Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

Notice of Meeting and Meeting Agenda
Saanich Peninsula Wastewater Commission

Tuesday, October 21, 2025 | **9:35 AM** | **Sidney Community Safety Building 2245 Oakville Ave., Sidney, BC**

Special Meeting - Budget

Members of the public can view the live meeting via MS Teams link: **Click here**

D. Kelbert (Chair), M. Doehnel (Vice Chair), E. Diller, D. Halldorson, P. Jones, Z. King, C. McNeil-Smith, R. Novek, S. Shrivastava, R. Windsor

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

1. Territorial Acknowledgement

2. Approval of Agenda

3. Presentations/Delegations

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

Delegations will have the option to participate electronically. Please complete the online application at www.crd.ca/address no later than 4:30 pm two days before the meeting and staff will respond with details.

Alternatively, you may email your comments on an agenda item to the Commission at legserv@crd.bc.ca.

4. Special Meeting Matters

4.1. 25-1037 General Manager's Verbal Update - October

Recommendation: There is no recommendation. This verbal update is for information only.

4.2. 25-1030 Saanich Peninsula Wastewater Service 2026 Capital and Operating Budget

Recommendation: The Saanich Peninsula Wastewater Commission recommends that the Committee of the Whole recommend that the Capital Regional District Board:
1. Approve the 2026 Saanich Peninsula trunk sewers, treatment and disposal operating and capital budget and the 2026 Saanich Peninsula Liquid Waste Management Plan (LWMP) program budgets including the LWMP administration budget, the Saanich Peninsula Stormwater Quality Management Program budget and the Saanich Peninsula Stormwater Source Control budget;
2. Direct staff to update carry forward balances in the 2026 Capital Budget for changes after year end; and
3. Direct staff to balance the 2025 actual revenue and expense on the transfer to capital reserve fund.

Attachments: Staff Report: Saanich Peninsula Wastewater Service 2026 Budget

Appendix A: Draft 2026 SPWW Service and Program Budgets

5. Adjournment

The next meeting is November 20, 2025.

To ensure quorum, please advise Megan MacDonald (mmmacdonald@crd.bc.ca) if you or your alternate cannot attend.

Making a difference...together

REPORT TO SAANICH PENINSULA WASTEWATER COMMISSION
MEETING OF OCTOBER 21, 2025

SUBJECT **Saanich Peninsula Wastewater Service 2026 Capital and Operating Budget**

ISSUE SUMMARY

To provide an overview of the 2026 Saanich Peninsula Wastewater Service operating and capital budget, highlighting the variances from the 2025 budget and the proposed 2026 budget figures. The report generally follows the sequence of information provided in the attached draft budget document (Appendix A).

BACKGROUND

The draft 2026 Saanich Peninsula Wastewater Service budget has been prepared for the Saanich Peninsula Wastewater Commission's (Commission) consideration. The Commission will make budget recommendations to the Capital Regional District (CRD) Board through the Committee of the Whole in October. As in previous years, the draft 2026 budget has been prepared considering the CRD Board's 2026 service planning and financial expectations, which includes identifying opportunities to realign or reallocate resources and seek potential efficiencies between departments and services, reviewing of service levels and adjustments related to regulatory compliance, and undertaking infrastructure improvements to maintain service levels across the service area. The following sets out the key components of the budget.

2025 Year-End Financial Projections

The estimated 2025 operating costs are projected at $4,128,340, slightly exceeding the budget by $3,824. The primary contributor to this variance is waste sludge hauling, which is $148,623 over the budget due to increased landfill disposal rates and trucking costs in 2025. These additional expenses have been largely offset by savings from reduced labour expenses resulting from unplanned vacancies. In addition, deferring the Municipal Finance Authority loan has generated temporary saving of $94,173.

On the revenue side, income from the Panorama Recreation Centre District Energy System (DES) is $21,159 below budget. Although heat consumption has remained consistent with the previous year, the rate was lowered to align more closely with the market rate.

Overall, the combined effect of these revenue and expenditure variances results in a year-end surplus of $69,190, which will be transferred to the Capital Reserve Fund to support future capital projects.

2026 Budget

Operating Budget
The 2026 combined operations and reserve budget is $5,404,480, representing an increase of $189,474 or 3.63% increase over the 2025 budget.

The increase in the operating budget is primarily due to non-discretionary items including:

- Higher waste sludge hauling expenses, driven by increased trucking and landfill disposal rates ($175,869 increase).
- Wage and salary adjustments related to requirements of the collective agreement ($20,251 increase).
- Debt servicing costs associated with planned long-term borrowing ($53,003 increase).

