CAPITAL REGIONAL DISTRICT
FINAL BUDGET PACKAGE
March 16, 2022

2022 FINAL BUDGET PACKAGE

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CAPITAL REGIONAL DISTRICT
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CAPITAL REGIONAL DISTRICT
FINAL BUDGET PACKAGE
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CAPITAL REGIONAL DISTRICT
FINAL BUDGET PACKAGE
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CAPITAL REGIONAL DISTRICT

2022 BUDGET

EXECUTIVE SERVICES

FINAL BUDGET

MARCH 2022

FINAL BUDGET
March 16, 2022
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CAPITAL REGIONAL DISTRICT

2022 BUDGET

CAO & Executive Services

FINAL BUDGET

MARCH 2022

Service: 1.014 CAO & Executive Services **Committee: Governance & Finance**

DEFINITION:

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

PARTICIPATION:

All municipalities and electoral areas and the Songhees and Tsawout Bands.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance & Finance

FUNDING:

Requisition

CAO & Executive Services	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023	2024	2025	2026
OPERATING COSTS:										
Salaries and Wages	663,593	620,000	664,483	84,699	-	749,182	765,322	781,807	798,644	815,850
Building Occupancy	14,990	14,990	18,873	-	-	18,873	18,867	19,201	19,543	19,892
Intergovernment Allocation	36,388	36,388	-	-	-	-	-	-	-	-
Legal Expenses	1,800	-	1,840	-	-	1,840	1,880	1,920	1,960	2,000
Software Licenses	5,000	5,000	5,100	-	-	5,100	5,200	5,300	5,410	5,520
Other Operating Expenses	40,824	27,104	41,476	5,000	2,500	48,976	47,508	48,560	49,652	50,774
TOTAL OPERATING COSTS	**762,595**	**703,482**	**731,772**	**89,699**	**2,500**	**823,971**	**838,777**	**856,788**	**875,209**	**894,036**
*Percentage Increase over prior year						8.0%	1.8%	2.1%	2.1%	2.2%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	1,190	1,190	1,210	-	-	1,210	1,230	1,250	1,280	1,310
TOTAL CAPITAL / RESERVES	1,190	1,190	1,210	-	-	1,210	1,230	1,250	1,280	1,310
TOTAL COSTS	**763,785**	**704,672**	**732,982**	**89,699**	**2,500**	**825,181**	**840,007**	**858,038**	**876,489**	**895,346**
Internal Recovery from CAWTP	-	-	-	-	-	-	-	-	-	-
Transfer from Internal Reserve	-	-	-	-	-	-	-	-	-	-
NET COSTS	**763,785**	**704,672**	**732,982**	**89,699**	**2,500**	**825,181**	**840,007**	**858,038**	**876,489**	**895,346**
*Percentage increase over prior year Net Costs			-4.0%			8.0%	1.8%	2.1%	2.2%	2.2%
AUTHORIZED POSITIONS:										
Salaried	4.0	4.0	4.0	1.0	-	5.0	5.0	5.0	5.0	5.0

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.014 CAO / Corporate Services	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE								
Buildings	B	$0	$0	$0	$0	$0	$0	$0
Equipment	E	$0	$4,132	$9,328	$5,728	$4,132	$4,132	$27,452
Land	L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures	S	$0	$0	$0	$0	$0	$0	$0
Vehicles	V	$0	$0	$0	$0	$0	$0	$0
		$0	**$4,132**	**$9,328**	**$5,728**	**$4,132**	**$4,132**	**$27,452**
SOURCE OF FUNDS								
Capital Funds on Hand	Cap	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)	Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund	ERF	$0	$4,132	$9,328	$5,728	$4,132	$4,132	$27,452
Grants (Federal, Provincial)	Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding	Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund	Res	$0	$0	$0	$0	$0	$0	$0
		$0	**$4,132**	**$9,328**	**$5,728**	**$4,132**	**$4,132**	**$27,452**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: **1.014**

Service Name: **CAO / Corporate Services**

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
22-01	Replacement	Computer	Computer Replacement	$4,132	E	ERF		$4,132	$0	$0	$0	$0	$4,132
23-01	Replacement	Computer	Computer Replacement	$6,198	E	ERF		$0	$9,328	$0	$0	$0	$9,328
24-01	Replacement	Computer	Computer Replacement	$1,033	E	ERF		$0	$0	$5,728	$0	$0	$5,728
25-01	Replacement	Computer	Computer Replacement	$4,132	E	ERF		$0	$0	$0	$4,132	$0	$4,132
26-01	Replacement	Computer	Computer Replacement	$4,132	E	ERF		$0	$0	$0	$0	$4,132	$4,132
													$0
													$0
													$0
													$0
			GRAND TOTAL	**$19,627**			**$0**	**$4,132**	**$9,328**	**$5,728**	**$4,132**	**$4,132**	**$27,452**

Reserve Schedule

Reserve Fund: 1.014 CAO / Corporate Services

Reserve Cash Flow

Fund: 1022 Fund Center: 101366 ERF Group: CAO.ERF	**Actuals**	**Budget**				
	2021	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	78,147	73,916	75,074	71,136	70,898	72,366
Actual Purchases	(9,910)	-	-	-		-
Planned Purchases (Based on Capital Plan)	-	(4,132)	(9,328)	(5,728)	(4,132)	(4,132)
Transfer from Operating Budget	5,190	5,290	5,390	5,490	5,600	5,720
Interest Income	489	-	-	-	-	-
Ending Balance $	**73,916**	**75,074**	**71,136**	**70,898**	**72,366**	**73,954**

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Human Resources

FINAL BUDGET

MARCH 2022

Service: 1.016 Human Resources **Committee: Governance & Finance**

DEFINITION:

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

PARTICIPATION:

All municipalities and electoral areas and the Songhees and Tsawout Bands.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance & Finance

FUNDING:

Requisition and internal recoveries

1.016 - Human Resources	2021		BUDGET REQUEST 2022				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
OPERATING COSTS										
Salaries and Wages	1,866,753	1,700,000	1,916,519	184,900	24,000	2,125,419	2,322,037	2,372,483	2,241,048	2,289,272
Allocations	62,453	62,464	74,866	1,000	-	75,866	75,205	76,579	77,982	79,416
Legal Expenses	15,910	10,000	16,230	-	-	16,230	16,550	16,880	17,220	17,560
Staff Training and Membership Dues	111,840	123,000	126,840	3,000	-	129,840	132,440	135,090	137,790	140,540
Contract for Services	296,947	191,000	197,393	-	367,000	564,393	675,340	401,840	222,870	227,330
Software Licenses	4,150	4,000	4,230	-	-	4,230	4,310	4,400	4,490	4,580
Other Operating Expenses	210,260	173,660	174,230	2,000	12,500	188,730	183,644	187,310	188,047	190,826
			-	-	-	-				
TOTAL OPERATING COSTS	**2,568,313**	**2,264,124**	**2,510,308**	**190,900**	**403,500**	**3,104,708**	**3,409,526**	**3,194,581**	**2,889,448**	**2,949,524**
*Percentage Increase over prior year						20.9%	9.8%	-6.3%	-9.6%	2.1%
CAPITAL / RESERVE										
Equipment Purchases	-	-	-	-	-		-	-	-	-
Transfer to Equipment Replacement Fund	9,000	24,000	9,000	-	-	9,000	9,000	9,000	9,000	9,000
TOTAL CAPITAL / RESERVE	**9,000**	**24,000**	**9,000**	**-**	**-**	**9,000**	**9,000**	**9,000**	**9,000**	**9,000**
TOTAL COSTS	**2,577,313**	**2,288,124**	**2,519,308**	**190,900**	**403,500**	**3,113,708**	**3,418,526**	**3,203,581**	**2,898,448**	**2,958,524**
						20.8%	9.8%	-6.3%	-9.5%	2.1%
INTERNAL RECOVERIES										
Recovery Costs	(20,000)	(20,000)	(20,000)	-	-	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
First Aid Recovery	(5,600)	(5,600)	(5,713)	-	-	(5,713)	(5,781)	(5,896)	(6,015)	(6,137)
Transfer from Internal Reserve	(150,000)	(60,600)	-	-	(401,000)	(401,000)	(654,384)	(371,137)	(2,000)	(1,000)
Safety Officer Recovery	(157,582)	(157,582)	-	-	-	-	-	-	-	-
Human Resources	(1,800,453)	(1,800,453)	(1,949,917)	(190,900)	(2,500)	(2,143,317)	(2,186,186)	(2,229,908)	(2,274,505)	(2,319,995)
TOTAL INTERNAL RECOVERIES	**(2,133,635)**	**(2,044,235)**	**(1,975,630)**	**(190,900)**	**(403,500)**	**(2,570,030)**	**(2,866,351)**	**(2,626,941)**	**(2,302,520)**	**(2,347,132)**
NET COSTS	**443,678**	**243,889**	**543,678**	**-**	**-**	**543,678**	**552,175**	**576,640**	**595,928**	**611,392**
*Percentage increase over prior year Net Costs						22.5%	1.6%	4.4%	3.3%	2.6%
AUTHORIZED POSITIONS: Salaried	13.0	13.0	13.0	1.0	-	14.0	15.0	15.0	14.0	14.0

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.016 Human Resources		Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE									
Buildings		B	$0	$0	$0	$0	$0	$0	$0
Equipment		E	$0	$3,130	$4,695	$6,260	$0	$1,033	$15,118
Land		L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures		S	$0	$0	$0	$0	$0	$0	$0
Vehicles		V	$0	$0	$0	$0	$0	$0	$0
			$0	**$3,130**	**$4,695**	**$6,260**	**$0**	**$1,033**	**$15,118**
SOURCE OF FUNDS									
Capital Funds on Hand		Cap	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)		Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund		ERF	$0	$3,130	$4,695	$6,260	$0	$1,033	$15,118
Grants (Federal, Provincial)		Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding		Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund		Res	$0	$0	$0	$0	$0	$0	$0
			$0	**$3,130**	**$4,695**	**$6,260**	**$0**	**$1,033**	**$15,118**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: **1.016**

Service Name: **Human Resources**

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
22-01	Replacement	Computer	Computer Replacement	$3,130	E	ERF		$3,130	$0	$0	$0	$0	$3,130
23-01	Replacement	Computer	Computer Replacement	$4,695	E	ERF		$0	$4,695	$0	$0	$0	$4,695
24-01	Replacement	Computer	Computer Replacement	$6,260	E	ERF		$0	$0	$6,260	$0	$0	$6,260
26-01	Replacement	Computer	Computer Replacement	$1,033	E	ERF		$0	$0	$0	$0	$1,033	$1,033
			GRAND TOTAL	**$15,118**			**$0**	**$3,130**	**$4,695**	**$6,260**	**$0**	**$1,033**	**$15,118**

Reserve Schedule

Reserve Fund: 1.016 Human Resources

Reserve Cash Flow

Fund: 1022 Fund Center: 101419 ERF Group: HR.ERF	**Actuals**	**Budget**				
	2021	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	21,970	19,634	25,504	29,809	32,549	41,549
Actual Purchases	(26,477)	-	-	-		-
Planned Purchases (Based on Capital Plan)	-	(3,130)	(4,695)	(6,260)	-	(1,033)
Transfer from Operating Budget	24,000	9,000	9,000	9,000	9,000	9,000
Interest Income	141	-	-	-	-	-
Ending Balance $	**19,634**	**25,504**	**29,809**	**32,549**	**41,549**	**49,516**

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Corporate Communications

FINAL BUDGET

MARCH 2022

Service: 1.118 Corporate Communications **Committee: Governance & Finance**

DEFINITION:

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

PARTICIPATION:

All municipalities and electoral areas and the Songhees and Tsawout Bands.

MAXIMUM LEVY:

No limit

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance & Finance

FUNDING:

Requisition and internal recoveries

1.118 - CORPORATE COMMUNICATIONS	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023	2024	2025	2026
OPERATING COSTS:										
Salaries and Wages	889,650	860,420	852,170	113,261	-	965,431	1,128,994	1,167,415	1,141,429	1,165,958
Allocations	43,862	43,862	53,844	-	-	53,844	54,369	55,394	56,441	57,510
Contract for Services	35,000	35,000	28,050	(3,000)	4,000	29,050	25,550	26,060	26,580	27,110
Printing & Copying	7,480	2,400	7,630	-	-	7,630	7,780	7,930	8,090	8,250
Other Operating Expenses	50,280	38,370	51,290	5,700	2,800	59,790	66,660	65,140	66,430	67,760
TOTAL OPERATING COSTS	**1,026,272**	**980,052**	**992,984**	**115,961**	**6,800**	**1,115,745**	**1,283,353**	**1,321,939**	**1,298,970**	**1,326,588**
*Percentage Increase over prior year			-3.2%			8.7%	15.0%	3.0%	-1.7%	2.1%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	5,000	5,000	5,000	-	-	5,000	5,500	6,000	6,500	7,000
Transfer to General Capital Fund	-	-	-	-	-	-	225,000	175,000	-	-
TOTAL CAPITAL / RESERVES	5,000	5,000	5,000	-	-	5,000	230,500	181,000	6,500	7,000
TOTAL COSTS	**1,031,272**	**985,052**	**997,984**	**115,961**	**6,800**	**1,120,745**	**1,513,853**	**1,502,939**	**1,305,470**	**1,333,588**
*Percentage increase over prior year Total Costs			-3.2%			8.7%	35.1%	-0.7%	-13.1%	2.2%
Funding from Internal Reserves	(57,500)	(57,500)	-	-	(4,000)	(4,000)	(275,000)	(225,000)	-	-
TOTAL COSTS LESS INTERNAL RECOVERIES	**973,772**	**927,552**	**997,984**	**115,961**	2,800	**1,116,745**	**1,238,853**	**1,277,939**	**1,305,470**	**1,333,588**
REVENUE										
Interest Income	(200)	-	(200)	-	-	(200)	(200)	(200)	(200)	(200)
TOTAL REVENUES	**(200)**	**-**	**(200)**	**-**	**-**	**(200)**	**(200)**	**(200)**	**(200)**	**(200)**
NET COSTS	**973,572**	**927,552**	**997,784**	**115,961**	**2,800**	**1,116,545**	**1,238,653**	**1,277,739**	**1,305,270**	**1,333,388**
*Percentage increase over prior year Net Costs			2.5%			14.7%	10.9%	3.2%	2.2%	2.2%
AUTHORIZED POSITIONS:										
Salaried	6.0	6.0	6.0	1.0	-	7.0	8.0	8.0	8.0	8.0

