
25-03	Study	GVWSA Risk Assessments & Procedures	Risk assessments and updating procedures for security, biosecurity, spills	\$ 200,000	L	WU	\$ 10,000	\$ 10,000	\$ 60,000	\$ -	\$ 70,000	\$ -	\$ 140,000
25-04	Study	North Basin Intake Siting Studies	Data collection and studying stream flows and water quality entering the North Basin to inform location of a North Basin Intake	\$ 450,000	S	WU	\$ -	\$ 145,000	\$ 150,000	\$ 155,000	\$ -	\$ -	\$ 450,000
25-05	Study	Forest Management Plan for the GVWSA	Development of a forest management plan for the GVWSA to enhance forest resilience and mitigate climate change.	\$ 180,000	S	WU	\$ -	\$ 20,000	\$ 55,000	\$ 55,000	\$ 50,000	\$ -	\$ 180,000
Capital													
17-01	Renewal	Historic Goldstream Powerhouse Building	Repairs of historic Goldstream Powerhouse building and work toward making the site accessible to the public	\$ 196,000	B	WU	\$ 76,000	\$ 126,000	\$ -	\$ -	\$ -	\$ -	\$ 126,000
25-06	New	Forest Resilience Treatments	Thinning, juvenile spacing, and forest fuel management treatments to mitigate climate change, reduce wildfire risk and enhance forest resilience.	\$ 2,000,000	L	WU	\$ 917,000	\$ 400,000	\$ 200,000	\$ 400,000	\$ 200,000	\$ 400,000	\$ 1,600,000
25-06	New				L	Other	\$ -	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ 200,000	\$ 600,000
09-01	Renewal	Leech River Watershed Restoration	A 17 year project to restore the Leech WSA lands for water supply.	\$ 5,576,000	L	WU	\$ 246,000	\$ 40,000	\$ 180,000	\$ 200,000	\$ -	\$ -	\$ 420,000
16-06	Renewal	Goldstream IWS Field Office	Renewal of Water Quality field office/lab and equipment storage and Watershed Protection office, yard, training space and equipment storage, replacing longstanding temporary facilities.	\$ 12,500,000	B	WU	\$ 4,000,000	\$ 6,000,000	\$ 500,000	\$ -	\$ -	\$ -	\$ 6,500,000
16-06	Renewal				B	Other	\$ 4,000,000	\$ 5,000,000	\$ -	\$ -			\$ 5,000,000
25-07	New	Hydromet Upgrades	New and upgraded hydrological and weather sensors and stations.	\$ 872,000	E	WU	\$ 278,825	\$ 300,000	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ 500,000
20-01	Replacement	Kapoor Main Mile 1 Bridge and Asphalt Upgrade	Replacement of the existing undersized culvert with a large bridge as well as subsequent 500 m road asphalt replacement.	\$ 1,140,000	S	WU	\$ 840,000	\$ 840,000	\$ 250,000	\$ -	\$ -	\$ -	\$ 1,090,000
25-08	Renewal	Road Improvements	Gravel crushing, road deactivation and road upgrades to service water supply and watershed protection infrastructure and activities in the GVWSA	\$ 1,670,000	L	WU	-	\$ 260,000	\$ 460,000	\$ 110,000	\$ 260,000	\$ 150,000	\$ 1,240,000
25-09	New	Climate Change Mitigations	Equipment, infrastructure and upgrades to harden water supply infrastructure from climate related risks in the GVWSA	\$ 400,000	E	WU		\$ 160,000	\$ -	\$ 80,000	\$ -	\$ 100,000	\$ 340,000
25-10	Renewal	Property Management - Assessments and Upgrades	Assessments, planning and implementation of upgrades aimed at newly acquired GVWSA lands.	\$ 658,000	E	WU	\$ 40,000	\$ 258,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 658,000
25-11	Renewal	GVWSA Bridge Supply & Installation	Replacement of undersized culverts with climate ready bridges which allow for fish passage.	\$ 1,755,000	S	WU	\$ 40,000	\$ 30,000	\$ 400,000	\$ 425,000	\$ 450,000	\$ 450,000	\$ 1,755,000
25-12	New	GVWSA Land Acquisition	Acquisition of priority lands for Regional Water Supply	\$ 33,300,000	L	Debt	\$ -	\$ 32,300,000	\$ -	\$ -	\$ -	\$ -	\$ 32,300,000
													\$ -
Watershed Protection Sub-Total				\$ 61,522,000			\$ 10,547,825	\$ 46,279,000	\$ 2,455,000	\$ 1,870,000	\$ 1,225,000	\$ 1,595,000	\$ 53,424,000
INFRASTRUCTURE ENGINEERING AND OPERATIONS													
Planning													
16-10	New	Post Disaster Emergency Water Supply	Identify and procure emergency systems for post disaster preparedness.	\$ 2,250,000	S	WU	\$ 45,000	\$ 245,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	\$ 845,000
17-13	New	Asset Management Plan	Development of a plan to inform future areas of study and highlight critical infrastructure improvements.	\$ 400,000	S	WU	\$ 205,000	\$ 205,000	\$ -	\$ -	\$ -	\$ -	\$ 205,000

Service #:	2.670
Service Name:	Regional Water Supply

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
19-04	Study	Seismic Assessment of Critical Facilities Phase 2	Second phase seismic assessment of critical facilities will now be undertaken.	\$ 275,000	S	WU	\$ 170,000	\$ 170,000	\$ -	\$ -	\$ -	\$ -	\$ 170,000
19-15	New	Hydraulic Capacity Assessment and Transient Pressure Analysis	Detailed level-of-service assessment for the RWSC transmission system and transient pressure analysis.	\$ 250,000	S	WU	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
20-08	Study	Regional Water DCC Program	Design of a Regional DCC Program	\$ 700,000	S	WU	\$ 15,000	\$ 215,000	\$ 40,000	\$ -	\$ -	\$ 10,000	\$ 265,000
20-10	Study	Condition & Vulnerability Assessment	Conduct a condition assessment of critical supply infrastructure and assess its possibility of risk.	\$ 200,000	S	WU	\$ 120,000	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000
21-05	Study	Level of Service and Transfer Agreements	Develop level-of-service agreements for participating municipalities to address hydraulic capacity of infrastructure.	\$ 400,000	S	WU	\$ 140,000	\$ 50,000	\$ 100,000	\$ 100,000	\$ 50,000	\$ -	\$ 300,000
22-14	Study	Sooke River Intake Feasibility	A feasibility study for an intake from Sooke River to replace the Main No. 15 salmon fishery contribution, for a variety of reasons.	\$ 50,000	S	WU	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
27-01	Study	Regional Water Master Plan Update	Future update to the Regional Water Master Plan	\$ 500,000	S	WU	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ 500,000
23-12	Study	Project Delivery Strategy and Planning Studies	Develop a strategy to deliver the identified projects from the 2022 RWS Master Plan.	\$ 700,000	S	WU	\$ 75,000	\$ 375,000	\$ 300,000	\$ -	\$ -	\$ -	\$ 675,000
23-13	Study	Filtration Plant Planning & Design	Conduct a siting, conceptual design and detailed design for a filtration plant (identified as T2, T4 & M2 in the 2022 Master Plan)	\$ 16,300,000	S	WU	\$ -	\$ -	\$ 400,000	\$ 500,000	\$ 5,400,000	\$ 10,000,000	\$ 16,300,000
23-24	New	East-West Connector (Filtration Plant to District of Sooke)	Planning and Conceptual Design of the East- West Supply Main from the proposed filtration plant to the District of Sooke (identified as M12 in the 2022 Master Plan)	\$ 400,000	S	WU	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 400,000
23-25	New	Deep Northern Intake and Sooke Lake Pump Station	Planning and Design of the Deep Northern Intake and Sooke Lake Pump Station (identified as S3 in the 2022 Master Plan)	\$ 12,200,000	S	WU	\$ -	\$ -	\$ 600,000	\$ 3,600,000	\$ 4,000,000	\$ 4,000,000	\$ 12,200,000
23-26	New	Transmission Main - Sooke Lake Pump Station to Head Tank	Planning and Design of the Transmission Main from the Sooke Lake Pump Station to Head Tank (identified as M3 in the 2022 Master Plan)	\$ 3,400,000	S	WU	\$ -	\$ -	\$ 200,000	\$ 1,000,000	\$ 1,200,000	\$ 1,000,000	\$ 3,400,000
23-27	New	Gravity Main - Sooke Lake to Head Tank	Planning and Design of a Gravity Transmission Main (redundancy) from Sooke Lake to Head Tank (identified as M4 in the 2022 Master Plan)	\$ 1,400,000	S	WU	\$ -	\$ 150,000	\$ 150,000	\$ 400,000	\$ 700,000	\$ -	\$ 1,400,000
23-28	New	Goldstream Reservoir Connector	Planning and Design of the Goldstream Reservoir Connector transmission main (identified as M3 & M6 in the 2022 Master Plan)	\$ 4,600,000	S	WU			\$ 400,000	\$ 2,000,000	\$ 2,200,000	\$ -	\$ 4,600,000
24-09	Study	Agricultural Water Rate Review	Phase 2	\$ 100,000	S	WU	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Capital													
18-07	New	Replacement of UV System and Controls Upgrades	Replacement of the UV system and other electrical upgrades at the Goldstream Water Treatment Plant	\$ 11,830,346	E	WU	\$ 2,200,000	\$ 2,200,000	\$ -	\$ -	\$ -	\$ -	\$ 2,200,000
18-07	New			\$ -	E	Other	\$ -	\$ 330,500	\$ -	\$ -	\$ -	\$ -	\$ 330,500
18-08	Replacement	Bulk Supply Meter Replacement and Backflow Prevention Program	Planned replacement of aging bulk meter replacement based upon a condition assessment and water audit.	\$ 3,700,000	E	WU	\$ 850,000	\$ 850,000	\$ 100,000	\$ 1,000,000	\$ 100,000	\$ 1,000,000	\$ 3,050,000
18-15	Renewal	Corrosion Protection Program	Study deficiencies in the current material protection and implement recommendations.	\$ 1,450,000	S	WU	\$ 400,000	\$ 550,000	\$ 150,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,000,000
18-18	Replacement	Main No.3 Segment Replacement	Replacement of segments of Main No. 3 based upon previous studies.	\$ 15,600,000	S	WU	\$ 1,030,000	\$ 1,030,000	\$ 500,000	\$ 10,590,000	\$ 3,000,000	\$ 200,000	\$ 15,320,000
19-05	Renewal	Repairs - Kapoor Shutdown	Repair items such as defects in the Kapoor tunnel, replacement of critical valves, intake exterior inspection and actuator replacement while the Kapoor tunnel is shutdown.	\$ 700,000	S	WU	\$ 200,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
19-23	New	Critical Spare Equipment Storage & Pipe Yard	Plan, design and construct a critical equipment storage building.	\$ 1,200,000	S	WU	\$ 135,000	\$ 1,035,000	\$ -	\$ -	\$ -	\$ -	\$ 1,035,000
20-16	Replacement	Cecelia Meter Replacement	Replacement of the Cecelia billing meter as well as its enclosure.	\$ 1,500,000	S	WU	\$ 1,350,000	\$ 1,350,000	\$ -	\$ -	\$ -	\$ -	\$ 1,350,000
20-17	Replacement	Decommission & Conceptual Design of the Smith Hill Site	Plan for decommission the conceptual design for the replacement of the Smith Hill reservoir site.	\$ 1,450,000	S	WU	\$ 450,000	\$ 450,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,450,000
21-09	New	Goldstream Water Chlorination Gas System Removal	Plan and construct provisions for removal of chlorination system	\$ 200,000	S	WU	\$ 4,000	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000
21-10	Replacement	SCADA Masterplan and System Upgrades	Update the SCADA Master Plan in conjunction with the Juan de Fuca Water Distribution, Saanich Peninsula Water and Wastewater, and Core Area Wastewater Services.	\$ 2,150,000	E	WU	\$ 960,000	\$ 960,000	\$ 725,000	\$ 600,000	\$ 300,000	\$ -	\$ 2,585,000

Service #:	2.670
Service Name:	Regional Water Supply

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
21-11	Replacement	RWS Supply Main No. 4 Upgrade & Main No. 1 High Pressurizing	Upgrade vulnerable sections of the RWS Supply Main No. 4 and Main No. 1 to a resilient system to better able to withstand a seismic event. Vulnerable sections are Concrete Cylinder pipe material which is susceptible to failure during a seismic event. This is part of project partnered with the Saanich Peninsula Water system.	\$ 93,000,000	S	WU	\$ 2,860,000	\$ 2,785,000	\$ 14,075,000	\$ 35,000,000	\$ 40,000,000	\$ 400,000	\$ 92,260,000
22-15	New	Microwave Radio Upgrades	To provide a high bandwidth communications backbone to the RWS system, a microwave communications system will be installed.	\$ 1,300,000	S	WU	\$ 445,000	\$ 645,000	\$ 200,000	\$ 100,000	\$ 100,000	\$ -	\$ 1,045,000
23-16	Renewal	Humpback Channel Assessment and Upgrades	Hydraulically assess the Humpback Overflow channel and conduct a condition assessment of the culverts at the Gatehouse.	\$ 200,000	S	WU	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
23-17	Replacement	Main No. 4 - Mt Newton to Highway 17 & Bear Hill Trunk Extension (RWS Contribution to SPWS Project)	Approximately 2.9km of Main No. 4 concrete cylinder transmission main to replacement from Mt Newton Cross Rd/Central Saanich Rd to Island View Rd and Lochside Drive. This project is also being expanded to partially fund the extension of the Bear Hill Tunk Sewer on East Saanich Road from Wallace Drive to Dean Lower Tank.	\$ 39,000,000	S	WU	\$ 1,815,000	\$ 21,815,000	\$ 10,200,000	\$ -	\$ -	\$ -	\$ 32,015,000
23-17	Replacement				S	Grant	\$ 6,000,000	\$ 6,000,000	\$ -	\$ -	\$ -	\$ -	\$ 6,000,000
28-01	Renewal	Transmission Main Upgrade Program	Identify, conceptually design, detail design and construct transmission main upgrades.	\$ 160,000,000	S	WU	\$ -	\$ -	\$ -	\$ -	\$ 10,000,000	\$ 30,000,000	\$ 40,000,000
24-11	Replacement	IT Core Infrastructure Replacement and cyber security upgrades.	Replacement and upgrades to Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life and cyber security upgrades. Includes IT equipment located at tower sites within the RWS system.	\$ 420,000	E	WU	\$ -	\$ 15,000	\$ -	\$ 130,000	\$ 250,000	\$ -	\$ 395,000
24-12	Renewal	Head Tank Valve & Main No. 4&5 Valve Replacement	Supply and installation of valves and actuators at Head Tank and Main #4&5. Includes flushing plan and coordination efforts.	\$ 950,000	E	WU	\$ 440,000	\$ 940,000	\$ -	\$ -	\$ -	\$ -	\$ 940,000
24-19	Renewal	Mount Tolmie Tank Improvements	Structural and infiltration improvements, as well as improvements to controls, piping and other deficiencies.	\$ 5,500,000	E	WU	\$ 270,000	\$ 3,270,000	\$ 1,500,000	\$ 150,000	\$ -	\$ -	\$ 4,920,000
Infrastructure Engineering and Operations Sub-Total				\$ 384,275,346			\$ 20,569,000	\$ 46,449,500	\$ 30,840,000	\$ 55,720,000	\$ 68,050,000	\$ 46,910,000	\$ 247,969,500
DAM SAFETY PROGRAM													
19-07	New	Integrate Dam Performance and Hydromet to SCADA	IT driven project to integrate the dam safety instrumentation/surveillance (i.e. piezometers and weirs) and HydroMet stations to report to WIO through the existing SCADA system.	\$ 1,300,000	E	WU	\$ 1,170,000	\$ 1,170,000	\$ -	\$ -	\$ -	\$ -	\$ 1,170,000
19-13	New	Dam Safety Instrumentation	The existing dam safety instrumentation/surveillance equipment is getting older and will need to be replaced/rehabilitated (does not include pending SCADA effort). IT Driven Project	\$ 250,000	E	WU	\$ 245,000	\$ 245,000	\$ -	\$ -	\$ -	\$ -	\$ 245,000
25-13	Study	Sooke Lake & Deception Water Supply Area Dams - Regulatory Compliance, Dam Safety Planning & Analyses	Ongoing projects involving studies, dam safety planning and regulatory requirements activities for the various dams within the Sooke Lake Watershed. Outcomes from the various studies will inform future capital improvements.	\$ 3,500,000	S	WU	\$ -	\$ 900,000	\$ 1,350,000	\$ 750,000	\$ 250,000	\$ 250,000	\$ 3,500,000
25-14	Renewal	Sooke Lake & Deception Water Supply Area Dams - Upgrades and Improvements Program	Ongoing program to complete dam upgrades and improvements from the Dam Safety Risk Register, which have been identified through the Sooke Lake Water Supply Area Dams - Regulatory, Planning & Analysis Program.	\$ 7,250,000	S	WU	\$ -	\$ 4,000,000	\$ 1,500,000	\$ 250,000	\$ 1,000,000	\$ 500,000	\$ 7,250,000
25-15	Study	Goldstream Water Supply Area Dams - Regulatory Compliance, Dam Safety Planning & Analyses	Ongoing projects involving studies, dam safety planning and regulatory requirements activities for the various dams within the Goldstream Watershed. Outcomes from the various studies will inform future capital improvements.	\$ 7,200,000	S	WU	\$ -	\$ 700,000	\$ 1,000,000	\$ 250,000	\$ 5,000,000	\$ 250,000	\$ 7,200,000
25-16	Renewal	Goldstream Water Supply Area Dams - Upgrades and Improvements Program	Ongoing program to complete dam upgrades and improvements from the Dam Safety Risk Register, which have been identified through the Goldstream Water Supply Area Dams - Regulatory, Planning & Analysis Program.	\$ 4,000,000	S	WU	\$ -	\$ 500,000	\$ 1,200,000	\$ 250,000	\$ 750,000	\$ 900,000	\$ 3,600,000
25-17	Study	Charters Dam - Regulatory Compliance, Dam Safety Planning & Analyses	Ongoing projects involving studies, dam safety planning and regulatory requirements activities for Charters Dam. Outcomes from the various studies will inform future capital improvements.	\$ 100,000	S	WU	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
25-18	Renewal	Charters Dam - Upgrades and Improvements Program	Ongoing program to complete dam upgrades and improvements from the Dam Safety Risk Register, which have been identified through the Charters Dam - Regulatory, Planning & Analysis Program.	\$ 200,000	S	WU	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 150,000	\$ 200,000
Dam Safety Program Sub-Total				\$ 23,800,000				\$ 7,640,000	\$ 5,075,000	\$ 1,500,000	\$ 7,000,000	\$ 2,050,000	\$ 23,265,000
WATER QUALITY													
20-04	New	Sooke Lake HyDy Model Development	Critical data collection, model building+calibration, model utilization for 3 different scenarios	\$ 520,000	E	WU	\$ 100,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000

Service #: 2.670
Service Name: Regional Water Supply

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
25-19	Study	WQ Studies and Research Projects	Ongoing program budget for water quality studies and operation of Sooke Lake Hydrodynamic Model.	\$ 1,000,000	S	WU	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
25-20	Replacement	Lab and WQ Equipment Maintenance and Replacement	Ongoing program budget for water quality lab equipment and maintenance.	\$ 1,000,000	S	WU	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
Water Quality Sub-Total				\$ 2,520,000			\$ 100,000	\$ 600,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,200,000
ANNUAL PROVISIONAL													\$ -
17-27	Replacement	Watershed Culvert Replacement	Replacement of small culverts throughout the GVWSA.	\$ 1,300,000	S	WU	\$ -	\$ 260,000	\$ 260,000	\$ 260,000	\$ 260,000	\$ 260,000	\$ 1,300,000
17-28	Replacement	Watershed Security Infrastructure Upgrade & Replacement	New, upgrade and replacement of security infrastructure in the GVWSA.	\$ 1,500,000	E	WU	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,500,000
17-29	Replacement	Water Supply Area Equipment & Replacement	Hydrometeorological, fireweather and wildfire suppression equipment replacement.	\$ 720,000	E	WU	\$ -	\$ 180,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 740,000
17-30	Replacement	Transmission Main Repairs	Emergency repairs to the transmission mains.	\$ 1,000,000	S	WU	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
17-31	Replacement	Transmission System Components Replacement	Replacement and repair of transmission components.	\$ 400,000	S	WU	\$ -	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 400,000
17-33	Replacement	Disinfection Equipment and other Water Treatment Components and Parts Replacement	Replacement of incidental equipment and parts associated with the water treatment facilities.	\$ 1,000,000	E	WU	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
17-34	Renewal	Supply System Computer Model Update	Annual update of the regional hydraulic model.	\$ 100,000	S	WU	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 100,000
19-16	Replacement	Dam Improvements	Items not covered by Dam Safety Reviews, but brought up in Dam Safety Inspections and Dam Safety Reviews and address items in the dam safety database/risk registry and to support operations.	\$ 1,675,000	S	WU	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,500,000
19-22	Replacement	SCADA Repairs, Equipment Replacement and Comms upgrades	Items not covered by the SCADA Replacement and SCADA Master Plan, but integral in maintaining the SCADA System and revenue meter system.	\$ 750,000	E	WU	\$ -	\$ 200,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 800,000
21-15	Replacement	Corrosion Protection	Replace corrosion protection assets, such as coatings, for the transmission system when identified.	\$ 250,000	S	WU	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000
21-16	Replacement	Valve Chamber Upgrades	Replace failing valves and appurtenances along the RWS supply system.	\$ 1,500,000	S	WU	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,500,000
21-17	Replacement	Water Quality Equipment Replacement	Replacement of water quality equipment for the water quality lab and water quality operations.	\$ 250,000	E	WU	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
21-18	Renewal	LIMS support	Support for LIMS database	\$ 125,000	E	WU	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000
23-20	Study	Land Exchange/Acquisition	Land surveys, appraisals to support decisions regarding land exchange to increase catchment area, buffer water supply areas and other possible land exchange and acquisition within the RWS system.	\$ 220,000	L	WU	\$ -	\$ 80,000	\$ 80,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 220,000
Annual Provisional Sub-Total				\$ 10,790,000			\$ -	\$ 2,195,000	\$ 2,155,000	\$ 2,095,000	\$ 2,095,000	\$ 2,095,000	\$ 10,635,000
CORPORATE ASSET AND MAINTENANCE MANAGEMENT (CAMP)													\$ -
17-35	Replacement	Vehicle & Equipment Replacement (Funding from Replacement Fund)	This is for replacement of vehicles and equipment used by CRD Water Services for the day-to-day operation and maintenance of the supply system.	\$ 4,169,250	V	ERF	\$ 691,000	\$ 1,376,250	\$ 773,000	\$ 855,000	\$ 495,000	\$ 355,000	\$ 3,854,250
23-21	New	EV Charging Stations Electrical Infrastructure	Electrical System upgrades at 479 Island Hwy to power up 44 charging stations	\$ 1,255,000	E	WU	\$ 100,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
23-22	New	Fuel Truck	Fuel tender truck	\$ 325,000	E	WU	\$ 325,000	\$ 325,000	\$ -	\$ -	\$ -	\$ -	\$ 325,000
23-31	New	Purchase of land	Purchasing of land near 479 for future office space or other land acquisition opportunities relative to Regional Water Supply Service	\$ 6,500,000	L	WU	\$ 100,000	\$ 100,000	\$ 3,000,000	\$ -	\$ 2,000,000	\$ -	\$ 5,100,000
24-17	New	Pool Vehicles	2 new EV Pickups & new vehicle for Water Quality	\$ 255,000	V	WU	\$ 180,000	\$ 255,000	\$ -	\$ -	\$ -	\$ -	\$ 255,000
24-18	New	Vehicle for Watershed Hydrology Program	Replacement pickup truck for watershed hydrology program	\$ 100,000	V	WU	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
25-22	New	New Vehicles - Watershed & Water Operations	4 New Electric Vehicles for Watershed & Water Operations	\$ 360,000	V	WU	\$ -	\$ 360,000	\$ -	\$ -	\$ -	\$ -	\$ 360,000
25-23	New	Enterprise Asset Management System	Development of EAM system, including software and process implementation, for services to maintain assets and report on asset performance.	\$ 4,600,000	E	WU	\$ -	\$ -	\$ -	\$ 375,000	\$ 400,000	\$ 400,000	\$ 1,175,000
25-23	New	Enterprise Asset Management System			E	Other	\$ 625,000	\$ 200,000	\$ 400,000	\$ 25,000	\$ -	\$ -	\$ 625,000
CAMP Sub-Total				\$ 12,604,250			\$ 2,121,000	\$ 3,216,250	\$ 4,173,000	\$ 1,255,000	\$ 2,895,000	\$ 755,000	\$ 12,294,250
GRAND TOTAL				\$ 495,511,596			\$ 33,337,825	\$ 106,379,750	\$ 45,098,000	\$ 62,840,000	\$ 81,665,000	\$ 53,805,000	\$ 349,787,750.00

Service:	2.670	Regional Water Supply

Project Number	25-01	Capital Project Title	Forest Resilience Studies and Assessments	Capital Project Description	Modelling, studies and assessments of forest fuels, forest health and efficacy of forest treatments in promoting forest resilience.
Project Rationale	Watershed Protection is undertaking, or working collaboratively with academic institutions and federal and provincial agencies on a variety of assessments and research studies relating to the health of forests and other ecosystems in the GVWSA, how projected climate change could affect forest health and wildfire in the GVWSA, how forest management could reduce potential threats to forests, and the effects of existing forest thinning trials and fuel management activities. The results of these assessments and studies will be used to inform the forest management plan for the GVWSA (Project 25-02).				

Project Number	25-02	Capital Project Title	Public Engagement for Regional Water Supply	Capital Project Description	Public engagement plans and products.
Project Rationale	The Watershed Protection division provides educational tours of the GVWSA and Regional Water Supply infrastructure and is seeking new ways to making this information available to a broader portion of the service area population. In future years, enhanced public engagement on the master plan will be undertaken.				

Project Number	25-03	Capital Project Title	GVWSA Risk Assessments & Procedures	Capital Project Description	Risk assessments and updating procedures for security, biosecurity, spills
Project Rationale	Assessments relating to security, biosecurity, spill response are required to determine how best to reduce risks to water quality in supply reservoirs and facilitate effective emergency response. The results of these assessments will be used to develop and implement plans and procedures.				

Project Number	25-04	Capital Project Title	North Basin Intake Siting Studies	Capital Project Description	Data collection and studying stream flows and water quality entering the North Basin to inform location of a North Basin Intake
Project Rationale	Determining the location of the North Basin water intake in Sooke Lake Reservoir requires an understanding of the quality and volumes of water inflows to the reservoir and how these inflows relate to reservoir circulation and water quality. This project will fast track the data collection and analyses needed to establish stream rating curves for inflow modelling and how water quality parameters vary with stream flow. These data will inform both the reservoir inflow and reservoir circulation models and how these models can be linked.				

Service: 2.670 Regional Water Supply			
25-01	Project Number 25-05	Capital Project Title Forest Management Plan for the GVWSA	Capital Project Description Development of a forest management plan for the GVWSA to enhance forest resilience and mitigate climate change.
	Project Rationale Development of a forest management plan for the GVWSA to enhance forest resilience and mitigate climate change based on modelling, risk assessment, input from subject matter experts, First Nations and the public.		
25-02	Project Number 17-01	Capital Project Title Historic Goldstream Powerhouse Building	Capital Project Description Repairs of historic Goldstream Powerhouse building and work toward making the site accessible to the public
	Project Rationale Located near the Goldstream Treatment Plant and the Sooke Hills Wilderness Trail (Trans Canada Trail), is an 1897 brick hydroelectric powerplant that served Victoria (notably the streetcars) for approx. 60 years. The Powerhouse has its own Wikipedia entry: http://en.wikipedia.org/wiki/Lubbe_Powerhouse and has captured public interest as a unique structure in BC history. An engineering condition assessment including engineered drawings, site plan and approximate cost of repairs was conducted in 2017. A major repair in the masonry on the north side of the building was completed in 2018. Further masonry and major crack repair was completed on the south side in 2019 (\$10,000). A successful grant application (\$76,000) was used in 2022 to replace the roof membrane/envelope. Future funds are to implement basic security around the facility until such time as future interpretation and access from the Sooke Hills Wilderness Trail can be secured in coordination with any planning for the siting of a filtration plant.		
	Project Number 25-06	Capital Project Title Forest Resilience Treatments	Capital Project Description Thinning, juvenile spacing, and forest fuel management treatments to mitigate climate change, reduce wildfire risk and enhance forest resilience.
	Project Rationale This project will be used to fund a variety of forest and fuel management treatments to reduce risks and enhance the resilience of forests in the GVWSA in a changing climate. The specific approaches and methodologies will be informed by the results of a variety of landscape level inventories and assessments and learnings from the evaluation of the effectiveness and effects of forest and fuel management to date.		
	Project Number 09-01	Capital Project Title Leech River Watershed Restoration	Capital Project Description A 17 year project to restore the Leech WSA lands for water supply.
	Project Rationale A 17 year project to restore the Leech WSA lands for water supply. An update of projects completed and planned was provided in June 2019 (RWSC Report #19-13). Recent years funding has been used predominantly to upgrade the permanent road network. A review will be undertaken and the final years of funding assigned to ensure substantial completion of the recommendations of the Leech River Watershed Assessment.		