The increase is offset by reductions in:

- Utility costs ($12,112 decrease).
- Transfer to reserves ($57,890 decrease).

There is a 35% increase in the debt service cost for a total of $151,253. This increase is due to the planned $4.765 million long-term borrowing for 2026 capital projects which are focused on existing asset renewal.

Additionally, a one-time allocation of $35,000 has been included for cyclical maintenance to dismantle and clean the heat exchanger. Since these costs exceed routine maintenance, they will be funded through a transfer from the Operating Reserve Fund.

2026 Capital Budget
There are several projects planned for 2026 with a total value of $ 6,855,000 including $50,000 allocated to review the Development Cost Charges (DCC) program. The 2026 capital program consists of projects related to replacement of equipment that is at the end of its service life and projects required to address operational issues.

Some of the more significant projects include:

- The odour control upgrades at the wastewater treatment plant.
- Replacement of pumps at Keating pumpstation.
- Manhole repairs and replacement.

The 2026 capital program will be mainly funded through the newly established Municipal Finance Authority debt, and the remaining projects are funded through the existing reserves.

The five-year capital plan (2026–2030) valued at $16,915,000 is presented for information. Please refer to Appendix A for detail. The nearly $17 million plan will be funded through a combination of debt, grants, the Capital Reserve, and the Equipment Replacement Fund.

Reserve Funding
There are three reserve funds established for this service. Reserves serve several specified purposes, including stabilizing revenue requirements and funding capital renewal and replacement. The service has the following funds:

Operating Reserve: This reserve is available to fund significant maintenance tasks that occur irregularly rather than on a yearly basis, such as odour control system carbon replacement, outfall inspections, and DES heat exchanger cleaning. The operating reserve fund balance at the end of 2025 is estimated to be $1,432,645. As the plant continues to age, maintaining a healthy operating reserve is critical to addressing any unexpected operational emergencies. For 2026, a planned transfer of $35,000 is proposed to support the operating reserve fund, resulting in a balance of

$1,472,845 at the end of 2026.

Capital Reserve: There are two portions in the Reserve Fund:

- Development Cost Charges (DCCs) are deposited in the DCC portion and expenditures are restricted to fund growth.
- Surplus funds from the Operating budget are transferred to the Capital Reserve and used to fund capital projects.

The 2025 estimated DCC reserve fund balance is $320,148, and the estimated 2025 year-end capital reserve fund balance is $1,430,339 inclusive of a $69,190 estimated surplus transfer. For 2026, the planned transfer to the capital reserve fund is $646,650.

Equipment Replacement Reserve: This reserve is available to fund minor capital and operating machinery and equipment replacements. The planned transfer to the equipment replacement fund in 2026 is $212,500. At the end of 2026, the equipment replacement fund balance is estimated to be $1,476,279.

Internal Recovery – Other

The operating expenses are partially offset by $138,991 in internal recoveries ($60,000 from heating recovery and $78,991 from laboratory recovery). DES revenue is generated from the sale of energy to the Panorama Recreation Centre. Estimated revenue is calculated based on annual energy rate, which takes into account prior-year natural gas market rates and projected energy consumption for the year.

At the start of 2025, the rate was reduced to align with the market, and the 2026 rate is anticipated to remain at a level similar to the 2025 level. Accordingly, the 2026 revenue projection is based on the 2025 natural gas rate and anticipated demand. The remaining internal recoveries relate to Saanich Peninsula Wastewater Laboratory and Facilities activities provided to other services.

Requisition

The requisition is allocated to the service participants based on the percentage allocation of prior year actual usage data (October 1, 2024 to September 30, 2025). The cost-sharing percentages for 2026 will be determined in October and are not anticipated to undergo significant changes compared to 2025. The overall 2026 requisition for Saanich Peninsula trunk sewers, treatment and disposal is $5,222,947 representing a 5.97% increase over 2025.

Programs Under Environmental Services Operations

As part of the CRD's regulatory commitments under the Saanich Peninsula Liquid Waste Management Plan, the following three additional services are requisitioned separately from the Saanich Peninsula Wastewater Treatment Plant. They are listed below for reference. The corresponding program budgets are included in Appendix A, following the Saanich Peninsula Wastewater budget. Overall, the total requisition for these three services in 2026 represents a 12.5% decrease.

- **Saanich Peninsula – Stormwater Quality Management:** In 2026, there is an ongoing cost of $10,000, which will be funded from the operating reserve.
- **Saanich Peninsula – Source Control Stormwater:** The increase in 2026 is attributed to inflationary costs.
- **Liquid Waste Management Plan (Peninsula):** For 2026–2028, there is an ongoing cost of $75,000 per year, funded from the operating reserve.