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.118 Corporate Communications		Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE									
Buildings		B	$0	$0	$0	$0	$0	$0	$0
Equipment		E	$0	$6,229	$227,066	$178,130	$1,033	$6,229	$418,687
Land		L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures		S	$0	$0	$0	$0	$0	$0	$0
Vehicles		V	$0	$0	$0	$0	$0	$0	$0
			$0	**$6,229**	**$227,066**	**$178,130**	**$1,033**	**$6,229**	**$418,687**
SOURCE OF FUNDS									
Capital Funds on Hand		Cap	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)		Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund		ERF	$0	$6,229	$2,066	$3,130	$1,033	$6,229	$18,687
Grants (Federal, Provincial)		Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding		Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund		Res	$0	$0	$225,000	$175,000	$0	$0	$400,000
			$0	**$6,229**	**$227,066**	**$178,130**	**$1,033**	**$6,229**	**$418,687**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: **1.118**

Service Name: **Corporate Communications**

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
22-01	Replacement	Computer	Computer Replacement	$6,229	E	ERF		$6,229	$0	$0	$0		$6,229
23-01	Replacement	Computer	Computer Replacement	$2,066	E	ERF		$0	$2,066	$0	$0		$2,066
24-01	Replacement	Computer	Computer Replacement	$3,130	E	ERF		$0	$0	$3,130	$0		$3,130
25-01	Replacement	Computer	Computer Replacement	$1,033	E	ERF		$0	$0	$0	$1,033		$1,033
26-01	Replacement	Computer	Computer Replacement	$6,229	E	ERF		$0	$0	$0	$0	$6,229	$6,229
22-01	Replacement	CRD Public Website	CRD Public Website	$400,000	E	Res		$0	$225,000	$175,000	$0	$0	$400,000
													$0
													$0
													$0
			GRAND TOTAL	**$418,687**			**$0**	**$6,229**	**$227,066**	**$178,130**	**$1,033**	**$6,229**	**$418,687**

Reserve Schedule

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	**Actuals**	**Budget**				
	2021	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	11,609	4,439	3,210	6,644	9,514	14,981
Actual Purchases	(12,229)	-	-	-		-
Planned Purchases (Based on Capital Plan)	-	(6,229)	(2,066)	(3,130)	(1,033)	(6,229)
Transfer from Operating Budget	5,000	5,000	5,500	6,000	6,500	7,000
Interest Income	59	-	-	-	-	-
Ending Balance $	**4,439**	**3,210**	**6,644**	**9,514**	**14,981**	**15,752**

Assumptions/Background:

2022 - 3 standard desktops & 2 standard laptops
2023 - 2 standard desktops
2024 - 2 standard laptops
2025 - 1 standard desktop
2026 - 3 standard desktops & 2 standard laptops

CAPITAL REGIONAL DISTRICT

2022 BUDGET

CORPORATE SERVICES

FINAL BUDGET

MARCH 2022

FINAL BUDGET
March 16, 2022
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CAPITAL REGIONAL DISTRICT

2022 BUDGET

Corporate Services

FINAL BUDGET

MARCH 2022

Service: 1.014 Corporate Services **Committee: Governance & Finance**

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, reception, mail, printing and Freedom of Information requests.
Support for electoral area volunteer services and fire departments.

PARTICIPATION:

All municipalities and electoral areas and the Songhees and Tsawout Bands.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance & Finance

FUNDING:

Requisition and internal recoveries

CORPORATE SERVICES	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023	2024	2025	2026
OPERATING COSTS:										
Salaries and Wages	1,648,897	1,480,250	1,716,961	301,599	-	2,018,560	2,208,882	2,256,384	2,304,904	2,354,454
Building Occupancy	80,998	80,998	103,305	4,000	-	107,305	103,268	105,099	106,968	108,883
Legal Expenses	7,280	5,000	7,430	-	-	7,430	7,580	7,730	7,880	8,040
Contract for Services	250,000	20,000	-	-	299,000	299,000	-	-	-	-
Software Licenses	12,470	13,000	12,720	-	-	12,720	12,970	13,230	13,490	13,760
Other Operating Expenses	60,075	50,845	61,273	20,000	10,000	91,273	82,891	84,529	86,227	87,946
TOTAL OPERATING COSTS	**2,059,720**	**1,650,093**	**1,901,689**	**325,599**	**309,000**	**2,536,288**	**2,415,591**	**2,466,972**	**2,519,469**	**2,573,083**
*Percentage Increase over prior year						23.1%	-4.8%	2.1%	2.1%	2.1%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	4,000	4,000	4,080	-	-	4,080	4,160	4,240	4,320	4,410
Transfer to Operating Reserve Fund	2,820	-	-	-	-	-	-	-	-	-
Transfer to Climate Action Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	**6,820**	**4,000**	**4,080**	**-**	**-**	**4,080**	**4,160**	**4,240**	**4,320**	**4,410**
TOTAL COSTS	**2,066,540**	**1,654,093**	**1,905,769**	**325,599**	**309,000**	**2,540,368**	**2,419,751**	**2,471,212**	**2,523,789**	**2,577,493**
*Percentage increase over prior year						22.9%	-4.7%	2.1%	2.1%	2.1%
REVENUE										
FOI Revenue	-	-	-	-	-	-	-	-	-	-
Climate Action Grant	-	-	-	-	-	-	-	-	-	-
Transfer from Operating Reserve	(250,000)	(20,000)	-	(101,000)	(299,000)	(400,000)	-	-	-	-
TOTAL REVENUE	**(250,000)**	**(20,000)**	**-**	**(101,000)**	**(299,000)**	**(400,000)**	**-**	**-**	**-**	**-**
NET COSTS	**1,816,540**	**1,634,093**	**1,905,769**	**224,599**	**10,000**	**2,140,368**	**2,419,751**	**2,471,212**	**2,523,789**	**2,577,493**
*Percentage increase over prior year Net Costs						17.8%	13.1%	2.1%	2.1%	2.1%
AUTHORIZED POSITIONS:										
Salaried	11.0	11.0	11.0	4.6	-	15.6	15.6	15.6	15.6	15.6

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.014 CAO / Corporate Services	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE								
Buildings	B	$0	$0	$0	$0	$0	$0	$0
Equipment	E	$0	$4,132	$9,328	$5,728	$4,132	$4,132	$27,452
Land	L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures	S	$0	$0	$0	$0	$0	$0	$0
Vehicles	V	$0	$0	$0	$0	$0	$0	$0
		$0	**$4,132**	**$9,328**	**$5,728**	**$4,132**	**$4,132**	**$27,452**
SOURCE OF FUNDS								
Capital Funds on Hand	Cap	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)	Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund	ERF	$0	$4,132	$9,328	$5,728	$4,132	$4,132	$27,452
Grants (Federal, Provincial)	Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding	Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund	Res	$0	$0	$0	$0	$0	$0	$0
		$0	**$4,132**	**$9,328**	**$5,728**	**$4,132**	**$4,132**	**$27,452**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: **1.014**

Service Name: **CAO / Corporate Services**

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
22-01	Replacement	Computer	Computer Replacement	$4,132	E	ERF		$4,132	$0	$0	$0	$0	$4,132
23-01	Replacement	Computer	Computer Replacement	$6,198	E	ERF		$0	$9,328	$0	$0	$0	$9,328
24-01	Replacement	Computer	Computer Replacement	$1,033	E	ERF		$0	$0	$5,728	$0	$0	$5,728
25-01	Replacement	Computer	Computer Replacement	$4,132	E	ERF		$0	$0	$0	$4,132	$0	$4,132
26-01	Replacement	Computer	Computer Replacement	$4,132	E	ERF		$0	$0	$0	$0	$4,132	$4,132
													$0
													$0
													$0
													$0
			GRAND TOTAL	**$19,627**			**$0**	**$4,132**	**$9,328**	**$5,728**	**$4,132**	**$4,132**	**$27,452**

Reserve Schedule

Reserve Fund: 1.014 CAO / Corporate Services

Reserve Cash Flow

Fund: 1022 Fund Center: 101366 ERF Group: CAO.ERF	**Actuals**	**Budget**				
	2021	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	78,147	73,916	75,074	71,136	70,898	72,366
Actual Purchases	(9,910)	-	-	-		-
Planned Purchases (Based on Capital Plan)	-	(4,132)	(9,328)	(5,728)	(4,132)	(4,132)
Transfer from Operating Budget	5,190	5,290	5,390	5,490	5,600	5,720
Interest Income	489	-	-	-	-	-
Ending Balance $	**73,916**	**75,074**	**71,136**	**70,898**	**72,366**	**73,954**

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Board Expenditures

FINAL BUDGET

MARCH 2022

Service: 1.011 Board Expenditures **Committee: Governance & Finance**

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 and the Songhees and Tsawout Native Bands.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance & Finance

FUNDING:

Requisition

1.011 - Board Expenditures	2021		BUDGET REQUEST 2022				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
OPERATING COSTS										
Directors' Remuneration	838,041	770,000	812,635	-	-	812,635	853,302	868,868	884,745	900,940
Standard Overhead Allocation	62,106	62,106	57,620	-	-	57,620	58,773	59,948	61,147	62,370
Building Occupancy	71,942	71,942	91,884	-	-	91,884	91,853	93,480	95,144	96,845
Legal Expenses	15,260	5,000	15,000	-	-	15,000	15,300	15,610	15,920	16,240
Contract for Services	19,640	5,000	10,000	-	118,000	128,000	15,200	10,500	10,710	10,920
Software Licenses	51,530	50,000	52,560	-	-	52,560	53,610	54,680	55,770	56,890
Meetings & Printing	26,690	11,400	27,220	-	10,000	37,220	27,760	28,320	28,890	29,470
Scholarship Programs	16,320	15,700	15,700	-	-	15,700	16,010	16,330	16,650	16,980
Other Operating Expenses	50,880	19,560	51,560	-	-	51,560	52,680	53,830	55,010	56,230
TOTAL OPERATING COSTS	**1,152,409**	**1,010,708**	**1,134,179**	**-**	**128,000**	**1,262,179**	**1,184,488**	**1,201,566**	**1,223,986**	**1,246,885**
*Percentage Increase over prior year						9.5%	-6.2%	1.4%	1.9%	1.9%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	40,000	40,000	40,800	-	-	40,800	41,620	42,450	43,300	44,170
TOTAL CAPITAL / RESERVE	**40,000**	**40,000**	**40,800**	**-**	**-**	**40,800**	**41,620**	**42,450**	**43,300**	**44,170**
TOTAL COSTS	**1,192,409**	**1,050,708**	**1,174,979**	**-**	**128,000**	**1,302,979**	**1,226,108**	**1,244,016**	**1,267,286**	**1,291,055**
						9.3%	-5.9%	1.5%	1.9%	1.9%
INTERNAL RECOVERIES										
Transfer from Internal Reserve	-	-	-	-	(128,000)	(128,000)	-	-	-	-
NET COSTS	**1,192,409**	**1,050,708**	**1,174,979**	**-**	**-**	**1,174,979**	**1,226,108**	**1,244,016**	**1,267,286**	**1,291,055**
*Percentage increase over prior year Total Costs						-1.5%	4.4%	1.5%	1.9%	1.9%
AUTHORIZED POSITIONS:										
Salaried	24	24	24			24	24	24	24	24

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.011 Board Expenditures		Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE									
Buildings		B	$0	$0	$0	$0	$0	$0	$0
Equipment		E	$0	$170,000	$21,500	$37,000	$96,500	$50,000	$375,000
Land		L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures		S	$0	$0	$0	$0	$0	$0	$0
Vehicles		V	$0	$0	$0	$0	$0	$0	$0
			$0	**$170,000**	**$21,500**	**$37,000**	**$96,500**	**$50,000**	**$375,000**
SOURCE OF FUNDS									
Capital Funds on Hand		Cap	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)		Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund		ERF	$0	$170,000	$21,500	$37,000	$96,500	$50,000	$375,000
Grants (Federal, Provincial)		Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding		Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund		Res	$0	$0	$0	$0	$0	$0	$0
			$0	**$170,000**	**$21,500**	**$37,000**	**$96,500**	**$50,000**	**$375,000**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.011

Service Name: Board Expenditures

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
19-01	Replacement	Boardroom Video Distribution Equipment	Replacement of all existing video switching equipment	$56,000	E	ERF		$0	$0	$15,000	$10,000		$25,000
19-02	Replacement	Boardroom Projector and Screen Replacement	Replace projector and screen in Main office boardroom	$10,000	E	ERF		$0	$0	$0	$60,000		$60,000
19-03	Replacement	Boardroom Chairs	Replace boardroom chairs	$30,000	E	ERF		$0	$0	$0	$0		$0
20-01	Replacement	Boardroom Audio System	Replace boardroom audio system	$21,700	E	ERF		$0	$0	$10,000	$10,000		$20,000
20-02	Replacement	Boardroom Video Storage and Power Equipment	Replace video storage and power equipment	$3,000	E	ERF		$0	$1,500	$0	$1,500		$3,000
21-01	Replacement	Boardroom Control System Equipment Replacement	Replace control system equipment	$6,200	E	ERF		$0	$0	$0	$0		$0
21-02	Replacement	Boardroom Video Streaming Equipment Replacement	Replace video streaming equipment	$17,500	E	ERF		$0	$0	$12,000	$5,000		$17,000
21-03	Replacement	Office Refurbishment	Refurbishment of the Board Chair Office	$15,000	E	ERF							$0
22-01	Replacement	iPad and Tablet Replacements	Replace director iPads and tablets	$25,000	E	ERF		$50,000	$0	$0	$0	$50,000	$100,000
22-02	Replacement	Boardroom Microphone System Replacement	Replace microphone system	$70,000	E	ERF		$120,000	$0	$0	$0		$120,000
23-01	Replacement	Replace Video Display and Switching	Replace Video Display and Switching	$20,000	E	ERF		$0	$20,000	$0	$10,000		$30,000
			GRAND TOTAL	**$274,400**			**$0**	**$170,000**	**$21,500**	**$37,000**	**$96,500**	**$50,000**	**$375,000**

Reserve Schedule

Reserve Fund: 1.011 Board

Boardroom Technology - 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	**Actuals**	**Budget**				
	2021	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	189,861	168,341	114,831	135,651	141,821	88,621
Actual Purchases	(1,568)	-	-	-	-	
Planned Purchases (Based on Capital Plan)	-	(170,000)	(21,500)	(37,000)	(96,500)	(50,000)
Transfer from Operating Budget	40,000	40,800	41,620	42,450	43,300	44,170
Transfer from Operating Reserve	-	-	-	-	-	-
Interest Income	1,362	-	-	-	-	-
Ending Balance $	**229,655**	**39,141**	**134,951**	**141,101**	**88,621**	**82,791**

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Real Estate

FINAL BUDGET

MARCH 2022

Service: 1.015 Real Estate **Committee: Governance & Finance**

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 and the Songhees and Tsawout Bands.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance & Finance

FUNDING:

Internal recoveries and requisition

1.015 - Real Estate Services	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023	2024	2025	2026
OPERATING COSTS:										
Salaries and Wages	395,684	390,123	403,235	-	-	403,235	411,916	420,779	429,828	439,076
Allocations	55,021	55,021	61,210	-	-	61,210	61,962	63,150	64,360	65,596
Legal Expenses	41,120	41,120	1,940	-	20,000	21,940	1,980	2,020	2,060	2,100
Software Licenses	9,160	6,000	9,340	-	-	9,340	9,530	9,720	9,910	10,110
Other Operating Expenses	21,210	14,340	22,630	-	-	22,630	23,080	23,531	23,993	24,475
TOTAL OPERATING COSTS	**522,195**	**506,604**	**498,355**	**-**	**20,000**	**518,355**	**508,468**	**519,200**	**530,151**	**541,357**
*Percentage Increase over prior year						-0.7%	-1.9%	2.1%	2.1%	2.1%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	1,000	1,000	1,000	-	-	1,000	1,000	1,000	1,000	1,000
TOTAL CAPITAL / RESERVE	**1,000**	**1,000**	**1,000**	**-**	**-**	**1,000**	**1,000**	**1,000**	**1,000**	**1,000**
TOTAL COSTS	**523,195**	**507,604**	**499,355**	**-**	**20,000**	**519,355**	**509,468**	**520,200**	**531,151**	**542,357**
*Percentage increase over prior year Total Costs						-0.7%	-1.9%	2.1%	2.1%	2.1%
Internal Recoveries	(387,156)	(387,156)	(398,684)	-	-	(398,684)	(406,774)	(415,360)	(424,121)	(433,086)
Transfers from operating reserve	(40,000)	(40,000)	-	-	(20,000)	(20,000)	-	-	-	-
NET COSTS	**96,039**	**80,448**	**100,671**	**-**	**-**	**100,671**	**102,694**	**104,840**	**107,030**	**109,271**
*Percentage increase over prior year Net Costs						**4.8%**	2.0%	2.1%	2.1%	2.1%
AUTHORIZED POSITIONS:										
Salaried	3.0	3.0	3.0	0	0	3.0	3.0	3.0	3.0	3.0
	-	-	-	-	-	-	-	-	-	-

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.015 Real Estate		Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE									
Buildings		B	$0	$0	$0	$0	$0	$0	$0
Equipment		E	$0	$0	$0	$2,066	$1,033	$0	$3,099
Land		L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures		S	$0	$0	$0	$0	$0	$0	$0
Vehicles		V	$0	$0	$0	$0	$0	$0	$0
			$0	**$0**	**$0**	**$2,066**	**$1,033**	**$0**	**$3,099**
SOURCE OF FUNDS									
Capital Funds on Hand		Cap	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)		Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund		ERF	$0	$0	$0	$2,066	$1,033	$0	$3,099
Grants (Federal, Provincial)		Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding		Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund		Res	$0	$0	$0	$0	$0	$0	$0
			$0	**$0**	**$0**	**$2,066**	**$1,033**	**$0**	**$3,099**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: **1.015**

Service Name: **Real Estate**

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
22-01	Replacement	Computer	Computer Replacement	$0	E	ERF		$0	$0	$0	$0		$0
23-01	Replacement	Computer	Computer Replacement	$0	E	ERF		$0	$0	$0	$0		$0
24-01	Replacement	Computer	Computer Replacement	$2,066	E	ERF		$0	$0	$2,066	$0		$2,066
25-01	Replacement	Computer	Computer Replacement	$1,033	E	ERF		$0	$0	$0	$1,033		$1,033
													$0
													$0
													$0
													$0
													$0
													$0
			GRAND TOTAL	**$3,099**			**$0**	**$0**	**$0**	**$2,066**	**$1,033**	**$0**	**$3,099**

Reserve Schedule

Reserve Fund: 1.015 Real Estate

Reserve Cash Flow

Fund: 1022 Fund Center: 101418 ERF Group: PRPSRV.ERF	**Actuals**	**Budget**				
	2021	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	23,057	23,100	24,100	25,100	24,034	24,001
Actual Purchases	(1,106)					
Planned Purchases (Based on Capital Plan)	-	-	-	(2,066)	(1,033)	-
Transfer from Operating Budget	1,000	1,000	1,000	1,000	1,000	1,000
Interest Income	149	-	-	-	-	-
Ending Balance $	**23,100**	**24,100**	**25,100**	**24,034**	**24,001**	**25,001**

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 BUDGET

First Nations Relations

FINAL BUDGET

MARCH 2022

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 and the Songhees and Tsawout Bands

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

First Nations Relations

FUNDING:

Requisition

1.027 - First Nations Relations	2021		BUDGET REQUEST 2022				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
OPERATING COSTS										
Salaries and Wages	357,700	307,700	343,855	139,600	-	483,455	493,325	503,405	513,709	524,232
Allocations	38,493	38,493	44,919	-	-	44,919	45,817	46,734	47,669	48,622
Meetings, Programs & Special Events	41,580	40,580	42,410	-	25,000	67,410	43,260	44,130	45,010	45,910
Contract for Services	225,490	177,490	109,650	-	226,900	336,550	111,840	114,080	116,360	118,690
Legal Expenses	1,560	1,000	1,590	-	-	1,590	1,620	1,650	1,680	1,710
Other Operating Expenses	21,260	16,960	21,600	4,700	7,800	34,100	26,840	27,382	27,945	28,520
TOTAL OPERATING COSTS	**686,083**	**582,223**	**564,024**	**144,300**	**259,700**	**968,024**	**722,702**	**737,381**	**752,373**	**767,684**
*Percentage Increase over prior year			-17.8%			41.1%	-25.3%	2.0%	2.0%	2.0%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Reserve	-	-	2,000	-	-	2,000	2,000	2,000	2,000	2,000
TOTAL COSTS	**686,083**	**582,223**	**566,024**	**144,300**	**259,700**	**970,024**	**724,702**	**739,381**	**754,373**	**769,684**
*Percentage Increase over prior year Total Costs			-17.50%			41.4%	-25.3%	2.0%	2.0%	2.0%
Internal Recoveries	(244,140)	(244,140)	-	-	-	-	-	-	-	-
TOTAL COSTS LESS INTERNAL RECOVERIES	**441,943**	**338,083**	**566,024**	**144,300**	**259,700**	**970,024**	**724,702**	**739,381**	**754,373**	**769,684**
SOURCES OF FUNDING										
Transfer from Internal Reserve Account	(127,000)	(24,000)	-	-	(276,900)	(276,900)	(10,000)	-	-	-
Other Income	-	(17,890)	-	-	-	-	-	-	-	-
TOTAL REVENUE	**(127,000)**	**(41,890)**	**-**	**-**	**(276,900)**	**(276,900)**	**(10,000)**	**-**	**-**	**-**
NET COSTS	**314,943**	**296,193**	**566,024**	**144,300**	**(17,200)**	**693,124**	**714,702**	**739,381**	**754,373**	**769,684**
*Percentage Increase over prior year Net Costs			79.7%			120.1%	3.1%	3.5%	2.0%	2.0%
AUTHORIZED POSITIONS:										
Salaried	3.0	3.0	3.0	1.0	-	4.0	4.0	4.0	4.0	4.0

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No. 1.027 First Nations Relations	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE							
Buildings	$0	$0	$0	$0	$0	$0	$0
Equipment	$0	$1,033	$3,631	$1,565	$0	$1,033	$7,262
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	**$1,033**	**$3,631**	**$1,565**	**$0**	**$1,033**	**$7,262**
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	$1,033	$3,631	$1,565	$0	$1,033	$7,262
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	**$1,033**	**$3,631**	**$1,565**	**$0**	**$1,033**	**$7,262**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: **1.027**

Service Name: **First Nations Relations**

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
22-01	Replacement	Computer Equipment Replacement	Computer Equipment Replacement	$1,033	E	ERF	$0	$1,033	$0	$0	$0	$0	$1,033
23-01	Replacement	Computer Equipment Replacement	Computer Equipment Replacement	$3,631	E	ERF	$0	$0	$3,631	$0	$0	$0	$3,631
24-01	Replacement	Computer Equipment Replacement	Computer Equipment Replacement	$1,565	E	ERF	$0	$0	$0	$1,565	$0	$0	$1,565
26-01	Replacement	Computer Equipment Replacement	Computer Equipment Replacement	$1,033	E	ERF	$0	$0	$0	$0	$0	$1,033	$1,033
			GRAND TOTAL	**$7,262**			**$0**	**$1,033**	**$3,631**	**$1,565**	**$0**	**$1,033**	**$7,262**

Reserve Schedule

Reserve Fund: 1.027 FIRST NATIONS RELATIONS

Reserve Cash Flow

Fund: 1022 Fund Center: 102157 ERF Group: INTGOV.ERF	**Actuals**	**Budget**				
	2021	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	4,325	4,353	5,320	3,689	4,124	6,124
Actual Purchases	-	-	-	-	-	-
Planned Purchases (Based on Capital Plan)	-	(1,033)	(3,631)	(1,565)	-	(1,033)
Transfer from Operating Budget	-	2,000	2,000	2,000	2,000	2,000
Interest Income	28	-	-	-	-	-
Ending Balance $	**4,353**	**5,320**	**3,689**	**4,124**	**6,124**	**7,091**

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Victoria Family Court Committee

FINAL BUDGET

MARCH 2022

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. The electoral areas of Salt Spring Island and Southern Gulf Islands are not participants in this service.

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:

Service: 1.126 Vic Family Court & Youth Justice Committee **Committee: Planning and Protective Services**

Member Municipality	ASSESSMENTS 2021 Previous Yr (50%) Converted	Previous Year Actual	2021 (50%) Census Populations	
City of Colwood	522,210,174	4,768,669,615	18,961	4.19%
City of Victoria	4,028,366,938	30,648,677,888	91,867	25.41%
District of Central Saanich	682,091,870	5,678,630,043	17,385	4.53%
District of Highlands	93,126,687	827,588,306	2,482	0.63%
District of Langford	1,439,488,822	11,871,422,812	46,584	10.82%
District of Metchosin	152,964,252	1,496,710,894	5,067	1.17%
District of North Saanich	633,855,362	5,760,450,825	12,235	3.72%
District of Saanich	4,032,489,613	36,475,617,059	117,735	28.70%
District of Sooke	382,206,437	3,524,216,633	15,086	3.22%
District of Oak Bay	976,933,117	9,480,747,659	17,990	5.62%
Town of Sidney	551,412,679	4,630,400,405	12,318	3.45%
Town of View Royal	364,952,707	3,193,922,057	11,575	2.71%
Township of Esquimalt	494,698,049	4,348,601,306	17,533	3.91%
Subtotal	**14,354,796,707**	**122,705,655,502**	**386,818**	**98.08%**
Electoral Area				
Juan de Fuca EA	258,067,513	2,197,265,549	5,531	1.58%
Subtotal	**258,067,513**	**2,197,265,549**	**5,531**	**1.58%**
First Nations Taxation				
Songhees	29,701,753	260,577,100	1,839	0.33%
Subtotal	**29,701,753**	**260,577,100**	**1,839**	**0.33%**
TOTAL	**14,642,565,973**	**125,163,498,151**	**394,188**	**100.00%**

1.126 Vic Family Court &Youth Justice Committee	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Internal Allocation	268	268	318	-	-	318	324	331	338	344
Third Party Payments	15,636	15,636	15,717	-	-	15,717	15,549	15,542	15,535	15,529
TOTAL OPERATING COSTS	**15,904**	**15,904**	**16,035**	**-**	**-**	**16,035**	**15,873**	**15,873**	**15,873**	**15,873**
*Percentage Increase		0.0%	0.82%			0.82%	-1.0%	0.0%	0.0%	0.0%
FUNDING SOURCES (REVENUE)										
Estimated balance C/F from current to Next year	-	-	-	-	-	-	-	-	-	-
Balance C/F from Prior to Current year	(31)	(31)	(157)	-	-	(157)	-	-	-	-
Grants in Lieu of Taxes	(873)	(873)	(878)	-	-	(878)	(873)	(873)	(873)	(873)
TOTAL REVENUE	(904)	(904)	(1,035)	-	-	(1,035)	(873)	(873)	(873)	(873)
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

2022 BUDGET

Greater Victoria Police Victims Services

FINAL BUDGET

MARCH 2022

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 of $170,000) 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:

Service: 1.128 Greater Victoria Police Victims Services **Committee: Planning and Protective Services**

Member Municipality	ASSESSMENTS 2021 Converted		ASSESSMENTS 2021 Actual	ASSESSMENTS 2022 Converted		ASSESSMENTS 2022 Actual
City of Colwood	522,210,174	3.89%	4,768,669,615	676,387,481	4.21%	6,204,372,115
City of Victoria	4,028,366,938	29.98%	30,648,677,888	4,562,581,324	28.41%	35,387,278,281
District of Central Saanich	682,091,870	5.08%	5,678,630,043	821,112,902	5.11%	6,951,449,149
Township of Esquimalt	494,698,049	3.68%	4,348,601,306	592,077,215	3.69%	5,261,465,156
District of Langford	1,439,488,822	10.71%	11,871,422,812	1,807,943,089	11.26%	15,212,962,883
District of Saanich	4,032,489,613	30.01%	36,475,617,059	4,885,131,652	30.42%	44,689,586,842
District of Oak Bay	976,933,117	7.27%	9,480,747,659	1,171,428,027	7.29%	11,409,270,209
District of Metchosin	152,964,252	1.14%	1,496,710,894	203,434,625	1.27%	1,999,212,193
Town of Sidney	551,412,679	4.10%	4,630,400,405	656,173,316	4.09%	5,596,917,473
Town of View Royal	364,952,707	2.72%	3,193,922,057	443,000,748	2.76%	3,948,572,659
District of Highland	93,126,687	0.69%	827,588,306	120,325,439	0.75%	1,108,603,814
Subtotal	**13,338,734,908**	**99.28%**	**113,420,988,044**	**15,939,595,818**	**99.25%**	**137,769,690,774**
Electoral Area						
JDF - Langford - R(761) ESA # 36	1,040,587	0.01%	3,445,300	605,052	0.00%	2,197,700
JDF - Langford - R(762) ESA # 36	14,752,301	0.11%	145,027,022	18,322,545	0.11%	181,528,240
JDF - Langford - R(763) ESA # 36	20,701,375	0.15%	206,328,500	27,372,350	0.17%	273,023,000
Subtotal	**36,494,263**	**0.27%**	**354,800,822**	**46,299,947**	**0.29%**	**456,748,940**
First Nations Taxation						
Songhees	29,701,753	0.22%	260,577,100	37,506,403	0.23%	336,309,800
Tsawout	30,014,150	0.22%	258,759,300	37,233,100	0.23%	345,904,400
Subtotal	**59,715,903**	**0.44%**	**519,336,400**	**74,739,503**	**0.47%**	**682,214,200**
TOTAL	**13,434,945,074**	**100.00%**	**114,295,125,266**	**16,060,635,268**	**100.00%**	**138,908,653,914**