Service: 2.670 Regional Water Supply			
Project Number	16-06	Capital Project Title	Goldstream IWS Field Office Capital Project Description Renewal of Water Quality field office/lab and equipment storage and Watershed Protection office, yard, training space and equipment storage, replacing longstanding temporary facilities.
Project Rationale Watershed Protection staff (27 FTE and 8 seasonal auxiliaries) are currently located in 2 trailers and a house at the Goldstream Gate entrance to the water supply area, and in office space at the Integrated Water Services office in View Royal. The trailers were considered temporary office space since their implementation over 15 years ago. The trailers are old, prone to leaks and a concern for mold. Water Quality field staff are located in another temporary facility, since their field office was on the gravel pit property that was sold to Langford. In addition, there are insufficient facilities for operational training, equipment storage, emergency management and public education. The separation of staff between various Goldstream facilities and the View Royal location causes inefficiencies and organizational difficulties. The IWS office is also above capacity and moving Watershed Protection staff out will extend the existing office space. 2024: A design build procurement process has been selected to deliver the project with a rough total project cost of \$12 million. Funding of \$ 5 million to the project is guaranteed through the completion of sale of the IWS gravel pit to Langford. Additional funding of \$5 million from other CRD service areas will fund an additional floor of the planned new building.			
Project Number	25-07	Capital Project Title	Hydromet Upgrades Capital Project Description New and upgraded hydrological and weather sensors and stations.
Project Rationale Watershed Protection manages a network of nine (soon to be 10) weather stations and 22 hydro-metric (stream monitoring) stations in the GVWSA. Data from these stations are used to inform decision making relating to reservoir inflows, reservoir management, wildfire restrictions and wildfire response, flood and emergency response, and for assessments, modelling, analyses, and strategic and operational planning. The existing network has been building since 1995 and new standards, technologies, and data needs require new stations and the upgrade and expansion of existing stations and data download, management, and distribution capabilities for continual improvement.			
Project Number	20-01	Capital Project Title	Kapoor Main Mile 1 Bridge and Asphalt Upgrade Capital Project Description Replacement of the existing undersized culvert with a large bridge as well as subsequent 500 m road asphalt replacement.
Project Rationale The existing culvert at Mile 1 on Kapoor Main (which is the primary access road to Sooke Lake Reservoir and Dam) is undersized, has evidence of buried organics in the fill material and has oversteepened, unstable banks. The culvert will be removed and a bridge installed to improve water carrying capacity at peak flows, fish passage and bank stability. The asphalt section uphill of the bridge will also be repaired or replaced as a component of the project. 2024: Consulting engineer design work indicates a total construction cost of \$868,000 for the bridge. A cost driver is the significant amount of fill to remove. The 2024 budget has been increased to reflect the engineered cost estimate and to move the asphalt budget forward to 2025.			
Project Number	25-08	Capital Project Title	Road Improvements Capital Project Description Gravel crushing, road deactivation and road upgrades to service water supply and watershed protection infrastructure and activities in the GVWSA
Project Rationale The network of roads within the GVWSA provide access to water supply facilities and infrastructure and for emergency response, security patrols, watershed management activities as well as research and monitoring. It is important that these roads be upgraded to accommodate the increased intensity, frequency, duration of major rainfall events with projected climate change, that new roads are developed where needed, and that unnecessary an/or poorly located roads are deactivated to reduce maintenance costs and reduce environmental concerns.			

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Project Number	25-09	Capital Project Title	Climate Change Mitigations	Capital Project Description	Equipment, infrastructure and upgrades to harden water supply infrastructure from climate related risks in the GVWSA
Project Rationale	This fund consolidates a number of smaller projects to purchase equipment and develop or update infrastructure within the GVWSA to improve response to extreme weather events, adapt to increased variation in the level of Sooke Lake Reservoir, and reduce risk to key infrastructure.				

Project Number	25-10	Capital Project Title	Property Management - Assessments and Upgrades	Capital Project Description	Assessments, planning and implementation of upgrades aimed at newly acquired GVWSA lands.
Project Rationale	When new properties are aquired, there are assessments that need to be carried out to determine the condition of roads and drainage structures, identify security needs, and other land/forest management issues, and then plan and implement improvements to meet CRD requirements and integrate these lands into Watershed Protection management programs.				

Project Number	25-11	Capital Project Title	GVWSA Bridge Supply & Installation	Capital Project Description	Replacement of undersized culverts with climate ready bridges which allow for fish passage.
Project Rationale	Watershed Protection has inventoried all drainage structures (culverts) within the GVWSA and is systematically replacing undersized structures on major watercourses with bridges to meet current environmental and flow standards and accommodate the projected increases in stream flows with a changing climate. This fund will be used for the costs associated with assessments, engineering, construction and installation of bridge projects in the GVWSA.				

Project Number	25-12	Capital Project Title	GVWSA Land Acquisition	Capital Project Description	Acquisition of priority lands for Regional Water Supply
Project Rationale	Funds in 2025 will be used for the purchase of a major property adjacent to the GVWSA. Reports on this property have been brought to the Regional Water Supply Commission <i>in camera</i> .				

Project Number	16-10	Capital Project Title	Post Disaster Emergency Water Supply	Capital Project Description	Identify and procure emergency systems for post disaster preparedness.
Project Rationale	In the event of a disaster, it is proposed to have in place the ability to source, treat (if required) and distribute drinking water during the initial and sustained response and recovery phases to the public. This item will see the study of the issue in 2016 and 2017 with the anticipated purchase of one or more emergency distribution systems in 2017. Initial investigation has highlighted areas, such as having hardened hydrants/standpipes that the CRD should be investing in. Additional funds are required to continue implementing these additional works and equipment.				

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Project Number	17-13	Capital Project Title	Asset Management Plan	Capital Project Description	Development of a plan to inform future areas of study and highlight critical infrastructure improvements.
Project Rationale	Asset Management Planning necessary to effectively manage asset life cycles and plan for future improvement works.				

Project Number	19-04	Capital Project Title	Seismic Assessment of Critical Facilities Phase 2	Capital Project Description	Second phase seismic assessment of critical facilities will now be undertaken.
Project Rationale	Initially identified as a priority from an earlier iteration of the Strategic Plan, a second phase seismic assessment of critical facilities will now be undertaken.				

Project Number	19-15	Capital Project Title	Hydraulic Capacity Assessment and Transient Pressure Analysis	Capital Project Description	Detailed level-of-service assessment for the RWSC transmission system and transient pressure analysis.
Project Rationale	Determine the existing level-of-service for the RWSC transmission system and conduct a transient pressure analysis to better determine vulnerabilities and future upgrades.				

Project Number	20-08	Capital Project Title	Regional Water DCC Program	Capital Project Description	Design of a Regional DCC Program
Project Rationale	Development and implementation of a Developer Cost Charge (DCC) program for the Regional Water Supply system. This program will help identify where projects are required for future growth and help fund those costs from developments.				

Project Number	20-10	Capital Project Title	Condition & Vulnerability Assessment	Capital Project Description	Conduct a condition assessment of critical supply infrastructure and assess its possibility of risk.
Project Rationale	The RWSC is a large system with infrastructure of various ages and condition. Funding is required to conduct a condition assessment of critical infrastructure, assess their risk of failure, and provide a high level timeline for replacement/renewal.				

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Project Number	21-05	Capital Project Title	Level of Service and Transfer Agreements	Capital Project Description
Project Rationale Develop level-of-service agreements for participating municipalities to address hydraulic capacity of infrastructure.				
Project Number	22-14	Capital Project Title	Sooke River Intake Feasibility	Capital Project Description
Project Rationale A feasibility study for an intake from Sooke River to replace the Main No. 15 salmon fishery contribution, for a variety of reasons.				
Project Number	27-01	Capital Project Title	Regional Water Master Plan Update	Capital Project Description
Project Rationale Placeholder budget for 2027 update to the Regional Master Plan.				
Project Number	23-12	Capital Project Title	Project Delivery Strategy and Planning Studies	Capital Project Description
Project Rationale Funding for staff and consultant time in the initial efforts toward developing a project delivery strategy for the RWS Master Plan.				
Project Number	23-13	Capital Project Title	Filtration Plant Planning & Design	Capital Project Description
Project Rationale Identified in the 2022 Master Plan, planning, design and future construction of a Filtration Plant is required. Initial steps will include confirming site requirements, overview of integration with other system components, review of current and future technologies and preliminary engineering studies such as geotechnical once a site is confirmed.				

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Project Number	23-24	Capital Project Title	East-West Connector (Filtration Plant to District of Sooke)	Capital Project Description
Project Rationale Identified in the 2022 Master Plan, planning and conceptual design of an East- West Supply Main from the proposed filtration plant to the District of Sooke to maintain level of service and to account for growth.				
Project Number	23-25	Capital Project Title	Deep Northern Intake and Sooke Lake Pump Station	Capital Project Description
Project Rationale Identified in the 2022 Master Plan, planning and design of the Deep Northern Intake and Sooke Lake Pump Station is required to provide water supply and transmission capability from currently inaccessible parts of Sooke Lake into the water supply and treatment systems.				
Project Number	23-26	Capital Project Title	Transmission Main - Sooke Lake Pump Station to Head Tank	Capital Project Description
Project Rationale In the event of a disaster, it is proposed to have in place the ability to source, treat (if required) and distribute drinking water during the initial and sustained response and recovery phases to the public. This item will see the study of the issue in 2016 and 2017 with the anticipated purchase of one or more emergency distribution systems in 2017. Initial investigation has highlighted areas, such as having hardened hydrants/standpipes that the CRD should be investing in. Additional funds are required to continue implementing these additional works and equipment.				
Project Number	23-27	Capital Project Title	Gravity Main - Sooke Lake to Head Tank	Capital Project Description
Project Rationale Identified in the 2022 Master Plan, planning and design of a gravity transmission main from Sooke Lake to the Head Tank to provide redundant water supply to the system.				
Project Number	23-28	Capital Project Title	Goldstream Reservoir Connector	Capital Project Description
Project Rationale Identified in the 2022 Master Plan, planning and design of a transmission main to connect the Goldstream Reservoir to the Sooke system to ensure transmission safety and reliability when using the Goldstream system to supplement flows to the Sooke system.				

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Project Number	24-09	Capital Project Title	Agricultural Water Rate Review	Capital Project Description	Phase 2
Project Rationale	Review of agricultural water rates.				

Project Number	18-07	Capital Project Title	Replacement of UV System and Controls Upgrades	Capital Project Description	Replacement of the UV system and other electrical upgrades at the Goldstream Water Treatment Plant
Project Rationale	Replacement of UV Equipment at the Goldstream Water Treatment Plant with eight (8) new UV trains. Equipment being supplied are 8 TrojanUVSwift units designed for a combined 532 MLD flow rate with one unit out of service, minimum 85% UVT & 3.0-log inactivation of cryptosporidium and giardia. This project also includes electrical equipment replacements and controls upgrades for the entire disinfection facility. Design is complete, UV Equipment delivery is scheduled for Q3/Q4 2024 and installation and implementation works are scheduled to occur in the low demand period between Q4 2024 and Q1 2025, with the option to defer a portion of work to the subsequent winter if necessary.				

Project Number	18-08	Capital Project Title	Bulk Supply Meter Replacement and Backflow Prevention Program	Capital Project Description	Planned replacement of aging bulk meter replacement based upon a condition assessment and water audit.
Project Rationale	This item is to replace, upgrade and install new bulk water meters and related equipment that measure flow and volumes of water delivered to the wholesale customers. Many of the meter stations are in need of upgrading. Funding is required to replace the flow meter and appurtenances.				

Project Number	18-15	Capital Project Title	Corrosion Protection Program	Capital Project Description	Study deficiencies in the current material protection and implement recommendations.
Project Rationale	This item is to assess, design and implement cathodic protection for the various infrastructure, including steel pipes, that are susceptible to corrosion. The supply system has various implementations of cathodic protection ranging from interior/exterior coatings for pipe and passive anodes to impressed current systems with variable results and condition. Funding is required for ongoing improvements as recommended by a cathodic protection specialist.				

Project Number	18-18	Capital Project Title	Main No.3 Segment Replacement	Capital Project Description	Replacement of segments of Main No. 3 based upon previous studies.
Project Rationale	The existing Main No. 3 is approximately 70 years old. Some section of the 22 km main are steel pipe in known potentially corrosive soils. It is proposed to eventually replace a segment or Main #3 on Wale Road, Island Hwy. and Adams Place in Colwood and View Royal. Conceptual design and options analysis will start in 2023 with detailed design and construction commencing in 2024 to 2027. Funding is required to retain a consultant to undertake design and to construct a replacement to Main No. 3.				

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Project Number	19-05	Capital Project Title	Repairs - Kapoor Shutdown
		Capital Project Description	Repair items such as defects in the Kapoor tunnel, replacement of critical valves, intake exterior inspection and actuator replacement while the Kapoor tunnel is shutdown
Project Rationale	Project for ongoing inspections and repairs of the Kapoor tunnel. CRD is assessing future options for remove inspections that may reduce the frequency of dewatering the tunnel.		
Project Number	19-23	Capital Project Title	Critical Spare Equipment Storage & Pipe Yard
		Capital Project Description	Plan, design and construct a critical equipment storage building.
Project Rationale	Additional and accessible storage is required at the pipe yard for critical spare equipment such as repair bands and clamps. Funds are required to pland, design and construct an equipment storage building accessible by loading vehicles.		
Project Number	20-16	Capital Project Title	Cecelia Meter Replacement
		Capital Project Description	Replacement of the Cecelia billing meter as well as its enclosure.
Project Rationale	Project to replace Cecelia Water Meter, which was identified in a previous consultant report as in need of replacement for end of life and accuracy. This is RWS' largest billing meter.		
Project Number	20-17	Capital Project Title	Decommission & Conceptual Design of the Smith Hill Site
		Capital Project Description	Plan for decommission the conceptual design for the replacement of the Smith Hill reservoir site.
Project Rationale	The Smith Hill reservoir has not been in operation for many years. Consideration for decommissioning now has to be factored in with recent suggestions in the 2022 Master Plan.		
Project Number	21-09	Capital Project Title	Goldstream Water Chlorination Gas System Removal
		Capital Project Description	Plan and construct provisions for removal of chlorination system
Project Rationale	The Goldstream Water Treatment Plant has undergone numerous upgrades and updates, both large and small since its initial construction. There are numerous vestigial mechanical and electrical assets that require planned removal. Funds are required to plan and remove unused assets that affect maintenance of the system.		
Project Number	21-10	Capital Project Title	SCADA Masterplan and System Upgrades
		Capital Project Description	Update the SCADA Master Plan in conjunction with the Juan de Fuca Water Distribution, Saanich Peninsula Water and Wastewater, and Core Area Wastewater Services
Project Rationale	The SCADA and radio system utilized by the RWS comprises of components ranging from 2-25 years in age. A planned replacement of assets, to be coordinated with the Juan de Fuca Water Distribution and Saanich Peninsula Water & Wastewater Systems is required to create a more resilient and cohesive communications system		

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Project Number	21-11	Capital Project Title	RWS Supply Main No. 4 Upgrade & Main No. 1 High Pressurizing Capital Project Description Upgrade vulnerable sections of the RWS Supply Main No. 4 and Main No. 1 to a resilient system to better able to withstand a seismic event. Vulnerable sections are Concrete Cylinder pipe material which is susceptible to failure during a seismic event. This is part of project partnered with the Saanich Peninsula Water system.
Project Rationale	Sections of RWS Supply Main No. 4 have been identified as being vulnerable due to age and material type during a seismic event and require replacement. To support replacement of the Goldstream section of Main No. 4, improvements to RWS Supply Main No. 1 are required, such as replacement of approximately 40 m of transmission Main #1 at Watkiss Way and upgrade of the Watkiss PRV, upgrade of the Millstream PRV, modifications to the Humpback PRV and construction of five new pressure control stations. This project is part of a project partnered with the Saanich Peninsula Water System to increase the resilience of the water system by replacing vulnerable sections of transmission mains. The budget breakdown of the works: Goldstream section of Main #4 \$21,975,000; Watkiss Way section of Main #1 \$950,000; Watkiss PRV \$1,250,000; Millstream PRV \$1,350,000; Humpback PRV improvements \$825,000; Five new PRVs \$9,050,000.		
Project Number	22-15	Capital Project Title	Microwave Radio Upgrades Capital Project Description To provide a high bandwidth communications backbone to the RWS system, a microwave communications system will be installed.
Project Rationale	To provide a high bandwidth communications backbone to the RWS system, a microwave communications system will be installed. Supports current and future fire detection cameras.		
Project Number	23-16	Capital Project Title	Humpback Channel Assessment and Upgrades Capital Project Description Hydraulically assess the Humpback Overflow channel and conduct a condition assessment of the culverts at the Gatehouse.
Project Rationale	Hydraulically assess the overflow system to determine what upgrades or alterations may be required to avoid system failure in extreme weather events. Previous system failures have resulted in damage to the adjacent roadway and significant erosion at the outlet, exposing main No. 4.		

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Project Number	23-17	Capital Project Title	Main No. 4 - Mt Newton to Highway 17 & Bear Hill Trunk Extension (RWS Contribution to SPWS Project)
		Capital Project Description	Approximately 2.9km of Main No. 4 concrete cylinder transmission main to replacement from Mt Newton Cross Rd/Central Saanich Rd to Island View Rd and Lochside Drive. This project is also being expanded to partially fund the extension of the Bear Hill Tunk Sewer on East Saanich Road from Wallace Drive to Dean Lower Tank.
Project Rationale Main No. 4 project portion: Replacement of concrete cylinder pipe on Main No. 4 is deemed critical for resiliency of the water supply to the Saanich Peninsula. A Strategic Priorities Fund grant was approved to fund a portion of this work. CRD have since expanded the scope and adjusted the alignment so that approximately 450meters of additional concrete cylinder pipe can be removed under a single contract private property and environmental impacts can be better mitigated through alignment adjustment. Bear Hill Trunk project portion: This project portion is to be shared with Saanich Peninsula Water Supply but is proposed to be partially funded by RWS, since this will provide better water supply redundancy to the Saanich Peninsula and will also reduce some of the future scope requirements for RWS to proceed with Project M11 as identified in the Master Plan.			
Project Number	28-01	Capital Project Title	Transmission Main Upgrade Program
		Capital Project Description	Identify, conceptually design, detail design and construct transmission main upgrades.
Project Rationale Transmission mains that are nearing end of life due to long service require condition assessments and then design and construction of replacement mains where needed. Budget is a future placeholder but project details and budgets will be further refined as the delivery year approaches.			
Project Number	24-11	Capital Project Title	IT Core Infrastructure Replacement and cyber security upgrades.
		Capital Project Description	Replacement and upgrades to Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life and cyber security upgrades. Includes IT equipment located at tower sites within the RWS system.
Project Rationale Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life. Includes IT equipment located at tower sites within the RWS system.			
Project Number	24-12	Capital Project Title	Head Tank Valve & Main No. 4&5 Valve Replacement
		Capital Project Description	Supply and installation of valves and actuators at Head Tank and Main #4&5. Includes flushing plan and coordination efforts.
Project Rationale Supply and installation of valves and actuators at Head Tank and Main #4&5. Includes flushing plan and coordination efforts.			

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Project Number	24-19	Capital Project Title	Mount Tolmie Tank Improvements	Capital Project Description
Project Rationale Initial budget for multiple improvements to Mount Tolmie Tank, including structural repairs to address leakage and structural repairs discovered at Mount Tolmie Tank in Q4 2023, control valve and piping upgrades, assessment of adjacent buried pipe work.				
Project Number	19-07	Capital Project Title	Integrate Dam Performance and Hydromet to SCADA	Capital Project Description
Project Rationale Based on capital project 18-19, dam performance piezometers and weirs and Hydromet/Dam Safety Instrumentation stations will be integrated through the SCADA system.				
Project Number	19-13	Capital Project Title	Dam Safety Instrumentation	Capital Project Description
Project Rationale Aging Hydromet/Dam Safety Instrumentation stations maintained by Infrastructure Engineering require replacement so that ongoing monitoring within the watersheds can be maintained. Funds are required for upgrades and replacement of existing Hydromet Stations.				
Project Number	25-13	Capital Project Title	Sooke Lake & Deception Water Supply Area Dams - Regulatory Compliance, Dam Safety Planning & Analyses	Capital Project Description
Project Rationale Capital funding will be used to resolve a prioritized list of issues from the Dam Safety Risk Register, identified during dam surveillance activities, Dam Safety audits, and legislated Dam Safety Reviews. The issues to be resolved relate to dam safety analyses, dam safety planning and program work, and regulatory compliance.				

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Project Number	25-14	Capital Project Title	Sooke Lake & Deception Water Supply Area Dams - Upgrades and Improvements Program Capital Project Description Ongoing program to complete dam upgrades and improvements from the Dam Safety Risk Register, which have been identified through the Sooke Lake Water Supply Area Dams - Regulatory, Planning & Analysis Program.
Project Rationale	This is an ongoing program to be adaptable to addressing projects in the Sooke Lake Watershed Dams from the Dam Safety Risk Register. Some key projects in the near term include: Sooke Lake Dam (SLD) Instrumentation Improvements, SLD Spillway crack repairs (wet side), SLD Spillway crack repairs (Ogee/Wing Walls), Deception Dam Low Level Overflow Replacement, SLD Gate Controls/automation, SLD Stop Logs Replacements, SLD Log Booms (Narrows and Main Dam), future buttressing of Deception Dam and various other improvements that may be prioritized based on risk.		
Project Number	25-15	Capital Project Title	Goldstream Water Supply Area Dams - Regulatory Compliance, Dam Safety Planning & Analyses Capital Project Description Ongoing projects involving studies, dam safety planning and regulatory requirements activities for the various dams within the Goldstream Watershed. Outcomes from the various studies will inform future capital improvements.
Project Rationale	Capital funding will be used to resolve a prioritized list of issues from the Dam Safety Risk Register, identified during dam surveillance activities, Dam Safety audits, and legislated Dam Safety Reviews. The issues to be resolved relate to dam safety analyses, dam safety planning and program work, and regulatory compliance.		
Project Number	25-16	Capital Project Title	Goldstream Water Supply Area Dams - Upgrades and Improvements Program Capital Project Description Ongoing program to complete dam upgrades and improvements from the Dam Safety Risk Register, which have been identified through the Goldstream Water Supply Area Dams - Regulatory, Planning & Analysis Program
Project Rationale	This is an ongoing program to be adaptable to addressing projects in the Goldstream Watershed Dams from the Dam Safety Risk Register. Some key projects in the near term include: Goldstream gates (High Level and 3 Low Level) being assessed and potentially replaced, Concrete repairs, instrumentation implementation and project management efforts at the program level to prioritize capital works as studies are being completed.		
Project Number	25-17	Capital Project Title	Charters Dam - Regulatory Compliance, Dam Safety Planning & Analyses Capital Project Description Ongoing projects involving studies, dam safety planning and regulatory requirements activities for Charters Dam. Outcomes from the various studies will inform future capital improvements.
Project Rationale	Capital funding will be used to resolve a prioritized list of issues from the Dam Safety Risk Register, identified during dam surveillance activities, Dam Safety audits, and legislated Dam Safety Reviews. The issues to be resolved relate to dam safety analyses, dam safety planning and program work, and regulatory compliance.		

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Project Number	25-18	Capital Project Title	Charters Dam - Upgrades and Improvements Program	Capital Project Description	Ongoing program to complete dam upgrades and improvements from the Dam Safety Risk Register, which have been identified through the Charters Dam - Regulatory, Planning & Analysis Program.
Project Rationale	Budget to address capital improvements identified through the dam safety risk register.				

Project Number	20-04	Capital Project Title	Sooke Lake HyDy Model Development	Capital Project Description	Critical data collection, model building+calibration, model utilization for 3 different scenarios
Project Rationale					

Project Number	25-19	Capital Project Title	WQ Studies and Research Projects	Capital Project Description	Ongoing program budget for water quality studies and operation of Sooke Lake Hydrodynamic Model.
Project Rationale	Managing WQ Studies and Research projects under a program will allow CRD more operational flexibility managing priorities and adapting to changing operational needs.				

Project Number	25-20	Capital Project Title	Lab and WQ Equipment Maintenance and Replacement	Capital Project Description	Ongoing program budget for water quality lab equipment and maintenance.
Project Rationale	Managing lab and water quality equipment replacements under a program will allow CRD more operational flexibility managing priorities and adapting to changing operational needs.				

Project Number	17-27	Capital Project Title	Watershed Culvert Replacement	Capital Project Description	Replacement of small culverts throughout the GVWSA.
Project Rationale	This provides annual funding for the replacement of culverts that have reached end of life and/or are undersized given present knowledge of potential peak water flows and anticipated climate change effects. With the completion of peak flow modelling of all major structures in the Sooke and Goldstream WSAs in 2017, additional funds are required beginning in 2018 to upgrade identified structures to current standards. Costs of upgrades have increased significantly in the last 5 years.				

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Project Number 17-28	Capital Project Title Watershed Security Infrastructure Upgrade & Replacement	Capital Project Description New, upgrade and replacement of security infrastructure in the GVWSA.	Project Rationale The outer boundary of the Leech, Sooke and Goldstream Water Supply Areas is approximately 119 kilometers in length. Main access roads are gated and there are 11 kilometers of existing security fencing. A constant effort is needed to maintain a closed watershed. Through monitoring, high incident areas are identified, security plans are developed, and security infrastructure (fencing, gates and signage) is installed or upgraded where required. An uplift in provisional funding is requested due to increased costs of fencing and gates.
Project Number 17-29	Capital Project Title Water Supply Area Equipment & Replacement	Capital Project Description Hydrometeorological, fireweather and wildfire suppression equipment replacement.	Project Rationale This provides annual funding for the replacement or upgrading of equipment for wildfire suppression and spill response, fire weather stations, hydro-meteorological monitoring and water quality sampling and monitoring equipment. Given an expansion of the hydrology and meteorology network of stations and sensors, an additional \$50,000 per year is added in 2020 and going forward. In 2021 and going forward, funding is reduced by \$20,000 as water quality equipment will be funded under a separate line item (21-17). A revised level of funding is requested beginning in 2023 that reflects forecasted needs.
Project Number 17-30	Capital Project Title Transmission Main Repairs	Capital Project Description Emergency repairs to the transmission mains.	Project Rationale Each year a visual inspection of this critical supply tunnel is carried out by CRD staff. This capital item allows for minor repairs that are discovered during these inspections. This also allows for annual funding for repair of emergency breaks on large diameter supply mains.
Project Number 17-31	Capital Project Title Transmission System Components Replacement	Capital Project Description Replacement and repair of transmission components.	Project Rationale This is an annual allowance for the capital costs for the replacement and repair of supply system components that fail under normal operation and maintenance during the year.
Project Number 17-33	Capital Project Title Disinfection Equipment and other Water Treatment Components and Parts Replacement	Capital Project Description Replacement of incidental equipment and parts associated with the water treatment facilities.	Project Rationale The annual work includes the replacement of the plastic gas feed piping that has become very brittle, installing air valves on the ammonia solution lines, installing and replacing shut off valves on the booster pumps supply piping, installing indicator stems on UV cooling water valves, relocating the UV cooling water feed pipes, improving the landscaping around the UV building to reduce dust and other minor upgrades.
Project Number 17-34	Capital Project Title Supply System Computer Model Update	Capital Project Description Annual update of the regional hydraulic model.	Project Rationale This item is to allow for staff and consultant time each year to keep the hydraulic computer model current.

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Project Number	19-16	Capital Project Title	Dam Improvements
Capital Project Description	Items not covered by Dam Safety Reviews, but brought up in Dam Safety Inspections and Dam Safety Reviews and address items in the dam safety database/risk registry and to support operations		
Project Rationale	Dam Safety Inspections are carried out throughout the year and result in minor improvements at each dam annually. This budget is intended for smaller scale improvements, typically to be completed by operations staff in a short duration and which are not captured under the larger "Term" programs.		
Project Number	19-22	Capital Project Title	SCADA Repairs, Equipment Replacement and Comms upgrades
Capital Project Description	Items not covered by the SCADA Replacement and SCADA Master Plan, but integral in maintaining the SCADA System and revenue meter system.		
Project Rationale	This item is to allow for unplanned SCADA repairs and equipment replacement not covered by the capital projects SCADA Replacement.		
Project Number	21-15	Capital Project Title	Corrosion Protection
Capital Project Description	Replace corrosion protection assets, such as coatings, for the transmission system when identified.		
Project Rationale	There are numerous assets with varying levels of corrosion protection throughout the RWS system. Funds are required to ensure that corrosion protection assets are replaced or rehabilitated when identified.		
Project Number	21-16	Capital Project Title	Valve Chamber Upgrades
Capital Project Description	Replace failing valves and appurtenances along the RWS supply system.		
Project Rationale	The RWS system has numerous isolation and air valves along the transmission system, usually in underground chambers. Funds are required for replacement of valves and chamber upgrades as they are identified.		
Project Number	21-17	Capital Project Title	Water Quality Equipment Replacement
Capital Project Description	Replacement of water quality equipment for the water quality lab and water quality operations		
Project Rationale	This provides annual funding for the replacement or upgrading of equipment for the water quality lab, sampling, and operations. Of this provisional budget, \$20,000 was previously included in item 17-29 (Water Supply Area annual provisional budget)		
Project Number	21-18	Capital Project Title	LIMS support
Capital Project Description	Support for LIMS database		
Project Rationale	Provides for support for the laboratory information management system		

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Project Number	23-20	Capital Project Title	Land Exchange/Acquisition	Capital Project Description	Land surveys, appraisals to support decisions regarding land exchange to increase catchment area, buffer water supply areas and other possible land exchange and acquisition within the RWS system
Project Rationale	There are opportunities to increase the catchment and critical buffer areas of Sooke, Goldstream and the Leech WSA by purchase or land exchange with surrounding land owners. From time to time, the RWS System requires acquisition of lands for infrastructure purposes. Funds will be used when needed to undertake appraisals, legal surveys, and legal fees for work to develop agreements to purchase or exchange lands for the Regional Water Supply Area or System.				
Project Number	17-35	Capital Project Title	Vehicle & Equipment Replacement (Funding from Replacement Fund)	Capital Project Description	This is for replacement of vehicles and equipment used by CRD Water Services for the day-to-day operation and maintenance of the supply system.
Project Rationale	This is for replacement of vehicles and equipment used by CRD Water Services for the day-to-day operation and maintenance of the supply system. The Equipment Replacement Fund is used to fund the expenditure. The requests have been adjusted to align with the pricing for electric vehicles.				
Project Number	23-21	Capital Project Title	EV Charging Stations Electrical Infrastructure	Capital Project Description	Electrical System upgrades at 479 Island Hwy to power up 44 charging stations
Project Rationale	In support of the CRD's Climate Action Strategy to reduce the corporate GHG emissions. The CRD Fleet of vehicles is one of the larger contributors to the generation of GHG's. Integrated Water Services identified 44 of the approx. 100 vehicles that operate out of the 479 Island location for replacement with Electrical Vehicles by 2030. In preparation for providing the proper charging network at 479 an Electric Vehicle Fleet Conversion Study was completed in 2021. The results of the study was to upgrade the electrical infrastructure to accommodate the power needs of 44 charging points. It is proposed that phase 1 is started in 2023 to upgrade the electrical distribution system and provide 17 charging points. The larger portion of the costs will be to upgrade the electrical system. Phase 2 to allow for a further 27 charging points can be planned to accommodate the balance of EV vehicles pending their purchasing and delivery.				
Project Number	23-22	Capital Project Title	Fuel Truck	Capital Project Description	Fuel tender truck
Project Rationale	New fuel truck.				
Project Number	23-31	Capital Project Title	Purchase of land	Capital Project Description	Purchasing of land near 479 for future office space or other land acquisition opportunities relative to Regional Water Supply Service
Project Rationale	Land acquisition required to address future needs for CRD to support the RWS.				

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Project Number	24-17	Capital Project Title	Pool Vehicles
Capital Project Description	2 new EV Pickups & new vehicle for Water Quality		
Project Rationale	Two new EV pickups and new vehicle for Water Quality.		
Project Number	24-18	Capital Project Title	Vehicle for Watershed Hydrology Program
Capital Project Description	Replacement pickup truck for watershed hydrology program		
Project Rationale	Replacement pickup truck for watershed hydrology.		
Project Number	25-22	Capital Project Title	New Vehicles - Watershed & Water Operations
Capital Project Description	4 New Electric Vehicles for Watershed & Water Operations		
Project Rationale	1 New EV AWD SUV for water treatment ops 2 Replacement EV Pickup trucks for Watershed Prot. Ops, Security & Emerg Response 1 New EV Pickup truck for Watershed Prot. Resource Planning, Wildlife Program		
Project Number	25-23	Capital Project Title	Enterprise Asset Management System
Capital Project Description	Development of EAM system, including software and process implementation, for services to maintain assets and report on asset performance.		
Project Rationale	Develop of EAM system, including software and process implementation, for services to maintain assets and report on asset performance.		