ALTERNATIVES

Alternative 1
The Saanich Peninsula Wastewater Commission recommends that the Committee of the Whole recommend that the Capital Regional District Board:

1. Approve the 2026 Saanich Peninsula trunk sewers, treatment and disposal operating and capital budget and the 2026 Saanich Peninsula Liquid Waste Management Plan (LWMP) program budgets including the LWMP administration budget, the Saanich Peninsula Stormwater Quality Management Program budget and the Saanich Peninsula Stormwater Source Control budget;
2. Direct staff to update carry forward balances in the 2026 Capital Budget for changes after year end; and
3. Direct staff to balance the 2025 actual revenue and expense on the transfer to capital reserve fund.

Alternative 2
The Saanich Peninsula Wastewater Commission recommends that the Committee of the Whole recommend that the Capital Regional District Board:

1. Approve as amended, the 2026 Saanich Peninsula trunk sewers, treatment and disposal operating and capital budget and the 2026 Saanich Peninsula Liquid Waste Management Plan (LWMP) program budgets including the LWMP administration budget, the Saanich Peninsula Stormwater Quality Management Program budget and the Saanich Peninsula Stormwater Source Control budget, and the Harbours Environmental Action Service (Peninsula) budget;
2. Direct staff to update carry forward balances in the 2026 Capital Budget for changes after year end; and
3. Direct staff to balance the 2025 actual revenue and expense on the transfer to capital reserve fund.

IMPLICATIONS

Financial Implications

If the proposed budget is amended, the implications could vary depending on how the budget is amended and the impact on specific programs, on-going operations, or the capital work program. One-time reductions in reserve fund contributions could be considered by the Commission to help mitigate the budget and rate increases, but reducing contributions to reserves would limit the ability to address future infrastructure needs and respond to unforeseen emergencies.

CONCLUSION

This 2026 Saanich Peninsula Wastewater Service budget is presented for the Saanich Peninsula Wastewater Commission's consideration. The Commission will make budget recommendations to the Capital Regional District Board through the Committee of the Whole in October. The draft 2026 Saanich Peninsula Wastewater Service budget reflects the operating costs of the Saanich Peninsula Wastewater Treatment Plant and the conveyance system, as well as the environmental program and capital costs. The financial implications of the 2026 operating and capital budget vary by participant, depending on the operating and capital cost apportionments associated with annual flow and allocated treatment capacity.

RECOMMENDATION

The Saanich Peninsula Wastewater Commission recommends that the Committee of the Whole recommend that the Capital Regional District Board:

1. Approve the 2026 Saanich Peninsula trunk sewers, treatment and disposal operating and capital budget and the 2026 Saanich Peninsula Liquid Waste Management Plan (LWMP) program budgets including the LWMP administration budget, the Saanich Peninsula Stormwater Quality Management Program budget and the Saanich Peninsula Stormwater Source Control budget;
2. Direct staff to update carry forward balances in the 2026 Capital Budget for changes after year end; and
3. Direct staff to balance the 2025 actual revenue and expense on the transfer to capital reserve fund.

Submitted by:	Alicia Fraser, P. Eng., General Manager, Infrastructure and Water Services
Concurrence:	Glenn Harris, Ph. D, R.P.Bio., Acting General Manager, Parks, Recreation & Environmental Services
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer & General Manager, Finance & Technology
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT

Appendix A: Draft 2026 SPWW Service and Program Budgets

CAPITAL REGIONAL DISTRICT

2026 BUDGET

Saanich Peninsula Wastewater

SAANICH PENINSULA WASTEWATER COMMISSION

October 2025

Service: 3.718 Saanich Peninsula Wastewater **Committee: Environmental Services**

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	Borrowed	Remaining
Authorized:	LA Bylaw 4596	$ 7,720,000	$ -	7,720,000

SPWWS SEWER SYSTEM:

Location	~~Cost Sharing Allocation: Annual~~ Wastewater Flows
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).

Change in Budget 2025 to 2026

Service: 3.718 Saanich Peninsula Wastewater	**Total Expenditure**	**Comments**
2025 Budget	**5,215,006**	
Operating Changes:		
Operating	20,251	Inflation-related increases in operating costs, offset by reduced maintenance requirements
Laboratory	7,419	Inflation cost
Heat Recovery	(12,112)	Reducing electricity budget to align with actual usage
Biosolids Mgmt.	175,869	Waste sludge hauling budget increased due to higher disposal rates for landfilling and trucking costs
Allocation - Standard Overhead	2,935	Calculation based on prior year's budget
Reserve Transfers	(57,890)	Reduction in reserve transfers due to increased biosolids management costs
Debt Serving	53,003	Debt cost related to capital projects for replacement of aged infrastructure
Total Other Changes	189,474	
2026 Budget	**5,404,480**	
Summary of % Expense Increase		
Debt servicing cost	***1.0%***	
Balance of increase	***2.6%***	
% expense increase from 2025:	***3.6%***	
% Requisition increase from 2025 (if applicable):	***5.97%***	*Requisition funding is 96.6% of service revenue*

Overall 2025 Budget Performance
(expected variance to budget and surplus treatment)

A one-time favorable variance of $69,000 is forecasted and will be transferred to the Capital Reserve Fund.