1.128 Greater Victoria Police Victims Services	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Internal Allocation	5,401	5,401	5,850	-	-	5,850	5,967	6,086	6,208	6,332
Third Party Payments	286,800	286,800	292,500	-	-	292,500	298,350	304,317	310,403	316,611
Interest Charge	285	1,000	1,599	-	-	1,599	750	750	750	750
TOTAL OPERATING COSTS	**292,486**	**293,201**	**299,949**	**-**	**-**	**299,949**	**305,067**	**311,153**	**317,361**	**323,693**
*Percentage Increase		0.2%	2.55%			2.55%	1.7%	2.0%	2.0%	2.0%
FUNDING SOURCES (REVENUE)										
Estimated balance C/F from current to Next year	-	(715)	-	-	-	-	-	-	-	-
Balance C/F from Prior to Current year	76	76	602	-	-	602	-	-	-	-
Grants in Lieu	(14,622)	(14,622)	(15,358)	-	-	(15,358)	(14,622)	(14,622)	(14,622)	(14,622)
Interest Income	(110)	(110)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(14,656)	(15,371)	(14,756)	-	-	(14,756)	(14,622)	(14,622)	(14,622)	(14,622)
REQUISITION	**(277,830)**	**(277,830)**	**(285,193)**	**-**	**-**	**(285,193)**	**(290,445)**	**(296,531)**	**(302,739)**	**(309,071)**
*Percentage Increase		0.0%	2.65%			2.65%	1.8%	2.1%	2.1%	2.1%

CAPITAL REGIONAL DISTRICT

2022 BUDGET

FINANCE & TECHNOLOGY

FINAL BUDGET

MARCH 2022

FINAL BUDGET
March 16, 2022
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CAPITAL REGIONAL DISTRICT

2022 BUDGET

Finance

FINAL BUDGET

MARCH 2022

Service: 1.017 Finance **Committee: Governance & Finance**

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 and the Songhees and Tsawout Bands

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance & Finance

FUNDING:

Requisition and internal recoveries

1.017 - FINANCE	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023	2024	2025	2026
OPERATING COSTS:										
Salaries and Wages	5,292,921	4,928,592	5,465,339	520,266	-	5,985,605	6,358,959	6,375,228	6,512,333	6,652,377
Allocations	247,653	260,653	289,116	-	-	289,116	288,888	294,311	299,853	305,518
Auditing Expense	61,020	75,000	79,000	-	-	79,000	80,580	82,190	83,830	85,510
Contract for Services	170,180	115,000	179,180	-	90,000	269,180	180,660	199,170	217,710	80,280
Consulting	-	-	-	-	-	-	-	-	-	-
Postage & Freight	234,670	233,060	239,360	-	-	239,360	244,150	249,030	254,010	259,090
Supplies	118,880	113,595	121,260	14,100	14,100	149,460	142,140	142,670	145,530	148,440
Other Operating Expenses	257,490	169,395	241,770	19,035	5,640	266,445	266,190	271,680	277,280	282,980
TOTAL OPERATING COSTS	**6,382,814**	**5,895,295**	**6,615,025**	**553,401**	**109,740**	**7,278,166**	**7,561,567**	**7,614,279**	**7,790,546**	**7,814,195**
*Percentage Increase over prior year			3.6%			14.0%	3.9%	0.7%	2.3%	0.3%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	15,000	15,000	35,000	-	-	35,000	40,000	40,000	40,000	40,000
Transfer to General Capital Fund	125,000	500,000	-	-	-	-	100,000	100,000	100,000	100,000
TOTAL CAPITAL / RESERVES	**140,000**	**515,000**	**35,000**	**-**	**-**	**35,000**	**140,000**	**140,000**	**140,000**	**140,000**
TOTAL COSTS	**6,522,814**	**6,410,295**	**6,650,025**	**553,401**	**109,740**	**7,313,166**	**7,701,567**	**7,754,279**	**7,930,546**	**7,954,195**
			2.0%			12.1%	5.3%	0.7%	2.3%	0.3%
REVENUE										
US Bank Rebate	(57,000)	(56,866)	(58,140)	-	-	(58,140)	(59,300)	(60,490)	(61,700)	(62,930)
Provincial Grants	(60,000)	(60,000)	(60,000)	-	-	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)
Sales of Services	(214,000)	(214,000)	(218,280)	-	-	(218,280)	(222,650)	(227,110)	(231,650)	(236,280)
Other	(84,540)	(84,559)	(85,023)	-	-	(85,023)	(84,958)	(86,783)	(88,644)	(90,542)
Allocation Recoveries	(100,000)	(100,000)	(102,000)	-	-	(102,000)	(104,040)	(106,120)	(108,240)	(110,400)
Transfer from Reserve	(140,000)	(40,000)	-	-	(90,000)	(90,000)	(124,650)	(127,330)	-	-
TOTAL REVENUES	**(655,540)**	**(555,425)**	**(523,443)**	**-**	**(90,000)**	**(613,443)**	**(655,598)**	**(667,833)**	**(550,234)**	**(560,152)**
NET COSTS	**5,867,274**	**5,854,870**	**6,126,582**	**553,401**	**19,740**	**6,699,723**	**7,045,969**	**7,086,446**	**7,380,312**	**7,394,043**
*Percentage increase over prior year Net Costs			4.4%			14.2%	5.2%	0.6%	4.1%	0.2%
AUTHORIZED POSITIONS:										
Salaried	42.7	42.7	42.7	7.05	-	49.75	49.95	49.95	49.95	49.95
Term	-	-	-	-	-	-	1.00	1.00	-	-

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.017 Finance		Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE									
Buildings		B	$0	$0	$0	$0	$0	$0	$0
Equipment		E	$100,000	$315,557	$237,421	$155,949	$22,386	$15,557	$746,870
Land		L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures		S	$0	$0	$0	$0	$0	$0	$0
Vehicles		V	$0	$0	$0	$0	$0	$0	$0
			$100,000	**$315,557**	**$237,421**	**$155,949**	**$22,386**	**$15,557**	**$746,870**
SOURCE OF FUNDS									
Capital Funds on Hand		Cap	$100,000	$300,000	$200,000	$100,000	$0	$0	$600,000
Debenture Debt (New Debt Only)		Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund		ERF	$0	$15,557	$37,421	$55,949	$22,386	$15,557	$146,870
Grants (Federal, Provincial)		Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding		Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund		Res	$0	$0	$0	$0	$0	$0	$0
			$100,000	**$315,557**	**$237,421**	**$155,949**	**$22,386**	**$15,557**	**$746,870**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: **1.017**

Service Name: **Finance**

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
22-01	Replacement	Computer	Computer and Office Equipment Replacement	$15,557	E	ERF	$0	$15,557	$0	$0	$0	$0	$15,557
23-01	Replacement	Computer	Computer and Office Equipment Replacement	$37,421	E	ERF	$0	$0	$37,421	$0	$0	$0	$37,421
24-01	Replacement	Computer	Computer and Office Equipment Replacement	$55,949	E	ERF	$0	$0	$0	$55,949	$0	$0	$55,949
25-01	Replacement	Computer	Computer and Office Equipment Replacement	$22,386	E	ERF	$0	$0	$0	$0	$22,386	$0	$22,386
26-01	Replacement	Computer	Computer and Office Equipment Replacement	$15,557	E	ERF	$0	$0	$0	$0	$0	$15,557	$15,557
21-01	New	Enterprise Asset Management	SAP Software & Hardware costs for IBC 15b-2 "Asset Management and Risk Analysis"	$625,000	E	Cap	$100,000	$300,000	$200,000	$100,000	$0	$0	$600,000
													$0
													$0
													$0
													$0
													$0
			GRAND TOTAL	**$771,870**			**$100,000**	**$315,557**	**$237,421**	**$155,949**	**$22,386**	**$15,557**	**$746,870**

Reserve Schedule

Reserve Fund: 1.017 Finance

Reserve Cash Flow

Fund: 1022 Fund Center: 101420 ERF Group: FIN.ERF	**Actuals**	**Budget**				
	2021	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	156,390	113,138	132,581	135,160	119,211	136,825
Actual Purchases	(59,062)	-	-	-		
Planned Purchases (Based on Capital Plan)	-	(15,557)	(37,421)	(55,949)	(22,386)	(15,557)
Transfer from Operating Budget	15,000	35,000	40,000	40,000	40,000	40,000
Interest Income	810	-	-	-	-	-
Ending Balance $	**113,138**	**132,581**	**135,160**	**119,211**	**136,825**	**161,268**

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 Budget

Regional Grants in Aid

FINAL BUDGET

MARCH 2022

Service: 1.112 Regional Grant in Aid **Committee: Governance & 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:

N/A

MAXIMUM CAPITAL DEBT:

Nil

COMMISSION:

1.112 - Regional Grants in Aid	2021		BUDGET REQUEST 2022				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
OPERATING COSTS										
Grants in Aid	1,457,513	-	1,477,358	-	-	1,477,358	-	-	-	-
TOTAL OPERATING COSTS	**1,457,513**	**-**	**1,477,358**	**-**	**-**	**1,477,358**	**-**	**-**	**-**	**-**
*Percentage Increase over prior year						1.4%	0.0%	0.0%	0.0%	0.0%
FUNDING SOURCES (REVENUE)										
Estimated Balance c/fwd from 2021 to 2022	-	1,457,358	(1,457,358)	-	-	-	-	-	-	-
Balance c/fwd from 2020 to 2021	(1,435,513)	(1,435,513)	-	-	-	(1,457,358)	-	-	-	-
Interest Income	(22,000)	(21,845)	(20,000)	-	-	(20,000)	-	-	-	-
TOTAL REVENUE	(1,457,513)	-	(1,477,358)	-	-	(1,477,358)	-	-	-	-
REQUISITION	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
*Percentage increase over prior year Requisition						0.0%	0.0%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Information Technology

FINAL BUDGET

MARCH 2022

Service: 1.022 Information Technology **Committee: Governance & Finance**

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 and the Songhees and Tsawout Bands

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Governance & Finance

FUNDING:

Requisition and internal recoveries

1.022 INFORMATION TECHNOLOGY	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023	2024	2025	2026
OPERATING COSTS:										
Salaries and Wages	4,588,995	3,802,836	5,081,057	932,221	-	6,013,278	7,087,036	7,239,425	6,853,142	7,000,450
Allocations	231,729	231,729	339,040	-	-	339,040	341,711	348,084	354,593	361,240
Consulting	44,940	80,600	45,470	-	-	45,470	46,380	47,300	48,240	49,210
Contract for Services	510,870	634,350	527,180	-	25,000	552,180	707,720	701,470	565,500	576,820
Software Licenses & Computer Mtce	1,051,070	1,075,270	1,089,180	578,185	47,800	1,715,165	1,830,670	1,859,580	1,881,470	1,919,110
Other Operating Expenses	336,430	398,880	378,690	61,369	149,156	589,215	537,295	484,006	482,000	491,960
TOTAL OPERATING COSTS	**6,764,034**	**6,223,665**	**7,460,617**	**1,571,775**	**221,956**	**9,254,348**	**10,550,812**	**10,679,865**	**10,184,945**	**10,398,790**
*Percentage Increase over prior year			10.3%			36.8%	14.0%	1.2%	-4.6%	2.1%
CAPITAL / RESERVE										
Transfer to General Capital Fund	335,140	860,140	343,840	-	-	343,840	1,252,720	1,961,770	1,471,010	481,010
Transfer to Equipment Replacement Fund	100,140	100,140	107,890	4,000	-	111,890	114,130	116,410	118,750	121,120
TOTAL CAPITAL / RESERVES	**435,280**	**960,280**	**451,730**	**4,000**	**-**	**455,730**	**1,366,850**	**2,078,180**	**1,589,760**	**602,130**
TOTAL COSTS	**7,199,314**	**7,183,945**	**7,912,347**	**1,575,775**	**221,956**	**9,710,078**	**11,917,662**	**12,758,045**	**11,774,705**	**11,000,920**
*Percentage increase over prior year Total Costs			9.9%			34.9%	22.7%	7.1%	-7.7%	-6.6%
Funding from Internal Reserves	-	-	-	(236,100)	(175,600)	(411,700)	(780,876)	(684,572)	-	-
TOTAL COSTS LESS INTERNAL RECOVERIES	**7,199,314**	**7,183,945**	**7,912,347**	**1,339,675**	**46,356**	**9,298,378**	**11,136,786**	**12,073,473**	**11,774,705**	**11,000,920**
Service Fees	(40,000)	(45,000)	(40,000)	-	-	(40,000)	(40,000)	(40,000)	(40,000)	(40,000)
TOTAL REVENUES	**(40,000)**	**(45,000)**	**(40,000)**	**-**	**-**	**(40,000)**	**(40,000)**	**(40,000)**	**(40,000)**	**(40,000)**
NET COSTS	**7,159,314**	**7,138,945**	**7,872,347**	**1,339,675**	**46,356**	**9,258,378**	**11,096,786**	**12,033,473**	**11,734,705**	**10,960,920**
*Percentage increase over prior year Net Costs			10.0%			29.3%	19.9%	8.4%	-2.5%	-6.6%
AUTHORIZED POSITIONS:										
Salaried	39.0	39.0	39.0	9.3	-	48.3	49.3	49.3	49.3	49.3
Term	-	-	-	-	-	-	3.0	3.0	-	-

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.022 Information Technology		Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE									
Buildings		B	$0	$0	$0	$0	$0	$0	$0
Equipment		E	$375,000	$599,446	$1,295,136	$1,708,084	$2,019,272	$1,751,746	$7,373,684
Land		L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures		S	$0	$0	$0	$0	$0	$0	$0
Vehicles		V	$0	$80,000	$0	$0	$0	$0	$80,000
			$375,000	**$679,446**	**$1,295,136**	**$1,708,084**	**$2,019,272**	**$1,751,746**	**$7,453,684**
SOURCE OF FUNDS									
Capital Funds on Hand		Cap	$375,000	$574,000	$1,281,000	$1,661,000	$1,989,000	$1,704,000	$7,209,000
Debenture Debt (New Debt Only)		Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund		ERF	$0	$105,446	$14,136	$47,084	$30,272	$47,746	$244,684
Grants (Federal, Provincial)		Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding		Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund		Res	$0	$0	$0	$0	$0	$0	$0
			$375,000	**$679,446**	**$1,295,136**	**$1,708,084**	**$2,019,272**	**$1,751,746**	**$7,453,684**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.022