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 2.670/2.680

Service Name: Regional Water Supply & JDF Water Distribution Combo

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
SYSTEM REPLACEMENT AND UPGRADES THAT BENEFIT REGIONAL WATER SUPPLY AND JUAN DE FUCA DISTRIBUTION													\$ -
16-01	Renewal	Upgrades to Buildings at 479 Island Highway	Maintenance and changes to buildings, office layouts, meeting rooms, yard improvements, lab improvements and technology upgrades.	\$ 1,330,000	B	WU	\$ -	\$ 250,000	\$ 80,000	\$ 200,000	\$ 80,000	\$ 80,000	\$ 690,000
17-01	Renewal	Voice Radio Upgrade	Replacement of end of life voice radio system repeaters, office, vehicle and handheld radios.	\$ 2,125,000	E	WU	\$ 380,000	\$ 430,000	\$ -	\$ -		\$ -	\$ 430,000
24-01	Replacement	IT Core Infrastructure Replacement	Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life	\$ 250,000	E	WU	\$ 80,000	\$ 205,000	\$ 10,000	\$ 25,000	\$ 6,000	\$ 4,000	\$ 250,000
25-01	Replacement	Laboratory Upgrades	Improvements to water quality lab facilities	\$ 200,000	E	WU	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
25-02	New	SCADA System Cybersecurity	Shared project budget to improve cyber security in the SCADA system.	\$ 400,000	E	Other	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000
Sub-Total System Replacement and Upgrades That Benefit Regional Water Supply and Juan de Fuca Distribution				\$ 3,705,000			\$ 460,000	\$ 1,485,000	\$ 90,000	\$ 225,000	\$ 86,000	\$ 84,000	\$ 1,970,000
ANNUAL PROVISIONAL CAPITAL ITEMS													\$ -
17-03	Replacement	Office Equipment, Upgrades and Replacements	Upgrade and replacement of office equipment as required.	\$ 450,000	E	WU	\$ -	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 450,000
17-04	Replacement	Computer Upgrades	Annual upgrade and replacement program for computers, copiers, printers, network equipment as required.	\$ 950,000	E	WU	\$ -	\$ 190,000	\$ 190,000	\$ 190,000	\$ 190,000	\$ 190,000	\$ 950,000
17-05	New	Development of the Maintenance Management Systems	Develop maintenance management system.	\$ 150,000	E	WU	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000
17-06	Replacement	Small Equipment & Tool Replacement (Water Operations)	Replacement of tools and small equipment for Water Operations as required.	\$ 500,000	E	WU	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000
17-07	Replacement	Small Equipment & Tool Replacement (Corporate Fleet)	Replacement of tools and small equipment for Fleet as required.	\$ 85,000	E	WU	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 75,000
24-02	Study	Capital Projects Delivery Optimization	Ongoing internal improvement of templates, tools and processes used in the delivery of capital projects.	\$ 160,000	S	WU	\$ -	\$ 50,000	\$ 30,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 140,000
Sub-Total for Annual Provisional Capital Items				\$ 2,295,000				\$ 475,000	\$ 455,000	\$ 445,000	\$ 445,000	\$ 445,000	\$ 2,265,000
x			GRAND TOTAL	\$ 6,000,000			\$ 460,000	\$ 1,960,000	\$ 545,000	\$ 670,000	\$ 531,000	\$ 529,000	\$ 4,235,000
													\$ -

Service: 2.670/2.680 Regional Water Supply & JDF Water Distribution Combo

Project Number	16-01	Capital Project Title	Upgrades to Buildings at 479 Island Highway	Capital Project Description	Maintenance and changes to buildings, office layouts, meeting rooms, yard improvements, lab improvements and technology upgrades.
Project Rationale	The budget includes the following funds to upgrade and renew the buildings at 479 Island Highway, including: • Improvements, Repairs, upgrades and changes to the buildings • Painting of the buildings • Repair and replacement of carpets, floors and walls • Climate Action initiatives and feasibility studies • Improvements to Meeting Rooms, including technology upgrades				
Project Number	17-01	Capital Project Title	Voice Radio Upgrade	Capital Project Description	Replacement of end of life voice radio system repeaters, office, vehicle and handheld radios.
Project Rationale	Service Life and projected replacement: • The service life of the mobile and portable units was forecast as 10 years at minimum, 15 years at maximum in 2005. • The present radio models used in the system have just been taken out of production by the manufacturer, there will be no new units available for purchase as of July 1, 2015. • Support for repairs and maintenance of the present radio will continue for the next 3 years at least. • There are no pressing issues with equipment maintenance or repairs, present repair rates suggest we can maintain the system for the next few years, and perhaps reach a 12-15 year lifespan on the present equipment.				
Project Number	17-03	Capital Project Title	Office Equipment, Upgrades and Replacements	Capital Project Description	Upgrade and replacement of office equipment as required.
Project Rationale	Funds will be used for the replacement and upgrading of office equipment and furniture, as required.				

Service: **2.670/2.680** **Regional Water Supply & JDF Water Distribution Combo**

Project Number 17-04

Capital Project Title Computer Upgrades

Capital Project Description Annual upgrade and replacement program for computers, copiers, printers, network equipment as required.

Project Rationale This is an annual upgrading and replacement program of computers, photocopiers, network, monitoring and associated equipment, as required. This item has been increased from \$160,000 to \$170,000 annually to reflect actual costs.

Capital Budget
 Network Switch Maintenance \$10,000
 Additional Wireless Access Points and Maintenance \$15,000
 Photocopier Replacement \$20,000
 Additional Data Storage \$15,000
 Replacement Computers \$75,000
 Equipment Maintenance (contingency) \$23,000
 Replace Access Control System - Gates/ Video Cameras \$12,000
 Total Capital \$170,000

Project Number 17-05

Capital Project Title Development of the Maintenance Management Systems

Capital Project Description Develop maintenance management system.

Project Rationale The maintenance management system needs further development to meet user needs and to facilitate reporting. It is proposed that funds be approved for the following projects:- Develop and Asset onboarding process and a fault code reporting process for the CMMS.

Project Number 17-06

Capital Project Title Small Equipment & Tool Replacement (Water Operations)

Capital Project Description Replacement of tools and small equipment for Water Operations as required.

Project Rationale Funds will be used for replacement of a variety of Operations and Welding equipment such as cutting saws, portable generators, gas detectors, Hilti drills, plasma cutter, wire welder, etc.

Service: 2.670/2.680 Regional Water Supply & JDF Water Distribution Combo			
Project Number	17-07	Capital Project Title	Small Equipment & Tool Replacement (Corporate Fleet)
Capital Project Description	Replacement of tools and small equipment for Fleet as required.		
Project Rationale	Funds will be used for replacement of a variety of Fleet small equipment and tools as required. This includes provision to replace the Vehicle OBD reader for reading engine codes and the shop air compressor.		
Project Number	24-01	Capital Project Title	IT Core Infrastructure Replacement
Capital Project Description	Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life		
Project Rationale	Ongoing end of life replacement program for IT Core Infrastructure, including servers, network switches, UPS', and other equipment.		
Project Number	24-02	Capital Project Title	Capital Projects Delivery Optimization
Capital Project Description	Ongoing internal improvement of templates, tools and processes used in the delivery of capital projects.		
Project Rationale	Ongoing program for small scale optimization of project delivery methods and tools.		
Project Number	25-01	Capital Project Title	Laboratory Upgrades
Capital Project Description	Improvements to water quality lab facilities		
Project Rationale			

Service:	2.670/2.680	Regional Water Supply & JDF Water Distribution Combo

Project Number	25-02	Capital Project Title	SCADA System Cybersecurity	Capital Project Description	Shared project budget to improve cyber security in the SCADA system.
Project Rationale	Project budget to improve cyber security in the SCADA System. CRD IT Department to lead and provide implementation support.				

**2.670 Regional Water Supply
Asset/ Reserve Schedule
2025 - 2029 Financial Plan**

Asset Profile

Regional Water Supply

System assets include the lands, dams and source water reservoirs within the water supply areas, intake and source conduits, two water treatment plants, pressure regulating facilities, nine supply mains, three balancing reservoirs and revenue water meters in the water transmission system.

Equipment Replacement Reserve Schedule

Reserve Fund: 2.670 Regional Water Supply Equipment Replacement Reserve (covered by CRD-ERF Bylaw)

Fund: 1022 Fund Center: 101454

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	2,647,394	2,951,723	2,359,452	2,291,494	2,165,618	2,357,760
Equipment purchases (Based on Capital Plan)	(257,634)	(1,376,250)	(773,000)	(855,000)	(495,000)	(355,000)
Transfer	(2,271)					
Transfer from Operating Budget	479,755	577,541	589,092	600,874	612,892	625,149
Proceeds on disposals	68,915	206,438	115,950	128,250	74,250	53,250
Interest Income*	15,564					
Ending Balance \$	2,951,723	2,359,452	2,291,494	2,165,618	2,357,760	2,681,159

General Comments:

Reserve Fund is used for the purpose of replacing fleet vehicles including heavy equipment and associated mobile components, as outlined in the capital plan. Proceeds from disposals are estimated at 15% of replacement equipment purchases. Note not all vehicles are sold within the year in which they are replaced.

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

CAPITAL REGIONAL DISTRICT

2025 BUDGET

JDF Water Distribution

FINAL BUDGET

March 2025

Service: 2.680 JDF Water Distribution

Commission: Juan De Fuca Water Distribution

DEFINITION:

To finance the administration, development, maintenance, and operational expenses, of the Juan de Fuca Water Distribution local service in the Western Communities of the Capital Regional District, as per the Water Distribution Local Service Area Establishment Bylaw No. 2538.

The establishment and operation of a Juan de Fuca water Distribution Commission is done by Bylaw No. 2540.

SERVICE DESCRIPTION:

Juan de Fuca Water Distribution Service provides retail water distribution system to participants within the Western Communities. The service administration and operation is provided by the Integrated Water Services Department.

PARTICIPATION:

City of Colwood	District of Metchosin
City of Langford	District of Sooke
Town of View Royal	District of Highlands
Juan de Fuca Electoral Area	

MAXIMUM LEVY:

The maximum amount that may be requisitioned is NIL.

MAXIMUM CAPITAL DEBT:

Authorized:	Pre Consolidated MFA Loan Authorizations - Juan de Fuca Water Distribution Facilities	\$19,000,000
Borrowed:		\$17,500,000
Remaining:	Expired	\$1,500,000
Authorized:	MFA Bylaw No. 3981 - Juan de Fuca Water Distribution Facilities	\$14,800,000
Borrowed:		\$10,100,000
Remaining:	Expired	\$4,700,000
Authorized:	MFA Bylaw No. 3164 - Juan de Fuca Water Distribution Facilities Development-DCC	\$10,000,000
Borrowed:		\$3,500,000
Remaining:	Expired	\$6,500,000
Authorized:	MFA Bylaw No. 4379 - Juan de Fuca Water Distribution Facilities	2021 \$14,800,000
Borrowed:		\$7,500,000
Remaining:	Active	\$7,300,000

FUNDING:

Costs are recovered from Water Sales, and transfer from DCC reserves to service DCC debt.

CAPITAL REGIONAL DISTRICT

Program Group: CRD-JDF Water Distribution			2025				FUTURE PROJECTIONS			
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	TOTAL (COL 4, 5 & 6)	2026	2027	2028	2029
SUMMARY	2	3	4	5	6	7	8	9	10	11
1										
<u>OPERATING EXPENDITURES</u>										
ALLOCATION - OPERATIONS	5,335,968	5,333,436	5,908,795	286,418	-	6,195,213	6,534,051	6,711,894	6,893,466	7,080,083
OPERATING - OTHER COSTS	789,205	743,096	823,799	-	-	823,799	819,323	825,472	860,734	859,637
SALARIES AND WAGES	590,220	539,460	495,089	-	-	495,089	510,248	524,820	539,687	555,088
CONTRACT FOR SERVICES	398,390	403,520	480,072	-	-	480,072	490,348	501,247	512,380	523,819
ALLOCATION - STANDARD OVERHEAD	768,670	768,670	793,173	-	-	793,173	816,968	833,308	849,974	866,974
TOTAL OPERATING EXPENDITURES	7,882,453	7,788,182	8,500,928	286,418	-	8,787,346	9,170,938	9,396,740	9,656,241	9,885,601
Percentage increase over prior year's board budget			7.85%			11.48%	4.37%	2.46%	2.76%	2.38%
BULK WATER PURCHASE	7,689,300	8,498,700	8,803,620	-	-	8,803,620	9,724,230	11,197,680	12,640,950	14,218,840
BULK WATER EXPENDITURES	7,689,300	8,498,700	8,803,620	-	-	8,803,620	9,724,230	11,197,680	12,640,950	14,218,840
			14.49%			14.49%				
<u>CAPITAL EXPENDITURES & TRANSFERS</u>										
TRANSFER TO WATER CAPITAL FUND	7,346,169	9,082,754	8,235,506	-	-	8,235,506	8,820,200	9,620,200	9,730,200	10,200,200
TRANSFER TO DEBT RESERVE FUND	49,280	19,280	55,620	-	-	55,620	49,620	62,620	8,620	18,620
TRANSFER TO EQUIPMENT REPLACEMENT FUND	647,507	647,507	661,564	-	-	661,564	619,796	628,192	636,755	645,490
TOTAL CAPITAL EXPENDITURES & TRANSFERS	8,042,956	9,749,541	8,952,690	-	-	8,952,690	9,489,616	10,311,012	10,375,575	10,864,310
<u>DEBT SERVICING</u>										
DEBT - INTEREST & PRINCIPAL	2,411,815	2,543,707	2,770,341	-	-	2,770,341	3,312,394	3,701,035	3,772,441	3,345,507
TOTAL DEBT EXPENDITURES	2,411,815	2,543,707	2,770,341	-	-	2,770,341	3,312,394	3,701,035	3,772,441	3,345,507
TOTAL EXPENDITURES	26,026,524	28,580,130	29,027,579	286,418	-	29,313,997	31,697,178	34,606,467	36,445,207	38,314,258
<u>SOURCES OF FUNDING</u>										
REVENUE - SALES	(25,580,244)	(28,273,350)	(28,676,549)	(286,418)	-	(28,962,967)	(31,336,730)	(34,233,557)	(36,130,777)	(37,997,026)
REVENUE - OTHER	(223,780)	(306,780)	(351,030)	-	-	(351,030)	(360,448)	(372,910)	(314,430)	(317,232)
TOTAL SOURCE OF FUNDING FROM OPERATIONS	(26,026,524)	(28,580,130)	(29,027,579)	(286,418)	-	(29,313,997)	(31,697,178)	(34,606,467)	(36,445,207)	(38,314,258)
<u>SOURCES OF OTHER FUNDING</u>										
TRANSFER FROM DCC RESERVES TO FUND DCC DEBT	-	-	-	-	-	-	-	-	-	-
TRANSFER FROM PRIOR YEAR	-	-	-	-	-	-	-	-	-	-
TRANSFER TO FOLLOWING YEAR										
TOTAL SOURCES OF ALL FUNDING	(26,026,524)	(28,580,130)	(29,027,579)	(286,418)	-	(29,313,997)	(31,697,178)	(34,606,467)	(36,445,207)	(38,314,258)
Percentage increase over prior year's board budget			11.53%			12.63%	8.13%	9.18%	5.31%	5.13%
Water Rate \$ per cu. m.	\$ 2.6927					\$ 2.8395				
Percentage increase	5.74%					5.45%				

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	2.680	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	JDF Water Distribution							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$10,675,000	\$23,903,000	\$13,736,000	\$14,431,000	\$9,790,000	\$11,266,000	\$73,126,000	
Vehicles	\$765,000	\$1,755,000	\$774,000	\$710,000	\$750,000	\$250,000	\$4,239,000	
	\$11,440,000	\$25,658,000	\$14,510,000	\$15,141,000	\$10,540,000	\$11,516,000	\$77,365,000	

SOURCE OF FUNDS

Capital Funds on Hand	\$9,675,000	\$17,521,000	\$8,679,000	\$8,924,000	\$9,513,000	\$10,159,000	\$54,796,000	
Debenture Debt (New Debt Only)	\$0	\$4,700,000	\$4,100,000	\$5,400,000	\$0	\$1,000,000	\$15,200,000	
Equipment Replacement Fund	\$765,000	\$1,670,000	\$774,000	\$710,000	\$750,000	\$250,000	\$4,154,000	
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Donations / Third Party Funding	\$0	\$175,000	\$0	\$0	\$0	\$0	\$175,000	
Reserve Fund	\$1,000,000	\$1,592,000	\$957,000	\$107,000	\$277,000	\$107,000	\$3,040,000	
	\$11,440,000	\$25,658,000	\$14,510,000	\$15,141,000	\$10,540,000	\$11,516,000	\$77,365,000	

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	2.670/2.680	Carry						
	Regional Water Supply & JDF Wate	Forward	2025	2026	2027	2028	2029	TOTAL
		from 2024						

EXPENDITURE

Buildings	\$0	\$250,000	\$80,000	\$200,000	\$80,000	\$80,000	\$690,000
Equipment	\$460,000	\$1,660,000	\$435,000	\$450,000	\$431,000	\$429,000	\$3,405,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$50,000	\$30,000	\$20,000	\$20,000	\$20,000	\$140,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$460,000	\$1,960,000	\$545,000	\$670,000	\$531,000	\$529,000	\$4,235,000

SOURCE OF FUNDS

Capital Funds on Hand	\$460,000	\$1,560,000	\$545,000	\$670,000	\$531,000	\$529,000	\$3,835,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$400,000	\$0	\$0	\$0	\$0	\$400,000
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$460,000	\$1,960,000	\$545,000	\$670,000	\$531,000	\$529,000	\$4,235,000

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 2.680

Service Name: JDF Water Distribution

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
INFRASTRUCTURE ENGINEERING AND OPERATIONS													
Planning													
16-03	Renewal	Asset Management Plan	Combine past studies to plan out future capital expenditures.	\$ 400,000	S	WU	\$ 390,000	\$ 390,000	\$ -	\$ -	\$ -	\$ -	\$ 390,000
21-14	Renewal	Fire Storage Analysis	Assess and update the fire flow upgrade program to inform future capital works.	\$ 120,000	S	WU	\$ 120,000	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000
25-01	Study	Water Meter Strategic Plan	Review of the existing meter program and strategic planning including replacement vs repair cost benefit analysis, review of meter technologies, implementation phasing and short term and long term planning.	\$ 250,000	S	WU	\$ -	\$ 200,000	\$ 50,000.00	\$ -	\$ -	\$ -	\$ 250,000.00
Capital													
16-05	Renewal	Comprehensive Pump Station Upgrades	Continue pump station condition assessments, plan and carry out upgrades.	\$ 11,300,000	S	WU	\$ 3,115,000	\$ 3,966,000	\$ 450,000	\$ 2,000,000	\$ 750,000	\$ 2,000,000	\$ 9,166,000
18-03	Renewal	JDF Site Decommissioning Program	Decommissioning of facilities that are no longer in use based on preliminary work from Annual Provisional	\$ 1,000,000	S	WU	\$ 530,000	\$ 530,000	\$ 80,000	\$ 90,000	\$ 100,000	\$ 100,000	\$ 900,000
18-06	New	Post Disaster Emergency Water Distribution	Determine and supply response equipment for disaster response.	\$ 600,000	S	WU	\$ 70,000	\$ 120,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 320,000
20-03	Replacement	AC Pipe Replacement Program	Replacement of aging asbestos cement pipe year over year as outlined in the May 2023 staff report. Replacement is expected to be phased until 2055 to replace all AC pipe in the distribution network.	\$ 140,000,000	S	WU	\$ 3,300,000	\$ 8,900,000	\$ 3,600,000	\$ 3,800,000	\$ 4,000,000	\$ 4,200,000	\$ 24,500,000
21-02	Replacement	Sooke Road W/M Replacement - VMP to Jacklin Rd to VMP. 1.100m of 600mm Pipe - VMP to Jacklin as well as the asbestos cement distribution main along the same alignment.	Replacement of aged, large diameter water main and smaller diameter AC from Jacklin Rd to VMP. 1.100m of 600mm Pipe - VMP to Jacklin as well as the asbestos cement distribution main along the same alignment.	\$ 8,500,000	S	WU	\$ 190,000	\$ 440,000	\$ 4,000,000	\$ 4,050,000	\$ -	\$ -	\$ 8,490,000
21-13	Replacement	SCADA Master Plan Update & Upgrades	Update the SCADA Master Plan in conjunction with the RWS, Saanich Peninsula and Core Area infrastructure.	\$ 1,900,000	S	WU	\$ 900,000	\$ 1,500,000	\$ 300,000	\$ -	\$ -	\$ -	\$ 1,800,000
22-02	New	Microwave Radio Upgrades	Installation of high-bandwidth microwave radio infrastructure to accommodate CRD infrastructure	\$ 750,000	S	WU	\$ 240,000	\$ 340,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 640,000
24-02	New	Hwy 14 Watermain Relocation	Relocation of CRD watermain in MOTI right of way. Project work to be bundled within MOTT's project.	\$ 2,000,000	S	WU	\$ 820,000	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000
25-06	Replacement	Large Meters & Pressure Control Stations Replacement Program	Ongoing program to upgrade billing meters and pressure control stations, including chambers as required.	\$ 5,000,000	S	WU	\$ -	\$ 400,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,400,000
25-07	New	New Bulk Water Station	Bulk Water Station for Metchosin, partially funded by Metchosin.	\$ 350,000	S	Other	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 175,000.00
25-07	New	New Bulk Water Station	Bulk Water Station for Metchosin, partially funded by Metchosin.		S	WU	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ 175,000.00
Sub-Total System Infrastructure Engineering and Operations				\$ 172,170,000			\$ 9,675,000	\$ 19,081,000	\$ 9,305,000	\$ 10,590,000	\$ 5,500,000	\$ 6,850,000	\$ 51,326,000
16-06	Replacement	Vehicle & equipment replacement (funding from replacement fund)	Vehicle and equipment replacement.	\$ 3,914,000	V	ERF	\$ 765,000	\$ 1,670,000	\$ 774,000	\$ 710,000	\$ 750,000	\$ 250,000.00	\$ 4,154,000
23-02	New	Vehicle to support the meter replacement program	Purchase of a Transit Van equipped with tools and equipment to support the meter replacement program		V	WU	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25-05	New	New Vehicle - Water System Ops	New EV Truck for Team Lead and expanding operational needs	\$ 85,000	V	WU	\$ -	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000
Sub-Total CAMM				\$ 3,999,000			\$ 765,000	\$ 1,755,000	\$ 774,000	\$ 710,000	\$ 750,000	\$ 250,000	\$ 4,239,000
ANNUAL PROVISIONAL ITEMS													
17-09	Replacement	Emergency Main Replacement	Major main replacement under emergencies.	\$ 613,000	S	WU	\$ -	\$ 100,000	\$ 110,000	\$ 121,000	\$ 134,000	\$ 148,000	\$ 613,000
17-13	New	Site Security Upgrades	Upgrading and replacement of security systems for sites as required.	\$ 247,000	S	WU	\$ -	\$ 40,000	\$ 44,000	\$ 49,000	\$ 54,000	\$ 60,000	\$ 247,000
17-15	Renewal	Distribution System Improvements	Unplanned distribution system improvements or decommissioning.	\$ 2,750,000	S	WU	\$ -	\$ 450,000	\$ 495,000	\$ 545,000	\$ 600,000	\$ 660,000	\$ 2,750,000
17-16	New	Hydraulic Model Yearly Update	Annual hydraulic model update and uni-directional flushing support.	\$ 402,000	S	WU	\$ -	\$ 65,000	\$ 72,000	\$ 80,000	\$ 88,000	\$ 97,000	\$ 402,000
21-03	Replacement	Hydrant & Flush Replacement, Upgrades and Additions	Upgrade, replacement or installation of flushes and fire hydrants, and fire flow testing.	\$ 1,379,000	S	WU	\$ -	\$ 225,000	\$ 248,000	\$ 273,000	\$ 301,000	\$ 332,000	\$ 1,379,000
21-04	Replacement	Residential Service & Meter Replacement	Replacement of residential water meters as highlighted by the 2017 KWL Water Audit report.	\$ 10,000,000	S	WU	\$ -	\$ 1,800,000	\$ 1,900,000	\$ 2,000,000	\$ 2,100,000	\$ 2,200,000	\$ 10,000,000
21-05	Replacement	Pump Station Equipment Replacements	Unplanned pump station repairs and equipment replacement	\$ 920,000	S	WU	\$ -	\$ 150,000	\$ 165,000	\$ 182,000	\$ 201,000	\$ 222,000	\$ 920,000
21-06	Replacement	SCADA Equipment Replacement	Unplanned replacement of SCADA and electrical equipment.	\$ 613,000	S	WU	\$ -	\$ 100,000	\$ 110,000	\$ 121,000	\$ 134,000	\$ 148,000	\$ 613,000
21-07	Renewal	Reservoir Equipment Replacement	Replacement or repairs to components at reservoir sites.	\$ 613,000	S	WU	\$ -	\$ 100,000	\$ 110,000	\$ 121,000	\$ 134,000	\$ 148,000	\$ 613,000
21-09	Replacement	Valve Replacement	Unplanned replacement and repair of isolation and line valves, air valves, and pressure control valves.	\$ 1,223,000	S	WU	\$ -	\$ 200,000	\$ 220,000	\$ 242,000	\$ 267,000	\$ 294,000	\$ 1,223,000
Sub-Total for Annual Provisional Items				\$ 18,760,000			\$ -	\$ 3,230,000	\$ 3,474,000	\$ 3,734,000	\$ 4,013,000	\$ 4,309,000	\$ 18,760,000

Service #:

2.680

Service Name:

JDF Water Distribution

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
DEVELOPMENT COST CHARGE (DCC)													
16-07	New	Update DCC Bylaw (Comprehensive Update in 2028)	Planned update of the DCC Bylaw.	\$ 320,000	S	Res	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 200,000	\$ 30,000	\$ 320,000
21-01	New	Sooke Henlyn Supply & Distribution Mains	Construction of water mains based upon development predictions from the Helgesen Pump Station westwards.	\$ 1,000,000	S	Res	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
25-02	New	Throup Road Watermain Installation	Future budget to install new watermain along Throup Road when District of Sooke completes connector road.	\$ 900,000	S	Res	\$ -	\$ 50,000	\$ 850,000	\$ -	\$ -	\$ -	\$ 900,000
25-03	New	VMP Pump Upgrades	The increased required capacity at the VMP pump station is driven by the high growth demands expected in the HGL 172 m zone.	\$ 435,000	S	Res	\$ -	\$ 435,000	\$ -	\$ -	\$ -	\$ -	\$ 435,000
25-04	New	Center Mountain	CRD project administration fee as calculated in the 2024 DCC program update	\$ 385,000	S	Res	\$ -	\$ 77,000	\$ 77,000	\$ 77,000	\$ 77,000	\$ 77,000	\$ 385,000
Sub-Total for Development Cost Charges (DCC)				\$ 3,040,000			\$ 1,000,000	\$ 1,592,000	\$ 957,000	\$ 107,000	\$ 277,000	\$ 107,000	\$ 3,040,000
GRAND TOTAL				\$ 197,969,000			\$ 11,440,000	\$ 25,658,000	\$ 14,510,000	\$ 15,141,000	\$ 10,540,000	\$ 11,516,000	\$ 77,365,000

Service: 2.680 JDF Water Distribution			
Project Number	16-03	Capital Project Title	Asset Management Plan
Capital Project Description	Combine past studies to plan out future capital expenditures.		
Project Rationale	Asset Management Planning necessary to effectively manage asset life cycles and plan for future improvement works.		
Project Number	21-14	Capital Project Title	Fire Storage Analysis
Capital Project Description	Assess and update the fire flow upgrade program to inform future capital works.		
Project Rationale	Assessing fire storage in the JDF system to inform future capital improvements.		
Project Number	25-01	Capital Project Title	Water Meter Strategic Plan
Capital Project Description	Review of the existing meter program and strategic planning including replacement vs repair cost benefit analysis, review of meter technologies, implementation phasing and short term and long term planning.		
Project Rationale	Review of the existing meter program and strategic planning including replacement vs repair cost benefit analysis, review of meter technologies, implementation phasing and short term and long term planning.		
Project Number	16-05	Capital Project Title	Comprehensive Pump Station Upgrades
Capital Project Description	Continue pump station condition assessments, plan and carry out upgrades.		
Project Rationale	A previous capital project was completed by Delcan Corp. in 2012 which assessed each existing pump station and identified building deficiencies. Funds in 2024/2025 are for design of and construction of the Coppermine PS. Subsequently, Bear Mountain PS #1 will be assessed or the prioritization changed based on finalization of the Asset Management Plan (Capital Project # 16-03).		

Service: 2.680 JDF Water Distribution

Project Number	18-03	Capital Project Title	JDF Site Decommissioning Program	Capital Project Description	Decommissioning of facilities that are no longer in use based on preliminary work from Annual Provisional
Project Rationale	Numerous pump station and PRV facilities have been made redundant or have been decommissioned within the JDF system. Sites have been identified as part of the annual provisional project and funds are required to decommission of the sites and then demolish them. In 2021 the Treanor pump station demolition was carried out. The Townsview PS and Tank are under review for further decommissioning.				

Project Number	18-06	Capital Project Title	Post Disaster Emergency Water Distribution	Capital Project Description	Determine and supply response equipment for disaster response.
Project Rationale	Proposed work includes developing a response plan to disasters to the Juan de Fuca water supply or distribution system. Funds are required to procure equipment and carry out works developed the in 2018 plan in conjunction with the Regional Water Supply disaster response Plan.				

Project Number	20-03	Capital Project Title	AC Pipe Replacement Program	Capital Project Description	Replacement of aging asbestos cement pipe year over year as outlined in the May 2023 staff report. Replacement is expected to be phased until 2055 to replace all AC pipe in the distribution network.
Project Rationale	Asbestos Watermains within the JDF Water Distribution network are approaching end of life and becoming more prone to failure. Asset replacement prioritization is based on a number of factors, such as age, criticality, leak history, coordination with other municipal projects and synergies with development activities. As identified most recently in the May 2023 Staff Report, this AC Replacement Program is anticipated to continue until all AC pipe in the distribution system has been replaced. Current target deadline for complete replacement is 2055.				