3.718 - Saanich Peninsula Wastewater	2025 BOARD BUDGET	2025 ESTIMATED ACTUAL	BUDGET REQUEST 2026 CORE BUDGET	2026 ONGOING	2026 ONE-TIME	2026 TOTAL	FUTURE PROJECTIONS 2027	2028	2029	2030
OPERATING COSTS										
Operating	3,088,128	2,942,506	3,073,379	-	35,000	3,108,379	3,283,174	3,251,027	3,390,080	3,415,685
Laboratory	186,232	186,232	193,651	-	-	193,651	199,371	205,257	211,315	217,560
Heat Recovery	149,623	150,447	137,511	-	-	137,511	140,274	143,082	145,942	148,864
Biosolids Mgmt.	620,377	769,000	796,246	-	-	796,246	1,049,069	1,052,047	1,055,079	1,058,188
Allocation - Standard Overhead	80,155	80,155	83,090	-	-	83,090	84,586	86,278	88,003	89,763
TOTAL OPERATING COSTS	**4,124,516**	**4,128,340**	**4,283,877**	**-**	**35,000**	**4,318,877**	**4,756,473**	**4,737,690**	**4,890,419**	**4,930,060**
*Percentage Increase over prior year		0.09%	3.86%	0.00%	0.85%	4.71%	10.13%	-0.39%	3.22%	0.81%
CAPITAL / RESERVE										
Transfer to Operating Reserve Fund	74,940	74,940	75,200	-	-	75,200	75,510	85,820	96,130	106,450
Transfer to Equipment Replacement Fund	531,300	531,300	212,500	-	-	212,500	217,410	221,760	226,200	230,724
Transfer to Capital Reserve Fund	386,000	455,190	646,650	-	-	646,650	427,380	438,130	438,890	439,670
Debt Reserve Fund	30,000	-	47,650	-	-	47,650	16,000	7,500	2,500	500
MFA Principal Payment	-	-	0	-	-	0	265,603	348,524	387,392	400,349
MFA Interest Payment	68,250	4,077	103,603	-	-	103,603	253,065	317,306	346,244	355,504
TOTAL CAPITAL / RESERVES	**1,090,490**	**1,065,507**	**1,085,603**	**-**	**-**	**1,085,603**	**1,254,968**	**1,419,040**	**1,497,356**	**1,533,196**
TOTAL COSTS	5,215,006	5,193,847	5,369,480	-	35,000	5,404,480	6,011,442	6,156,730	6,387,776	6,463,256
*Percentage Increase over prior year		-0.41%	2.96%	0.00%	0.67%	3.63%	11.23%	2.42%	3.75%	1.18%
Internal Recovery - Other	(158,602)	(137,443)	(138,991)	-	-	(138,991)	(141,770)	(144,600)	(147,490)	(150,432)
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	5,056,404	5,056,404	5,230,489	-	35,000	5,265,489	5,869,672	6,012,130	6,240,286	6,312,824
*Percentage Increase over prior year		0.00%	3.44%	0.00%	0.69%	4.14%	11.47%	2.43%	3.79%	1.16%
SOURCES OF FUNDING (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current Year										
Grants in Lieu of Taxes	(7,542)	(7,542)	(7,542)	-	-	(7,542)	(5,295)	(5,295)	(5,295)	(5,295)
Transfer from Own Funds	(120,000)	(120,000)	-	-	(35,000)	(35,000)	(130,000)	(30,000)	(100,000)	(55,000)
TOTAL REVENUE	**(127,542)**	**(127,542)**	**(7,542)**	**-**	**(35,000)**	**(42,542)**	**(135,295)**	**(35,295)**	**(105,295)**	**(60,295)**
REQUISITION	**(4,928,862)**	**(4,928,862)**	**(5,222,947)**	**-**	**-**	**(5,222,947)**	**(5,734,377)**	**(5,976,835)**	**(6,134,991)**	**(6,252,529)**
*Percentage increase over prior year		0.00%	5.97%	0.00%	0.00%	5.97%	9.79%	4.23%	2.65%	1.92%