Service Name: Information Technology

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
21-01	Replacement	Data Centre Replacements	Corporate Firewall	$68,000	E	CAP	$0	$0	$0	$100,000	$0	$0	$100,000
19-04	Replacement	Data Centre Replacements	Additional Storage	$455,000	E	CAP	$0	$40,000	$20,000	$300,000	$25,000	$0	$385,000
18-06	Replacement	Data Centre Replacements	Replace Backup	$100,000	E	CAP	$0	$0	$50,000	$0	$75,000	$0	$125,000
18-07	Replacement	Data Centre Replacements	Server Replacements	$285,000	E	CAP	$0	$125,000	$75,000	$50,000	$50,000	$0	$300,000
19-05	Replacement	Data Centre Replacements	Router & Switch Network Data Centre	$114,000	E	CAP	$0	$54,000	$20,000	$20,000	$15,000	$0	$109,000
19-06	Replacement	Data Centre Replacements	Wi-Fi Network System	$150,000	E	CAP	$0	$50,000	$0	$50,000	$0	$0	$100,000
22-01	Replacement	Data Centre Replacements	SPAM Email Appliance	$40,000	E	CAP	$0	$40,000	$0	$0	$30,000	$0	$70,000
20-02	Replacement	Data Centre Replacements	Vitual Server Hosts	$345,000	E	CAP	$0	$150,000	$40,000	$40,000	$25,000	$0	$255,000
20-03	Replacement	Data Centre Replacements	Application Load Balancer	$60,000	E	CAP	$0	$0	$0	$50,000	$0	$0	$50,000
20-04	Replacement	Data Centre Replacements	Network Data/Voice Switches (Fisgard)	$305,000	E	CAP	$0	$50,000	$65,000	$35,000	$20,000	$0	$170,000
20-05	Replacement	Data Centre Replacements	uninterruptible power supply	$82,000	E	CAP	$0	$30,000	$0	$50,000	$0	$0	$80,000
20-06	Replacement	Data Centre Replacements	Fisgard Phone System	$40,000	E	CAP	$0	$10,000	$20,000	$0	$20,000	$0	$50,000
20-07	Replacement	Meeting Room Equipment Replacement	Replacement of A/V technology components	$81,250	E	ERF	$0	$12,350	$4,650	$19,600	$25,000	$34,650	$96,250
17-01	Replacement	SAP	Business Warehouse	$75,000	E	CAP	$0	$25,000	$25,000	$0	$25,000	$0	$75,000
18-01	Replacement	SAP	SAP Migration from ECC to S4	$5,340,000	E	CAP	$375,000	$0	$966,000	$966,000	$1,704,000	$1,704,000	$5,340,000
18-04	Replacement	SAP	S4 HANA Business Suite	$0	E	CAP	$0	$0	$0	$0	$0	$0	$0
22-01	Replacement	Computer Equipment	Staff Computer Equipment Replacements	$13,096	E	ERF	$0	$13,096	$0	$0	$0	$0	$13,096
23-01	Replacement	Computer Equipment	Staff Computer Equipment Replacements	$9,486	E	ERF	$0	$0	$9,486	$0	$0	$0	$9,486
24-01	Replacement	Computer Equipment	Staff Computer Equipment Replacements	$27,484	E	ERF	$0	$0	$0	$27,484	$0	$0	$27,484

Service #: 1.022

Service Name: Information Technology

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
25-01	Replacement	Computer Equipment	Staff Computer Equipment Replacements	$5,272	E	ERF	$0	$0	$0	$0	$5,272	$0	$5,272
26-01	Replacement	Computer Equipment	Staff Computer Equipment Replacements	$13,096	E	ERF	$0	$0	$0	$0	$0	$13,096	$13,096
22-01	Replacement	Truck	Replace fully depreciated truck	$80,000	V	ERF	$0	$80,000	$0	$0	$0	$0	$80,000
													$0
													$0
													$0
													$0
													$0
													$0
													$0
													$0
			GRAND TOTAL	**$7,620,684**			**$375,000**	**$679,446**	**$1,295,136**	**$1,708,084**	**$2,019,272**	**$1,751,746**	**$7,453,684**

Reserve Schedule

Reserve Fund: 1.022 Information Technology

Reserve Cash Flow

Fund: 1022 Fund Center: 101421 ERF Group: INFOTECH.ERF (ITG.ERF)	**Actual**	**Budget**				
	2021	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	149,485	300,116	318,910	423,554	512,480	625,958
Actual Purchases	(44,365)					
Planned Purchases (Based on Capital Plan)	-	(93,096)	(9,486)	(27,484)	(5,272)	(13,096)
Transfer from Operating Budget	193,847	111,890	114,130	116,410	118,750	121,120
Interest Income	1,149	-	-	-	-	-
Ending Balance $	**300,116**	**318,910**	**423,554**	**512,480**	**625,958**	**733,982**

Assumptions/Background:

Planned purchases include computer equipment replacements for staff (2022-2026) and purchase of second department truck in 2022.

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.

Reserve Cash Flow

Fund: 1022 Fund Center: 102217 ERF Group: ITMTGROOM.ERF (ITG.ERF)	**Actual**	**Budget**				
	2021	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	49,521	62,214	69,864	85,214	85,614	77,614
Actual Purchases	(7,661)	-	-	-	-	-
Planned Purchases (Based on Capital Plan)	-	(12,350)	(4,650)	(19,600)	(25,000)	(34,650)
Transfer from Operating Budget	20,000	20,000	20,000	20,000	17,000	17,000
Interest Income	354	-	-	-	-	-
Ending Balance $	**62,214**	**69,864**	**85,214**	**85,614**	**77,614**	**59,964**

Assumptions/Background:

Replacement of meeting room audio/video components.

CAPITAL REGIONAL DISTRICT

2022 BUDGET

GIS Information Systems

FINAL BUDGET

MARCH 2022

Service: 1.101 GIS Information Systems **Committee: Governance & Finance**

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 CRD departments, municipalities and Electoral Areas.

MAXIMUM LEVY:

No limit

MAXIMUM CAPITAL DEBT:

Nil

COMMITTEE:

Governance & Finance

FUNDING:

Requisition and internal recoveries.

1.101 GIS INFORMATION SYSTEMS	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023	2024	2025	2026
OPERATING COSTS:										
Salaries and Wages	375,324	391,300	378,810	-	-	378,810	386,964	395,302	403,818	412,515
Allocations	9,529	9,529	11,223	-	-	11,223	11,448	11,677	11,911	12,149
Data Processing Services	93,110	85,000	94,970	-	-	94,970	96,870	98,810	100,790	102,810
Supplies	44,020	45,660	44,900	-	-	44,900	45,800	46,710	47,640	48,580
Other Operating Expenses	14,330	10,980	14,550	-	-	14,550	14,850	15,160	15,470	15,790
TOTAL OPERATING COSTS	**536,313**	**542,469**	**544,453**	**-**	**-**	**544,453**	**555,932**	**567,659**	**579,629**	**591,844**
*Percentage Increase over prior year			1.5%			1.5%	2.1%	2.1%	2.1%	2.1%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	23,030	23,030	23,490	-	-	23,490	23,960	24,440	24,930	25,430
Transfer to Operating Reserve Fund	-	1,231	-	50,000	-	50,000	50,000	50,000	50,000	50,000
TOTAL CAPITAL / RESERVES	23,030	24,261	23,490	50,000	-	73,490	73,960	74,440	74,930	75,430
TOTAL COSTS	**559,343**	**566,730**	**567,943**	**50,000**	**-**	**617,943**	**629,892**	**642,099**	**654,559**	**667,274**
						10.5%	1.9%	1.9%	1.9%	1.9%
Internal Recoveries	(491,222)	(491,222)	(494,422)	-	-	(494,422)	(504,310)	(514,396)	(524,684)	(535,178)
TOTAL COSTS LESS INTERNAL RECOVERIES	**68,121**	**75,508**	**73,521**	**50,000**	-	**123,521**	**125,582**	**127,703**	**129,875**	**132,096**
SOURCES OF FUNDING										
PILT Revenue	(3,220)	(3,220)	(3,368)	-	-	(3,368)	(3,440)	(3,510)	(3,580)	(3,650)
TOTAL REVENUE	(3,220)	(3,220)	(3,368)	-	-	(3,368)	(3,440)	(3,510)	(3,580)	(3,650)
REQUISITION	**(64,901)**	**(72,288)**	**(70,153)**	**(50,000)**	**-**	**(120,153)**	**(122,142)**	**(124,193)**	**(126,295)**	**(128,446)**
*Percentage increase over prior year requisition			8.1%			85.1%	1.7%	1.7%	1.7%	1.7%
AUTHORIZED POSITIONS:										
Salaried	3.0	3.0	3.0	-	-	3.0	3.0	3.0	3.0	3.0

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Geo-Spatial Referencing

FINAL BUDGET

MARCH 2022

Service: 1.335 Geo-Spatial Referencing **Committee: Governance & Finance**

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 & Finance

FUNDING:

Requisition

AUTHORITY:

General Services under the Municipal Act.

1.335 GEOSPATIAL REFERENCING	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023	2024	2025	2026
OPERATING COSTS:										
Allocations	32,823	32,823	24,145	-	-	24,145	24,627	25,120	25,622	26,135
Contract for Services	21,280	10,000	21,280	-	-	21,280	21,710	22,140	22,580	23,030
Consulting	14,270	5,000	14,270	-	-	14,270	14,560	14,850	15,150	15,450
Facilities Rental	14,650	9,000	14,940	-	-	14,940	15,240	15,540	15,850	16,170
Software Licenses & Fees	20,600	20,600	22,400	-	-	22,400	22,850	23,310	23,770	24,250
Other Operating Expenses	17,100	8,890	17,460	-	-	17,460	17,820	18,190	18,570	18,960
TOTAL OPERATING COSTS	**120,723**	**86,313**	**114,495**	**-**	**-**	**114,495**	**116,807**	**119,150**	**121,542**	**123,995**
*Percentage Increase over prior year			-5.2%			-5.2%	2.0%	2.0%	2.0%	2.0%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	58,876	58,876	60,050	-	-	60,050	61,250	62,480	63,730	65,000
TOTAL CAPITAL / RESERVES	58,876	58,876	60,050	-	-	60,050	61,250	62,480	63,730	65,000
TOTAL COSTS	**179,599**	**145,189**	**174,545**	**-**	**-**	**174,545**	**178,057**	**181,630**	**185,272**	**188,995**
						-2.8%	2.0%	2.0%	2.0%	2.0%
SOURCES OF FUNDING										
PILT Revenue	(8,248)	(8,248)	(8,558)	-	-	(8,558)	(8,730)	(8,910)	(9,090)	(9,270)
Sale of Services	(7,970)	(9,600)	(8,130)	-	-	(8,130)	(8,290)	(8,460)	(8,630)	(8,800)
Interest Income	(150)	(400)	(150)	-	-	(150)	(150)	(150)	(150)	(150)
TOTAL REVENUE	**(16,368)**	**(18,248)**	**(16,838)**	**-**	**-**	**(16,838)**	**(17,170)**	**(17,520)**	**(17,870)**	**(18,220)**
REQUISITION	**(163,231)**	**(126,941)**	**(157,707)**	**-**	**-**	**(157,707)**	**(160,887)**	**(164,110)**	**(167,402)**	**(170,775)**
*Percentage increase over prior year requisition			-3.4%			-3.4%	2.0%	2.0%	2.0%	2.0%
	-	-	-	-	-	-	-	-	-	-

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.335 Geo-Spatial Referencing		Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE									
Buildings		B	$0	$0	$0	$0	$0	$0	$0
Equipment		E	$40,000	$70,000	$45,000	$40,000	$0	$0	$155,000
Land		L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures		S	$0	$0	$0	$0	$0	$0	$0
Vehicles		V	$0	$0	$0	$0	$0	$0	$0
			$40,000	**$70,000**	**$45,000**	**$40,000**	**$0**	**$0**	**$155,000**
SOURCE OF FUNDS									
Capital Funds on Hand		Cap	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)		Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund		ERF	$40,000	$70,000	$45,000	$40,000	$0	$0	$155,000
Grants (Federal, Provincial)		Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding		Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund		Res	$0	$0	$0	$0	$0	$0	$0
			$40,000	**$70,000**	**$45,000**	**$40,000**	**$0**	**$0**	**$155,000**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.335

Service Name: Geo-Spatial Referencing

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
17-01	Replacement	RTK Monitor Computers	RTK Monitor Computers	$30,000	E	ERF	$0	$30,000	$0	$0	$0	$0	$30,000
18-01	Replacement	Data Radio Backhaul H/Ware	Data Radio Backhaul H/Ware	$40,000	E	ERF	$0	$0	$0	$0	$0	$0	$0
19-01	Replacement	Survey grade rover kit	Survey grade rover kit	$40,000	E	ERF	$40,000	$40,000	$0	$0	$0	$0	$40,000
20-01	Replacement	V10 Rover Receiver	V10 Rover Receiver	$45,000	E	ERF	$0	$0	$45,000	$0	$0	$0	$45,000
22-01	Replacement	4 Net R9 ACP site receivers	4 Net R9 ACP site receivers	$40,000	E	ERF	$0	$0	$0	$40,000	$0	$0	$40,000
													$0
													$0
													$0
			GRAND TOTAL	**$195,000**			**$40,000**	**$70,000**	**$45,000**	**$40,000**	**$0**	**$0**	**$155,000**

Reserve Schedule

Reserve Fund: 1.335 Geospatial

Reserve Cash Flow

Fund: 1022 Fund Center: 101726 ERF Group: GEOSPA.ERF	**Actuals**	**Budget**				
	2021	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	153,572	239,157	229,207	245,457	267,937	331,667
Actual Purchases	-	-	-	-		-
Planned Purchases (Based on Capital Plan)	-	(70,000)	(45,000)	(40,000)	-	-
Transfer from Operating Budget	84,374	60,050	61,250	62,480	63,730	65,000
Interest Income	1,211	-	-	-	-	-
Ending Balance $	**239,157**	**229,207**	**245,457**	**267,937**	**331,667**	**396,667**

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Royal Theatre

FINAL BUDGET

MARCH 2022

Service: 1.290 Royal Theatre **Committee: Administration**

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:

Capital Expenditures	$480,000
Annual Operating Expenditures	$100,000

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 Governance and Finance Committee.