Service: 2.680 JDF Water Distribution			
Project Number	21-02	Capital Project Title	Sooke Road W/M Replacement - VMP to Jacklin Replacement of aged, large diameter water main and smaller diameter AC from Jacklin Rd to VMP. 1,100m of 600mm Pipe - VMP to Jacklin as well as the asbestos cement distribution main along the same alignment.
Project Rationale	According to corrosion assessment, a 2.2 kilometre section of an existing steel pipe along Sooke Road and Allendale Road (between Wishart to Jacklin) was unprotected and in need of replacement. In 2014, the design of both phases of the water main was completed by a consultant and construction of the main from Wishart to VMP was completed by CRD resources. The remaining 1.1km of 600mm steel pipe from Jacklin to Veterans Memorial Parkway still requires replacement and upgrades should also include replacement of the Asbestos Cement Pipe along this alignment.		
Project Number	21-13	Capital Project Title	SCADA Master Plan Update & Upgrades Update the SCADA Master Plan in conjunction with the RWS, Saanich Peninsula and Core Area infrastructure.
Project Rationale	The SCADA and radio system utilized by JDF Water System comprises of components ranging from 2-25 years in age. A planned replacement of assets, to be coordinated with the Regional Water Supply and Saanich Peninsula Water & Wastewater Systems is required to create a more resilient and cohesive communications system		
Project Number	22-02	Capital Project Title	Microwave Radio Upgrades Installation of high-bandwidth microwave radio infrastructure to accommodate CRD infrastructure
Project Rationale	Installation of high-bandwidth microwave radio infrastructure to accommodate CRD infrastructure		
Project Number	24-02	Capital Project Title	Hwy 14 Watermain Relocation Relocation of CRD watermain in MOTI right of way. Project work to be bundled within MOTI's project.
Project Rationale	Schedule of project delivery is dictated by Ministry of Transportation project delivery.		

Service: 2.680 JDF Water Distribution			
Project Number	25-06	Capital Project Title	Large Meters & Pressure Control Stations Replacement Program
Capital Project Description	Ongoing program to upgrade billing meters and pressure control stations, including chambers as required.		
Project Rationale	This is an ongoing term program for the continued replacement of obsolete and worn out large (typically greater than 2" diameter) meters, adding new meters and upgrading meter vaults as well as for the ongoing replacement of Pressure Control Stations.		
Project Number	25-07	Capital Project Title	New Bulk Water Station
Capital Project Description	Bulk Water Station for Metchosin, partially funded by Metchosin.		
Project Rationale	50/50 funding split for new Bulk Water Station in Metchosin, as agreed by JDF Commission and District of Metchosin.		
Project Number	16-06	Capital Project Title	Vehicle & equipment replacement (funding from replacement fund)
Capital Project Description	Vehicle and equipment replacement.		
Project Rationale	This is for the replacement of vehicles and equipment used by CRD Integrated Water Services for the day-to-day operation and maintenance of the Juan De Fuca distribution system. These replacements are funded from the Juan De Fuca Vehicle and Equipment Replacement Fund.		
Project Number	23-02	Capital Project Title	Vehicle to support the meter replacement program
Capital Project Description	Purchase of a Transit Van equipped with tools and equipment to support the meter replacement program		
Project Rationale	Purchase of a Transit Van equipped with tools and equipment to support the meter replacement program		
Project Number	25-05	Capital Project Title	New Vehicle - Water System Ops
Capital Project Description	New EV Truck for Team Lead and expanding operational needs		
Project Rationale	New EV Trucks for Team Lead and expanding operational needs.		

Service: 2.680 JDF Water Distribution					
Project Number	17-09	Capital Project Title	Emergency Main Replacement	Capital Project Description	Major main replacement under emergencies.
Project Rationale	This item is to fund the costs of responding to emergency major main breaks and conducting replacements.				
Project Number	17-13	Capital Project Title	Site Security Upgrades	Capital Project Description	Upgrading and replacement of security systems for sites as required.
Project Rationale	This is an annual allowance for upgrading and maintaining equipment, security and control systems at distribution facilities such as pump stations, PRV chambers and reservoirs. Items such as access hatches, fencing, etc., will be modified to provide a larger degree of security.				
Project Number	17-15	Capital Project Title	Distribution System Improvements	Capital Project Description	Unplanned distribution system improvements or decommissioning.
Project Rationale	Historically, opportunities to complete work arise during the year which were not specifically identified and budgeted. This item typically relates to coordinating work programs (i.e. JDF water main replacements and municipal paving programs) with the municipalities or development and taking advantage of opportunities during the year that were not specifically identified.				
Project Number	17-16	Capital Project Title	Hydraulic Model Yearly Update	Capital Project Description	Annual hydraulic model update and uni-directional flushing support.
Project Rationale	This item is required to input the pipes installed that year into the hydraulic computer model, followed by calibration and testing in order to keep the model up to date for design and planning purposes.				
Project Number	21-03	Capital Project Title	Hydrant & Flush Replacement, Upgrades and Additions	Capital Project Description	Upgrade, replacement or installation of flushes and fire hydrants, and fire flow testing.
Project Rationale	This is an annual provision for replacing old and outdated hydrants, flushes and associated works and access, as well as adding new hydrants to the system where requested by the municipalities or fire departments.				
Project Number	21-04	Capital Project Title	Residential Service & Meter Replacement	Capital Project Description	Replacement of residential water meters as highlighted by the 2017 KWL Water Audit report.
Project Rationale	This is an annual provision for replacing failed residential services and meters, as well as proactively replacing services and meters in areas with historically large number of breaks.				

Service: 2.680 JDF Water Distribution			
Project Number	21-05	Capital Project Title	Pump Station Equipment Replacements
Capital Project Description	Unplanned pump station repairs and equipment replacement		
Project Rationale	This is an annual provision for unplanned pump station repairs and equipment replacement.		
Project Number	21-06	Capital Project Title	SCADA Equipment Replacement
Capital Project Description	Unplanned replacement of SCADA and electrical equipment.		
Project Rationale	This is an annual provision for unplanned SCADA and electrical equipment replacement.		
Project Number	21-07	Capital Project Title	Reservoir Equipment Replacement
Capital Project Description	Replacement or repairs to components at reservoir sites.		
Project Rationale	This is an annual provisional for unplanned replacement of equipment, such as safety devices and mechanical fittings, at reservoir sites.		
Project Number	21-09	Capital Project Title	Valve Replacement
Capital Project Description	Unplanned replacement and repair of isolation and line valves, air valves, and pressure control valves.		
Project Rationale	This is an annual provisional for unplanned replacement of valves, including air valves and check valves.		
Project Number	16-07	Capital Project Title	Update DCC Bylaw (Comprehensive Update in 2028)
Capital Project Description	Planned update of the DCC Bylaw.		
Project Rationale	This is a provisional item to cover questions that arise and referred to our consultants for advice. Every 5 years a comprehensive update is required and the previous DCC update.		
Project Number	21-01	Capital Project Title	Sooke Henlyn Supply & Distribution Mains
Capital Project Description	Construction of water mains based upon development predictions from the Helgesen Pump Station westwards.		
Project Rationale	Construction of water mains based upon development predictions from the Helgesen Pump Station westwards.		

Service:	2.680	JDF Water Distribution

Project Number	25-02	Capital Project Title	Throup Road Watermain Installation	Capital Project Description	Future budget to install new watermain along Throup Road when District of Sooke completes connector road.
Project Rationale	Budget allocated for future collaboration works to align with Sooke's Throup Road connector project. Schedule to be driven by District of Sooke project.				

Project Number	25-03	Capital Project Title	VMP Pump Upgrades	Capital Project Description	The increased required capacity at the VMP pump station is driven by the high growth demands expected in the HGL 172 m zone.
Project Rationale	This project is to supply the 4th required pump to maximum the existing VMP station's capacity. The VMP pump station pumps out of zone HGL 116m to the Fulton Reservoir and services zone HGL 172m. The current firm capacity of the VMP pump station is 85 L/s, and the future firm capacity is 140 L/s (with proposed additional pump upgrade). An additional, separate, project for a new pump station (Pump Station 10) will still be required even with the pump upgrade at VMP to support the modeled required future pumped capacity of 243L/s (140L/s at full build out VMP and another 143L/s at new Pump Station 10). Overall, the increased required capacity at the VMP pump station and a future "new" Pump Station 10 is driven by the high growth demands expected in the HGL 172 m zone.				

Project Number	25-04	Capital Project Title	Center Mountain	Capital Project Description	CRD project administration fee as calculated in the 2024 DCC program update
Project Rationale	CRD project management for construction of watermain, pump stations and reservoir being delivered by development community.				

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #:

2.670/2.680

Service Name:

Regional Water Supply & JDF Water Distribution Combo

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
SYSTEM REPLACEMENT AND UPGRADES THAT BENEFIT REGIONAL WATER SUPPLY AND JUAN DE FUCA DISTRIBUTION													\$ -
16-01	Renewal	Upgrades to Buildings at 479 Island Highway	Maintenance and changes to buildings, office layouts, meeting rooms, yard improvements, lab improvements and technology upgrades.	\$ 1,330,000	B	WU	\$ -	\$ 250,000	\$ 80,000	\$ 200,000	\$ 80,000	\$ 80,000	\$ 690,000
17-01	Renewal	Voice Radio Upgrade	Replacement of end of life voice radio system repeaters, office, vehicle and handheld radios.	\$ 2,125,000	E	WU	\$ 380,000	\$ 430,000	\$ -	\$ -		\$ -	\$ 430,000
24-01	Replacement	IT Core Infrastructure Replacement	Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life	\$ 250,000	E	WU	\$ 80,000	\$ 205,000	\$ 10,000	\$ 25,000	\$ 6,000	\$ 4,000	\$ 250,000
25-01	Replacement	Laboratory Upgrades	Improvements to water quality lab facilities	\$ 200,000	E	WU	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
25-02	New	SCADA System Cybersecurity	Shared project budget to improve cyber security in the SCADA system.	\$ 400,000	E	Other	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000
Sub-Total System Replacement and Upgrades That Benefit Regional Water Supply and Juan de Fuca Distribution				\$ 3,705,000			\$ 460,000	\$ 1,485,000	\$ 90,000	\$ 225,000	\$ 86,000	\$ 84,000	\$ 1,970,000
ANNUAL PROVISIONAL CAPITAL ITEMS													\$ -
17-03	Replacement	Office Equipment, Upgrades and Replacements	Upgrade and replacement of office equipment as required.	\$ 450,000	E	WU	\$ -	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 450,000
17-04	Replacement	Computer Upgrades	Annual upgrade and replacement program for computers, copiers, printers, network equipment as required.	\$ 950,000	E	WU	\$ -	\$ 190,000	\$ 190,000	\$ 190,000	\$ 190,000	\$ 190,000	\$ 950,000
17-05	New	Development of the Maintenance Management Systems	Develop maintenance management system.	\$ 150,000	E	WU	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000
17-06	Replacement	Small Equipment & Tool Replacement (Water Operations)	Replacement of tools and small equipment for Water Operations as required.	\$ 500,000	E	WU	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000
17-07	Replacement	Small Equipment & Tool Replacement (Corporate Fleet)	Replacement of tools and small equipment for Fleet as required.	\$ 85,000	E	WU	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 75,000
24-02	Study	Capital Projects Delivery Optimization	Ongoing internal improvement of templates, tools and processes used in the delivery of capital projects.	\$ 160,000	S	WU	\$ -	\$ 50,000	\$ 30,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 140,000
Sub-Total for Annual Provisional Capital Items				\$ 2,295,000				\$ 475,000	\$ 455,000	\$ 445,000	\$ 445,000	\$ 445,000	\$ 2,265,000
x			GRAND TOTAL	\$ 6,000,000			\$ 460,000	\$ 1,960,000	\$ 545,000	\$ 670,000	\$ 531,000	\$ 529,000	\$ 4,235,000
													\$ -

Service: **2.670/2.680** **Regional Water Supply & JDF Water Distribution Combo**

Project Number	16-01	Capital Project Title	Upgrades to Buildings at 479 Island Highway	Capital Project Description	Maintenance and changes to buildings, office layouts, meeting rooms, yard improvements, lab improvements and technology upgrades.
Project Rationale	The budget includes the following funds to upgrade and renew the buildings at 479 Island Highway, including: • Improvements, Repairs, upgrades and changes to the buildings • Painting of the buildings • Repair and replacement of carpets, floors and walls • Climate Action initiatives and feasibility studies • Improvements to Meeting Rooms, including technology upgrades				
Project Number	17-01	Capital Project Title	Voice Radio Upgrade	Capital Project Description	Replacement of end of life voice radio system repeaters, office, vehicle and handheld radios.
Project Rationale	Service Life and projected replacement: • The service life of the mobile and portable units was forecast as 10 years at minimum, 15 years at maximum in 2005. • The present radio models used in the system have just been taken out of production by the manufacturer, there will be no new units available for purchase as of July 1, 2015. • Support for repairs and maintenance of the present radio will continue for the next 3 years at least. • There are no pressing issues with equipment maintenance or repairs, present repair rates suggest we can maintain the system for the next few years, and perhaps reach a 12-15 year lifespan on the present equipment.				
Project Number	17-03	Capital Project Title	Office Equipment, Upgrades and Replacements	Capital Project Description	Upgrade and replacement of office equipment as required.
Project Rationale	Funds will be used for the replacement and upgrading of office equipment and furniture, as required.				

Service: 2.670/2.680 Regional Water Supply & JDF Water Distribution Combo

Project Number 17-04

Capital Project Title Computer Upgrades

Capital Project Description Annual upgrade and replacement program for computers, copiers, printers, network equipment as required.

Project Rationale This is an annual upgrading and replacement program of computers, photocopiers, network, monitoring and associated equipment, as required. This item has been increased from \$160,000 to \$170,000 annually to reflect actual costs.

Capital Budget
Network Switch Maintenance \$10,000
Additional Wireless Access Points and Maintenance \$15,000
Photocopier Replacement \$20,000
Additional Data Storage \$15,000
Replacement Computers \$75,000
Equipment Maintenance (contingency) \$23,000
Replace Access Control System - Gates/ Video Cameras \$12,000
Total Capital \$170,000

Project Number 17-05

Capital Project Title Development of the Maintenance Management Systems

Capital Project Description Develop maintenance management system.

Project Rationale The maintenance management system needs further development to meet user needs and to facilitate reporting. It is proposed that funds be approved for the following projects:- Develop and Asset onboarding process and a fault code reporting process for the CMMS.

Project Number 17-06

Capital Project Title Small Equipment & Tool Replacement (Water Operations)

Capital Project Description Replacement of tools and small equipment for Water Operations as required.

Project Rationale Funds will be used for replacement of a variety of Operations and Welding equipment such as cutting saws, portable generators, gas detectors, Hilti drills, plasma cutter, wire welder, etc.

Service:	2.670/2.680	Regional Water Supply & JDF Water Distribution Combo

Project Number	17-07	Capital Project Title	Small Equipment & Tool Replacement (Corporate Fleet)	Capital Project Description	Replacement of tools and small equipment for Fleet as required.
Project Rationale	Funds will be used for replacement of a variety of Fleet small equipment and tools as required. This includes provision to replace the Vehicle OBD reader for reading engine codes and the shop air compressor.				

Project Number	24-01	Capital Project Title	IT Core Infrastructure Replacement	Capital Project Description	Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life
Project Rationale	Ongoing end of life replacement program for IT Core Infrastructure, including servers, network switches, UPS', and other equipment.				

Project Number	24-02	Capital Project Title	Capital Projects Delivery Optimization	Capital Project Description	Ongoing internal improvement of templates, tools and processes used in the delivery of capital projects.
Project Rationale	Ongoing program for small scale optimization of project delivery methods and tools.				

Project Number	25-01	Capital Project Title	Laboratory Upgrades	Capital Project Description	Improvements to water quality lab facilities
Project Rationale					

Service:	2.670/2.680	Regional Water Supply & JDF Water Distribution Combo

Project Number	25-02	Capital Project Title	SCADA System Cybersecurity	Capital Project Description	Shared project budget to improve cyber security in the SCADA system.
Project Rationale	Project budget to improve cyber security in the SCADA System. CRD IT Department to lead and provide implementation support.				

2.680 Juan de Fuca Water Distribution
Summary Schedule
2025 - 2029 Financial Plan

Asset Profile

Juan de Fuca Water Distribution

Juan de Fuca assets include lands, office buildings, pump stations, pipe lines, meters, equipment, vehicles and other infrastructure.

Reserve/Fund Summary

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
DCC Reserve Account	18,318,686	19,726,686	21,769,686	24,662,686	27,385,686	30,278,686
Equipment Replacement Fund	774,133	220,197	182,093	206,785	206,040	639,030
Total	19,170,425	20,024,491	22,029,389	24,947,083	27,669,340	30,995,332

**2.680 Juan de Fuca Water Distribution
Development Cost Charges
2025 - 2029 Financial Plan**

Development Cost Charges Reserve Schedule

Reserve Fund: Development Cost Charges for Juan de Fuca Water Distribution (Bylaw # 2758)

Fund: 1055 Fund Center: 101532

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	13,141,235	18,318,686	19,726,686	21,769,686	24,662,686	27,385,686
Transfer to Cap Fund to fund DCC projects		(1,592,000)	(957,000)	(107,000)	(277,000)	(107,000)
Payment of P&I on LA 3164	-	-		-	-	-
Payment of DCC liability	-					
DCC's received From Member Municipalities	4,578,701	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Interest Income*	598,751					
Ending Balance \$	18,318,686	19,726,686	21,769,686	24,662,686	27,385,686	30,278,686

General Comments:

Development Cost Charges Reserve Funds for Juan de Fuca Water Distribution was adopted in year 2000 for the purpose of providing funds for the capital costs of water facilities in the service areas.

These Reserve funds are received from Member Municipalities as Development Cost Charges (DCC's) to provide for the capital costs attributable to water sytem capacity improvements projects specified in the DCC capital expenditure program. Municipalities collect these DCC charges through building permits that are issued to developers for subdivision development.

Future years DCC's received from member municipalities are difficult to predict, due to unknown development activity in the Municipalities, influenced by market conditions. Estimates based on recent annual collections of DCCs, and the cyclical nature of property development.

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

**2.680 Juan de Fuca Water Distribution
Equipment Replacement Reserve
2025 - 2029 Financial Plan**

Equipment Replacement Reserve Schedule

Reserve Fund: Juan de Fuca Distribution Equipment Replacement Reserve (covered by CRD-ERF Bylaw)

Fund: 1022 Fund Center: 101630

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	596,250	774,133	220,197	182,093	206,785	206,040
Equipment purchases (Based on Capital Plan)	(520,633)	(1,430,000)	(774,000)	(710,000)	(750,000)	(250,000)
Transfer from Operating Budget	647,507	661,564	619,796	628,192	636,755	645,490
Proceeds on disposals	46,807	214,500	116,100	106,500	112,500	37,500
Interest Income*	4,203					
Ending Balance \$	774,133	220,197	182,093	206,785	206,040	639,030

General Comments:

Reserve Fund is used for the purpose of replacing fleet vehicles including heavy equipment and associated mobile components, as outlined in the capital plan. Proceeds from disposals are estimated at 15% of replacement equipment purchases. Note not all vehicles are sold within the year in which they are replaced.

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

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Florence Lake Water System

FINAL BUDGET

March 2025

Service: **2.681 Florence Lake Water System**

Commission: **Juan De Fuca Water Distribution**

DEFINITION:

Florence Lake Water System is a water distribution local service of the regional district.
Establishment Bylaw No. 4393, July 14, 2021

SERVICE DESCRIPTION:

The service is established for the purpose of upgrading the existing Florence Lake Water System, the operation of a water utility, and assuming responsibility for the administration, operation, and maintenance of the infrastructure providing water to the residences of Savory Road, Langford BC, in the area formerly known as the Florence Lake Improvement District.

PARTICIPATION:

Only the City of Langford includes a participating area for this service

MAXIMUM LEVY:

Greater of **\$75,000** or **\$6.3298 per \$1,000** of actual assessments

MAXIMUM CAPITAL DEBT:

Authorized: LA Bylaw No. 4394 Florence Lake Water System	2021	\$300,000
Borrowed:	2023	<u>\$204,000</u>
Remaining:		<u><u>\$96,000</u></u>

COMMISSION:

Juan De Fuca Water Distribution

FUNDING:

Parcel Tax

RESERVE FUND:

N/A

2.681 - Florence Lake Water System	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
DEBT SERVICING										
Debt Reserve Fund	-	-	-	-	-	-	-	-	-	-
Accrued Debt Charges	-	-	-	-	-	-	-	-	-	-
MFA Principal Payment	10,572	10,572	10,572	-	-	10,572	10,572	10,572	10,572	10,572
MFA Interest Payment	8,466	8,466	8,466	-	-	8,466	8,466	8,466	8,466	8,466
Interest income		(153)								
Deficit (Surplus) carryforward	(7,288)	(7,135)	(118)			(118)	-			
Grant in Lieu	(37)	(37)	(37)			(37)	(37)	(37)	(37)	(37)
TOTAL DEBT	11,713	11,713	18,883	-	-	18,883	19,001	19,001	19,001	19,001
REQUISITION - PARCEL TAX	11,713	11,713	18,883	-	-	18,883	19,001	19,001	19,001	19,001
Percentage increase over prior year Requisition			61.2%			61.2%	0.6%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Seagirt Water System

FINAL BUDGET

March 2025

Service: 2.682 Seagirt Water System

Commission: Juan De Fuca Water Distribution

DEFINITION:

Seagirt Water System is a water distribution local service of the regional district.
The establishment and operation of Seagirt Water System is done by Bylaw No. 4487, December 14, 2022

SERVICE DESCRIPTION:

The service is established for the purpose of upgrading the existing Seagirt Water System, the operation of a water utility, and assuming responsibility for the administration, operation, and maintenance of the infrastructure providing water to the residences of the area formerly known as the Seagirt Waterworks District.

PARTICIPATION:

Juan de Fuca Electoral Area

MAXIMUM LEVY:

Greater of \$320,000 or \$3.4824 per \$1,000 of actual assessments

MAXIMUM CAPITAL DEBT:

Authorized: LA Bylaw No. 4488 Seagirt Water System	2022	\$2,100,000

COMMISSION:

Juan De Fuca Water Distribution

FUNDING:

Parcel Tax

RESERVE FUND:

N/A

Program Group:
CRD - Seagirt Water System
- \$2.35M Water System Upgrade

DEBT

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
Advertising										
Debt Reserve Fund	20,000	-	20,000	-	-	20,000	-	-	-	-
MFA Principal Payment	-	-	-	-	-	-	58,552	58,552	58,552	58,552
MFA Interest Payment	94,767	55,020	94,767	-	-	94,767	88,000	88,000	88,000	88,000
Transfer to Capital Fund		59,747	-			-	-	-		
TOTAL DEBT	114,767	114,767	114,767	-	-	114,767	146,552	146,552	146,552	146,552
REQUISITION - PARCEL TAX	(114,767)	(114,767)	(114,767)	-	-	(114,767)	(146,552)	(146,552)	(146,552)	(146,552)
Percentage increase over prior year Requisition						0.0%	27.7%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Core Area Wastewater Operations

FINAL BUDGET

March 2025

Service: 3.717 Core Area Wastewater Operations

Committee: Core Area Liquid Waste Management

DEFINITION:

Provision of sewage treatment and disposal through treatment plant facilities and outfalls for member participants.

SERVICE DESCRIPTION:

This program is for the provision of sub-regional wastewater collection and treatment in the Core Area and Western Communities. Although the largest component of the program budget is for the operation and maintenance of the McLoughlin Point Wastewater Treatment and Residuals Treatment Plants and conveyance systems, many other key programs are funded through and support these budgets including engineering (capital projects), odour control, and marine monitoring and protection.

PARTICIPATION:

Operating costs to be recovered by requisition to all participating members based on measured flow from previous year.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

See Debt Budget 3.798C

FUNDING:

Requisition

RESERVE FUND:

Operating Reserve Fund
Equipment Replacement Reserve Fund

Service: 3.717 Core Area Wastewater Operations

Committee: Core Area Liquid Waste Management

COST SHARING ALLOCATION - ANNUAL WASTEWATER FLOWS

	2021	2022	2023	2024	2025
Colwood	3.72%	3.38%	3.30%	3.74%	3.65%
Esquimalt	6.64%	6.75%	6.71%	6.36%	6.47%
Langford	8.65%	9.61%	10.10%	11.63%	12.02%
Oak Bay	9.24%	8.83%	9.91%	8.30%	8.48%
Saanich	29.11%	29.57%	28.06%	28.62%	28.19%
Victoria	38.88%	38.39%	38.40%	37.50%	37.43%
View Royal	2.61%	2.36%	2.30%	2.61%	2.55%
Songhees Nation	0.67%	0.70%	0.74%	0.74%	0.71%
Esquimalt Nation	0.08%	0.08%	0.08%	0.08%	0.08%
D.N.D.	0.40%	0.33%	0.40%	0.42%	0.40%
	100%	100%	100%	100%	100%

Bylaw 4304

3.717 - Core Area Wastewater Operations

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
OPERATING COSTS:										
Allocation - IWS Operations	7,348,647	7,348,647	7,829,883	82,478	5,406	7,917,767	8,104,893	8,262,326	8,428,431	8,597,878
Allocation - Standard Overhead	2,441,121	2,441,121	2,679,370	-	-	2,679,370	2,759,752	2,814,947	2,871,246	2,928,670
Allocation - Other	4,711,501	4,711,501	4,894,658	202,000	-	5,096,658	5,204,906	5,314,665	5,426,692	5,541,052
RTF Operations and Biotreatment and Disposal	7,646,376	8,634,181	7,479,767	-	-	7,479,767	7,323,363	7,469,829	7,619,226	7,771,611
Operating - Other	2,284,275	2,237,883	2,737,970	220,000	350,000	3,307,970	3,442,459	3,586,469	3,740,832	3,906,587
Repairs & Maintenance	1,264,873	1,135,000	1,269,000	-	435,000	1,704,000	1,493,980	2,004,250	1,602,920	2,192,972
Electricity & Utilities	3,436,258	3,321,258	3,373,895	-	-	3,373,895	3,441,373	3,510,198	3,580,396	3,652,003
Supplies - Chemical & Other	4,359,080	4,446,080	4,837,200	-	-	4,837,200	4,933,940	5,032,620	5,133,280	5,235,940
TOTAL OPERATING COSTS	33,492,131	34,275,671	35,101,743	504,478	790,406	36,396,627	36,704,666	37,995,304	38,403,024	39,826,713
*Percentage Increase over prior year		2.34%	4.81%	1.51%	2.36%	8.67%	0.85%	3.52%	1.07%	3.71%
RESERVE:										
Transfer to Operating Reserve	700,000	700,000	700,000	-	-	700,000	900,000	900,000	1,000,000	1,000,000
Transfer to Equipment Replacement Fund	-	-	100,000	-	-	100,000	400,000	500,000	600,000	600,000
TOTAL RESERVES	700,000	700,000	800,000	-	-	800,000	1,300,000	1,400,000	1,600,000	1,600,000
TOTAL COSTS	34,192,131	34,975,671	35,901,743	504,478	790,406	37,196,627	38,004,666	39,395,304	40,003,024	41,426,713
*Percentage Increase over prior year		2.29%	5.00%	1.48%	2.31%	8.79%	2.17%	3.66%	1.54%	3.56%
Internal Recoveries	(212,240)	(212,240)	(216,480)	-	-	(216,480)	(216,480)	(220,810)	(225,226)	(229,731)
OPERATING COSTS LESS INTERNAL RECOVERIES	33,979,891	34,763,431	35,685,263	504,478	790,406	36,980,147	37,788,186	39,174,494	39,777,798	41,196,982
*Percentage Increase over prior year		2.31%	5.02%	1.48%	2.33%	8.83%	2.19%	3.67%	1.54%	3.57%
REVENUE:										
Balance C/F from 2023 to 2024	-	-	-	-	-	-	-	-	-	-
Estimated Balance C/F from 2024 to 2025	-	(783,540)	(0)	-	-	(0)	(0)	0	(0)	0
Grants in Lieu of Taxes	(750,046)	(750,046)	(805,503)	-	-	(805,503)	(700,895)	(700,895)	(700,895)	(700,895)
Transfer from Operating Reserve	(420,849)	(420,849)	-	(70,000)	(790,406)	(860,406)	(150,000)	(365,000)	(95,000)	(640,000)
TOTAL REVENUE	(1,170,895)	(1,954,435)	(805,503)	(70,000)	(790,406)	(1,665,909)	(850,895)	(1,065,895)	(795,895)	(1,340,895)
REQUISITION	(32,808,996)	(32,808,996)	(34,879,759)	(434,478)	-	(35,314,237)	(36,937,291)	(38,108,600)	(38,981,902)	(39,856,087)
*Percentage increase over prior year		0.00%	6.31%	1.32%	0.00%	7.64%	4.60%	3.17%	2.29%	2.24%
PARTICIPANTS: Victoria, Oak Bay, Esquimalt, Saanich, View Royal, Colwood, Langford										

3.717 Core Area Wastewater Operations Asset and Reserve Summary
Summary Schedule
2025 - 2029 Financial Plan

Asset Profile							
Core Area Wastewater Operations							
Construction of the Core Area Wastewater Treatment Plant, Residuals Treatment Plant, pump stations and conveyance systems will be completed in 2021. The treatment plants, pump stations and conveyance systems provide tertiary wastewater treatment to the Core Area and Westshore Communities.							
Summary							
CAWW Reserve/Fund Summary Projected year end balance	Actual	Budget					
	2024	2025	2026	2027	2028	2029	
	Core Area Operating Reserve Fund	4,796,965	4,706,559	5,456,559	5,991,559	6,896,559	7,256,559
	RTF & EPRO Operating Reserve Fund	5,886,353	5,915,430	5,944,507	5,973,583	6,002,660	6,031,737
	Host Community Impact Fee till 2045 -Closing CAWTP project	1,463,175	1,393,175	1,323,175	1,253,175	1,183,175	1,113,175
	Equipment Replacement Fund	6,413,483	6,013,483	6,013,483	6,013,483	6,013,483	6,313,483
	Total	18,559,976	18,028,647	18,737,724	19,231,801	20,095,878	20,714,954

See attached reserve schedules for projected annual cash flows.