PARTICIPANTS: C. Saanich, N. Saanich, Sidney, Airport

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2026 to 2030

Service No. 3.718 Saanich Peninsula Wastewater	Carry Forward from 2025	2026	2027	2028	2029	2030	TOTAL
EXPENDITURE							
Buildings	$0	$0	$0	$0	$0	$0	$0
Equipment	$505,000	$990,000	$2,000,000	$1,160,000	$250,000	$50,000	$4,450,000
Land	$0	$0	$0	$0	$0	$0	$0
Engineered Structures	$3,390,000	$5,865,000	$3,000,000	$1,000,000	$950,000	$1,650,000	$12,465,000
Vehicles	$0	$0	$0	$0	$0	$0	$0
	$3,895,000	**$6,855,000**	**$5,000,000**	**$2,160,000**	**$1,200,000**	**$1,700,000**	**$16,915,000**
SOURCE OF FUNDS							
Capital Funds on Hand	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)	$2,640,000	$4,765,000	$1,600,000	$750,000	$250,000	$50,000	$7,415,000
Equipment Replacement Fund	$555,000	$1,070,000	$400,000	$380,000	$200,000	$200,000	$2,250,000
Grants (Federal, Provincial)	$0	$0	$2,550,000	$580,000	$0	$1,450,000	$4,580,000
Donations / Third Party Funding	$0	$0	$0	$0	$0	$0	$0
Reserve Fund	$700,000	$1,020,000	$450,000	$450,000	$750,000	$0	$2,670,000
	$3,895,000	**$6,855,000**	**$5,000,000**	**$2,160,000**	**$1,200,000**	**$1,700,000**	**$16,915,000**

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

2026 - 2030

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 2025	2026	2027	2028	2029	2030	5 - Year Total
Project Number	pital Expenditure Typ	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	Year 1	Year 2	Year 3	Year 4	Year 5	Year Totalauto-popula
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	$ 500,000	$ 500,000	$ -	$ -	$ -	$ -	$ 500,000
23-03	Renewal	Odour Control Upgrade Construction		$ 3,500,000	S	Debt	$ 2,300,000	$ 3,500,000	$ -	$ -	$ -	$ -	$ 3,500,000
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.	$ 2,050,000	S	Grant	$ -	$ -	$ 2,050,000	$ -	$ -	$ -	$ 2,050,000
24-01	Renewal	Sludge Tanks and Process Sump Cleaning and Repairs		$ 950,000	S	Debt	$ 10,000	$ 410,000	$ 450,000	$ -	$ -	$ -	$ 860,000
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	$ -	$ -	$ -	$ -	$ -	$ -	$ -
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	$ 30,000	$ 180,000	$ 650,000		$ -	$ -	$ 830,000
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	$ 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	$ 50,000	$ 100,000	$ 250,000	$ -	$ -	$ -	$ 350,000
26-02	Study	Wastewater Treatment Plant Model Development	Initial assessment and plant modelling exercise to help assess future plant optimization.	$ 150,000	E	Res		$ 50,000	$ 50,000	$ 50,000	$ -	$ -	$ 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		$ -	$ 500,000	$ 580,000	$ -	$ -	$ 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.	$ 600,000	S	ERF	$ 230,000	$ 530,000	$ -	$ -	$ -	$ -	$ 530,000
GENERAL										$ -	$ -	$ -	$ -
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	$ -	$ -	$ 450,000
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	$ 45,000	$ 60,000	$ -	$ 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
26-04	**Study**	**Wastewater Strategic Planning**	Create a strategic plan for wastewater within the CRD to guide decision making and long-term planning	$ 50,000	S	Res		$ 50,000					$ 50,000.00
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.	$ 100,000	S	Res	$ -	$ -	$ -	$ -	$ -	$ -	$ -
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	$ 375,000	$ -	$ 500,000	$ -	$ -	$ 875,000
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	Grant		$ -	$ -	$ -	$ -	$ 1,450,000	$ 1,450,000
27-02	Renewal	Trunk Sewer Relining - Ph2		$ 750,000	S	Res		$ -	$ -	$ 50,000	$ 700,000	$ -	$ 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 & APPERTUNANCES													$ -
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	**$ 18,300,000**			**$ 3,895,000**	**$ 6,855,000**	**$ 5,000,000**	**$ 2,160,000**	**$ 1,200,000**	**$ 1,700,000**	**$ 16,915,000**

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 andbetter 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 Provinc eof 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.				