FUNDING:

ROYAL THEATRE	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Third Party Payment	45,773	45,773	42,633	-	-	42,633	40,286	37,832	35,271	32,592
Insurance Costs	32,540	32,540	39,960	-	-	39,960	41,960	44,060	46,260	48,570
Internal Allocation	21,087	21,087	16,807	-	-	16,807	17,154	17,508	17,869	18,238
Operating Cost - Other (Interest)	600	600	600	-	-	600	600	600	600	600
TOTAL OPERATING COSTS	**100,000**	**100,000**	**100,000**	**-**	**-**	**100,000**	**100,000**	**100,000**	**100,000**	**100,000**
*Percentage Increase		0.00%	0.00%			0.00%	0.00%	0.00%	0.00%	0.00%
CAPITAL / RESERVE										
Capital Equipment Purchase	100,000	100,000	102,000	-	-	102,000	101,000	105,000	105,000	105,000
Transfer to Capital Reserve Fund	380,000	380,000	378,000	-	-	378,000	379,000	375,000	375,000	375,000
TOTAL CAPITAL / RESERVES	480,000	480,000	480,000	-	-	480,000	480,000	480,000	480,000	480,000
Debt Charges	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL COSTS	**480,000**	**480,000**	**480,000**	**-**	**-**	**480,000**	**480,000**	**480,000**	**480,000**	**480,000**
FUNDING SOURCES (REVENUE)										
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)**	**(580,000)**	**-**	**-**	**(580,000)**	**(580,000)**	**(580,000)**	**(580,000)**	**(580,000)**
*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 - 2022 to 2026

Service No.	1.290 Royal Theatre		Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE									
Buildings		B	$610,000	$1,755,000	$730,000	$750,000	$1,793,000	$0	$5,028,000
Equipment		E	$0	$26,000	$0	$0	$0	$0	$26,000
Land		L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures		S	$0	$0	$0	$0	$0	$0	$0
Vehicles		V	$0	$0	$0	$0	$0	$0	$0
			$610,000	**$1,781,000**	**$730,000**	**$750,000**	**$1,793,000**	**$0**	**$5,054,000**
SOURCE OF FUNDS									
Capital Funds on Hand		Cap	$125,000	$125,000	$0	$0	$0	$0	$125,000
Debenture Debt (New Debt Only)		Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund		ERF	$0	$0	$0	$0	$0	$0	$0
Grants (Federal, Provincial)		Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding		Other	$485,000	$860,000	$350,000	$375,000	$1,700,000	$0	$3,285,000
Reserve Fund		Res	$0	$796,000	$380,000	$375,000	$93,000	$0	$1,644,000
			$610,000	**$1,781,000**	**$730,000**	**$750,000**	**$1,793,000**	**$0**	**$5,054,000**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.290

Service Name: Royal Theatre

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
20-03	New	Add Balcony & Pit Railings	Add railings to ensure patron safety and comfort	$75,000	B	Cap	$75,000	$75,000	$0	$0	$0	$0	$75,000
21-01	Replacement	HVAC Upgrade	Replace 1994 HVAC main unit in audience chamber.	$500,000	B	Other	$485,000	$485,000	$0	$0	$0	$0	$485,000
21-02	Replacement	Replace House Light System - Phase 2	Replace House Light System with upgraded LED technology	$90,000	B	Cap	$50,000	$50,000	$0	$0	$0	$0	$50,000
21-05	Replacement	Replace Extendable Scissor Lift	Replace existing scissor lift that is past end of life for safety & reliability	$26,000	E	Res	→	$26,000	$0	$0	$0	$0	$26,000
21-06	Renewal	COVID-19 Safety Improvements	Prepare the theatre for opening with COVID-19 safety protocols in place	$86,000	E	Grant		$0	$0	$0	$0	$0	$0
21-12	Renewal	Repair Building Envelope	Repairing building envelope of the 1914 structure.	$2,293,000	B	Res	→	$375,000	$350,000	$375,000	$93,000	$0	$1,193,000
21-12	Renewal	Repair Building Envelope	Repairing building envelope of the 1914 structure.		B	Other		$375,000	$350,000	$375,000	$0	$0	$1,100,000
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	Res	→	$115,000	$0	$0	$0	$0	$115,000
22-01	Replacement	Replace Theatre Doors Phase 2	Replace house doors in balcony and mezzanine with automated soundproof doors	$230,000	B	Res		$230,000	$0	$0	$0	$0	$230,000
22-03	Defer	Emergency Repairs	Unforeseen Emergency Repairs	$50,000	B	Res		$50,000	$0	$0	$0	$0	$50,000
23-01	Study	Study and Plan rebpouring and refinishing of concrete main floor and replacement of seats and aisle lights	Study and Plan rebpouring and refinishing of concrete main floor and replacement of seats and aisle lights	$30,000	B	Res		$0	$30,000	$0	$0	$0	$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	→	$0	$0	$0	$700,000	$0	$700,000
24-02	Replacement	Replace Orchestra Shell	Replace 40 year old orchestra shell	$750,000	B	Other					$750,000	$0	$750,000
25-01	Replacement	Replace Seats and Aisle Lights in balcony	Replace 20 year old seats in balcony	$250,000	B	Other		$0	$0	$0	$250,000	$0	$250,000
													$0
													$0
													$0
													$0
													$0
													$0
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													$0
													$0
													$0
													$0
													$0
													$0
			GRAND TOTAL	**$5,195,000**			**$610,000**	**$1,781,000**	**$730,000**	**$750,000**	**$1,793,000**	**$0**	**$5,054,000**

Service:	1.290	Royal Theatre

Project Number	20-03	**Capital Project Title**	Add Balcony & Pit Railings	**Capital Project Description**	Add railings to ensure patron safety and comfort
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.				

Project Number	21-01	**Capital Project Title**	HVAC Upgrade	**Capital Project Description**	Replace 1994 HVAC main unit in audience chamber.
Project Rationale	Replace main HVAC unit in the audience chamber for audience comfort. Current HVAC unit at end of useful life.				

Project Number	21-02	**Capital Project Title**	Replace House Light System - Phase 2	**Capital Project Description**	Replace House Light System with upgraded LED technology
Project Rationale	Phase 2 will improve illumination in the audience chamber with the installation of new lighting fixtures, in new positions in the ceiling created by architectural intervention. The improved illumination will assist in maintaining appropriate COVID-19 cleaning standards.				

Project Number	21-05	**Capital Project Title**	Replace Extendable Scissor Lift	**Capital Project Description**	Replace existing scissor lift that is past end of life for safety & reliability
Project Rationale	The current scissor lift has reached the end of its useful life as it is 25+ years.				

Project Number	21-12	**Capital Project Title**	Repair Building Envelope	**Capital Project Description**	Repairing building envelope of the 1914 structure.
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				

Project Number	21-13	**Capital Project Title**	Plan, Rebuild and Expand Orchestra Pit	**Capital Project Description**	Plan, Rebuild and expand orchestra Pit to allow increased physical distancing of musicians and performers
Project Rationale	Plan, rebuild and expand orchestra pit to align with professional standards of performing arts organizations.				

Project Number	22-01	**Capital Project Title**	Replace Theatre Doors Phase 2	**Capital Project Description**	Replace house doors in balcony and mezzanine with automated soundproof doors
Project Rationale	Replace house and mezzanine doors with touchless automated soundproof doors.				

Service:	1.290	Royal Theatre

Project Number	Capital Project Title	Capital Project Description
22-03	Emergency Repairs	Unforeseen Emergency Repairs

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

Project Number	Capital Project Title	Capital Project Description
23-01	Study and Plan rebpouring and refinishing of concrete main floor and replacement of seats and aisle lights	Study and Plan rebpouring and refinishing of concrete main floor and replacement of seats and aisle lights

Project Rationale Study to plan the repouring of the concrete main floor and replacement of seats and aisle lights.

Project Number	Capital Project Title	Capital Project Description
24-01	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

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.

Project Number	Capital Project Title	Capital Project Description
24-02	Replace Orchestra Shell	Replace 40 year old orchestra shell

Project Rationale Replace 40 year old inappropriate orchestra shell with custom designed shell for professional symphony orchestra to provide the best quality product for patrons and clients.

Project Number	Capital Project Title	Capital Project Description
25-01	Replace Seats and Aisle Lights in balcony	Replace 20 year old seats 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.

1.290 Royal Theatre
Asset and Reserve Summary
2022 - 2026 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	Actual	Budget				
Projected year end balance	2021	2022	2023	2024	2025	2026
Beginning Balance	1,042,317	867,190	456,190	455,190	455,190	737,190
Planned Capital Expenditure (Based on Capital Plan)	(569,248)	(796,000)	(380,000)	(375,000)	(93,000)	-
Transfer from Operating Budget	380,000	378,000	379,000	375,000	375,000	375,000
Interest Income**	14,122	7,000				
Total projected year end balance	**867,190**	**456,190**	**455,190**	**455,190**	**737,190**	**1,112,190**

** 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

2022 BUDGET

McPherson Theatre

FINAL BUDGET

MARCH 2022

Service: 1.295 McPherson Theatre **Committee: Administration**

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 building is owned by 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 Governance and Finance Committee.

FUNDING:

McPHERSON THEATRE	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Third Party Payments	309,214	309,214	307,893	-	-	307,893	307,046	306,182	305,301	304,401
Internal Allocations	40,486	40,486	41,807	-	-	41,807	42,654	43,518	44,399	45,299
Interest Charge	300	300	300	-	-	300	300	300	300	300
TOTAL OPERATING COSTS	**350,000**	**350,000**	**350,000**	**-**	**-**	**350,000**	**350,000**	**350,000**	**350,000**	**350,000**
*Percentage Increase	0.00%	0.00%	0.00%			0.00%	0.00%	0.00%	0.00%	0.00%
CAPITAL / RESERVE										
Capital Equipment Purchases	92,000	92,000	88,000	-	-	88,000	88,000	90,000	90,000	90,000
Transfer to Reserve Fund	342,851	342,851	348,233	-	-	348,233	346,851	344,851	344,851	344,851
TOTAL CAPITAL / RESERVES	**434,851**	**434,851**	**436,233**	**-**	**-**	**436,233**	**434,851**	**434,851**	**434,851**	**434,851**
TOTAL COSTS	**784,851**	**784,851**	**786,233**	**-**	**-**	**786,233**	**784,851**	**784,851**	**784,851**	**784,851**
FUNDING SOURCES (REVENUE)										
Grants In Lieu of Taxes	(34,851)	(34,851)	(36,233)	-	-	(36,233)	(34,851)	(34,851)	(34,851)	(34,851)
TOTAL REVENUE	(34,851)	(34,851)	(36,233)	-	-	(36,233)	(34,851)	(34,851)	(34,851)	(34,851)
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 - 2022 to 2026

Service No.	1.295 McPherson Theatre	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE								
Buildings	B	$10,000	$2,267,000	$325,000	$300,000	$300,000	$238,000	$3,430,000
Equipment	E	$0	$26,000	$0	$0	$0	$0	$26,000
Land	L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures	S	$0	$0	$0	$0	$0	$0	$0
Vehicles	V	$0	$0	$0	$0	$0	$0	$0
		$10,000	**$2,293,000**	**$325,000**	**$300,000**	**$300,000**	**$238,000**	**$3,456,000**
SOURCE OF FUNDS								
Capital Funds on Hand	Cap	$10,000	$10,000	$0	$0	$0	$0	$10,000
Debenture Debt (New Debt Only)	Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund	ERF	$0	$0	$0	$0	$0	$0	$0
Grants (Federal, Provincial)	Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding	Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund	Res	$0	$2,283,000	$325,000	$300,000	$300,000	$238,000	$3,446,000
		$10,000	**$2,293,000**	**$325,000**	**$300,000**	**$300,000**	**$238,000**	**$3,456,000**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or preliminmary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.295

Service Name: McPherson Theatre

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
18-01	Replacement	Replace Lobby Windows	Replacing the current single pane leaking windows	$350,000	B	Cap		$0	$0	$0	$0	$0	$0
20-05	Study	Railing Study	Study to assess the upgrades to interior railings necessary for health and safety	$20,000	B	Cap	$10,000	$10,000	$0	$0	$0	$0	$10,000
21-04	Replacement	Replace Extendable Scissor Lift	Replace current scissor lift that has reached the end of its useful life.	$26,000	E	Res	→	$26,000	$0	$0	$0	$0	$26,000
21-09	Replacement	Replace and Add FOH Directional Signage	Replace and add directional signage to improve safety, access, audience flow and crowd management.	$20,000	B	Res	→	$20,000	$0	$0	$0	$0	$20,000
21-10	Replacement	Balcony Rail Fabrication and Installation	Install interior railings for patron and staff safety	$25,000	B	Res	→	$25,000	$0	$0	$0	$0	$25,000
21-13	Renewal	Repair Building Envelope and Restore Façade	Repair building envelope and restore façade	$1,163,000	B	Res	→	$0	$325,000	$300,000	$300,000	$238,000	$1,163,000
22-02	New	Add New Storage Closet in Mezzanine	Construct storage closet in mezzanine level	$10,000	B	Res		$10,000	$0	$0	$0	$0	$10,000
22-04	Renewal	Restore Lobby Floor	Restore terrazzo lobby floor	$25,000	B	Res		$25,000	$0	$0	$0	$0	$25,000
22-05	Renewal	Repair East Elevation Wall	Repair east elevation wall	$2,109,000	B	Res		$2,109,000	$0	$0	$0	$0	$2,109,000
22-06	Renewal	Recoating of Fibreglass Façade	Recoating of fibreglass façade	$13,000	B	Res		$13,000	$0	$0	$0	$0	$13,000
22-07	Renewal	Repair Stand-alone canopies	Repair stand-alone canopies	$5,000	B	Res		$5,000	$0	$0	$0	$0	$5,000
22-08	Defer	Emergency Repairs	For Unforeseen Emergency Repairs	$50,000	B	Res		$50,000	$0	$0	$0	$0	$50,000
													$0
													$0
													$0
													$0
													$0
													$0
													$0
													$0
													$0
													$0
													$0
			GRAND TOTAL	**$3,816,000**			**$10,000**	**$2,293,000**	**$325,000**	**$300,000**	**$300,000**	**$238,000**	**$3,456,000**

Service:	1.295	McPherson Theatre

Project Number	18-01	**Capital Project Title**	Replace Lobby Windows	**Capital Project Description**	Replacing the current single pane leaking windows
Project Rationale	Replace the current single pane leaking windows with better more energy efficient windows				

Project Number	20-05	**Capital Project Title**	Railing Study	**Capital Project Description**	Study to assess the upgrades to interior railings necessary for health and safety
Project Rationale	Study to assess the upgrades to interior railings necessary for health and safety				

Project Number	21-04	**Capital Project Title**	Replace Extendable Scissor Lift	**Capital Project Description**	Replace current scissor lift that has reached the end of its useful life.
Project Rationale	Replace existing 25+ year old scissor lift which has reached the end of its useful life.				

Project Number	21-09	**Capital Project Title**	Replace and Add FOH Directional Signage	**Capital Project Description**	Replace and add directional signage to improve safety, access, audience flow and crowd management.
Project Rationale	Replacing and adding directional signage will improve safety, access, audience flow and crowd management.				

Project Number	21-10	**Capital Project Title**	Balcony Rail Fabrication and Installation	**Capital Project Description**	Install interior railings for patron and staff safety
Project Rationale	Install upgrades to interior railings for safety of patrons and staff.				

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	22-02	**Capital Project Title**	Add New Storage Closet in Mezzanine	**Capital Project Description**	Construct storage closet in mezzanine level
Project Rationale	Adding a storage closet between the balcony entrances on the mezzanine level will keep assets secure and maintain clear patron pathways.				

Service: 1.295 McPherson Theatre

Project Number	22-04	**Capital Project Title**	Restore Lobby Floor	**Capital Project Description**	Restore terrazzo lobby floor
Project Rationale	Restoring the lobby terrazzo floor by removing the old product will reduce cleaning and maintenance costs and will improve efficiencies.				