Profile

Core Area Wastewater Operations

Bylaw 4144 - Starting in 2021, the operating reserve account is established for operating and maintenance activities that typically do not occur annually. These maintenance activities are large expenses and to avoid large swings in the operating budget, funds are set aside annually to undertake this maintenance.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105543	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Core Area Beginning Balance	3,667,473	4,796,965	4,706,559	5,456,559	5,991,559	6,896,559
Planned Purchase	(350,849)	(790,406)	(150,000)	(365,000)	(95,000)	(640,000)
Transfer from Ops Budget	700,000	700,000	900,000	900,000	1,000,000	1,000,000
Interest Income	268,833					
Deficit/surplus YE	511,508					
Year End Balance	4,796,965	4,706,559	5,456,559	5,991,559	6,896,559	7,256,559
Host Community Impact Fee till 2045 -transfer YE 2023	1,463,175	1,393,175	1,323,175	1,253,175	1,183,175	1,113,175
RTF & EPRO Beginning Balance	5,633,571	5,886,353	5,915,430	5,944,507	5,973,583	6,002,660
Planned Purchase	-	-	-	-	-	-
Interest Income	252,782	29,077	29,077	29,077	29,077	29,077
Year End Balance	5,886,353	5,915,430	5,944,507	5,973,583	6,002,660	6,031,737
Total projected year end balance	12,146,493	12,015,164	12,724,241	13,218,317	14,082,394	14,401,471

Assumptions/Background:

Cyclical maintenance reserve account with funding for Outfall Inspection, Heat Recovery Exchange System Cleaning, other major non-annual maintenance expenditures. The Operating Reserve fund also includes contributions from Environmental Services and the Residual Treatment Facility

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

ERF Reserve Fund Schedule

ERF: CAWW Fund for Equipment Replacement

In 2021, all remaining funds from old legacy trunk budgets were transferred into the amalgamated Core Area Wastewater service equipment reserve fund.

Equipment Replacement Fund Fund: 1022 Fund Center: 102229	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	6,674,311	6,413,483	6,013,483	6,013,483	6,013,483	6,013,483
Planned Purchase (Based on Capital Plan)	(296,832)	(500,000)	(400,000)	(500,000)	(600,000)	(300,000)
Transfer IN (from Ops Budget)	36,004	100,000	400,000	500,000	600,000	600,000
Interest Income*						
Ending Balance \$	6,413,483	6,013,483	6,013,483	6,013,483	6,013,483	6,313,483

Assumptions/Background:

ERF Reserve to fund replacement of equipment that lasts less than 15 years in the CAWW System. Example motors, pumps etc.

* The planned purchase amount may differ from the five-year capital plan summary due to carryover from the previous year.

* Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Debt - Core Area Wastewater Capital

FINAL BUDGET

March 2025

Service: 3.798C Debt - Core Area Wastewater Capital

Committee: Core Area Liquid Waste Management

DEFINITION:

Infrastructure improvements and capital work to all wastewater functions of the Capital Regional District.

PARTICIPATION:

Cost apportionment is based on capacity allocated to each participant.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

	<u>Authorized</u>	<u>Borrowed</u>	<u>Remaining</u>
Authorized:			
LA Bylaw 3887	\$ 100,000,000	\$ 6,100,000	93,900,000
LA Bylaw 4204	665,000,000	95,000,000	570,000,000
LA Bylaw 4374	22,700,000	10,470,000	12,230,000
LA Bylaw 4375	34,300,000	-	34,300,000
Remaining:	<u>\$ 822,000,000</u>	<u>\$ 111,570,000</u>	<u>\$ 710,430,000</u>

CORE AREA WASTEWATER TREATMENT PLANT

COST SHARING ALLOCATION - DESIGN CAPACITY BENEFIT:

<u>Location</u>	<u>Allocation of Debt</u> <u>Servicing Costs</u>
Colwood	4.24%
Esquimalt	6.60%
Langford	12.63%
Oak Bay	6.39%
Saanich	30.34%
Victoria	35.95%
View Royal	3.18%
Songhees Nation	0.60%
Esquimalt Nation	0.07%
Total	100.00%

Bylaw 4304

FUNDING:

Requisition

3.798C - Debt - Core Area Wastewater Capital

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>CAPITAL / RESERVE</u>										
Transfer to RTF Capital	5,529,745	5,529,745	5,529,745	-	-	5,529,745	5,529,745	5,529,745	5,529,745	5,529,745
Transfer to Capital Replacement Reserve	1,617,078	1,617,078	2,121,119	-	-	2,121,119	3,121,119	3,121,119	4,121,119	5,521,119
Transfer to WTP Debt Retirement Reserve	5,346,360	5,346,360	5,418,160	-	-	5,418,160	5,489,960	5,561,760	5,633,560	5,994,778
TOTAL CAPITAL / RESERVES	12,493,183	12,493,183	13,069,024	-	-	13,069,024	14,140,824	14,212,624	15,284,424	17,045,642
CAWTP Debt	6,698,640	6,782,582	6,737,879	-	-	6,737,879	6,640,040	6,568,240	6,496,440	4,735,222
CAWW Debt	1,711,709	1,627,678	3,457,939	-	-	3,457,939	4,661,985	5,901,964	6,959,381	8,190,010
<u>Total Debt Expenditures</u>	8,410,349	8,410,260	10,195,818	-	-	10,195,818	11,302,025	12,470,204	13,455,821	12,925,232
MFA Debt Reserve	171,663	171,663	232,395	-	-	232,395	104,860	151,310	149,360	60,860
Debt Repayment	-	-	-	-	-	-	-	-	10,283,553	41,134,212
TOTAL OPERATING COSTS	21,075,195	21,075,106	23,497,237	-	-	23,497,237	25,547,709	26,834,138	39,173,158	71,165,946
*Percentage Increase over prior year			11.49%			11.49%	8.73%	5.04%	45.98%	81.67%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Surplus Balance carry forward	-	-	-	-	-	-	-	-	-	-
Transfer from Own funds	-	-	-	-	-	-	-	-	-	-
Transfer from Reserve	-	-	-	-	-	-	-	-	(10,283,553)	(41,134,212)
Grants in Lieu of Taxes	(617,059)	(616,970)	(648,742)	-	-	(648,742)	(617,115)	(617,115)	(617,115)	(617,115)
Revenue - Interest and Debt Reserve	(20,870)	(20,870)	(20,870)	-	-	(20,870)	(20,870)	(20,870)	(20,870)	(20,870)
TOTAL REVENUE	(637,929)	(637,840)	(669,612)	-	-	(669,612)	(637,985)	(637,985)	(10,921,538)	(41,772,197)
REQUISITION	(20,437,266)	(20,437,266)	(22,827,625)	-	-	(22,827,625)	(24,909,724)	(26,196,153)	(28,251,620)	(29,393,749)
*Percentage increase over prior year			11.70%			11.70%	9.12%	5.16%	7.85%	4.04%
PARTICIPANTS: Victoria, Oak Bay, Esquimalt, Saanich View Royal, Colwood, Langford										

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	3.798C	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Debt - Core Area Wastewater Treat							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$50,000	\$250,000	\$0	\$0	\$0	\$0	\$300,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$15,669,508	\$28,374,508	\$16,235,000	\$15,795,000	\$15,700,000	\$6,250,000	\$82,354,508	
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$15,669,508	\$28,424,508	\$16,485,000	\$15,795,000	\$15,700,000	\$6,250,000	\$82,654,508	

SOURCE OF FUNDS

Capital Funds on Hand	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$200,000	
Debenture Debt (New Debt Only)	\$12,598,508	\$21,503,508	\$13,235,000	\$13,495,000	\$13,300,000	\$4,450,000	\$65,983,508	
Equipment Replacement Fund	\$691,000	\$791,000	\$800,000	\$500,000	\$600,000	\$300,000	\$2,991,000	
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Reserve Fund	\$2,180,000	\$5,930,000	\$2,450,000	\$1,800,000	\$1,800,000	\$1,500,000	\$13,480,000	
	\$15,669,508	\$28,424,508	\$16,485,000	\$15,795,000	\$15,700,000	\$6,250,000	\$82,654,508	

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #:

3.798C

Service Name:

Debt - Core Area Wastewater Treatment Program

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
MCCLOUGHLIN WASTEWATER TREATMENT PLANT													
25-01	New	Secondary Odour Collection System Upgrade - pre-filter	Replacement of existing pre-filter to further optimize odour treatment and extend the life of carbon treatment.	\$ 750,000	S	Debt	\$ -	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ 750,000
													\$ -
													\$ -
PUMP STATIONS													
21-01	Renewal	Lang Cove Electrical and Building Upgrades	Renewals based upon Delcan's condition assessment and EIC inspections. Work includes electrical (replace PLC, SCADA pack, communications), and building upgrades.	\$ 1,200,000	S	Res	\$ 550,000	\$ 550,000	\$ 500,000	\$ -	\$ -	\$ -	\$ 1,050,000
21-02	Renewal	Marigold Electrical and Building Upgrades	Renewals are based upon Delcan's condition assessment and EIC inspections. Work includes electrical (replace MCC, PLC, VFD's, 480v to 600v upgrade, etc), and building upgrades.	\$ 5,850,000	S	Debt	\$ 5,015,000	\$ 1,850,000	\$ 645,000	\$ 2,520,000	\$ -	\$ -	\$ 5,015,000
21-03	Renewal	Currie Major Electrical and Seismic Upgrades	Renewals based upon Delcan's condition assessment and EIC inspections. Work includes electrical (replace VFDs, PLC, SCADA pack, communications), seismic upgrades and driveway repairs.	\$ 2,350,000	S	Debt	\$ 2,010,000	\$ 410,000	\$ 1,600,000	\$ -	\$ -	\$ -	\$ 2,010,000
21-05	Replacement	Harling PS - Complete Replacement	Based on Delcan's condition assessment and the age of this facility, replacement of Harling Point PS is required.	\$ 2,500,000	S	Debt	\$ 335,000	\$ 2,425,000	\$ -	\$ -	\$ -	\$ -	\$ 2,425,000
22-05	Replacement	Lang Cove Discharge Isolation Valves	Replace seized, direct buried isolation valves on at the Lang Cove pump station with new valves in a manhole.	\$ 400,000	S	ERF	\$ 400,000	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ 400,000
25-04	Renewal	Pump Station Mechanical and Electrical Renewal Program	Mechanical and electrical upgrades to multiple pump stations based on previous condition assessments and EIC inspections.	\$ 5,500,000	S	Debt	\$ -	\$ 200,000	\$ 1,500,000	\$ 1,000,000	\$ 2,100,000	\$ 700,000	\$ 5,500,000
25-05	New	Bioxide dosing system upgrade	Replacement of bioxide skids at multiple locations, which are at the end of their useful life. Piloting is underway and if successful trials are completed, implementation to follow.	\$ 350,000	S	Debt	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000
GRAVITY SEWERS AND MANHOLES													
21-06	Renewal	Shoreline Trunk Sewer Upgrade	The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Shoreline Trunk must be twinned to prevent overflows into Portage Inlet during peak storm events.	\$ 3,400,000	S	Debt	\$ 268,508	\$ 2,828,508	\$ 440,000	\$ -	\$ -	\$ -	\$ 3,268,508
21-07	New	Western Trunk Sewer Twinning	The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Western Trunk Sewer must be twinned from Aldeane to Craigflower PS to prevent overflows upstream of Parson's siphon during peak storm events.	\$ 25,000,000	S	Debt	\$ 320,000	\$ 320,000	\$ -	\$ -	\$ -	\$ -	\$ 320,000
21-07	New	Western Trunk Sewer Twinning		\$ 400,000	S	Res	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000
21-09	Renewal	Bowker Sewer Rehabilitation Ph1	Based on results of CCTV inspection about 2,000m of sewer along Shelbourne, Kings and from Trent PS to Newport needs to be relined.	\$ 8,600,000	S	Cap	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
24-17	Renewal	Sewer Cleaning and Inspection	Core Area sewers should be cleaned and inspected on a 5-year cycle. This program will support that continued cycle.	\$ 750,000	S	Debt	\$ -	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ 450,000
21-11	Renewal	Manhole Repairs and Replacement	Based upon CCTV and staff inspections on manholes, there are a number of deteriorated MH's that require repair or replacement.	\$ 3,600,000	S	Debt	\$ 750,000	\$ 2,000,000	\$ 850,000	\$ -	\$ -	\$ -	\$ 2,850,000
23-01	Renewal	Cecelia Ravine Pipe Protection	Based on geotechnical review, a section of the exposed NWT in Cecelia Ravine should be covered & protected from falling rocks upslope from the pipe.	\$ 1,500,000	S	Debt	\$ -	\$ 50,000	\$ 1,450,000	\$ -	\$ -	\$ -	\$ 1,500,000
24-10	Renewal	East Coast Interceptor and Bowker Sewer Rehabilitation Ph2	Based on results of CCTV inspection about 2,000m of sewer needs to be relined along Beach Dr (from Bowker toWindsor) and along Doncaster Dr., Shelbourne St. and Kings Rd.	\$ 8,000,000	S	Debt	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000
24-11	Renewal	Western Trunk Grit Chamber Repairs	The Western Trunk (Island Highway) Grit Chamber is badly corroded and requires repairs before extensive structural damage occurs.	\$ 2,500,000	S	Debt	\$ 250,000	\$ 1,250,000	\$ 1,250,000	\$ -	\$ -	\$ -	\$ 2,500,000
26-01	Renewal	NWT Sewer Replacement at Alpha-Terrace	A 5m long section of old concrete pipe downstream of Boundary Transition Chamber is badly corroded and needs to be replaced with new PVC pipe.	\$ 1,000,000	S	Debt	\$ -	\$ -	\$ 100,000	\$ 900,000	\$ -	\$ -	\$ 1,000,000
													\$ -
PRESSURE PIPES AND APPURTENANCES													
21-12	Renewal	Gorge Siphon Inlet Chamber Upgrade	The concrete chamber is badly corroded and the control gates are seized on this chamber and they need to be replaced so that the individual siphons can be isolated or activated.	\$ 3,500,000	S	Res	\$ 1,180,000	\$ 3,430,000	\$ -	\$ -	\$ -	\$ -	\$ 3,430,000
21-13	New	Craigflower Forcemain Twinning	The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Craigflower Forcemain must be twinned to prevent overflows into Portage Inlet during peak storm events.	\$ 13,655,000	S	Debt	\$ 140,000	\$ 140,000	\$ -	\$ 6,500,000	\$ 6,500,000	\$ -	\$ 13,140,000
24-14	Renewal	Parsons Siphon/Bridge Connection Repairs	The siphon pipe support connections to the Parsons Bridge require repairs.	\$ 500,000	S	Res	\$ 50,000	\$ 50,000	\$ 450,000	\$ -	\$ -	\$ -	\$ 500,000
25-03	Renewal	Harriet Siphon Inlet Chamber Upgrade	Assess concrete corrosion and replace seized control gates.	\$ 2,000,000	S	Debt	\$ -	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 2,000,000
27-01	Study	Forcemain and Siphon Pipe Assessment Study	There are several forcemain pipes downstream from each pump station that have never been assessed. A study is proposed to investigate various technologies to evaluate the condition of the pipes.	\$ 2,250,000	S	Debt	\$ -	\$ -	\$ -	\$ 250,000	\$ 1,000,000	\$ 1,000,000	\$ 2,250,000
FLOW METERS													\$ -
21-16	New	Gorge & Chapman Meter	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flodar meter to measure the unmetered Gorge and Chapman catchments. Includes installation of new metering manhole.	\$ 400,000	S	Debt	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
GENERAL													\$ -
21-22	Study	Asset Management Plan Update	Previous condition assessment studies will be updated and incorporated into a long-term asset management plan to meet expected level-of-service requirements.	\$ 250,000	S	Debt	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
21-23	Study	DCC Program Development	With the completion of CAWTP and amendment of the Service Establishment Bylaw, it was noted that a DCC Program would be established to fund future wastewater projects related to growth. This project is to create the program, consult with stakeholders and prepare a new DCC bylaw.	\$ 400,000	S	Debt	\$ 155,000	\$ 155,000	\$ -	\$ -	\$ -	\$ -	\$ 155,000

Service #: 3.798C
Service Name: Debt - Core Area Wastewater Treatment Program

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
21-24	Renewal	Record Drawing and Wastewater Agreement Updates	The old as-built drawings, connection points and wastewater agreements with the contributing municipalities has not been updated in many years. Updates are required to reflect changes in the system, identify clear demarcation points, and reflect updates in the LWMP.	\$ 1,100,000	S	Debt	\$ 275,000	\$ 425,000	\$ 250,000	\$ 100,000	\$ -	\$ -	\$ 775,000
21-25	Renewal	SCADA and Radio Assessment	Majority of the radio and SCADA equipment are nearing end of life, technological advances do not allow for straight replacements, funding is required for assessments of existing equipment and site requirements.	\$ 3,900,000	S	Debt	\$ 2,000,000	\$ 750,000	\$ 2,000,000	\$ 750,000	\$ 400,000	\$ -	\$ 3,900,000
22-03	Renewal	Acquisition of Outstanding Right-of-Ways	Some of the infrastructure is located on privately owned land that do not have rights-of-way. A plan is being developed to acquire SRW's for all infrastructure over time. Initial spending requires a study and plan prior to acquisition.	\$ 1,200,000	S	Debt	\$ 130,000	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ 1,000,000
21-27	New	New Infrastructure Optimization	Unforeseen and unplanned optimization at a number of new facilities to improve operation and health and safety requirements.	\$ 500,000	S	Debt	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
22-04	New	Microwave Radio Upgrades	To provide a high bandwidth communications backbone to the CAWWT system, a microwave communications system will be installed.	\$ 700,000	S	ERF	\$ 236,000	\$ 336,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 636,000
23-07	New	Enterprise Data Historian Management System	A data historian is required to store large amounts of data that is required for compliance reporting to regulators, operational performance reports, cost allocation, and engineering analysis.	\$ 300,000	E	Debt	\$ -	\$ 50,000	\$ 250,000	\$ -	\$ -	\$ -	\$ 300,000
28-01	Decommission	Marigold Surge Tank Deconstruction	The old Marigold Surge Tank has been abandoned for many years, is becoming a safety concern for youth, a needs to be removed.	\$ 1,800,000	S	Debt	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 1,500,000	\$ 1,800,000
24-15	Replacement	IT Core Infrastructure Replacement	Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life	\$ 455,000	S	ERF	\$ 55,000	\$ 155,000	\$ -	\$ 100,000	\$ 200,000	\$ -	\$ 455,000
27-03	Study	Westshore Wastewater Treatment Plant Siting Assessment	Capacity needs, technology review, siting requirements, conceptual layout, Environmental Impact Assessment and other planning efforts.	\$ 600,000	S	Res	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ 600,000
ANNUAL PROVISIONAL													\$ -
21-26	Replacement	Annual Provisional Emergency Repairs	Unforeseen and unplanned emergency repairs can occur which require immediate attention.	\$ 7,500,000	S	Res	\$ -	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 7,500,000
23-06	Replacement	Annual Provisional Equipment Replacement	Replacement of at end of service life, including valves, variable frequency drives, capacitors.	\$ 1,500,000	S	ERF	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,500,000
23-08	New	Process & Mechanical Upgrades	Upgrades to the Core Area Wastewater Treatment and Conveyance infrastructure in order to optimize operations	\$ 4,250,000	S	Debt	\$ -	\$ 850,000	\$ 850,000	\$ 850,000	\$ 850,000	\$ 850,000	\$ 4,250,000
23-09	New	Safety & Security Upgrades	Upgrades to the Core Area Wastewater Treatment and Conveyance infrastructure to improve worker health and safety	\$ 2,400,000	S	Debt	\$ -	\$ 600,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,200,000
OUTFALLS / OVERFLOWS													\$ -
24-08	Renewal	Clover Point Outfall Retrofit	The existing Clover outfall is no longer operated on a regular basis since wastewater is now conveyed to McLoughlin W/WTP, but it must be ready for operation during peak storm events. As a result, the existing outfall will need to be assessed for best operational and maintenance practices based on limited use.	\$ 500,000	S	Debt	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ 500,000
25-02	Renewal	Macaulay Point Outfall Retrofit	A section of coating on the emergency short outfall has failed and the pipe is corroding, and the long outfall needs to be modified to suit reduced usage. This project is to repair the coating, provide shoreline protection, and prepare a plan to maintain the deep outfall based on limited use.	\$ 750,000	S	Debt	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ -	\$ 750,000
27-02	Renewal	Broom Overflow Pipe Rehabilitation	Overflow pipe is cracked and severed in multiple locations and H ₂ S gases and odours are present.	\$ 575,000	S	Debt	\$ -	\$ -	\$ -	\$ 75,000	\$ 500,000	\$ -	\$ 575,000
RESIDUAL SOLIDS													\$ -
24-16	New	Optimization of Residual Treatment Facility Operations	Installation of additional equipment to enhance beneficial use of biogas and support continued stable operations at the RTF	\$ 3,250,000	S	Debt		\$ 3,250,000					\$ 3,250,000
DCC PROJECTS													\$ -
GRAND TOTAL				\$ 127,885,000			\$ 15,669,508	\$ 28,424,508	\$ 16,485,000	\$ 15,795,000	\$ 15,700,000	\$ 6,250,000	\$ 82,654,508

Service:

3.798C

Debt - Core Area Wastewater Treatment Program

Project Number	25-01	Capital Project Title	Secondary Odour Collection System Upgrade - pre-filter	Capital Project Description	Replacement of existing pre-filter to further optimize odour treatment and extend the life of carbon treatment.
Project Rationale	This work will progress the intent to further optimize odour control for potential benefits to public impacts and life cycle costs.				

Project Number	21-01	Capital Project Title	Lang Cove Electrical and Building Upgrades	Capital Project Description	Renewals based upon Delcan's condition assessment and EIC inspections. Work includes electrical (replace PLC, SCADA pack, communications), and building upgrades.
Project Rationale	Renewals based upon Delcan's 2013 condition assessments and revised inspections. Work includes electrical (replace PLC, SCADA pack, communications), and building upgrades.				

Project Number	21-02	Capital Project Title	Marigold Electrical and Building Upgrades	Capital Project Description	Renewals are based upon Delcan's condition assessment and EIC inspections. Work includes electrical (replace MCC, PLC, VFD's, 480v to 600v upgrade, etc), and building upgrades.
Project Rationale	Renewals are based upon Delcan's 2013 condition assessments and revised inspections. Work includes electrical (replace MCC, PLC, VFD's, 480v to 600v upgrade, etc), and building upgrades. Tendering was conducted in 2023, combined with Currie Major PS (21-03) works but the Marigold portion of the scope far exceeded available budget. Re-tendering will be conducted in 2024 with additional budget added.				

Project Number	21-03	Capital Project Title	Currie Major Electrical and Seismic Upgrades	Capital Project Description	Renewals based upon Delcan's condition assessment and EIC inspections. Work includes electrical (replace VFDs, PLC, SCADA pack, communications), seismic upgrades and driveway repairs.
Project Rationale	Renewals based upon Delcan's 2013 condition assessments and revised inspections. Work includes electrical (replace VFDs, PLC, SCADA pack, communications), seismic upgrades and driveway repairs. A tender was conducted in 2023, combined with Marigold PS (21-02) works but the Marigold component came in well over budget. Re-tendering will be conducted in 2024 with additional budget added for Marigold.				

Service: 3.798C Debt - Core Area Wastewater Treatment Program

Project Number	21-05	Capital Project Title	Harling PS - Complete Replacement	Capital Project Description	Based on Delcan's condition assessment and the age of this facility, replacement of Harling Point PS is required.
Project Rationale	Replacement of Harling Point PS is based on Delcan's 2013 condition assessment. The preliminary design was completed in 2018. CRD has progressed a scope of work for a Consultant to provide detailed design and construction support services. Detailed design scope was awarded and initiated in 2024 with Construction expected to commence in 2025.				

Project Number	22-05	Capital Project Title	Lang Cove Discharge Isolation Valves	Capital Project Description	Replace seized, direct buried isolation valves on at the Lang Cove pump station with new valves in a manhole.
Project Rationale	An isolation valve on the discharge force main of the Lang Cove pump station has failed, with no way of isolating the pump station for maintenance or an emergency. Additionally, there currently is no way to bypass the force main. Funds are required to design a bypass outlet, plan valve replacement, bypass pump the failed valve and replace the valve.				

Project Number	25-04	Capital Project Title	Pump Station Mechanical and Electrical Renewal Program	Capital Project Description	Mechanical and electrical upgrades to multiple pump stations based on previous condition assessments and EIC inspections.
Project Rationale	Electrical, Mechanical and other ancillary upgrades are required at multiple facilities. Due to similarities in work, there is benefit in managing this work within a single program budget. Pump stations requiring this work include Trent, Hood, Currie Minor, Humber, Rutland and Penrhyn.				

Project Number	25-05	Capital Project Title	Bioxide dosing system upgrade	Capital Project Description	Replacement of bioxide skids at multiple locations, which are at the end of their useful life. Piloting is underway and if successful trials are completed, implementation to follow.
Project Rationale	Similar bioxide replacement work at multiple locations will benefit from being managed as a program. Some locations being prioritized include Marigold PS, Craigflower PS, Meaford Flow Meter, Highlands and Trent PS.				

Service: 3.798C Debt - Core Area Wastewater Treatment Program

Project Number 21-06

Capital Project Title Shoreline Trunk Sewer Upgrade

Capital Project Description

The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Shoreline Trunk must be twinned to prevent overflows into Portage Inlet during peak storm events.

Project Rationale The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Shoreline Trunk must be twinned to prevent overflows into Portage Inlet.

Project Number 21-07

Capital Project Title Western Trunk Sewer Twinning

Capital Project Description

The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Western Trunk Sewer must be twinned from Aldeane to Craigflower PS to prevent overflows upstream of Parson's siphon during peak storm events.

Project Rationale The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Western Trunk Sewer must be twinned from Aldeane to Craigflower PS to prevent overflows upstream of Parson's siphon. For 2025, approximately \$400k will be allocated to twin a section of this main at the new Galloping Goose pedestrian overpass in partnership with the City of Colwood.

Project Number 21-09

Capital Project Title Bowker Sewer Rehabilitation Ph1

Capital Project Description

Based on results of CCTV inspection about 2,000m of sewer along Shelbourne, Kings and from Trent PS to Newport needs to be relined.

Project Rationale Lining work on phase 1 completed in 2023. Warranty inspections to push into late 2024 and possibly 2025.

Project Number 24-17

Capital Project Title Sewer Cleaning and Inspection

Capital Project Description

Core Area sewers should be cleaned and inspected on a 5-year cycle. This program will support that continued cycle.

Project Rationale Core Area sewers should be cleaned and inspected on a 5-year cycle. This program will support that continued cycle.

Service: **3.798C** **Debt - Core Area Wastewater Treatment Program**

Project Number	21-11	Capital Project Title	Manhole Repairs and Replacement	Capital Project Description	Based upon CCTV and staff inspections on manholes, there are a number of deteriorated MH's that require repair or replacement.

Project Rationale Based upon CCTV and staff inspections on manholes, high priority repairs and replacement of deteriorated MH's.

Project Number	23-01	Capital Project Title	Cecelia Ravine Pipe Protection	Capital Project Description	Based on geotechnical review, a section of the exposed NWT in Cecelia Ravine should be covered & protected from falling rocks upslope from the pipe.

Project Rationale Based on geotechnical review, a section of the exposed NWT in Cecelia Ravine should be covered & protected from falling rocks upslope from the pipe. This project is currently being delayed for future coordination with works that CRD Parks is expected to be doing on the Galloping Goose Trail.

Project Number	24-10	Capital Project Title	East Coast Interceptor and Bowker Sewer Rehabilitation Ph2	Capital Project Description	Based on results of CCTV inspection about 2,000m of sewer needs to be relined along Beach Dr (from Bowker to Windsor) and along Doncastor Dr., Shelbourne St. and Kings Rd.

Project Rationale Based on results of CCTV inspection about 2,000m of sewer along Beach Dr (from Bowker to Broom) and along Doncastor and Transit Roads needs to be relined. Lining work anticipated to be completed prior to end of 2024 but some warranty inspection work will carry into 2025.

Project Number	24-11	Capital Project Title	Western Trunk Grit Chamber Repairs	Capital Project Description	The Western Trunk (Island Highway) Grit Chamber is badly corroded and requires repairs before extensive structural damage occurs.

Project Rationale Repairs to Western Trunk Grit Chamber at Island Highway. Chamber is badly corroded and requires repair.

Service:

3.798C

Debt - Core Area Wastewater Treatment Program

Project Number	26-01	Capital Project Title	NWT Sewer Replacement at Alpha-Terrace	Capital Project Description	A 5m long section of old concrete pipe downstream of Boundary Transition Chamber is badly corroded and needs to be replaced with new PVC pipe.
Project Rationale	Pipe segment replacement required prior to failure.				

Project Number	21-12	Capital Project Title	Gorge Siphon Inlet Chamber Upgrade	Capital Project Description	The concrete chamber is badly corroded and the control gates are seized on this chamber and they need to be replaced so that the individual siphons can be isolated or activated.
Project Rationale	The control gates are seized on this chamber and they need to be replaced so that the individual siphons can be isolated or activated.				

Project Number	21-13	Capital Project Title	Craigflower Forcemain Twinning	Capital Project Description	The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Craigflower Forcemain must be twinned to prevent overflows into Portage Inlet during peak storm events.
Project Rationale	The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Craigflower Forcemain must be twinned to prevent overflows into Portage Inlet.				

Project Number	24-14	Capital Project Title	Parsons Siphon/Bridge Connection Repairs	Capital Project Description	The siphon pipe support connections to the Parsons Bridge require repairs.
Project Rationale	The siphon pipe support connections to the Parsons Bridge require repairs.				

Project Number	25-03	Capital Project Title	Harriet Siphon Inlet Chamber Upgrade	Capital Project Description	Assess concrete corrosion and replace seized control gates.
Project Rationale	The concrete chamber is badly corroded and the control gates are seized on this chamber and they need to be replaced so that the individual siphons can be isolated or activated.				

Service: **3.798C** **Debt - Core Area Wastewater Treatment Program**

Project Number	27-01	Capital Project Title	Forcemain and Siphon Pipe Assessment Study	Capital Project Description	There are several forcemain pipes downstream from each pump station that have never been assessed. A study is proposed to investigate various technologies to evaluate the condition of the pipes.
Project Rationale	Repairs to Western Trunk Grit Chamber at Island Highway. Chamber is badly corroded and requires repair.				
Project Number	21-16	Capital Project Title	Gorge & Chapman Meter	Capital Project Description	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flodlar meter to measure the unmetered Gorge and Chapman catchments. Includes installation of new metering manhole.
Project Rationale	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flodlar meter to measure the unmetered Gorge and Champman catchments. Includes installation of new metering manhole.				
Project Number	21-22	Capital Project Title	Asset Management Plan Update	Capital Project Description	Previous condition assessment studies will be updated and incorporated into a long-term asset management plan to meet expected level-of-service requirements.
Project Rationale	Previous condition assessment studies will be updated and incorporated into a long-term asset management plan to meet expected level-of-service requirements.				
Project Number	21-23	Capital Project Title	DCC Program Development	Capital Project Description	With the completion of CAWTP and amendment of the Service Establishment Bylaw, it was noted that a DCC Program would be established to fund future wastewater projects related to growth. This project is to create the program, consult with stakeholders and prepare a new DCC bylaw.
Project Rationale	With the completion of CAWTP and amendment of the Service Establishment Bylaw, it was noted that a DCC Program would be established to fund future wastewater projects related to growth. This project is to create the program, consult with stakeholders and prepare a new DCC bylaw.				