Service: **3.718** **Saanich Peninsula Wastewater**

Project Number	26-04
Capital Project Title	Wastewater Strategic Planning
Capital Project Description	Create a strategic plan for wastewater within the CRD to guide decision making and long-term planning
Project Rationale	High level framework of strategic priorities and commitments for liquid waste within the CRD. The strategic plan will guide decision making and long term planning required for executing the CRD Wastewater Master Plan.

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	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.

Service:	3.718	Saanich Peninsula Wastewater

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
2026 - 2030 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

	Estimate	Budget				
	2025	**2026**	**2027**	**2028**	**2029**	**2030**
Capital Reserve Funds	1,750,487	2,127,137	2,204,517	2,292,647	2,081,537	2,621,207
Equipment Replacement Fund	1,778,779	1,476,279	1,293,689	1,135,449	1,161,649	1,192,373
Operating Reserve Fund	1,432,645	1,472,845	1,418,355	1,474,175	1,470,305	1,521,755
Total	**4,961,911**	**5,076,261**	**4,916,561**	**4,902,271**	**4,713,491**	**5,335,334**

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

	Estimate	Budget				
	2025	**2026**	**2027**	**2028**	**2029**	**2030**
Beginning Balance	252,148	320,148	370,148	470,148	570,148	670,148
Planned Capital Expenditure (Based on Capital Plan)	-	(50,000)		-	-	-
Transfer OUT - To Capital Reserve						
Fund Return						
Transfer IN - DCC Funding	60,000	100,000	100,000	100,000	100,000	100,000
Interest Income	8,000	-	-	-	-	-
Ending Balance $	**320,148**	**370,148**	**470,148**	**570,148**	**670,148**	**770,148**

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

	Estimate	Budget				
	2025	**2026**	**2027**	**2028**	**2029**	**2030**
Beginning Balance	1,230,149	1,430,339	1,756,989	1,734,369	1,722,499	1,411,389
Planned Capital Expenditure	(300,000)	(320,000)	(450,000)	(450,000)	(750,000)	-
Transfer from Ops Budget	386,000	646,650	427,380	438,130	438,890	439,670
Planned transfer from DCC Funds			-	-	-	-
Surplus	69,190					
Interest Income*	45,000	-	-	-	-	-
Ending Balance $	**1,430,339**	**1,756,989**	**1,734,369**	**1,722,499**	**1,411,389**	**1,851,059**

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	1,750,487	2,127,137	2,204,517	2,292,647	2,081,537	2,621,207

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	**Estimate**	**Budget**				
Fund Center: 101700	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**
Beginning Balance	1,615,979	1,778,779	1,476,279	1,293,689	1,135,449	1,161,649
Planned Purchase (Based on Capital Plan)	(375,000)	(515,000)	(400,000)	(380,000)	(200,000)	(200,000)
Estimated Surplus						
Transfer IN (from Ops Budget)	531,300	212,500	217,410	221,760	226,200	230,724
Interest Income*	6,500					
Ending Balance $	**1,778,779**	**1,476,279**	**1,293,689**	**1,135,449**	**1,161,649**	**1,192,373**

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	Estimate	Budget				
Fund: 1500 Fund Center: 105204	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**
Beginning Balance	1,432,705	1,432,645	1,472,845	1,418,355	1,474,175	1,470,305
Transfer In						
Planned Purchase	(120,000)	(35,000)	(130,000)	(30,000)	(100,000)	(55,000)
Surplus	-					
Transfer from Ops Budget	74,940	75,200	75,510	85,820	96,130	106,450
Interest Income*	45,000	-	-	-	-	-
Ending Balance $	**1,432,645**	**1,472,845**	**1,418,355**	**1,474,175**	**1,470,305**	**1,521,755**

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.

CAPITAL REGIONAL DISTRICT

2026 BUDGET

Saanich Peninsula - Stormwater Quality Management

Commission REVIEW

October 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

Service: 1.537 Saanich Peninsula - Stormwater Quality Management **Commission: Saanich Peninsula Waste Water**

COST SHARING ALLOCATION:

	Stormwater
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	**100.00%**

Note:
* Service established effective 2010; previously provided by agreement

Bylaw 4141

1.537 Saanich Peninsula - Stormwater Quality Mgmt	2025 BOARD BUDGET	2025 ESTIMATED ACTUAL	BUDGET REQUEST 2026 CORE BUDGET	2026 ONGOING	2026 ONE-TIME	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL	2030 TOTAL
OPERATING COSTS:										
Operating Expenditures	86,757	86,757	89,648	-	-	89,648	92,272	94,988	97,539	100,406
Contract For Services	21,134	21,134	21,515	-	-	21,515	21,945	22,384	22,832	23,288
Consultant Expenses	20,861	20,861	19,827	-	-	19,827	19,049	18,211	17,573	16,651
TOTAL OPERATING COSTS	**128,753**	**128,753**	**130,990**	**-**	**-**	**130,990**	**133,266**	**135,584**	**137,943**	**140,345**
*Percentage Increase over prior year		0.0%	1.7%	0.0%	0.0%	1.7%	1.7%	1.7%	1.7%	1.7%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	128,753	128,753	130,990	-	-	130,990	133,266	135,584	137,943	140,345
*Percentage Increase over prior year		0.0%	1.7%	0.0%	0.0%	1.7%	1.7%	1.7%	1.7%	1.7%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(4,508)	(4,508)	(4,508)	-	-	(4,508)	(4,508)	(4,508)	(4,508)	(4,508)
Transfer From Operating Reserve	-	-	(10,000)	-	-	(10,000)	(10,180)	(10,363)	(10,550)	(10,740)
TOTAL REVENUE	(4,508)	(4,508)	(14,508)	-	-	(14,508)	(14,688)	(14,871)	(15,058)	(15,248)
REQUISITION	**(124,245)**	**(124,245)**	**(116,482)**	**-**	**-**	**(116,482)**	**(118,578)**	**(120,713)**	**(122,885)**	**(125,097)**
*Percentage Increase over prior year	0.0%	0.0%	-6.2%	0.0%	0.0%	-6.2%	1.8%	1.8%	1.8%	1.8%
PARTICIPANTS: Central Saanich, North Saanich, Sidney										

1.537 Saanich Peninsula - Stormwater Quality Mgmt
Operating Reserve Summary
2026 - 2030 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	Estimate	Budget				
Fund: 1500 Fund Center: 105520	2025	2026	2027	2028	2029	2030
Projected year end balance						
Beginning Balance	97,802	102,140	92,140	81,960	71,597	61,047
Planned Purchase	-	-	-	-	-	-
Transfer from/to Ops Budget		(10,000)	(10,180)	(10,363)	(10,550)	(10,740)
Interest Income*	4,338	-	-	-	-	-
Total projected year end balance	**102,140**	**92,140**	**81,960**	**71,597**	**61,047**	**50,307**

* 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

2026 BUDGET

Saanich Peninsula - Source Control Stormwater

Commission REVIEW

October 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	2025 BOARD BUDGET	2025 ESTIMATED ACTUAL	BUDGET REQUEST 2026 CORE BUDGET	2026 ONGOING	2026 ONE-TIME	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL	2030 TOTAL
OPERATING COSTS:										
Operating Expenditures	62,006	59,555	54,537	-	-	54,537	55,365	56,926	58,531	60,183
Contract For Services	8,923	10,000	8,084	-	-	8,084	8,076	9,282	9,470	9,664
TOTAL OPERATING COSTS	**70,929**	**69,555**	**62,621**	**-**	**-**	**62,621**	**63,441**	**66,208**	**68,001**	**69,847**
*Percentage Increase over prior year		-1.9%	-11.7%	0.0%	0.0%	-11.7%	1.3%	4.4%	2.7%	2.7%
CAPITAL / RESERVE										
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	70,929	69,555	62,621	-	-	62,621	63,441	66,208	68,001	69,847
*Percentage Increase over prior year		-1.9%	-11.7%	0.0%	0.0%	-11.7%	1.3%	4.4%	2.7%	2.7%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(1,594)	(1,594)	(1,594)	-	-	(1,594)	(1,594)	(1,594)	(1,594)	(1,594)
Transfer From Operating Reserve	(10,673)	(9,299)	(606)	-	-	(606)	(1,535)	(2,628)	(2,691)	(2,763)
TOTAL REVENUE	(12,267)	(10,893)	(2,200)	-	-	(2,200)	(3,129)	(4,222)	(4,285)	(4,357)
REQUISITION	**(58,662)**	**(58,662)**	**(60,421)**	**-**	**-**	**(60,421)**	**(60,312)**	**(61,986)**	**(63,716)**	**(65,490)**
*Percentage Increase over prior year		0.0%	3.0%	0.0%	0.0%	3.0%	-0.2%	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
2026 - 2030 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 challlenges 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)	Estimate	Budget				
	2025	2026	2027	2028	2029	2030
Projected year end balance						
Beginning Balance	61,322	54,727	54,121	52,586	49,958	47,267
Planned Purchase	(9,299)	(606)	(1,535)	(2,628)	(2,691)	(2,763)
Transfer from/to Ops Budget		-	-	-	-	-
Interest Income*	2,704	-	-	-	-	-
Total projected year end balance	**54,727**	**54,121**	**52,586**	**49,958**	**47,267**	**44,504**