Project Number	22-05	**Capital Project Title**	Repair East Elevation Wall	**Capital Project Description**	Repair east elevation wall
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 the east elevation wall to prevent future water damage to the basement and preserve the structural integrity of the wall.				

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	Flagged as IMMEDIATE priority in McPherson Playhouse – Building Envelope Assessment Report prepared for the CRD Dec. 8, 2020 by Stantec Architecture Ltd. Repairing the stand-alone canopies with the installation of stainless steel wire ropes will improve safety.				

Project Number	22-08	**Capital Project Title**	Emergency Repairs	**Capital Project Description**	For Unforeseen Emergency Repairs
Project Rationale	Capital funds to accommodate any emergency repairs to the building.				

1.295 McPherson Theatre
Asset and Reserve Summary
2022 - 2026 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	Actual	Budget				
Projected year end balance	2021	2022	2023	2024	2025	2026
Beginning Balance	1,857,580	2,210,452	284,303	306,154	351,005	395,856
Planned Capital Expenditure (Based on Capital Plan)	(21,082)	(2,283,000)	(325,000)	(300,000)	(300,000)	(238,000)
Transfer from Operating Budget	343,843	346,851	346,851	344,851	344,851	344,851
Interest Income*	30,111	10,000				
Total projected year end balance	**2,210,452**	**284,303**	**306,154**	**351,005**	**395,856**	**502,707**

* 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.

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Arts Grants and Development

FINAL BUDGET

MARCH 2022

Service: 1.297 Arts Grants and Development **Commission: Arts**

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 their contribution to the quality of life, 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. 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 Committee. Operating grants provide annual, ongoing assistance to larger arts organizations that meet established criteria for artistic, organizational and financial accountability. Project grants support three types of smaller organizations: those that work on a Project-to-Project basis, new and emerging arts organizations, those undertaking special, one-time initiatives or development projects. 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 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:

FUNDING:

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.297 Arts Grants and Development	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE								
Buildings	B	$0	$0	$0	$0	$0	$0	$0
Equipment	E	$0	$1,550	$0	$0	$0	$0	$1,550
Land	L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures	S	$0	$0	$0	$0	$0	$0	$0
Vehicles	V	$0	$0	$0	$0	$0	$0	$0
		$0	**$1,550**	**$0**	**$0**	**$0**	**$0**	**$1,550**
SOURCE OF FUNDS								
Capital Funds on Hand	Cap	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)	Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund	ERF	$0	$1,550	$0	$0	$0	$0	$1,550
Grants (Federal, Provincial)	Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding	Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund	Res	$0	$0	$0	$0	$0	$0	$0
SOURCE OF FUNDS		**$0**	**$1,550**	**$0**	**$0**	**$0**	**$0**	**$1,550**

ARTS GRANTS	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
ARTS GRANTS:										
Operating Grants	2,236,500	2,236,500	2,281,230	-	-	2,281,230	2,326,855	2,373,392	2,420,860	2,469,277
Project Grants	310,000	318,500	310,000	-	-	310,000	316,200	322,524	328,974	335,553
Total Grants Payment	**2,546,500**	**2,555,000**	**2,591,230**	**-**	**-**	2,591,230	**2,643,055**	**2,695,916**	**2,749,834**	**2,804,830**
		0.3%	1.8%			1.8%	2.0%	2.0%	2.0%	2.0%
ADMINISTRATION COSTS:										
Salaries and Wages	296,642	296,642	297,973	-	-	297,973	304,395	310,955	317,656	324,500
Internal Allocations	67,536	67,536	77,473	-	-	77,473	78,825	80,380	81,966	83,584
Insurance Cost	700	700	580	-	-	580	610	640	670	700
Opearting Cost - Other	30,696	25,811	31,400	-	7,746	39,146	32,028	32,668	33,322	33,989
Total Administration Costs	**395,574**	**390,689**	**407,426**	**-**	**7,746**	415,172	**415,858**	**424,643**	**433,614**	**442,773**
		-1.2%	3.0%			5.0%	0.2%	2.1%	2.1%	2.1%
TOTAL OPERATING COSTS	**2,942,074**	**2,945,689**	**2,998,656**	**-**	**7,746**	3,006,402	**3,058,913**	**3,120,559**	**3,183,448**	**3,247,603**
		0.1%	1.9%			2.2%	1.7%	2.0%	2.0%	2.0%
CAPITAL / RESERVE TRANSFER										
Transfer to Operating Reserve Fund	-	20,310	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES TRANSFER	**-**	**20,310**	**-**	**-**		**-**	**-**	**-**	**-**	**-**
Internal Recoveries	(13,552)	(47,432)	(13,614)	-	-	(13,614)	(13,908)	(14,208)	(14,514)	(14,828)
TOTAL COSTS	**2,928,522**	**2,918,567**	**2,985,042**	**-**	**7,746**	**2,992,788**	**3,045,005**	**3,106,351**	**3,168,934**	**3,232,775**
		-0.3%	1.9%			2.2%	1.7%	2.0%	2.0%	2.0%
FUNDING SOURCES (REVENUE)										
Revenue - Other	-	(10,000)	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	(19,955)	-	(25,000)	-	-	(25,000)	-	-	-	-
Payments In Lieu of Taxes	(180,710)	(180,710)	(185,956)	-	-	(185,956)	(180,710)	(180,710)	(180,710)	(180,710)
					-	-				
TOTAL REVENUE	**(200,665)**	**(190,710)**	**(210,956)**	**-**	**-**	(210,956)	**(180,710)**	**(180,710)**	**(180,710)**	**(180,710)**
		-5.0%	5.1%			5.1%	-14.3%	0.0%	0.0%	0.0%
REQUISITION	**(2,727,857)**	**(2,727,857)**	**(2,774,086)**	**-**	**(7,746)**	**(2,781,832)**	**(2,864,295)**	**(2,925,641)**	**(2,988,224)**	**(3,052,065)**
			1.7%			2.0%	3.0%	2.1%	2.1%	2.1%
AUTHORIZED POSITIONS:	2.8	2.8	2.8		0.0	2.8	2.8	2.8	2.8	2.8

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: **1.297**

Service Name: **Arts Grants and Development**

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
22-01	Replacement	Computer and Printer	IT scheduled Routine Replacement	$1,550	E	ERF		$1,550	$0	$0	$0	$0	$1,550
													$0
													$0
													$0
			GRAND TOTAL	**$1,550**			**$0**	**$1,550**	**$0**	**$0**	**$0**	**$0**	**$1,550**

Service:	1.297	Arts Grants and Development

Project Number	22-01	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 grants and Development
Asset and Reserve Summary
2022 - 2026 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				
	2021	2022	2023	2024	2025	2026
Beginning Balance	7,269	7,269	5,769	5,769	5,769	5,769
Planned Purchase (Based on Capital Plan)	(6,064)	(1,550)		-	-	-
Transfer from Ops Budget	5,000					
Interest Income*	40	50				
Ending Balance $	**6,245**	**5,769**	**5,769**	**5,769**	**5,769**	**5,769**

* 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

2022 BUDGET

Feasibility Reserve Fund

FINAL BUDGET

MARCH 2022

Service: 21.1 Feasibility Study Reserve **Committee: Governance & 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:

Service: 21.1 Feasibility Study Reserve **Committee: Governance & Finance**

Member Municipality	ASSESSMENTS 2021 Converted		ASSESSMENTS 2021 Actual	ASSESSMENTS 2022 Converted		ASSESSMENTS 2022 Actual
City of Colwood	522,210,174	3.37%	4,768,669,615	676,387,481	3.61%	6,204,372,115
District of Langford	1,439,488,822	9.30%	11,871,422,812	1,807,943,089	9.65%	15,212,962,883
District of Highland	93,126,687	0.60%	827,588,306	120,325,439	0.64%	1,108,603,814
City of Victoria	4,028,366,938	26.03%	30,648,677,888	4,562,581,324	24.34%	35,387,278,281
District of Central Saanich	682,091,870	4.41%	5,678,630,043	821,112,902	4.38%	6,951,449,149
Township of Esquimalt	494,698,049	3.20%	4,348,601,306	592,077,215	3.16%	5,261,465,156
District of Saanich	4,032,489,613	26.06%	36,475,617,059	4,885,131,652	26.07%	44,689,586,842
District of Oak Bay	976,933,117	6.31%	9,480,747,659	1,171,428,027	6.25%	11,409,270,209
District of North Saanich	633,855,362	4.10%	5,760,450,825	814,676,641	4.35%	7,527,498,712
District of Metchosin	152,964,252	0.99%	1,496,710,894	203,434,625	1.09%	1,999,212,193
Town of Sidney	551,412,679	3.56%	4,630,400,405	656,173,316	3.50%	5,596,917,473
District of Sooke	382,206,437	2.47%	3,524,216,633	517,468,098	2.76%	4,841,520,239
Town of View Royal	364,952,707	2.36%	3,193,922,057	443,000,748	2.36%	3,948,572,659
Subtotal	**14,354,796,707**	**92.76%**	**122,705,655,502**	**17,271,740,557**	**92.16%**	**150,138,709,725**
Electoral Area						
Juan de Fuca EA	258,067,513	1.67%	2,197,265,549	331,978,346	1.77%	2,934,005,812
Salt Spring Island (F)	496,992,287	3.21%	4,708,542,425	647,554,560	3.46%	6,177,850,284
Southern Gulf Islands	364,679,725	2.36%	3,533,442,288	490,465,703	2.62%	4,775,194,578
Subtotal	**1,119,739,525**	**7.24%**	**10,439,250,262**	**1,469,998,609**	**7.84%**	**13,887,050,674**
TOTAL	**15,474,536,232**	**100.00%**	**133,144,905,764**	**18,741,739,166**	**100.00%**	**164,025,760,399**

FEASIBILITY STUDY	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023 CORE BUDGET	2024 CORE BUDGET	2025 CORE BUDGET	2026 CORE BUDGET
OPERATING COSTS:										
Regional Studies (un-allocated)	21,749	-	23,749	-	-	23,749	-	-	-	-
EA Studies (un-allocated)	10,000	-	10,000	-	-	10,000	-	-	-	-
- IBC 12a-1: Study regional art facility needs	150,000	33,880	116,492	-	-	116,492	-	-	-	-
Establish Regional Arts Facility Service					-	-				
Total Regional	181,749	33,880	150,241	-	-	150,241	-	-	-	-
Electoral Area										
Southern Gulf Islands	-	-	-	-	-	-	-	-	-	-
Juan de Fuca	-	-	-	-	-	-	-	-	-	-
Salt Spring Island	-	-	-	-	-	-	-	-	-	-
Total Electoral Area	**-**	**-**	**-**	**-**	**-**		**-**	**-**	**-**	**-**
TOTAL OPERATING COSTS	**181,749**	**33,880**	**150,241**	**-**	**-**	**150,241**	**-**	**-**	**-**	**-**
*Percentage Increase over prior year						-17.3%				
REVENUES										
Estimated balance c/fwd	-	149,869	-	-	-	-	-	-	-	-
Balance c/fwd from 2021 to 2022			(150,241)	-	-	(150,241)				
Balance c/fwd from 2020 to 2021	(29,737)	(29,737)					-	-	-	-
Interest Income	-	(2,000)	-	-	-	-	-	-	-	-
Recovery Cost	-	-	-	-	-	-	-	-	-	-
Feasibility Study Funding	-	-	-	-	-	-	-	-	-	-
Grant Provincial	-	-	-	-	-	-	-	-	-	-
Payments - In Lieu of Taxes	(2,012)	(2,012)	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
Transfer from Revenue Fund	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	**(31,749)**	**116,120**	**(150,241)**	**-**	**-**	**(150,241)**	**-**	**-**	**-**	**-**
REQUISITION	**(150,000)**	**(150,000)**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**

CAPITAL REGIONAL DISTRICT

2022 BUDGET

PARKS & RECREATION

FINAL BUDGET

MARCH 2022

FINAL BUDGET
March 16, 2022
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CAPITAL REGIONAL DISTRICT

2022 BUDGET

Regional Parks

FINAL BUDGET

MARCH 2022

Service: 1.280 Regional Parks **Committee: Regional Parks**

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	$ -

Service: 1.280 Regional Parks **Committee: Regional Parks**

	BASIS FOR COST APPORTIONMENT				BASIS FOR MAXIMUM LEVY	
	Converted 2021		Converted 2022		Actual 2021	Actual 2022
Member Municipality						
City of Colwood	522,210,174	3.36%	676,387,481	3.59%	4,768,669,615	6,204,372,115
City of Victoria	4,028,366,938	25.93%	4,562,581,324	24.25%	30,648,677,888	35,387,278,281
District of Central Saanich	682,091,870	4.39%	821,112,902	4.36%	5,678,630,043	6,951,449,149
Township of Esquimalt	494,698,049	3.18%	592,077,215	3.15%	4,348,601,306	5,261,465,156
District of Langford	1,439,488,822	9.27%	1,807,943,089	9.61%	11,871,422,812	15,212,962,883
District of Saanich	4,032,489,613	25.96%	4,885,131,652	25.96%	36,475,617,059	44,689,586,842
District of Oak Bay	976,933,117	6.29%	1,171,428,027	6.23%	9,480,747,659	11,409,270,209
District of North Saanich	633,855,362	4.08%	814,676,641	4.33%	5,760,450,825	7,527,498,712
District of Metchosin	152,964,252	0.98%	203,434,625	1.08%	1,496,710,894	1,999,212,193
Town of Sidney	551,412,679	3.55%	656,173,316	3.49%	4,630,400,405	5,596,917,473
Town of View Royal	364,952,707	2.35%	443,000,748	2.35%	3,193,922,057	3,948,572,659
District of Highland	93,126,687	0.60%	120,325,439	0.64%	827,588,306	1,108,603,814
District of Sooke	382,206,437	2.46%	517,468,098	2.75%	3,524,216,633	4,841,520,239
Subtotal	**14,354,796,707**	**92.41%**	**17,271,740,557**	91.79%	**122,705,655,502**	**150,138,709,725**
Electoral Area						
Juan de Fuca EA	258,067,513	1.66%	331,978,346	1.76%	2,197,265,549	2,934,005,812
Salt Spring Island (F)	496,992,287	3.20%	647,554,560	3.44%	4,708,542,425	6,177,850,284
Southern Gulf Islands	364,679,725	2.35%	490,465,703	2.61%	3,533,442,288	4,775,194,578
Subtotal	**1,119,739,525**	**7.21%**	**1,469,998,609**	7.81%	**10,439,250,262**	**13,887,050,674**
First Nations Taxation						
Songhees	29,701,753	0.19%	37,506,403	0.20%	260,577,100	336,309,800
Tsawout	30,014,150	0.19%	37,233,100	0.20%	258,759,300	345,904,400
Subtotal	**59,715,903**	**0.38%**	**74,739,503**	0.40%	**519,336,400**	**682,214,200**
TOTAL	**15,534,252,135**	**100.00%**	**18,816,478,669**	**100.00%**	**133,664,242,164**	**164,707,974,599**