Service:

3.798C

Debt - Core Area Wastewater Treatment Program

Project Number

21-24

Capital Project Title

Record Drawing and Wastewater Agreement Updates

Capital Project Description

The old as-built drawings, connection points and wastewater agreements with the contributing municipalities has not been updated in many years. Updates are required to reflect changes in the system, identify clear demarcation points, and reflect updates in the LWMP.

Project Rationale

The old as-built drawings, connection points and wastewater agreements with the contributing municipalities has not been updated in many years. Updates are required to reflect changes in the system, identify clear demarcation points, and reflect updates in the LWMP.

Project Number

21-25

Capital Project Title

SCADA and Radio Assessment

Capital Project Description

Majority of the radio and SCADA equipment are nearing end of life, technological advances do not allow for straight replacements, funding is required for assessments of existing equipment and site requirements.

Project Rationale

Majority of the radio and SCADA equipment are nearing end of life, technological advances do not allow for straight replacements, funding is required for assessments of existing equipment and site requirements.

Project Number

22-03

Capital Project Title

Acquisition of Outstanding Right-of-Ways

Capital Project Description

Some of the infrastructure is located on privately owned land that do not have rights-of-way. A plan is being developed to acquire SRW's for all infrastructure over time. Initial spending requires a study and plan prior to acquisition.

Project Rationale

Some of the infrastructure is located on privately owned land that do not have right-of-ways. A plan is being developed to acquire SRW's for all infrastructure over time. Initial spending requires a study and plan prior to acquisition.

Project Number

21-27

Capital Project Title

New Infrastructure Optimization

Capital Project Description

Unforeseen and unplanned optimization at a number of new facilities to improve operation and health and safety requirements.

Project Rationale

Unforeseen and unplanned optimization at a number of new facilities to improve operation and health and safety requirements.

Service:	3.798C	Debt - Core Area Wastewater Treatment Program

Project Number	22-04	Capital Project Title	Microwave Radio Upgrades	Capital Project Description	To provide a high bandwidth communications backbone to the CAWWT system, a microwave communications system will be installed.
Project Rationale	Multiple facilities throughout the CRD RWS system require additional bandwidth to allow for proper monitoring and control. This project will enable the initial design and preliminary installation of a high bandwidth microwave backbone that will be able to be leveraged by multiple CRD operational groups. The installation of this backbone will be coordinated with the other IWS service areas.				

Project Number	23-07	Capital Project Title	Enterprise Data Historian Management System	Capital Project Description	A data historian is required to store large amounts of data that is required for compliance reporting to regulators, operational performance reports, cost allocation, and engineering analysis.
Project Rationale	A data historian is required to store large amounts of data that is required for compliance reporting to regulators, operational performance reports, cost allocation, and engineering analysis.				

Project Number	28-01	Capital Project Title	Marigold Surge Tank Deconstruction	Capital Project Description	The old Mariogld Surge Tank has been abandond for many years, is becoming a safety concern for youth, a needs to be removed.
Project Rationale	Future assessment and decommissioning.				

Project Number	24-15	Capital Project Title	IT Core Infrastructure Replacement	Capital Project Description	Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life
Project Rationale	CAWW portion of Core IT Infrastructure. Program to be managed by CRD IT.				

Project Number	27-03	Capital Project Title	Westshore Wastewater Treatment Plant Siting Assessment	Capital Project Description	Capacity needs, technology review, siting requirements, conceptual layout, Environmental Impact Assessment and other planning efforts.
Project Rationale	Capacity needs, technology review, siting requirements, conceptual layout, Environmental Impact Assessment and other planning efforts.				

Service: **3.798C** **Debt - Core Area Wastewater Treatment Program**

Project Number	21-26	Capital Project Title	Annual Provisional Emergency Repairs	Capital Project Description	Unforeseen and unplanned emergency repairs can occur which require immediate attention.
Project Rationale	Funds are required for unforeseen and unplanned emergency repairs can occur which require immediate attention.				
Project Number	23-06	Capital Project Title	Annual Provisional Equipment Replacement	Capital Project Description	Replacement of at end of service life, including valves, variable frequency drives, capacitors.
Project Rationale	Replacement of equipment at end of service life, including valves, variable frequency drives, capacitors.				
Project Number	23-08	Capital Project Title	Process & Mechanical Upgrades	Capital Project Description	Upgrades to the Core Area Wastewater Treatment and Conveyance infrastructure in order to optimize operations
Project Rationale	Annual Provisional account for upgrades to the Core Area Wastewater Treatment and Conveyance infrastructure in order to optimize operations in order to improve compliance with regulatory requirements, improve equipment and process efficiency, and reduce risk of pre-mature equipment failure.				
Project Number	23-09	Capital Project Title	Safety & Security Upgrades	Capital Project Description	Upgrades to the Core Area Wastewater Treatment and Conveyance infrastructure to improve worker health and safety
Project Rationale	Annual Provisional Account for upgrades to the Core Area Wastewater Treatment and Conveyance infrastructure to improve worker health and safety. This includes constructing safe access platforms to complete maintenance at equipment that present a fall from heights risk and other items that are flagged as health and safety concerns.				
Project Number	24-08	Capital Project Title	Clover Point Outfall Retrofit	Capital Project Description	The existing Clover outfall is no longer operated on a regular basis since wastewater is now conveyed to McLoughlin WWTP, but it must be ready for operation during peak storm events. As a result, the existing outfall will need to be assessed for best operational and maintenance practices based on limited use.
Project Rationale	The existing outfall will see a significant reduction in usage once the Clover Point Pump Station is commissioned and wastewater flows up to 3 times ADWF are redirected to the McLoughlin WWTP. As a result, the existing outfall will need to be assessed for best operational and maintenance practices based on expected limited use instead of current continuous use.				

Service: 3.798C Debt - Core Area Wastewater Treatment Program					
Project Number	25-02	Capital Project Title	Macaulay Point Outfall Retrofit	Capital Project Description	A section of coating on the emergency short outfall has failed and the pipe is corroding, and the long outfall needs to be modified to suit reduced usage. This project is to repair the coating, provide shoreline protection, and prepare a plan to maintain the deep outfall based on limited use.
Project Rationale	A section of coating the emergency short outfall has failed, the pipe is corroding, and the long outfall needs to be assessed/modified to suit reduced usage. This project is to repair the coating, provide shoreline protection, and modify the deep outfall.				

Project Number	27-02	Capital Project Title	Broom Overflow Pipe Rehabilitation	Capital Project Description	Overflow pipe is cracked and severed in multiple locations and H2S gases and odours are present.
Project Rationale	A section of coating the emergency short outfall has failed and the pipe is corroding, and the long outfall needs to be modified to suit reduced usage. This project is to repair the coating, provide shoreline protection, and modify the deep outfall.				

Project Number	24-16	Capital Project Title	Optimization of Residual Treatment Facility Operations	Capital Project Description	Installation of additional equipment to enhance beneficial use of biogas and support continued stable operations at the RTF
Project Rationale	Installation of additional equipment to enhance beneficial use of biogas and support continued stable operations at the RTF				

3.798C Debt - Core Area Wastewater Capital Asset and Reserve Summary
Summary Schedule
2025 - 2029 Financial Plan

Reserve Schedule Summary

Core Area Wastewater

The Wastewater Treatment Project (WTP) provides tertiary treatment for wastewater from the core area municipalities of Victoria, Esquimalt, Saanich, Oak Bay, View Royal, Langford and Colwood, and the Esquimalt and Songhees Nations. The WTP is built to meet the provincial and federal regulations for treatment at December 31, 2020. The Project consists of three main elements: McLoughlin Point Wastewater Treatment Plant, Residuals Treatment Facility, and the Conveyance System

Reserve/Fund Summary

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Capital Reserve Fund	18,780,375	17,151,494	17,822,613	19,143,732	21,464,851	25,485,970
Capital Reserve Fund-Western Community	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Debt Reserve Fund	18,702,751	24,770,911	31,010,871	37,522,631	34,072,638	133,204
Total	39,483,126	43,922,405	50,833,484	58,666,363	57,537,489	27,619,174

See attached reserve schedules for projected annual cash flows.

Capital Reserve Fund Schedule Core Area Wastewater

Bylaw 4378 - The capital reserve fund was established to provide funding for capital expenditures in respect of capital projects including but not limited to, land, machinery or equipment necessary for the replacement, extension or renewal of existing capital works and related debt servicing payments

Capital Reserve Schedule

Capital Reserve Fund

Fund: 1092

Fund Centre: 102227

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	17,884,574	18,780,375	17,151,494	17,822,613	19,143,732	21,464,851
Planned Purchase (Based on Capital Plan)	(2,067,254)	(3,750,000)	(2,450,000)	(1,800,000)	(1,800,000)	(1,500,000)
Transfer IN (from Ops Budget)	2,029,049	2,121,119	3,121,119	3,121,119	4,121,119	5,521,119
Transfer IN (North East Trunk CRF)						
Surplus/Deficit						
Interest Income*	934,007					
Ending Balance \$	18,780,375	17,151,494	17,822,613	19,143,732	21,464,851	25,485,970

Assumptions/Background:

The funding strategy for the capital reserve fund is based upon the 25 year replacement plan as by Stantec during the construction of the Core Area Wastewater Treatment Project

* The planned purchase amount may differ from the five-year capital plan summary due to carryover from the previous year.

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

Bylaw 4378 - The capital reserve fund was established to serve both the Core Area and Western Communities. The reserve schedule below is committed to advancing studies for a wastewater treatment proposal in Colwood.

Colwood Treatment Project -Capital Reserve Schedule

Capital Reserve Fund

Fund: 1092

Fund Centre: 102277

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Interest Income*						
Ending Balance \$	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000

Assumptions/Background:

Based on the Colwood news release, on December 15, 2016, CAWTP project board approved the transfer of \$2 millions once the project is closed. The funds are to be set aside in a separate reserve fund center.

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

Debt Reserve Fund Schedule Core Area Wastewater

Bylaw 4377 - The debt reserve fund was established for the specified purpose of funding future debt servicing payments or debt retirements. Monies in the debt repayment reserve will fund debt servicing and early repayment of debts issued to fund the Core Area Wastewater Treatment Project

Debt Reserve Schedule

Debt Reserve Fund
Fund: 1093
Fund Center: 102228

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	12,738,360	18,702,751	24,770,911	31,010,871	37,522,631	34,072,638
Debt Payment		-	-	-	(10,283,553)	(41,134,212)
Transfer from Ops Budget	5,346,360	5,418,160	5,489,960	5,561,760	5,633,560	5,994,778
Interest Income*	618,031	650,000	750,000	950,000	1,200,000	1,200,000
Ending Balance \$	18,702,751	24,770,911	31,010,871	37,522,631	34,072,638	133,204

Assumptions/Background:

The funding strategy for the debt reserve fund is based upon the project's financing plan as approved during the construction of the Core Area Wastewater Treatment Project. Repayment anticipated by 2031.

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

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Wastewater Operations

FINAL BUDGET

March 2025

Service: 1.577 Wastewater Operations

Committee: N/A

DEFINITION:

To provide operations services to wastewater, electrician and technical support to wastewater and water functions of the Capital Regional District. Cost of this service is fully allocated to functions utilizing this Operations Division.

PARTICIPATION:

Method of cost allocation is on an hourly basis for services rendered to water and wastewater functions.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

N/A

COST RECOVERY:

A mixture of allocations and time charges to Water and Wastewater services of the CRD.

1.577 - Wastewater Operations

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries & Wages	10,871,160	10,478,674	11,233,937	192,237	-	11,426,173	11,857,760	12,190,439	12,532,362	12,883,796
Allocation - Standard Overhead	658,478	658,478	678,247	-	-	678,247	698,594	712,566	726,818	741,354
Allocation - Human Resources	380,958	380,958	402,045	-	-	402,045	452,568	492,630	503,743	516,308
Allocation - Operations	553,564	580,570	587,807	73,500	12,614	673,921	691,703	697,361	716,120	731,237
Operating - Other	1,575,780	1,454,166	1,261,871	-	620,000	1,881,871	1,285,290	1,308,990	1,332,960	1,367,210
TOTAL OPERATING COSTS	14,039,940	13,552,846	14,163,907	265,737	632,614	15,062,258	14,985,915	15,401,986	15,812,003	16,239,905
*Percentage Increase over prior year		-3.47%	0.88%			7.28%	-0.51%	2.78%	2.66%	2.71%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	492,797	492,796	499,306	-	-	499,306	562,910	586,560	590,270	594,060
Transfer to Operating Reserve Fund	16,780	16,780	120,513	-	-	120,513	250,000	300,000	300,000	300,000
TOTAL CAPITAL / RESERVES	509,577	509,576	619,819	-	-	619,819	812,910	886,560	890,270	894,060
TOTAL COSTS	14,549,517	14,062,423	14,783,726	265,737	632,614	15,682,077	15,798,825	16,288,546	16,702,273	17,133,965
*Percentage Increase over prior year		-3.35%	1.61%			7.78%	0.74%	3.10%	2.54%	2.58%
Internal Recoveries	(14,074,517)	(13,996,630)	(14,700,752)	(275,211)	-	(14,975,963)	(15,798,825)	(16,288,546)	(16,702,273)	(17,133,965)
OPERATING COSTS LESS INTERNAL RECOVERIES	475,000	65,792	82,974	(9,474)	632,614	706,114	0	(0)	0	0
*Percentage Increase over prior year		-0.55%	4.45%			6.40%	5.49%	3.10%	2.54%	2.58%
SOURCES OF FUNDING (REVENUE)										
Surplus / (Deficit)										
Funds Carried Forward	-	-	-	-	-	-	-	-	-	-
Transfer from Own Funds	(475,000)	(165,000)	-	(73,500)	(632,614)	(706,114)	-	-	-	-
Recovery other	-	(142)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(475,000)	(165,142)	-	(73,500)	(632,614)	(706,114)	-	-	-	-
NET COSTS	-	99,350	(82,974)	82,974	-	-	-	-	-	-
*Percentage increase over prior year			4.45%			6.40%	5.49%	3.10%	2.54%	2.58%
PARTICIPANTS: Costs recovered internally										
AUTHORIZED POSITIONS:										
IWS Operations	75.00	75.00	75.00	2.00	-	77.00	77.00	77.00	77.00	77.00

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.577	Carry						
	Wastewater Operations	Forward	2025	2026	2027	2028	2029	TOTAL
		from 2024						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$95,000	\$55,000	\$70,000	\$75,000	\$155,000	\$500,000	\$855,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$1,089,000	\$1,537,000	\$900,000	\$615,000	\$436,500	\$462,500	\$3,951,000
	\$1,184,000	\$1,592,000	\$970,000	\$690,000	\$591,500	\$962,500	\$4,806,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$1,184,000	\$1,592,000	\$970,000	\$690,000	\$591,500	\$962,500	\$4,806,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$1,184,000	\$1,592,000	\$970,000	\$690,000	\$591,500	\$962,500	\$4,806,000

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #:

1.577

Service Name:

Wastewater Operations

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
18-02	Replacement	Replace Computer Equipment	Computer replacements per IT cycle.	\$ 100,000	E	ERF	\$ -	\$ 30,000	\$ 40,000	\$ 40,000	\$ 50,000		\$ 160,000
18-03	Replacement	Replace ERF Equipment	End of life replacement equipment, Gas techs, SCADA/Controls	\$ 200,000	E	ERF	\$ 40,000.00	\$ 5,000	\$ 5,000	\$ 5,000	\$ 40,000		\$ 55,000
19-01	Replacement	Replace IWOps Vehicle FQ5014	Vehicle replacement - end of life	\$ 195,000	V	ERF	\$ 195,000.00	\$ 195,000	\$ -	\$ -			\$ 195,000
19-02	Replacement	Replace IWOps Vehicle F00932 Dump Truck	Vehicle replacement - end of life	\$ 180,000	V	ERF		\$ -	\$ -	\$ -		\$ 180,000	\$ 180,000
19-03	Replacement	Replace IWOps Vehicle F00994 Bobcat	Vehicle replacement - end of life	\$ 90,000	V	ERF	\$ 90,000.00	\$ -	\$ -	\$ -	\$ 90,000		\$ 90,000
19-05	Replacement	Replace IWOps Vehicle F0P081 Renfrew	Vehicle replacement - end of life	\$ 100,000	V	ERF	\$ 100,000	\$ -	\$ -	\$ -			\$ 100,000
19-07	Replacement	Furniture and Office Equipment Replacement	End of life replacement of furniture and office equipment	\$ 75,000	E	ERF	\$ 15,000.00	\$ 5,000	\$ 5,000	\$ 5,000	\$ 15,000		\$ 30,000
20-02	Replacement	Replace IWOps Vehicle F11030	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ -	\$ -			\$ -
20-04	Replacement	Replace IWOps Vehicle F12009	Vehicle replacement - end of life	\$ 90,000	V	ERF	\$ 90,000.00	\$ -	\$ 90,000	\$ -			\$ 90,000
20-05	Replacement	Replace IWOps Vehicle F12024	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ -	\$ -			\$ -
20-06	Replacement	Replace IWOps Vehicle F12002	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ -	\$ -			\$ -
20-11	Replacement	Replace IWOps Vehicle F01080	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ -	\$ -			\$ -
21-02	Replacement	Replace IWOps Vehicle F11033	Vehicle replacement - end of life	\$ 90,000	V	ERF	\$ 90,000.00	\$ 90,000	\$ -	\$ -			\$ 90,000
21-03	Replacement	Replace IWOps Vehicle F12029	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ -	\$ -			\$ -
22-01	Replacement	SPWWTP - Skid Steer F18036	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ -	\$ -		\$ 90,000	\$ 90,000
22-02	Replacement	Burgoyne - Skid Steer F19005	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ -	\$ -		\$ 90,000	\$ 90,000
23-15	Replacement	Replace IWOps Vehicle F19009	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ -	\$ -			\$ -
22-03	Replacement	Replace IWOps Vehicle - Scissor Lift - F15018	Vehicle replacement - end of life	\$ 35,000	V	ERF	\$ 35,000.00	\$ 96,000	\$ -	\$ -			\$ 96,000
22-05	Replacement	Replace IWOps Vehicle F01028 2007 Kubota Tractor	Vehicle replacement - end of life	\$ 50,000	V	ERF	\$ 50,000.00	\$ -	\$ -	\$ -		\$ 50,000	\$ 50,000
22-06	Replacement	Replace F14024 F560 Diesel Service Truck - Crane/Lift truck	Vehicle replacement - end of life	\$ 220,000	V	ERF	\$ 220,000.00	\$ 220,000	\$ -	\$ -			\$ 220,000
22-08	Replacement	Replace Mechanical and Electrical Equipment	End of life replacement of equipment	\$ 67,500	E	ERF		\$ -	\$ -	\$ -			\$ -
23-01	Replacement	Replace IWOps Vehicle F00444 1991 DDDG46 Generator Trailer Magic Lake	Vehicle replacement - end of life	\$ 40,000	V	ERF	\$ 40,000.00	\$ -	\$ -	\$ -		\$ 40,000	\$ 40,000
23-02	Replacement	Replace IWOps Trailer F00753 1997 Generator Trailer	Vehicle replacement - end of life	\$ 80,000	V	ERF		\$ -	\$ -	\$ -			\$ -
23-03	Replacement	Replace IWOps Trailer F00793 1998 Trailerman Box Trailer	Vehicle replacement - end of life	\$ 24,000	V	ERF		\$ 24,000	\$ -	\$ -			\$ 24,000
23-05	Replacement	Replace IWOps Trailer F00953 2004 Trailtech Tandem Trailer	Vehicle replacement - end of life	\$ 12,000	V	ERF		\$ 12,000	\$ -	\$ -			\$ 12,000
23-06	Replacement	Replace IWOps Trailer F00976 2006 EZ Loader Boat Trailer	Vehicle replacement - end of life	\$ 7,500	V	ERF		\$ -	\$ -	\$ -			\$ -
23-07	Replacement	Replace IWOps Trailer F00981 2006 Trailtech Flat Deck trailer	Vehicle replacement - end of life	\$ 6,500	V	ERF	\$ 6,500.00	\$ -	\$ -	\$ -	\$ 6,500		\$ 6,500
23-08	Replacement	Replace IWOps Trailer F01052 2008 Pace American Trailer	Vehicle replacement - end of life	\$ 12,500	V	ERF	\$ 12,500.00	\$ -	\$ -	\$ -		\$ 12,500	\$ 12,500
23-09	Replacement	Replace IWOps Vehicle F13009	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ 90,000	\$ -			\$ 90,000
23-10	Replacement	Replace IWOps Vehicle F13010	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ 90,000	\$ -			\$ 90,000
23-11	Replacement	F11027 2010 Mercedes Sprinter 25C144 Van	Vehicle replacement - end of life	\$ 80,000	V	ERF	\$ 80,000.00	\$ 80,000	\$ -	\$ -			\$ 80,000
23-12	Replacement	FWP076 2010 Ford F250 Super Duty	Vehicle replacement - end of life	\$ 90,000	V	ERF	\$ 90,000.00	\$ 90,000	\$ -	\$ -			\$ 90,000
23-13	Replacement	Replace EIC and Machine Shop Equipment	End of life replacement of equipment; EIC and Machine Shop	\$ 250,000	E	ERF	\$ 40,000.00	\$ 15,000	\$ 20,000	\$ 25,000	\$ 50,000		\$ 110,000
23-14	New	Electric Vehicle Charger - Ganges WWTP	Ganges WWTP Level II Vehicle Charging Station	\$ 10,000	E	Grant		\$ -	\$ -	\$ -			\$ -
23-16	New	Electric Vehicle Charger - McLoughlin WWTP	McLoughlin WWTP Level II Vehicle Charging Station	\$ 10,000	E	Grant		\$ -	\$ -	\$ -			\$ -
24-01	Replacement	Replace IWOps Vehicle F13012	Vehicle replacement - end of life	\$ 90,000	V	ERF	\$ 90,000.00	\$ 90,000	\$ -	\$ -			\$ 90,000
25-02	Replacement	Replace IWOps Vehicle F17021 2017 Ford Transit 350 Cube Van	Vehicle replacement - end of life	\$ 100,000	V	ERF		\$ 100,000	\$ -	\$ -			\$ 100,000
25-03	Replacement	Replace IWOps Vehicle F17008 2017 Ford F150	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ 90,000	\$ -	\$ -			\$ 90,000
25-04	Replacement	Replace IWOps Vehicle F17009 2017 Ford F150	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ 90,000	\$ -	\$ -			\$ 90,000
25-05	Replacement	Replace IWOps Vehicle FQ7010 2017 Ford F150	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ 90,000	\$ -	\$ -			\$ 90,000
25-07	Replacement	Replace IWOps Vehicle F17022 2017 Chev Silverado 3500 W/Crane	Vehicle replacement - end of life	\$ 80,000	V	ERF		\$ 80,000	\$ -	\$ -			\$ 80,000
25-08	Replacement	Replace IWOps Vehicle F17019 2017 Toyota Rav4 Hybrid AWD	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ 90,000	\$ -			\$ 90,000
26-01	Replacement	F17027 2018 Chevrolet Silverado 2500	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ 90,000	\$ -	\$ -			\$ 90,000
26-02	Replacement	F17029 2018 Chevrolet Silverado 3500	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ 90,000	\$ -			\$ 90,000
26-03	Replacement	F18003 2018 Ford F150	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ 90,000	\$ -			\$ 90,000
26-04	Replacement	F18012 2018 Chevrolet Colorado	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ 90,000	\$ -			\$ 90,000
26-05	Replacement	F18010 2018 Ford Transit 250 Cargo Van	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ 90,000	\$ -			\$ 90,000
26-06	Replacement	F18011 2018 Ford Transit 250 Cargo Van	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ 90,000	\$ -			\$ 90,000
26-07	Replacement	F18014 2018 GMC Sierra 1500	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ 90,000	\$ -			\$ 90,000
27-01	Replacement	F19006 Crane Truck	Vehicle replacement - end of life	\$ 250,000	V	ERF		\$ -	\$ -	\$ 250,000			\$ 250,000
27-02	Replacement	F19007 Crane Truck	Vehicle replacement - end of life	\$ 250,000	V	ERF		\$ -	\$ -	\$ 250,000			\$ 250,000
27-03	Replacement	F19008 2019 F350	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ -	\$ 90,000			\$ 90,000
27-04	Replacement	F19019 Pressure Washer Trailer	Vehicle replacement - end of life	\$ 25,000	V	ERF		\$ -	\$ -	\$ 25,000			\$ 25,000
28-01	Replacement	F14024 F550 Sift Arm Crane Truck	Vehicle replacement - end of life	\$ 250,000	V	ERF					\$ 250,000		\$ 250,000
28-02	Replacement	F18012 All wheel drive Van	Vehicle replacement - end of life	\$ 90,000	V	ERF					\$ 90,000		\$ 90,000
28-03	Replacement	F01065 Load Bank	Load Bank - end of life	\$ 500,000	E	ERF						\$ 500,000.00	\$ 500,000
													\$ -
			Grand Total	\$ 5,730,000			\$ 1,184,000.00	\$ 1,592,000	\$ 970,000	\$ 690,000	\$ 591,500	\$ 962,500	\$ 4,806,000

Service:

1.577

Wastewater Operations

Project Number	18-02	Capital Project Title	Replace Computer Equipment	Capital Project Description	Computer replacements per IT cycle.

Project Rationale

Replace Computer Equipment - Computer replacements per IT cycle.

Project Number	18-03	Capital Project Title	Replace ERF Equipment	Capital Project Description	End of life replacement equipment; Gas techs, SCADA/Controls

Project Rationale

Replace ERF Equipment - Gas Tech Replacements Core and Saan Pen

Project Number	19-01	Capital Project Title	Replace IWOps Vehicle FQS014	Capital Project Description	Vehicle replacement - end of life

Project Rationale

Replace IWOps Vehicle FQS014 - Vehicle replacement - end of life

Project Number	19-02	Capital Project Title	Replace IWOps Vehicle F00932 Dump Truck	Capital Project Description	Vehicle replacement - end of life

Project Rationale

Replace IWOps Vehicle F00932 - Vehicle replacement - end of life

Service:

1.577

Wastewater Operations

Project Number

19-03

Capital Project Title

Replace IWOps Vehicle F00994 Bobcat

Capital Project Description

Vehicle replacement - end of life

Project Rationale

Replace IWOps Vehicle F00994 - Vehicle replacement - end of life

Project Number

19-05

Capital Project Title

Replace IWOps Vehicle FQP081 Renfrew

Capital Project Description

Vehicle replacement - end of life

Project Rationale

Replace IWOps Vehicle F01081 - Vehicle replacement - end of life

Project Number

19-07

Capital Project Title

Furniture and Office Equipment
Replacement

Capital Project Description

End of life replacement of furniture and office
equipment

Project Rationale

End of life replacement of furniture and office equipment

Project Number

20-02

Capital Project Title

Replace IWOps Vehicle F11030

Capital Project Description

Vehicle replacement - end of life

Project Rationale

Replace IWOps Vehicle F11030 - Vehicle replacement - end of life

Service: 1.577 Wastewater Operations			
Project Number	20-04	Capital Project Title	Replace IWOps Vehicle F12009
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	Replace IWOps Vehicle F12009 - Vehicle replacement - end of life		
Project Number	20-05	Capital Project Title	Replace IWOps Vehicle F12024
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	Replace IWOps Vehicle F12024 - Vehicle replacement - end of life		
Project Number	20-06	Capital Project Title	Replace IWOps Vehicle F12002
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	20-11	Capital Project Title	Replace IWOps Vehicle F01080
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		

Service:	1.577	Wastewater Operations

Project Number	21-02	Capital Project Title	Replace IWOps Vehicle F11033	Capital Project Description	Vehicle replacement - end of life
Project Rationale	End of life replacement				

Project Number	21-03	Capital Project Title	Replace IWOps Vehicle F12029	Capital Project Description	Vehicle replacement - end of life
Project Rationale	End of life replacement				

Project Number	22-01	Capital Project Title	SPWWTP - Skid Steer F18036	Capital Project Description	Vehicle replacement - end of life
Project Rationale	End of life replacement				

Project Number	22-02	Capital Project Title	Burgoyne - Skid Steer F19005	Capital Project Description	Vehicle replacement - end of life
Project Rationale	End of life replacement				

Project Number	23-15	Capital Project Title	Replace IWOps Vehicle F19009	Capital Project Description	Vehicle replacement - end of life
Project Rationale	End of life replacement				

Service: 1.577 Wastewater Operations			
Project Number	22-03	Capital Project Title	Replace IWOps Vehicle - Scissor Lift - F15018
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	22-05	Capital Project Title	Replace IWOps Vehicle F01028 2007 Kubota Tractor
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	22-06	Capital Project Title	Replace F14024 F550 Diesel Service Truck - Crane/Lift truck
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	22-08	Capital Project Title	Replace Mechanical and Electrical Equipment
Capital Project Description	End of life replacement of equipment		
Project Rationale	End of life replacement		
Project Number	23-01	Capital Project Title	Replace IWOps Vehicle F00444 1991 DDDG46 Generator Trailer Magic Lake
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	23-02	Capital Project Title	Replace IWOps Trailer F00753 1997 Generator Trailer
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		

Service: 1.577 Wastewater Operations			
Project Number	23-03	Capital Project Title	Replace IWOps Trailer F00793 1998 Trailerman Box Trailer
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	23-05	Capital Project Title	Replace IWOps Trailer F00953 2004 Trailtech Tandem Trailer
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	23-06	Capital Project Title	Replace IWOps Trailer F00976 2006 EZ Loader Boat Trailer
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	23-07	Capital Project Title	Replace IWOps Trailer F00981 2006 Trailtech Flat Deck trailer
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	23-08	Capital Project Title	Replace IWOps Trailer F01052 2008 Pace American Trailer
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	23-09	Capital Project Title	Replace IWOps Vehicle F13009
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		

Service: 1.577 Wastewater Operations			
Project Number	23-10	Capital Project Title	Replace IWOps Vehicle F13010
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	23-11	Capital Project Title	F11027 2010 Mercedes Sprinter 25C144 Van
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	23-12	Capital Project Title	FWP076 2010 Ford F250 Super Duty
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	23-13	Capital Project Title	Replace EIC and Machine Shop Equipment
Capital Project Description	End of life replacement of equipment; EIC and Machine Shop		
Project Rationale	End of life replacement of equipment; EIC and Machine Shop		
Project Number	23-14	Capital Project Title	Electric Vehicle Charger - Ganges WWTP
Capital Project Description	Ganges WWTP Level II Vehicle Charging Station		
Project Rationale	Ganges WWTP Level II Vehicle Charging Station		
Project Number	23-16	Capital Project Title	Electric Vehicle Charger - McLoughlin
Capital Project Description	McLoughlin WWTP Level II Vehicle Charging		
Project Rationale			
Project Number	24-01	Capital Project Title	Replace IWOps Vehicle F13012
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		

Service: 1.577 Wastewater Operations			
Project Number	25-02	Capital Project Title	Replace IWOps Vehicle F17021 2017 Ford Transit 350 Cube Van
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	25-03	Capital Project Title	Replace IWOps Vehicle F17008 2017 Ford F150
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	25-04	Capital Project Title	Replace IWOps Vehicle F17009 2017 Ford F150
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	25-05	Capital Project Title	Replace IWOps Vehicle FQ7010 2017 Ford F150
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	25-07	Capital Project Title	Replace IWOps Vehicle F17022 2017 Chev Silverado 3500 W/Crane
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	25-08	Capital Project Title	Replace IWOps Vehicle F17019 2017 Toyota Rav4 Hybrid AWD
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	26-01	Capital Project Title	F17027 2018 Chevrolet Silverado 2500
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		

Service: 1.577 Wastewater Operations			
Project Number	26-02	Capital Project Title	F17029 2018 Chevrolet Silverado 3500
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	26-03	Capital Project Title	F18003 2018 Ford F150
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	26-04	Capital Project Title	F18012 2018 Chevrolet Colorado
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	26-05	Capital Project Title	F18010 2018 Ford Transit 250 Cargo Van
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	26-06	Capital Project Title	F18011 2018 Ford Transit 250 Cargo Van
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	26-07	Capital Project Title	F18014 2018 GMC Sierra 1500
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	27-01	Capital Project Title	F19006 Crane Truck
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		

Service: 1.577 Wastewater Operations			
Project Number	27-02	Capital Project Title	F19007 Crane Truck
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	27-03	Capital Project Title	F19008 2019 F350
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	27-04	Capital Project Title	F19019 Pressure Washer Trailer
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	28-01	Capital Project Title	F14024 F550 Stiff Arm Crane Truck
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	28-02	Capital Project Title	F16012 All wheel drive Van
Capital Project Description	Vehicle replacement - end of life		
Project Rationale	End of life replacement		
Project Number	28-03	Capital Project Title	F01065 Load Bank
Capital Project Description	Load Bank - end of life		
Project Rationale	End of life replacement		

1.577 Wastewater Operations Asset and Reserve Summary
Summary Schedule
2025 - 2029 Financial Plan

Reserve Schedule Summary

Wastewater Operations

Assets held by the IW Wastewater Operations consist of vehicles and equipment including mechanical, electronic, gas detectors, flow monitors, radio equipment, SCADA hardware and computers.