* 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

2026 BUDGET

L.W.M.P. Peninsula Programs

Commission REVIEW

October 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	**100.00%**

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)

Change in Budget 2025 to 2026

Service: 3.720 LWMP (PENINSULA)	**Total Expenditure**	**Comments**
2025 Budget	**57,819**	
Change in Wages & Benefits:		
Base wages & benefits change		
Step increase/paygrade change	-	
Total Change in Wages & Benefits	-	
Other Changes:		
Contract for Services	72,411	To hire a public consultation facilitator if the SPWWC confirms that a LWMP rewrite is required. A rewrite will be a multi-year, multi-stakeholder process.
Standard Overhead Allocation	51	Increase in 2025 operating costs
Transfer to Operating Reserve	(22,593)	To Fund Contarct For Services. If the SPWWC confirms that a LWMP rewrite is required, similar draws from reserve will be required in the next couple of years.
Other Costs	1,155	Increase in environmental protection and RWC engineering allocation
Total Other Changes	51,024	
2026 Budget	**108,843**	
Summary of % Expense Increase		
2026 Base salary and benefit change	0.0%	
Contract of Services	125.2%	
Standard Overhead Allocation	0.1%	
Operating Reserve Transfers	-39.1%	
Balance of increase	2.0%	
% expense increase from 2025:	***88.2%***	
% Requisition increase from 2025 (if applicable):	***1.8%***	*Requisition funding is 0 % of service revenue*

Overall 2025 Budget Performance
(expected variance to budget and surplus treatment)

The overall 2025 budget performance is anticipated to align with the approved budget, with no significant variances expected. At this time, no operating surplus or deficit is projected, and no surplus treatment actions are anticipated.

3.720 - LWMP (PENINSULA)	2025 BOARD BUDGET	2025 ESTIMATED ACTUAL	BUDGET REQUEST 2026 CORE BUDGET	2026 ONGOING	2026 ONE-TIME	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL	2030 TOTAL
OPERATING COSTS:										
Operating Expenditures	35,226	35,226	36,432	-	-	36,432	37,492	38,586	39,713	40,870
Contract For Services	-	-	72,411	-	-	72,411	72,393	72,360	-	-
TOTAL OPERATING COSTS	**35,226**	**35,226**	**108,843**	**-**	**-**	**108,843**	**109,885**	**110,946**	**39,713**	**40,870**
*Percentage Increase over prior year		0.0%	209.0%	0.0%	0.0%	209.0%	1.0%	1.0%	-64.2%	2.9%
CAPITAL / RESERVE										
Transfer to Operating Reserve Fund	22,593	22,593	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	22,593	22,593	-	-	-	-	-	-	-	-
TOTAL COSTS	57,819	57,819	108,843	-	-	108,843	109,885	110,946	39,713	40,870
*Percentage Increase over prior year		0.0%	88.2%	0.0%	0.0%	88.2%	1.0%	1.0%	-64.2%	2.9%
OPERATING COSTS LESS INTERNAL RECOVERIES	57,819	57,819	108,843	-	-	108,843	109,885	110,946	39,713	40,870
*Percentage Increase over prior year		0.0%	88.2%	0.0%	0.0%	88.2%	1.0%	1.0%	-64.2%	2.9%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(949)	(949)	(949)	-	-	(949)	(949)	(949)	(949)	(949)
Transfer From Operating Reserve	-	-	(75,000)	-	-	(75,000)	(75,450)	(75,908)	(4,061)	(4,594)
TOTAL REVENUE	(949)	(949)	(75,949)	-	-	(75,949)	(76,399)	(76,857)	(5,010)	(5,543)
REQUISITION	**(56,870)**	**(56,870)**	**(32,894)**	**-**	**-**	**(32,894)**	**(33,486)**	**(34,089)**	**(34,703)**	**(35,327)**
*Percentage Increase over prior year		0.0%	-42.2%	0.0%	0.0%	-42.2%	1.8%	1.8%	1.8%	1.8%

PARTICIPANTS: Central Saanich, North Saanich, Sidney

3.720 L.W.M.P. Peninsula
Operating Reserve Summary
2026 - 2030 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	Estimate	Budget				
Fund: 1500 Fund Center: 105527	2025	2026	2027	2028	2029	2030
Beginning Balance	256,780	288,798	213,798	138,348	62,440	58,379
Planned Purchase		(75,000)	(75,450)	(75,908)	(4,061)	(4,594)
Transfer from Ops Budget	22,593	-	-	-	-	-
Interest Income*	9,425	-	-	-	-	-
Total projected year end balance	**288,798**	**213,798**	**138,348**	**62,440**	**58,379**	**53,785**

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.