Reserve/Fund Summary

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Equipment Replacement Fund	3,135,575	2,042,882	1,635,792	1,532,352	1,531,122	1,162,682
Operating Reserve Fund	1,362,586	776,985	1,026,985	1,326,985	1,626,985	1,926,985
Total	4,498,162	2,819,867	2,662,777	2,859,337	3,158,107	3,089,667

See attached reserve schedules for projected annual cash flows.

ERF Reserve Fund Schedule Wastewater Operations

Assets held by the Wastewater Operations consist of vehicles and equipment including mechanical, electronic, gas detectors, flow monitors, radio equipment, SCADA hardware and computers. ent

Equipment Reserve Wastewater Schedule

Equipment Replacement Fund Fund: 1022 Fund Center: 101451	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	2,662,139	3,135,575	2,042,882	1,635,792	1,532,352	1,531,122
Planned Purchase (Based on Capital Plan)	(199,956)	(1,592,000)	(970,000)	(690,000)	(591,500)	(962,500)
Transfer IN (from Ops Budget)	492,797	499,306	562,910	586,560	590,270	594,060
Proceeds of Disposal	164,503					
Interest Income*	16,093					
Ending Balance \$	3,135,575	2,042,882	1,635,792	1,532,352	1,531,122	1,162,682

Assumptions/Background:

ERF Reserve to fund replacement of equipment, and vehicles of the Wastewater Operations Division.

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

ORF Reserve Fund Schedule IWS Operations

Wastewater Operations

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

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105516	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	1,036,927	1,362,586	776,985	1,026,985	1,326,985	1,626,985
Planned Purchase		(706,114)	-	-	-	-
Transfer from Ops Budget	16,780	120,513	250,000	300,000	300,000	300,000
Interest Income*	48,673					
Surplus	260,206					
Ending Balance \$	1,362,586	776,985	1,026,985	1,326,985	1,626,985	1,926,985

Assumptions/Background:

Funds are retained in the reserve for charge-out rate stabilization

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

CAPITAL REGIONAL DISTRICT

2025 BUDGET

I & I Enhancement Program

FINAL BUDGET

March 2025

Service: 3.709 I & I Enhancement Program

Committee: Core Area Liquid Waste Management

DEFINITION:

The Inflow and Infiltration (I&I) Program engages with Core area and Peninsula municipalities and First Nations to identify and reduce the amount of rain and ground water that enters the sanitary sewer system

SERVICE DESCRIPTION:

Requirement of the Core Area Liquid Waste Management Plan (LWMP).

Primary program goals include:

- manage and/or reduce Inflow & Infiltration (I&I) and overflows in accordance with LWMP and Municipal Sewage Regulation
- minimize conveyance, treatment and disposal costs

PARTICIPATION:

Core Area Sewer Participants (LWMP)

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Core Area Liquid Waste Committee

FUNDING:

Funded by Core Area Wastewater Treatment Operations Budget

3.709 - I & I ENHANCEMENT PROGRAM
OPERATING COSTS:

Allocations - RW Eng
Allocations - Epro
Program Development
Contract For Services
Operating - Other Costs

TOTAL OPERATING COSTS

*Percentage Increase over prior year

TOTAL COSTS

*Percentage Increase over prior year

Internal Recoveries

OPERATING COSTS LESS INTERNAL RECOVERIES

*Percentage Increase over prior year

FUNDING SOURCES (REVENUE)
Surplus / (Deficit)

Balance C/F from Prior to Current year

TOTAL REVENUE

REQUISITION

*Percentage Increase over prior year

PARTICIPANTS: Saanich, Victoria, Oak Bay, Esquimalt,
View Royal,D.N.D, Langford, Colwood

AUTHORIZED POSITIONS:

Salaried
Term

		BUDGET REQUEST							
2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
267,150	267,150	275,390	-	-	275,390	281,107	286,729	292,463	298,313
5,853	5,853	6,058	-	-	6,058	6,240	6,427	6,619	6,818
142,800	142,800	147,084	-	-	147,084	150,026	153,026	156,087	159,208
-	-	-	-	-	-	-	-	-	-
2,040	2,040	2,101	-	-	2,101	2,143	2,186	2,230	2,274
417,843	417,843	430,633	-	-	430,633	439,515	448,368	457,399	466,614
0.0%	0.0%	3.1%	0.0%	0.0%	3.1%	2.1%	2.0%	2.0%	2.0%
417,843	417,843	430,633	-	-	430,633	439,515	448,368	457,399	466,614
0.0%	0.0%	3.1%	0.0%	0.0%	3.1%	2.1%	2.0%	2.0%	2.0%
(417,843)	(417,843)	(430,633)	-	-	(430,633)	(439,515)	(448,368)	(457,399)	(466,614)
-	-	-	-	-	-	-	-	-	-
0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Saanich Peninsula Water Supply

FINAL BUDGET

March 2025

Service: 2.610

Saanich Peninsula Water Supply

Committee: Saanich Peninsula Water

DEFINITION:

To purchase water and to acquire, design, construct, reconstruct, purchase, maintain and operate facilities and to acquire property easements, licences and authorities for the supply of water to Central Saanich, North Saanich, and Sidney, for distribution by the municipalities. Letters Patent, December 22, 1976; revised Sept. 27, 1984. Amended SLP April 27, 1978 and March 19, 1986.

SERVICE DESCRIPTION:

This service provides for the purchase of bulk water for supply to Central Saanich, North Saanich, and Sidney, for distribution within their municipalities. Included in the program is the responsibility to provide design, construction, operation and maintenance, licenses, and water quality monitoring to the service area.

PARTICIPATION:

Central Saanich / North Saanich / Sidney

MAXIMUM LEVY:

MAXIMUM CAPITAL DEBT:

As established by Inspector of Municipalities.

COMMISSION:

Saanich Peninsula Water Commission established by Letters Patent to advise the Board with respect to this function.

FUNDING:

Costs are recovered through the sale of bulk water.

CAPITAL DEBT:

Authorized:	\$12,900,000 2021 - (MFA Bylaw No. 4411 - Saanich Peninsula Water Supply Water Works)
Borrowed:	\$0
Remaining:	\$12,900,000

Program Group: CRD-Saanich Peninsula Water Supply

SUMMARY

1	2025 BUDGET REQUEST						FUTURE PROJECTIONS			
	2024 BOARD BUDGET 2	2024 ESTIMATED ACTUAL 3	2025 CORE BUDGET 4	2025 ONGOING 5	2025 ONE-TIME 6	TOTAL (COL 4, 5 & 6) 7	2026 8	2027 9	2028 10	2029 11
OPERATING EXPENDITURES:										
ALLOCATION - OPERATIONS	1,171,082	1,045,952	1,224,190	-	-	1,224,190	1,248,690	1,273,685	1,299,173	1,325,173
UTILITIES	231,205	224,100	238,150	-	-	238,150	242,191	247,035	251,976	257,016
OPERATING - OTHER COSTS	189,748	191,370	213,660	-	-	213,660	220,841	230,725	241,353	252,793
ALLOCATION - STANDARD OVERHEAD	168,071	168,071	206,221	-	-	206,221	212,287	216,656	221,117	225,670
TOTAL OPERATING EXPENDITURES	1,760,106	1,629,493	1,882,221	-	-	1,882,221	1,924,009	1,968,101	2,013,619	2,060,652
*Percentage increase over prior year board budget			6.94%			6.94%	2.22%	2.29%	2.31%	2.34%
TOTAL BULK WATER EXPENDITURES	5,180,160	5,261,100	5,523,840	-	-	5,523,840	6,089,445	6,998,550	7,885,545	8,853,240
CAPITAL EXPENDITURES & TRANSFERS										
TRANSFER TO CAPITAL RESERVE FUND	800,000	983,625	600,000	-	-	600,000	400,000	400,000	400,000	400,000
TRANSFER TO EQUIPMENT REPLACEMENT FUND	50,000	50,000	100,000	-	-	100,000	150,000	150,000	200,000	200,000
TOTAL CAPITAL EXPENDITURES & TRANSFERS	850,000	1,033,625	700,000	-	-	700,000	550,000	550,000	600,000	600,000
DEBT SERVICING										
DEBT-INTEREST & PRINCIPAL	102,000	-	219,300	-	-	219,300	1,210,343	1,210,343	1,210,343	1,210,343
TOTAL DEBT EXPENDITURES	102,000	-	219,300	-	-	219,300	1,210,343	1,210,343	1,210,343	1,210,343
TOTAL EXPENDITURES	7,892,266	7,924,218	8,325,361	-	-	8,325,361	9,773,797	10,726,994	11,709,507	12,724,235
SOURCES OF FUNDING-OPERATIONS										
REVENUE -WATER SALES	(7,665,966)	(7,785,700)	(8,048,251)	-	-	(8,048,251)	(9,622,841)	(10,573,135)	(11,552,686)	(12,564,394)
REVENUE -OTHER	(226,300)	(138,518)	(277,110)	-	-	(277,110)	(150,956)	(153,859)	(156,821)	(159,841)
TOTAL SOURCES OF FUNDING FROM OPERATIONS	(7,892,266)	(7,924,218)	(8,325,361)	-	-	(8,325,361)	(9,773,797)	(10,726,994)	(11,709,507)	(12,724,235)
SOURCES OF FUNDING-REQUISITION										
PROPERTY TAX REQUISITION FOR DEBT	-	-	-	-	-	-	-	-	-	-
TOTAL REQUISITION	-	-	-	-	-	-	-	-	-	-
TRANSFER FROM PRIOR YEAR	-	-	-	-	-	-	-	-	-	-
TRANSFER TO FOLLOWING YEAR	-	-	-	-	-	-	-	-	-	-
TOTAL CARRY FORWARD (SURPLUS)/ DEFICIT	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCES OF ALL FUNDING	(7,892,266)	(7,924,218)	(8,325,361)	-	-	(8,325,361)	(9,773,797)	(10,726,994)	(11,709,507)	(12,724,235)
Percentage increase over prior year's board budget			5.49%			5.49%	17.40%	9.75%	9.16%	8.67%
Water Rate \$ per cu. m.	\$ 1.1978					\$ 1.2575	\$ 1.4919	\$ 1.6266	\$ 1.7638	\$ 1.9037
Percentage increase	4.71%					4.99%	18.64%	9.03%	8.43%	7.93%

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	2.610	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Saanich Peninsula Water Supply							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$860,000	\$660,000	\$300,000	\$300,000	\$300,000	\$100,000	\$1,660,000	
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$9,195,000	\$16,140,000	\$1,569,000	\$1,950,000	\$1,100,000	\$525,000	\$21,284,000	
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$10,055,000	\$16,800,000	\$1,869,000	\$2,250,000	\$1,400,000	\$625,000	\$22,944,000	

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$6,000,000	\$12,900,000	\$0	\$0	\$0	\$0	\$12,900,000	
Equipment Replacement Fund	\$40,000	\$240,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,040,000	
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000	
Reserve Fund	\$4,015,000	\$3,560,000	\$1,669,000	\$2,050,000	\$1,200,000	\$425,000	\$8,904,000	
	\$10,055,000	\$16,800,000	\$1,869,000	\$2,250,000	\$1,400,000	\$625,000	\$22,944,000	

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 2.610

Service Name: Saanich Peninsula Water Supply

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
SYSTEM UPGRADES AND REPLACEMENTS													
18-04	New	Post Disaster Emergency Water Supply	Identify and procure emergency systems for post disaster preparedness	\$ 1,645,000	S	Res	\$ 140,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 750,000
20-02	New	Hamsterly Pump Station Backup Power Generator	Addition of a backup power generator at the Hamsterly Pump Station	\$ 1,100,000	S	Res	\$ 1,040,000	\$ 50,000	\$ 190,000	\$ 800,000	\$ -	\$ -	\$ 1,040,000
21-01	New	Level of Service Agreement	Determine and develop appropriate level of service agreements with the participating municipalities for water supply.	\$ 75,000	S	Res	\$ 75,000	\$ 25,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 75,000
21-04	Renewal	SCADA Upgrades	SCADA upgrades and planning in conjunction with the Juan de Fuca Water Distribution, Saanich Peninsula Water and Wastewater, and Core Area Wastewater Services.	\$ 1,150,000	E	Res	\$ 670,000	\$ 370,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 100,000	\$ 1,070,000
21-05	Renewal	SPW System Upgrade and Expansion	Upgrade vulnerable sections of the SPWS system to a more resilient system and increase operational flexibility.	\$ 14,700,000	S	Res	\$ 1,050,000	\$ 1,050,000	\$ -	\$ -	\$ -	\$ -	\$ 1,050,000
21-05	Renewal				S	Debt	\$ 6,000,000	\$ 12,900,000	\$ -	\$ -	\$ -	\$ -	\$ 12,900,000
22-01	Study	Water Strategic Plan Update	Update the strategic plan to inform future works and identify hydraulic deficiencies.	\$ 116,972	S	Res	\$ 110,000	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000
22-02	New	Microwave Radio Upgrades	To provide a high bandwidth communications backbone to the SPW/SPWW systems, a microwave communications system will be installed.	\$ 550,000	E	Res	\$ 150,000	\$ 250,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 550,000
23-01	Study	DCC Program Update	5-year update of the DCC program.	\$ 500	S	Res	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500
23-04	Renewal	RTU & PLC Upgrade and Replacement	Upgrade RTU programming within the SPWS service, upgrade the PLC at the Deep Cove pump station, and upgrade the telecommunications from the Hamsterly PS.	\$ 140,000	E	ERF	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
25-01	New	Hamsterly Pump Station Capacity Upgrade	Increase the capacity of the Hamsterly Pump Station to address increased water demand. This is the service's contribution to the DCC project.	\$ 6,040	S	Res	\$ -	\$ -	\$ 6,040	\$ -	\$ -	\$ -	\$ 6,040
24-01	Decommission	Dean Park Road Well Decommissioning	Decommissioning of a groundwater well(s) on Dean Park Road.	\$ 250,000	S	Res	\$ 50,000	\$ 150,000	\$ 100,000	\$ -	\$ -	\$ -	\$ 250,000
24-02	New	Reservoir Seismic Isolation Valves	Addition of seismic isolation valves at various Saanich Peninsula tanks.	\$ 800,000	S	Res	\$ 400,000	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ 800,000
26-01	Decommission	Decommissioning of Various Sites/Components	Various existing facilities within SPWS have redundant valves and piping that require removal.	\$ 150,000	S	Res	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ 150,000
25-02	Study	Asset Management Plan	Update the asset management plan with recent study information.	\$ 300,000	S	Res	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
25-03	Study	Operational Optimization Review	Review the SPWS system from an operational perspective to investigate operational efficiencies and improvements.	\$ 200,000	S	Res	\$ -	\$ 100,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 200,000
25-04	Study	Cloake Hill/Deep Cove Hydraulic Assessment	Detailed analysis of Cloake Hill Tank and Deep Cove Pump Station. Driven by the 2021 heat dome event and results of the DCC program and Strategic Plan Update	\$ 100,000	S	Res	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
27-01	Replacement	Cloake Hill/Deep Cove Upgrades	Potential Construction Upgrades	\$ 1,000,000	S	Res	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000	\$ -	\$ 1,000,000
25-05	Renewal	Asset Capital Improvement/Replacement Program	Ongoing program to continually address multiple, small to mid-scale capital improvements to the Saanich Peninsula Water System.	\$ 1,500,000	S	Res	\$ -	\$ 75,000	\$ 175,000	\$ 200,000	\$ 200,000	\$ 175,000	\$ 825,000
25-06	New	SCADA System Cybersecurity	Shared project budget to improve cyber security in the SCADA system.	\$ 100,000	S	Other	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Sub-Total System Upgrades and Replacements				\$ 23,883,512			\$ 9,975,500	\$ 16,520,500	\$ 1,071,040	\$ 2,050,000	\$ 1,200,000	\$ 425,000	\$ 21,266,540
ANNUAL PROVISIONAL ITEMS													\$ -
24-03	Renewal	Pump Station, Meter Station, Valve Repair, Transmission Main & Storage Tank Repairs, Replacements and decommissioning.	Planned and unplanned infrastructure and equipment renewal.	\$ 1,200,000	S	ERF	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
Sub-Total Annual Provisional Items				\$ 1,200,000			\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000.00
DEVELOPMENT COST CHARGE (DCC) PROGRAM													\$ -
22-01	Study	Water Strategic Plan Update	Update the strategic plan to inform future works and identify hydraulic deficiencies.	\$ 33,028	S	Res	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
23-01	Study	DCC Program Update	5-year update of the DCC program.	\$ 49,500	S	Res	\$ 49,500	\$ 49,500	\$ -	\$ -	\$ -	\$ -	\$ 49,500
25-01	New	Hamsterly Pump Station Capacity Upgrade	Increase the capacity of the Hamsterly Pump Station to address increased water demand.	\$ 597,960	S	Res	\$ -	\$ -	\$ 597,960	\$ -	\$ -	\$ -	\$ 597,960
Sub-Total Development Cost Charge (DCC) Program				\$ 680,488			\$ 79,500	\$ 79,500	\$ 597,960	\$ -	\$ -	\$ -	\$ 677,460
x			GRAND TOTAL	\$ 25,764,000			\$ 10,055,000	\$ 16,800,000	\$ 1,869,000	\$ 2,250,000	\$ 1,400,000	\$ 625,000	\$ 22,944,000

Service: **2.610** **Saanich Peninsula Water Supply**

Project Number	18-04	Capital Project Title	Post Disaster Emergency Water Supply	Capital Project Description	Identify and procure emergency systems for post disaster preparedness
Project Rationale	In the event of a disaster, it is proposed to have in place the ability to source, treat (if required) and distribute drinking water during the initial and sustained response and recovery phases to the public. Initial investigation has highlighted areas, such as having hardened hydrants/standpipes that the CRD should be investing in. Additional funds are required to start implementing these additional works.				
Project Number	20-02	Capital Project Title	Hamsterly Pump Station Backup Power Generator	Capital Project Description	Addition of a backup power generator at the Hamsterly Pump Station
Project Rationale	Addition of a backup power generator at the Hamsterly Pump Station. Project is temporary being deferred due to market escalation and considerations for combining with future Capacity upgrades.				
Project Number	21-01	Capital Project Title	Level of Service Agreement	Capital Project Description	Determine and develop appropriate level of service agreements with the participating municipalities for water supply.
Project Rationale	Determine and develop appropriate level of service agreements with the participating municipalities for water supply.				
Project Number	21-04	Capital Project Title	SCADA Upgrades	Capital Project Description	SCADA upgrades and planning in conjunction with the Juan de Fuca Water Distribution, Saanich Peninsula Water and Wastewater, and Core Area Wastewater Services.
Project Rationale	The existing SCADA system is nearing end of life for equipment. The SCADA system provides vital operational monitoring and control information for the Saanich Peninsula Water System. Additionally, the Juan de Fuca Water Distribution, Saanich Peninsula Wastewater, Regional Water System, and Core Area Wastewater services require similar upgrades and integration. This project will be carried out with the other services so that an fully integrated system can be implemented.				

Service: 2.610 Saanich Peninsula Water Supply			
Project Number 21-05	Capital Project Title SPW System Upgrade and Expansion	Capital Project Description Upgrade vulnerable sections of the SPWS system to a more resilient system and increase operational flexibility.	Project Rationale This project is for expansion and replacement of watermains and appurtenances within the Saanich Peninsula Water Supply system for infrastructure renewal and improved resiliency. Funds are required for detailed design and construction of the Bear Hill Trunk extension section of transmission main from Mt Newton to the Dean Park Lower tank along East Saanich Road, preliminary design of the transmission main from McTavish Tank to Mills Road, and preliminary design of the Dean Park Feeder Main between Dean Lower and Dean Middle Tanks. Additional funding will be required to complete construction of all three project components but the design delivery and construction of the Bear Hill Trunk component are being delivered in partner with similar projects in the RWS system.
Project Number 22-01	Capital Project Title Water Strategic Plan Update	Capital Project Description Update the strategic plan to inform future works and identify hydraulic deficiencies.	Project Rationale A water distribution system changes with development demand. A periodic update of the strategic plan to identify hydraulic deficiencies and inform future works is periodically required to ensure the level of service.
Project Number 22-02	Capital Project Title Microwave Radio Upgrades	Capital Project Description To provide a high bandwidth communications backbone to the SPW/SPWW systems, a microwave communications system will be installed.	Project Rationale Multiple facilities throughout the CRD RWS system require additional bandwidth to allow for proper monitoring and control. This project will enable the initial design and preliminary installation of a high bandwidth microwave backbone that will be able to be leveraged by multiple CRD operational groups. The installation of this backbone will be coordinated with the other IWS service areas.
Project Number 25-01	Capital Project Title Hamsterly Pump Station Capacity Upgrade	Capital Project Description Increase the capacity of the Hamsterly Pump Station to address increased water demand. This is the service's contribution to the DCC project.	Project Rationale In the 2018 KWL DCC Update report, the Hamsterly Pump Station was identified to require addition of a third pump to meet increased water demand. Increase the capacity of the Hamsterly Pump Station to address increased water demand. This project will be reassessed in the subsequent DCC update prior to progressing.

Service: 2.610 Saanich Peninsula Water Supply					
Project Number	24-01	Capital Project Title	Dean Park Road Well Decommissioning	Capital Project Description	Decommissioning of a groundwater well(s) on Dean Park Road.
Project Rationale	Decommissioning of a former groundwater well at 1557 Dean Park Road. Initial decommissioning may only including well sealing for compliance with provincial regulations but eventually the electrical and concrete structure will also need to be decommissioned.				
Project Number	24-02	Capital Project Title	Reservoir Seismic Isolation Valves	Capital Project Description	Addition of seismic isolation valves at various Saanich Peninsula tanks.
Project Rationale	Seismic valve upgrades at Cloake Hill, Bear Hill, Dawson and Lower Dean Tanks.				
Project Number	26-01	Capital Project Title	Decommissioning of Various Sites/Components	Capital Project Description	Various existing facilities within SPWS have redundant valves and piping that require removal.
Project Rationale	Various decommissioning of old assets that are no longer required in the system.				
Project Number	25-02	Capital Project Title	Asset Management Plan	Capital Project Description	Update the asset management plan with recent study information.
Project Rationale	Update the strategic asset management plan based upon recent studies such as the DCC Program Update. The update will inform future capital works.				

Service: 2.610 Saanich Peninsula Water Supply			
Project Number	25-03	Capital Project Title	Operational Optimization Review
Project Rationale	Engineering and Operations coordination and assessment of the SPWS system to better document operational procedures and assess opportunities for improvement.		
		Capital Project Description	Review the SPWS system from an operational perspective to investigate operational efficiencies and improvements.
Project Number	25-04	Capital Project Title	Cloake Hill/Deep Cove Hydraulic Assessment
Project Rationale	Detailed analysis of Cloake Hill Tank and Deep Cove Pump Station. Driven by the 2021 heat dome event and results of the DCC program and Strategic Plan Update.		
		Capital Project Description	Detailed analysis of Cloake Hill Tank and Deep Cove Pump Station. Driven by the 2021 heat dome event and results of the DCC program and Strategic Plan Update
Project Number	27-01	Capital Project Title	Cloake Hill/Deep Cove Upgrades
Project Rationale	Potential upgrades to be further scoped following completion of the Assessment in Project #25-04.		
		Capital Project Description	Potential Construction Upgrades
Project Number	25-05	Capital Project Title	Asset Capital Improvement/Replacement Program
Project Rationale	This program will fund items such as replacement of valves (line, air, check, PRV, etc), replacement and addition of instrumentation, decommissioning infrastructure and other mid sized improvements. This program will primarily address items that are more complex than can be delivered under the Annual Provisional account (24-03) but will comprise of smaller projects than those listed in the SPW System Upgrade and Expansion Program (21-05). Budget forecasts will be further influenced by asset management plans and operational coordination.		
		Capital Project Description	Ongoing program to continually address multiple, small to mid-scale capital improvements to the Saanich Peninsula Water System.
Project Number	25-06	Capital Project Title	SCADA System Cybersecurity
Project Rationale	Project budget to improve cyber security in the SCADA System. CRD IT Department to lead and provide implementation support.		
		Capital Project Description	Shared project budget to improve cyber security in the SCADA system.

Service:	2.610	Saanich Peninsula Water Supply

Project Number	24-03	Capital Project Title	Pump Station, Meter Station, Valve Repair, Transmission Main & Storage Tank Repairs, Replacements and decommissioning.	Capital Project Description	Planned and unplanned infrastructure and equipment renewal.
Project Rationale	Annual Provisional Account to address planned and unplanned infrastructure and equipment renewals.				

2.610 Saanich Peninsula Water
Summary Schedule
2025 - 2029 Financial Plan

Asset Profile

Saanich Peninsula Water

One of the 16 CRD drinking water systems across the region, Saanich Peninsula Water Supply obtains treated drinking water from the Regional Water Supply System and is responsible for the bulk trunk water supply systems for Central Saanich, Sidney & North Saanich. Assets include land, 46 kilometres of water supply mains, nine balancing reservoirs, nine pumping stations, two pressure reducing stations, nine supply meters and two rechlorination stations.

Reserve/Fund Summary

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
DCC Reserve Account	2,162,842	1,564,882	1,564,882	1,564,882	1,564,882	1,564,882
Equipment Replacement Fund	1,867,028	1,727,028	1,677,028	1,627,028	1,627,028	1,627,028
Capital Reserve	4,127,359	4,727,359	3,458,359	1,808,359	1,008,359	983,359
Total	8,157,230	8,019,270	6,700,270	5,000,270	4,200,270	4,175,270

**2.610 Saanich Peninsula Water
Development Cost Charges
2025 - 2029 Financial Plan**

Development Cost Charges Reserve Schedule

Reserve Fund: Saanich Peninsula Water Development Cost Charges (Bylaw # 3208)

Fund: 1009 Fund Center: 101353- DCC Water System only	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	2,100,815	2,162,842	1,564,882	1,564,882	1,564,882	1,564,882
Transfers to Reserve	-					
Transfers from Reserve based on DCC-capital plan	-	(597,960)		-		-
DCC's received from Member Municipalities						
Interest Income*	62,027					
Ending Balance \$	2,162,842	1,564,882	1,564,882	1,564,882	1,564,882	1,564,882

General Comments:

Saanich Peninsula Water Development Cost Charges (DCC's) was adopted in 2005 for the purpose of providing funds to assist with the capital costs of providing, constructing, altering or expanding the Districts water & wastewater systems that services the Member Municipalities.

The above cash flow only reflects DCC Reserve information for Water System only (Wastewater's information will be provided in the Wastewater budgets). These Reserve funds are received from member municipalities as Development Cost Charges (DCC's) to provide for the capital costs of water capacity system improvements within the service areas.

In December 2018 the bylaw was ammended to remove Develoment Cost Charges on new projects to recognize that the fund's balance exceeded the total of current development projects.

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

**2.610 Saanich Peninsula Water
Equipment Replacement Reserve Schedule
2025 - 2029 Financial Plan**

Equipment Replacement Reserve Schedule

Reserve Fund: Saanich Peninsula Water-Equipment Replacement Reserve (covered by CRD-ERF Bylaw)

Fund: 1022 Fund Center: 101452	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	1,807,050	1,867,028	1,727,028	1,677,028	1,627,028	1,627,028
Equipment purchases (Based on Capital Plan)		(240,000)	(200,000)	(200,000)	(200,000)	(200,000)
Transfer from Operating Budget	50,000	100,000	150,000	150,000	200,000	200,000
Interest Income*	9,978					
Ending Balance \$	1,867,028	1,727,028	1,677,028	1,627,028	1,627,028	1,627,028

General Comments: The fund is used to replace water system infrastructure throughout the system as failing components are identified and not funded through operating budgets.

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

**2.610 Saanich Peninsula Water
Capital Reserve Fund
2025 - 2029 Financial Plan**

Capital Reserve Fund Schedule

Reserve Fund: Saanich Peninsula Water Capital Reserve Fund (Bylaw #1397)

Fund: 1009 Fund Center: 102159	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	3,724,382	4,127,359	4,727,359	3,458,359	1,808,359	1,008,359
Transfers from Reserve based on capital plan	(950,000)	-	(1,669,000)	(2,050,000)	(1,200,000)	(425,000)
Transfer from Capital Reserve (Unspent)	-	-	-	-	-	-
Transfer from Other (MFA etc.)	-	-	-	-	-	-
Transfer unspent capital funds from LA funds						
Transfer from Operating Budget	1,257,555	600,000	400,000	400,000	400,000	400,000
Interest Income*	95,422					
Ending Balance \$	4,127,359	4,727,359	3,458,359	1,808,359	1,008,359	983,359

General Comments:

Saanich Peninsula Water Capital Reserve Fund was adopted in 1985 for the purpose of capital payments including planning, engineering and legal costs for providing, latering or expanding water system infrastructure related to the Saanich Peninsula Water Supply System.

The fund is used for the purpose of funding the Service Capital infrastructure related directly or indirectly to water facilities, (excluding DCC) capital expenditures.

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

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Saanich Peninsula Wastewater

FINAL BUDGET

March 2025

DEFINITION:

Provision of sewage treatment and disposal through treatment plant facilities and outfall for member participants.

SERVICE DESCRIPTION:

This program is for the provision of wastewater collection and treatment to the Saanich Peninsula municipalities of Central Saanich, North Saanich, and Sidney. Although the largest component of the program budget is for the operation and maintenance of the systems, many other key programs are funded through and support these budgets including engineering (capital projects), odour control, and marine monitoring and protection.

PARTICIPATION:

Operating costs to be recovered by requisition to all participating members based on measured flow from previous year.

MAXIMUM LEVY:

Establishment Bylaw No. 2388/2439 - Greater of \$5,663,000 or \$1.56 / \$1,000 of actual assessed value of land and improvements.

MAXIMUM CAPITAL DEBT:

Authorized:	LA Bylaw 4596	\$	<u>Authorized</u>		\$	<u>Borrowed</u>		<u>Remaining</u>
			7,720,000			-		7,720,000

SPWWS SEWER SYSTEM:

<u>Location</u>	<u>Cost Sharing Allocation: Annual Wastewater Flows</u>
Airport	2.13%
Sidney	38.50%
Pauquachin	1.44%
Central Saanich	41.35%
North Saanich	15.91%
Tseycum	0.54%
IOS	0.12%
Total	100.00%

FUNDING:

Requisition

RESERVE FUND:

Saanich Peninsula Wastewater Commission approved that operating surpluses be transferred to capital reserve fund, starting with 2009 budget (approved Nov 6, 2008).

3.718 - Saanich Peninsula Wastewater	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Operating	2,996,881	2,795,211	2,968,128	-	120,000	3,088,128	3,158,223	3,119,671	3,288,065	3,228,576
Laboratory	179,180	179,180	186,232	-	-	186,232	189,952	193,744	197,608	201,557
Heat Recovery	125,753	123,580	149,623	-	-	149,623	152,600	155,654	158,750	161,917
Biosolids Mgmt.	621,700	574,300	620,377	-	-	620,377	1,023,188	1,026,064	1,029,005	1,032,034
Allocation - Standard Overhead	84,219	82,890	80,155	-	-	80,155	82,559	84,210	85,895	87,613
TOTAL OPERATING COSTS	4,007,733	3,755,161	4,004,516	-	120,000	4,124,516	4,606,522	4,579,342	4,759,323	4,711,698
*Percentage Increase over prior year		-6.30%	-0.08%	0.00%	2.99%	2.91%	11.69%	-0.59%	3.93%	-1.00%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	75,690	75,690	74,940	-	-	74,940	75,240	85,550	95,860	106,170
Transfer to Equipment Replacement Fund	530,274	530,274	531,300	-	-	531,300	201,930	212,570	216,820	221,150
Transfer to Capital Reserve Fund	380,273	380,273	386,000	-	-	386,000	396,720	407,450	418,200	428,960
Debt Reserve Fund	-	-	30,000	-	-	30,000	20,700	5,500	4,000	17,000
MFA Principal Payment	-	-	-	-	-	-	155,475	262,753	291,257	311,987
MFA Interest Payment	-	-	68,250	-	-	68,250	159,270	233,630	256,180	288,080
TOTAL CAPITAL / RESERVES	986,237	986,237	1,090,490	-	-	1,090,490	1,009,335	1,207,453	1,282,317	1,373,347
TOTAL COSTS	4,993,970	4,741,398	5,095,006	-	120,000	5,215,006	5,615,857	5,786,795	6,041,640	6,085,045
*Percentage Increase over prior year		-5.06%	2.02%	0.00%	2.40%	4.43%	7.69%	3.04%	4.40%	0.72%
Internal Recovery - Other	(154,483)	(175,683)	(158,602)	-	-	(158,602)	(161,770)	(165,000)	(168,300)	(171,660)
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	4,839,487	4,565,715	4,936,404	-	120,000	5,056,404	5,454,087	5,621,795	5,873,340	5,913,385
*Percentage Increase over prior year		-5.66%	2.00%	0.00%	2.48%	4.48%	7.86%	3.07%	4.47%	0.68%
SOURCES OF FUNDING (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current Year										
Grants in Lieu of Taxes	(8,582)	(8,582)	(7,542)	-	-	(7,542)	(5,295)	(5,295)	(5,295)	(5,295)
Transfer from Own Funds	(180,000)	(100,000)	-	-	(120,000)	(120,000)	(135,000)	(30,000)	(130,000)	-
TOTAL REVENUE	(188,582)	(108,582)	(7,542)	-	(120,000)	(127,542)	(140,295)	(35,295)	(135,295)	(5,295)
REQUISITION	(4,650,905)	(4,457,133)	(4,928,862)	-	-	(4,928,862)	(5,313,792)	(5,586,500)	(5,738,045)	(5,908,090)
*Percentage increase over prior year		-4.17%	5.98%	0.00%	0.00%	5.98%	7.81%	5.13%	2.71%	2.96%
PARTICIPANTS: C. Saanich, N. Saanich, Sidney, Airport										

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	3.718	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Saanich Peninsula Wastewater							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$410,000	\$1,090,000	\$1,755,000	\$1,580,000	\$530,000	\$50,000	\$5,005,000	
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$1,855,000	\$4,505,000	\$1,100,000	\$950,000	\$850,000	\$2,400,000	\$9,805,000	
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$2,265,000	\$5,595,000	\$2,855,000	\$2,530,000	\$1,380,000	\$2,450,000	\$14,810,000	

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$3,000,000	\$2,070,000	\$550,000	\$400,000	\$1,700,000	\$7,720,000	
Equipment Replacement Fund	\$793,000	\$1,023,000	\$415,000	\$200,000	\$380,000	\$200,000	\$2,218,000	
Grants (Federal, Provincial)	\$0	\$0	\$0	\$1,080,000	\$0	\$0	\$1,080,000	
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$1,472,000	\$1,572,000	\$370,000	\$700,000	\$600,000	\$550,000	\$3,792,000	
	\$2,265,000	\$5,595,000	\$2,855,000	\$2,530,000	\$1,380,000	\$2,450,000	\$14,810,000	

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #:

3.718

Service Name:

Saanich Peninsula Wastewater

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
WASTEWATER TREATMENT PLANT													
23-03	Renewal	Odour Control Upgrade Construction	Odour control upgrades are required in numerous rooms and spaces at the treatment plant in order to meet health and safety requirements and prevent ongoing corrosion in some concrete tanks.	\$ 1,000,000	S	Res	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
23-03	Renewal	Odour Control Upgrade Construction	Odour control upgrades are required in numerous rooms and spaces at the treatment plant in order to meet health and safety requirements and prevent ongoing corrosion in some concrete tanks.	\$ 2,500,000	S	Debt	\$ -	\$ 2,300,000	\$ 200,000	\$ -	\$ -	\$ -	\$ 2,500,000
26-01	Renewal	Replace Covers on Primary Clarifiers	Replace covers over clarifiers to more easily removable geomembrane cover system.	\$ 200,000	E	ERF	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ 200,000
23-04	Replacement	Replace SCADA Servers and Ethernet Upgrades	Existing servers are EOL and need to be replaced to meet current CRD specifications and standards	\$ 250,000	S	ERF	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
24-01	Renewal	Sludge Tanks and Process Sump Cleaning and Repairs	Detailed Structural assessment of the primary clarifier No. 2 and sludge tanks to determine whether repairs are required. Cleaning, repair and apply protective coating on concrete surfaces inside of the sludge tanks and process sump is required to prevent ongoing corrosion and extensive structural damage.	\$ 500,000	S	Debt	\$ -	\$ 100,000	\$ 400,000	\$ -	\$ -	\$ -	\$ 500,000
27-01	Renewal	SPWWTP Road Upgrades	Construct drainage and pavement replacement on the SPWWTP access road.	\$ 300,000	S	Res	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 300,000
28-01	Study	Bazan Bay Outfall Inspection	Follow-up inspection of Bazan Bay Outfall	\$ 250,000	S	Res	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ 250,000
24-02	Replacement	Standby Power Assessment and Replacement	Original standby genset is nearing end of life and AECOM recommended completing a power load assessment and upgrading to a new genset that can provide standby power to the whole treatment plant.	\$ 30,000	E	Res	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
24-02	Replacement	Standby Power Assessment and Replacement	Original standby genset is nearing end of life and AECOM recommended completing a power load assessment and upgrading to a new genset that can provide standby power to the whole treatment plant.	\$ 920,000	E	Debt	\$ -	\$ 150,000	\$ 620,000	\$ 150,000	\$ -	\$ -	\$ 920,000
24-03	Replacement	SCADA Equipment Replacement	Project to review and address the maturation of SCADA hardware throughout the service areas.	\$ 1,000,000	E	Debt	\$ -	\$ 200,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 50,000	\$ 1,000,000
24-04	Replacement	SPWWTP PLC Replacement	PLC and CPUs at SPWWTP are at the end of life and must be replaced. The Schneider product currently used at the SPWWTP was discontinued in 2018 and will no longer be supported as of 2026.	\$ 500,000	E	Debt	\$ -	\$ 200,000	\$ 300,000	\$ -	\$ -	\$ -	\$ 500,000
26-02	Study	Wastewater Treatment Plant Model Development	Initial assessment and plant modelling exercise to help assess future plant optimization.	\$ 150,000	E	Res	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000
26-03	Renewal	Decarbonization Improvements at SPWWTP	Project to carry out decarbonization improvement recommendations as developed through the 2024 Low Carbon Electrification Study.	\$ 120,000	E	Res	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ 120,000
26-03	Renewal	Decarbonization Improvements at SPWWTP		\$ 1,080,000	E	Grant	\$ -	\$ -	\$ -	\$ 1,080,000	\$ -	\$ -	\$ 1,080,000
PUMP STATIONS													
24-05	Replacement	Keating Pump Station - Pump Replacement	The existing pumps are nearing end of life and are becoming more difficult to maintain.	\$ 300,000	S	ERF	\$ 298,000	\$ 298,000	\$ -	\$ -	\$ -	\$ -	\$ 298,000
GENERAL													
19-06	Renewal	Odour Control Upgrades	Continuing on from the 2018 Odour Control Program study, a consultant has been retained to complete the detailed design and construction services for the odour control upgrades at SPWWTP.	\$ 575,000	S	Res	\$ 207,000	\$ 207,000	\$ -	\$ -	\$ -	\$ -	\$ 207,000
21-04	Replacement	Voice Radio Replacement	Replacement of the voice radios, in coordination with the RWS, SPW, JDF, and Core Area services.	\$ 85,000	E	ERF	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
18-10	Replacement	Equipment Replacement - Annual Provisional	Funds are required for emergency replacement of equipment that is unplanned and outside maintenance contingencies.	\$ 1,200,000	S	ERF	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
22-02	New	Microwave Radio Upgrades	To provide a high bandwidth communications backbone to the SPW/SPWW systems, a microwave communications system will be installed.	\$ 550,000	E	Res	\$ 150,000	\$ 250,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 550,000
23-02	Renewal	Electrical & Control Upgrades	Electrical and Controls upgrades in the SPWW system, including facilities Sidney PS and WWTP.	\$ 275,000	E	ERF	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
24-06	Replacement	IT Core Infrastructure Replacement	Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life	\$ 240,000	E	ERF	\$ 15,000	\$ 45,000	\$ 15,000	\$ -	\$ 180,000	\$ -	\$ 240,000
29-01	Study	Inflow and Infiltration (I&I) Management Plan Update	Future update to the Saanich Peninsula Wastewater I&I Plan	\$ 50,000	S	Res	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000
GRAVITY SEWERS & MANHOLES													
20-04	Renewal	Manhole Repairs and Replacement	Based upon inspections, high priority repairs and relining will start on some MH's in Central Saanich and Sidney. Repairs/relining will be scheduled in the next 5 years.	\$ 50,000	S	Res	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
20-04	Renewal	Manhole Repairs and Replacement	Based upon inspections, high priority repairs and relining will start on some MH's in Central Saanich and Sidney. Repairs/relining will be scheduled in the next 5 years.	\$ 850,000	S	Debt	\$ -	\$ 50,000	\$ 300,000	\$ 150,000	\$ 150,000	\$ 200,000	\$ 850,000
27-02	Renewal	Trunk Sewer Relining - Ph2	Based upon CCTV inspection, about another 1600m of 500mm dia asbestos cement sewer should be lined in 2029.	\$ 1,450,000	S	Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,450,000
27-02	Renewal	Trunk Sewer Relining - Ph2		\$ 750,000	S	Res	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 500,000	\$ 750,000
27-03	Renewal	Flushing and CCTV Inspection	SPWW sewers should be cleaned and inspected on a 5-basis. The next 5-year inspection is planned for 2027.	\$ 150,000	S	Res	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ 150,000
27-04	Renewal	I&I Flow Monitoring	Flow Monitoring leading up to I&I Plan Updates	\$ 150,000	S	Res	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ 150,000
PRESSURE PIPES & APPURTENANCES													
DEVELOPMENT COST CHARGE (DCC) PROJECTS													
23-01	Renewal	DCC Program - 5-year Update	5-year update of the DCC program.	\$ 75,000	S	Res	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
			GRAND TOTAL	\$ 15,550,000			\$ 2,265,000	\$ 5,595,000	\$ 2,855,000	\$ 2,530,000	\$ 1,380,000	\$ 2,450,000	\$ 14,810,000

Service: **3.718** **Saanich Peninsula Wastewater**

Project Number	23-03	Capital Project Title	Odour Control Upgrade Construction	Capital Project Description	Odour control upgrades are required in numerous rooms and spaces at the treatment plant in order to meet health and safety requirements and prevent ongoing corrosion in some concrete tanks.
Project Rationale	Construction improvements to be implemented based on recommendations made in the KWL report. Odour control upgrades are required in numerous rooms and spaces at the treatment plant in order to meet health and safety requirements and prevent ongoing corrosion in some concrete tanks.				
Project Number	26-01	Capital Project Title	Replace Covers on Primary Clarifiers	Capital Project Description	Replace covers over clarifiers to more easily removable geomembrane cover system.
Project Rationale	The existing aluminum checker plate covers on the clarifiers are difficult to remove. A more easily removeable geomembrane cover system will allow for better operation and maintenance of the clarifiers and prolong carbon life in the odour control system.				
Project Number	23-04	Capital Project Title	Replace SCADA Servers and Ethernet Upgrades	Capital Project Description	Existing servers are EOL and need to be replaced to meet current CRD specifications and standards
Project Rationale	Existing servers are EOL and need to be replaced to meet current CRD specifications and standards				
Project Number	24-01	Capital Project Title	Sludge Tanks and Process Sump Cleaning and Repairs	Capital Project Description	Detailed Structural assessment of the primary clarifier No. 2 and sludge tanks to determine whether repairs are required. Cleaning, repair and apply protective coating on concrete surfaces inside of the sludge tanks and process sump is required to prevent ongoing corrosion and extensive structural damage.
Project Rationale	Primary Clarifier No. 1 and the oxidation tanks have had detailed structural assessments, funds are required to conduct a detailed assessment of primary clarifier No. 2 and the sludge tanks to determine whether concrete repairs are required similar to the oxidation tanks and primary clarifier No. 1.				

Service:

3.718

Saanich Peninsula Wastewater

Project Number	27-01	Capital Project Title	SPWWTP Road Upgrades	Capital Project Description	Construct drainage and pavement replacement on the SPWWTP access road.
Project Rationale	The access road to the SPWWTP will be 27 years old and is showing localized pavement failure. Additionally, the road drainage system requires some rehabilitation to maintain its function. Funds are required to design the drainage improvements and pavement repairs, and carry out the improvements.				

Project Number	28-01	Capital Project Title	Bazan Bay Outfall Inspection	Capital Project Description	Follow-up inspection of Bazan Bay Outfall
Project Rationale	Follow up 2028 inspection of Bazan Bay outfall to meet MWR requirements for 5-years inspection frequencies following the 2023 inspection. Considerations for ROV, Electromagnetic and dye tracing.				

Project Number	24-02	Capital Project Title	Standby Power Assessment and Replacement	Capital Project Description	Original standby genset is nearing end of life and AECOM recommended completing a power load assessment and upgrading to a new genset that can provide standby power to the whole treatment plant.
Project Rationale	Original standby genset is nearing end of life and AECOM recommended completing a power load assessment and upgrading to a new genset that can provide standby power to the whole treatment plant.				

Project Number	24-03	Capital Project Title	SCADA Equipment Replacement	Capital Project Description	Project to review and address the maturation of SCADA hardware throughout the service areas.
Project Rationale	Project to review and address the maturation of SCADA hardware throughout the service areas.				

Service: 3.718 Saanich Peninsula Wastewater

Project Number 24-04

Capital Project Title SPWWTP PLC Replacement

Capital Project Description

PLC and CPUs at SPWWTP are at the end of life and must be replaced. The Schneider product currently used at the SPWWTP was discontinued in 2018 and will no longer be supported as of 2026.

Project Rationale PLC and CPUs at SPWWTP are at the end of life and must be replaced. The Schneider product currently used at the SPWWTP was discontinued in 2018 and all support will be terminated in 2026.

Project Number 26-02

Capital Project Title Wastewater Treatment Plant Model Development

Capital Project Description

Initial assessment and plant modelling exercise to help assess future plant optimization.

Project Rationale Model development will better help to fine tune processes and better analyze and optimize current and future operations.

Project Number 26-03

Capital Project Title Decarbonization Improvements at SPWWTP

Capital Project Description

Project to carry out decarbonization improvement recommendations as developed through the 2024 Low Carbon Electrification Study.

Project Rationale Saanich Peninsula WWTP is within the top 5 GHG emitters in the CRD portfolio. Supported by the Government of Canada and Province of BC through the CleanBC Custom Program, a low carbon electrification report was carried out by Prism Engineering in 2024 which recommends improvements that will reduce reliance on natural gas, including a water source heat pump and domestic hot water pre-heating

Project Number 24-05

Capital Project Title Keating Pump Station - Pump Replacement

Capital Project Description

The existing pumps are nearing end of life and are becoming more difficult to maintain.

Project Rationale Replacement of existing pumps at existing facility.

Project Number 19-06

Capital Project Title Odour Control Upgrades

Capital Project Description

Continuing on from the 2018 Odour Control Program study, a consultant has been retained to complete the detailed design and construction services for the odour control upgrades at SPWWTP.

Project Rationale

Service: 3.718 Saanich Peninsula Wastewater

Project Number	21-04	Capital Project Title	Voice Radio Replacement	Capital Project Description	Replacement of the voice radios, in coordination with the RWS, SPW, JDF, and Core Area services.
Project Rationale	Replacement of the voice radios, in coordination with the RWS, SPW, JDF, and Core Area services.				

Project Number	18-10	Capital Project Title	Equipment Replacement - Annual Provisional	Capital Project Description	Funds are required for emergency replacement of equipment that is unplanned and outside maintenance contingencies.
Project Rationale	Funds are required for emergency replacement of equipment that is unplanned and outside maintenance contingencies.				

Project Number	22-02	Capital Project Title	Microwave Radio Upgrades	Capital Project Description	To provide a high bandwidth communications backbone to the SPW/SPWW systems, a microwave communications system will be installed.
Project Rationale	Multiple facilities throughout the CRD RWS system require additional bandwidth to allow for proper monitoring and control. This project will enable the initial design and preliminary installation of a high bandwidth microwave backbone that will be able to be leveraged by multiple CRD operational groups. The installation of this backbone will be coordinated with the other IWS service areas.				

Project Number	23-02	Capital Project Title	Electrical & Control Upgrades	Capital Project Description	Electrical and Controls upgrades in the SPWW system, including facilities Sidney PS and WWTP.
Project Rationale	Replacement of the Sidney PS PLC and RTUs before failure, and updating programming of facilities to supported hardware and operating systems. WWTP Capacitor replacement also required. This program was underway in 2024 but anticipated to carry into 2025.				

Service: 3.718 Saanich Peninsula Wastewater			
Project Number	24-06	Capital Project Title	IT Core Infrastructure Replacement
			Capital Project Description
			Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life
Project Rationale	Project for IT Core Infrastructure Replacement associated with SPWWS. Program to be managed by IT.		
Project Number	29-01	Capital Project Title	Inflow and Infiltration (I&I) Management Plan Update
			Capital Project Description
			Future update to the Saanich Peninsula Wastewater I&I Plan
Project Rationale	Continual improvements I&I Management reduce the impact on limiting capacity on conveyance and treatment infrastructure.		
Project Number	20-04	Capital Project Title	Manhole Repairs and Replacement
			Capital Project Description
			Based upon inspections, high priority repairs and relining will start on some MH's in Central Saanich and Sidney. Repairs/relining will be scheduled in the next 5 years.
Project Rationale	During the trunk sewer main inspections in 2018-2019, the manholes were inspected as well. A number of manholes were identified with major defects requiring repairs or relining, mostly in Central Saanich and Sidney. Funds are required to retain a contractor to carry out manhole repairs.		
Project Number	27-02	Capital Project Title	Trunk Sewer Relining - Ph2
			Capital Project Description
			Based upon CCTV inspection, about another 1600m of 500mm dia asbestos cement sewer should be lined in 2029.
Project Rationale	The trunk sewer mains were inspected in 2018-2019 resulting in approximately 800 m of 500 mm diameter asbestos cement sewer pipe requiring relining to maintain integrity. Funds are required to retain a contractor to conduct the pipe relining starting where Phase 1 left.		
Project Number	27-03	Capital Project Title	Flushing and CCTV Inspection
			Capital Project Description
			SPWW sewers should be cleaned and inspected on a 5-basis. The next 5-year inspection is planned for 2027.
Project Rationale	Flushing and CCTV inspection program for pipe condition of SPWW sewers.		
Project Number	27-04	Capital Project Title	I&I Flow Monitoring
			Capital Project Description
			Flow Monitoring leading up to I&I Plan Updates
Project Rationale	Monitoring to facilitate future plan updates.		

Service:	3.718	Saanich Peninsula Wastewater

Project Number	23-01	Capital Project Title	DCC Program - 5-year Update	Capital Project Description	5-year update of the DCC program.
Project Rationale	Update to DCC will better align Developer Cost Charges with upgrades to the system required for growth.				

Summary Schedule
2025 - 2029 Financial Plan

Asset Profile

Saanich Peninsula Wastewater Assets

Construction of the Saanich Peninsula Wastewater Treatment Plant (SPWWTP) was completed in January 2000 to provide wastewater service for Central Saanich, North Saanich and Sidney, as well as the local First Nations, Victoria Airport Authority, and the Institute of Ocean Sciences Centre. Annually, the SPWWTP produces on average 3,600 tonnes of sludge which is currently hauled being treated at the Residuals Treatment Facility at Hartland. The SPWWTP heat recovery system was commissioned in February 2011 and has supplied treatment plant effluent waste heat to the Panorama Recreation Center for heating its swimming pools since then. Assets in the Saanich Peninsula Wastewater System include land, the SPWWTP and a secondary treatment plant, three pumping stations, thermal recovery and other buildings, 14 kilometres of collections and conveyance (gravity & pressure) mains, and a marine outfalls.

Reserve/Fund Summary

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Capital Reserve Funds	1,482,296	1,938,296	2,135,016	2,012,466	2,000,666	2,049,626
Equipment Replacement Fund	1,615,979	1,917,279	1,704,209	1,716,779	1,553,599	1,574,749
Operating Reserve Fund	1,432,705	1,487,645	1,427,885	1,483,435	1,449,295	1,555,465
Total	4,530,980	5,343,220	5,267,110	5,212,680	5,003,560	5,179,840

See attached reserve schedules for projected annual cash flows.

Capital Reserve Fund Schedule - SPWWTP

Capital Reserve Fund SPWWTP - DCC Portion and Capital Reserve Portion

Bylaw 2760 established a Reserve Fund for the Saanich Peninsula Wastewater System. There are two portions in the Reserve Fund: Development Cost Charges is deposited in the DCC portion and expenditures are restricted. Surplus funds from the Operating budget are deposited to the Capital Reserve portion and expenditures provide for capital works.

DCC Portion

Fund: 1012

Fund Center: 101356

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	162,155	252,148	422,148	392,148	412,148	432,148
Planned Capital Expenditure (Based on Capital Plan)	-		(50,000)	-	-	-
Transfer OUT - To Capital Reserve			(150,000)	(150,000)	(150,000)	(150,000)
Fund Return						
Transfer IN - DCC Funding	88,407	170,000	170,000	170,000	170,000	170,000
Interest Income	1,585	-	-	-	-	-
Ending Balance \$	252,148	422,148	392,148	412,148	432,148	452,148

Assumptions/Background:

Surplus funds from the Operating budget are deposited to the Capital Reserve portion and expenditures provide for capital works.
Approved capital expenditures to be funded by DCC to be determined, as under review.

Capital Reserve Portion

Fund: 1012

Fund Center: 102022

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	748,787	1,230,148	1,516,148	1,742,868	1,600,318	1,568,518
Planned Capital Expenditure	(119,689)	(100,000)	(320,000)	(700,000)	(600,000)	(550,000)
Transfer from Ops Budget	380,273	386,000	396,720	407,450	418,200	428,960
Planned transfer from DCC Funds			150,000	150,000	150,000	150,000
Surplus	213,926					
Interest Income*	6,852	-	-	-	-	-
Ending Balance \$	1,230,148	1,516,148	1,742,868	1,600,318	1,568,518	1,597,478

Saanich Peninsula Commission approved that operating surpluses be transferred to capital reserve fund each year, starting with 2009 budget.

The planned purchase amount may differ from the five-year capital plan summary due to carryover from the previous year.

* 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.

Total both funds	1,482,296	1,938,296	2,135,016	2,012,466	2,000,666	2,049,626

ERF Reserve Fund Schedule SPWWTP

ERF: SPWWTP ERF or PERS Fund for Equipment

ERF Reserve to fund replacement of equipment that lasts less than 15 years in the NWT System. Also called PERS (Priority Equipment Replacement). Example motors, pumps... There are 2 PERS, Trunks and Treatment Plant; and 1 ERF for SPWWTP Lab Equipment

Equipment Replacement Fund- SPWWTP

Fund: 1022

Fund Center: 101700

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	1,486,717	1,615,979	1,917,279	1,704,209	1,716,779	1,553,599
Planned Purchase (Based on Capital Plan)	(407,544)	(230,000)	(415,000)	(200,000)	(380,000)	(200,000)
Estimated Surplus						
Transfer IN (from Ops Budget)	530,274	531,300	201,930	212,570	216,820	221,150
Interest Income*	6,533					
Ending Balance \$	1,615,979	1,917,279	1,704,209	1,716,779	1,553,599	1,574,749

The ERF funds the replacement or repair of equipment with a service life of 15 years or less. In the past the ERF has also been referred to as a Priority Equipment Replacement Strategy (PERS). There are three individual ERF funds; Wastewater Treatment Plant (E00561), Trunk Sewers (E00562) and Saanich Peninsula Laboratory Equipment (E00586)

The planned purchase amount may differ from the five-year capital plan summary due to carryover from the previous year.

* Interest in planning years nets against inflation which is not included.

Profile

Saanich Peninsula Wastewater

Starting in 2003, maintenance reserve accounts were established for operating and maintenance activities that typically do not occur annually. These maintenance activities are large expense and to and to avoid large swings in the operating budget, funds are set aside annually to undertake this maintenance. The maintenance activities are the replacement and disposal of the odour control carbon at the treatment plant approximately every 2 years, replacement and disposal of the odour control carbon at Keating Pump Station every 5 years, the regulatory inspection of the Bazan Bay marine outfall every 5 years and the cleaning and rebuild of the District Energy Sharing System heat exchanger every 5-8 years.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105204	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	1,091,252	1,432,705	1,487,645	1,427,885	1,483,435	1,449,295
Transfer In						
Planned Purchase		(20,000)	(135,000)	(30,000)	(130,000)	-
Surplus	213,926					
Transfer from Ops Budget	74,880	74,940	75,240	85,550	95,860	106,170
Interest Income*	52,648	-	-	-	-	-
Ending Balance \$	1,432,705	1,487,645	1,427,885	1,483,435	1,449,295	1,555,465

Assumptions/Background:

Maintenance Reserve Account: Outfall Inspection, Odour Control Carbon Replacement, Heat Recovery Exchange System Cleaning

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

Services with 2024 Year-End Operating Deficits - to be recovered in 2025

Service #	Service Name	Total 2024 Budget*	Total 2024 Deficit**	Impact
1.106	CRD HQ Building	2,204,840	63,357	Regional
1.912B	911 Call Answer - Municipalities	20,030	37,303	Sub-Regional
1.911	911 Systems	2,606,719	29,829	Regional
2.691	Wilderness Mountain Water Service	171,071	15,000	Local Area
2.667	Surfside Park Estates (Mayne)	129,572	14,000	Local Area
1.576	Env. Engineering Services	3,007,695	12,482	Regional
1.356	Pender Fire Protection	1,399,332	11,560	Local Area
1.105	Facility Management	2,151,733	10,255	Regional
1.320	Noise Control	65,371	10,000	Joint
2.650	Port Renfrew Water	144,180	7,395	Local Area
			\$211,181	

*Based on Operating Budget Amendment #4645 (Nov 13, 2024)

**6 other services totaling \$3M of the 2024 budget ended with total deficit of \$7k.

Services with 2024 Year-End Operating Deficits - resolved by adjustments as shown

Service #	Service Name	Total 2024 Budget*	Total Estimated 2024 Deficit	Impact	Treatment for Deficit
1.313	Animal Control	1,737,305	42,000	Sub-Regional	\$42k final deficit. Reduced Transfer to ORF (\$24k) and ORF (\$8k); ORF funding for remaining deficit (\$10k)
3.830	Magic Lake Sewer	913,885	113,800	Local Area	\$33k final deficit. Reduced transfer to CRF (\$33k). \$80k of operating expenses reclassified to capital costs in 2024.
3.810	Ganges Sewer	1,264,781	97,800	Local Area	\$98k final deficit. Reduced transfer to ORF (\$15k), ERF (\$50k) and CRF (\$33k)
2.630	Magic Lake Water	1,009,370	83,500	Local Area	\$79k final deficit. Reduced transfer to ORF (\$10k) and CRF (\$42k). ORF funding for remaining deficit (\$27k)
2.640	Lyall Harbour Water	290,019	32,850	Local Area	\$33k final deficit. Reduced transfer to ORF (\$15k) and CRF (\$18k)
2.624	Beddis Water	297,927	25,500	Local Area	\$25k final deficit. Reduced transfer to ORF (\$12k) and CRF (\$13k)
2.642	Skana Water	96,840	16,690	Local Area	\$16.7k final deficit. Reduced transfer to ORF (\$9k) and CRF (\$7.7k)
2.621	Highland/Fernwood Water	572,602	9,200	Local Area	\$9k final deficit. Reduced transfer to ORF by \$9k
			\$421,340		

*Based on Operating Budget Amendment #4645 (Nov 13, 2024)