REGIONAL PARKS SUMMARY	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Salaries and Wages	6,408,455	6,264,537	6,478,618	1,625,190		8,103,808	9,362,894	9,561,975	9,765,287	9,972,912
Internal Allocations	950,885	990,840	1,021,529	117,033		1,138,562	1,214,591	1,237,839	1,261,555	1,285,745
Insurance Cost	54,140	54,140	59,920	-	-	59,920	61,215	64,075	66,297	68,602
Consultant and Contract for Services	265,980	325,632	268,741	393,440	30,000	692,181	713,314	634,573	650,903	667,562
Vehicles and Equipment	354,800	385,532	361,656	29,412	-	391,068	398,301	405,679	413,204	420,880
Parks Maintenance and Repairs	255,997	244,857	249,648	92,670	40,000	382,318	329,988	335,424	340,969	346,625
Utilities & Disposal Costs	188,380	182,660	187,318	21,670	-	208,988	213,168	217,431	221,780	226,215
Operating Supplies	369,660	392,677	372,556	66,803	-	439,359	447,901	456,613	465,502	474,566
Legal/Licences/Surveys Cost	37,170	25,650	37,170	-	-	37,170	37,810	38,464	39,130	39,809
Telecommunications&Training	129,270	131,916	130,089	-	-	130,089	132,691	135,345	138,051	140,813
Operating Cost - Other	284,050	297,257	246,083	150,750	-	396,833	402,539	408,361	414,297	420,352
TOTAL OPERATING COSTS	**9,298,787**	**9,295,698**	**9,413,328**	**2,496,968**	**70,000**	**11,980,296**	**13,314,413**	**13,495,778**	**13,776,973**	**14,064,082**
*Percentage increase over prior year		0.0%	1.23%			28.84%	11.14%	1.4%	2.1%	2.1%
CAPITAL / TRANSFER RESERVES										
Transfer to Operating Reserve Fund	7,000	7,000	7,000	-	-	7,000	2,000	7,000	5,000	5,000
Transfer to Capital Fund	114,670	114,670	117,190	-	105,000	222,190	119,770	122,400	125,100	127,602
Land Acquisition Levy	4,028,308	4,028,308	4,200,000	(4,200,000)	-	-	-	-	-	-
Transfer to ERF Reserve	280,500	280,500	336,110	-	-	336,110	341,832	347,669	353,622	359,695
Transfer to Capital Reserve Fund	2,208,081	2,249,019	2,805,207	-	950,000	3,755,207	2,555,935	2,480,693	2,380,767	2,300,665
TOTAL CAPITAL / RESERVE TRNSFER	**6,638,559**	**6,679,497**	**7,465,507**	**(4,200,000)**	**1,055,000**	**4,320,507**	**3,019,537**	**2,957,762**	**2,864,489**	**2,792,962**
*Percentage increase over prior year		0.6%	12.46%			-34.92%	-30.11%	-2.0%	-3.2%	-2.5%
LAF Debt				80,000		80,000	362,000	666,000	970,000	1,274,000
Infrastructure Debt				15,500		524,468	661,468	737,468	813,468	889,468
Debt Charges	**499,895**	**499,895**	**508,968**	**95,500**	**-**	**604,468**	**1,023,468**	**1,403,468**	**1,783,468**	**2,163,468**
TOTAL COSTS	**16,437,241**	**16,475,090**	**17,387,803**	**(1,607,532)**	**1,125,000**	**16,905,271**	**17,357,418**	**17,857,008**	**18,424,931**	**19,020,512**
*Percentage increase over prior year			5.78%			2.85%	2.67%	2.9%	3.2%	3.2%
Internal Recoveries	(112,783)	(112,783)	(77,913)	-	-	(77,913)	(78,501)	(79,095)	(79,694)	(80,310)
OPERATING LESS RECOVERIES	**16,324,458**	**16,362,307**	**17,309,890**	**(1,607,532)**	**1,125,000**	**16,827,358**	**17,278,917**	**17,777,913**	**18,345,237**	**18,940,202**
FUNDING SOURCES (REVENUE)			6.04%			3.08%	2.68%	2.9%	3.2%	3.2%
Estimated balance C/F from current to Next year										
Balance C/F from Prior to Current year										
Fee Income	(448,080)	(484,861)	(470,403)	-	-	(470,403)	(476,141)	(482,693)	(489,377)	(496,195)
Rental Income	(45,130)	(45,130)	(33,000)	-	-	(33,000)	(33,000)	(33,000)	(33,000)	(33,000)
Transfer from Operating Reserve Fund	-	-	-	-	-	-	(20,000)	-	(8,000)	-
Payments - In Lieu of Taxes	(750,862)	(751,930)	(791,148)	-	-	(791,148)	(774,488)	(797,723)	(821,654)	(846,303)
Grants - Other	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(1,244,072)	(1,281,921)	(1,294,551)	-	-	(1,294,551)	(1,303,629)	(1,313,416)	(1,352,031)	(1,375,498)
REQUISITION	**(15,080,386)**	**(15,080,386)**	**(16,015,339)**	**1,607,532**	**(1,125,000)**	**(15,532,807)**	**(15,975,288)**	**(16,464,497)**	**(16,993,206)**	**(17,564,704)**
*Percentage increase over prior year requisition			6.20%			3.00%	2.85%	3.06%	3.21%	3.36%
PARTICIPANTS: Regional. AUTHORIZED POSITIONS:	54.00	54.00	54.00	24.00	-	78.00	78.00	78.00	78.00	78.00

REGIONAL PARKS - 2022 BUDGET

REGIONAL PARKS SUMMARY

MISSION: To establish and protect a network of regional parks in perpetuity that represent and help maintain the diverse range of natural environments in the Capital Regional District. To provide opportunities for outdoor experiences and activities that foster enjoyment of and appreciation and respect for the region's natural environments.

FINANCIAL SUMMARY:	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOATL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
Headquarters and Admin Services	1,289,094	1,254,666	1,307,511	117,783	-	1,425,294	1,509,164	1,541,967	1,574,746	1,608,230
Visitor Services	377,415	366,810	392,731	124,065	-	516,796	527,785	539,008	550,466	562,170
Environmental Interpretative Prgm	1,442,085	1,414,860	1,459,287	605,881	30,000	2,095,168	2,529,519	2,582,299	2,636,201	2,691,238
Planning & Facility Development	984,840	1,011,067	994,152	619,014	-	1,613,166	1,933,926	1,884,152	1,920,073	1,956,758
Parks Operations North	934,620	889,092	933,164	140,400	-	1,073,564	1,095,250	1,115,517	1,136,210	1,157,344
Parks Operations West	913,490	890,116	919,578	39,500	40,000	999,078	959,573	979,990	1,000,839	1,022,130
Parks Operations Central	912,580	910,483	927,885	43,170	-	971,055	990,673	1,010,706	1,031,165	1,052,056
Parks Operations South				389,090	-	389,090	775,841	792,066	808,635	825,555
HQ Maintenance and Equipment	2,236,020	2,303,960	2,265,271	326,548	-	2,591,819	2,651,769	2,703,910	2,757,117	2,811,413
Mount McDonald	72,880	85,384	74,925	-	-	74,925	75,564	76,222	86,896	97,777
TOTAL OPERATING COST	**9,163,024**	**9,126,438**	**9,274,504**	**2,405,451**	**70,000**	**11,749,955**	**13,049,064**	**13,225,836**	**13,502,348**	**13,784,670**
Percentage change over prior year			1.22%			28.23%	11.06%	1.35%	2.09%	2.09%
Land Acquisition Levy	4,028,308	4,028,308	4,200,000	(4,200,000)	-					
Land Acquisition (planning costs)	58,420	91,917	60,911	91,517	-	152,428	186,848	190,847	194,931	199,102
Transfer to Operating Reserves Fund	7,000	7,000	7,000	-	-	7,000	2,000	7,000	5,000	5,000
Transfer to ERF and Capital	2,603,251	2,644,189	3,258,507	-	1,055,000	4,313,507	3,017,537	2,950,762	2,859,489	2,787,962
Debt Servicing Cost LAF				80,000	-	80,000	452,500	832,500	1,212,500	1,592,500
Debt Servicing Cost	499,895	499,895	508,968	15,500	-	524,468	570,968	570,968	570,968	570,968
TOTAL LAND, RESERVE AND DEBT	**7,196,874**	**7,271,309**	**8,035,386**	**(4,012,983)**	**1,055,000**	**5,077,403**	**4,229,854**	**4,552,077**	**4,842,888**	**5,155,532**
Percentage change over prior year			11.65%			-29.45%	-16.69%	7.62%	6.39%	6.46%
Transfer from Operating Reserve				-	-		(20,000)		(8,000)	
Fee Income	(448,080)	(484,861)	(470,403)	-	-	(470,403)	(476,141)	(482,693)	(489,377)	(496,195)
Rental Income	(45,130)	(45,130)	(33,000)	-	-	(33,000)	(33,000)	(33,000)	(33,000)	(33,000)
Payments - In Lieu of Taxes	(750,862)	(751,930)	(791,148)	-	-	(791,148)	(774,488)	(797,723)	(821,654)	(846,303)
TOTAL REVENUE	**(1,244,072)**	**(1,281,921)**	**(1,294,551)**			**(1,294,551)**	**(1,303,629)**	**(1,313,416)**	**(1,352,031)**	**(1,375,498)**
TOTAL REQUISITION	**(15,115,826)**	**(15,115,826)**	**(16,015,339)**	**1,607,532**	**(1,125,000)**	**(15,532,807)**	**(15,975,288)**	**(16,464,497)**	**(16,993,206)**	**(17,564,704)**
Percentage change over prior year requisition			5.95%			2.76%	2.85%	3.06%	3.21%	3.36%
Participants: All municipalities and electoral areas										
AUTHORIZED POSITIONS:										
Salaried	54.00	54.00	54.00	24.00	-	78.00	78.00	78.00	78.00	78.00

REGIONAL PARKS - 2022 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:	2021 Budget	2021 Actual	2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 Total	2024 Total	2025 Total	2026 Total
Salaries & Wages	390,910	367,857	381,231	-	-	381,231	389,447	397,841	406,413	415,169
Other Operating Expenditures	898,184	886,809	926,280	117,783		1,044,063	1,119,716	1,144,126	1,168,333	1,193,061
TOTAL EXPENDITURES	1,289,094	1,254,666	1,307,511	117,783	-	1,425,294	1,509,164	1,541,967	1,574,746	1,608,230
Requisition	**(1,289,094)**	**(1,254,666)**	**(1,307,511)**	**(117,783.00)**	**-**	**(1,425,294)**	**(1,509,164)**	**(1,541,967)**	**(1,574,746)**	**(1,608,230)**
Percentage Change			1.43%			10.57%	5.88%	2.17%	2.13%	2.13%

PROGRAM:	LAND ACQUISITION

FINANCIAL SUMMARY:	2021 Budget	2021 Actual	2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 Total	2024 Total	2025 Total	2026 Total
Capital	4,028,308	4,028,308	4,200,000	(4,200,000)	-					
Debt Servicing				80,000	-	80,000	452,500	832,500	1,212,500	1,592,500
Salaries & Wages	41,200	30,902	43,691	91,517		135,208	169,284	172,931	176,657	180,463
Other Operating Expenditures	17,220	61,015	17,220	-	-	17,220	17,564	17,916	18,274	18,639
TOTAL EXPENDITURES	4,086,728	4,120,225	4,260,911	(4,028,483)	-	232,428	639,348	1,023,347	1,407,431	1,791,602
Other Revenue										
TOTAL REVENUE	-	-	-	-	-	-	-	-	-	-
Requisition	**(4,086,728)**	**(4,120,225)**	**(4,260,911)**	**4,028,483.00**	**-**	**(232,428)**	**(639,348)**	**(1,023,347)**	**(1,407,431)**	**(1,791,602)**
Percentage Change			**4.26%**			**-94.31%**	**175.07%**	**60.06%**	**37.53%**	**27.30%**

REGIONAL PARKS - 2022 BUDGET

PROGRAM: TRANSFER TO RESERVES AND DEBT SERVICING

FINANCIAL SUMMARY:	2021 Budget	2021 Actual	2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 Total	2024 Total	2025 Total	2026 Total
Debt Servicing	499,895	499,895	508,968	15,500.00	-	524,468	570,968	570,968	570,968	570,968
Transfer to Capital Reserve Fund	1,928,940	1,928,940	2,520,913	-	950,000.00	3,470,913	2,266,375	2,185,754	2,080,336	1,995,125
Total Expenditures	2,428,835	2,428,835	3,029,881	15,500.00	950,000.00	3,995,381	2,837,343	2,756,722	2,651,304	2,566,093
REVENUE										
Transfer from Operating Reserve				-	-					
MFA Debt Reserve Fund Earning	(1,080)	(1,080)	(1,190)	-	-	(1,190)	(1,190)	(1,190)	(1,190)	(1,190)
Requisition	**(2,427,755)**	**(2,427,755)**	**(3,028,691)**	**(15,500)**	**(950,000)**	**(3,994,191)**	**(2,836,153)**	**(2,755,532)**	**(2,650,114)**	**(2,564,903)**
Percentage Change			24.75%			64.52%	-28.99%	-2.84%	-3.83%	-3.22%

Participants: All municipalities and electoral areas

REGIONAL PARKS - 2022 BUDGET

PROGRAM:	VISITOR INFORMATION SERVICES
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.

FINANCIAL SUMMARY:	2021 Budget	2021 Actual	2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 Total	2024 Total	2025 Total	2026 Total
Salaries & Wages	325,195	322,550	340,511	89,065	-	429,576	438,820	448,264	457,907	467,759
Other Operating Expenditures	52,220	44,260	52,220	35,000	-	87,220	88,965	90,744	92,559	94,410
TOTAL EXPENDITURES	377,415	366,810	392,731	124,065	-	516,796	527,785	539,008	550,466	562,170
Other Revenue										
TOTAL REVENUE										
Requisition	**(377,415)**	**(366,810)**	**(392,731)**	**(124,065)**	**-**	**(516,796)**	**(527,785)**	**(539,008)**	**(550,466)**	**(562,170)**
Percentage Change			4.06%			36.93%	2.13%	2.13%	2.13%	2.13%

PROGRAM:	ENVIRONMENTAL INTERPRETIVE PROGRAM
DESCRIPTION:	Environmental Interpretation provides a variety of educational experiences and opportunities for visitors to learn about regional parks and trails, park values and issues, and Security and Bylaw Enforcement and conservation.

FINANCIAL SUMMARY:	2021 Budget	2021 Actual	2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 Total	2024 Total	2025 Total	2026 Total
Salaries & Wages	1,187,020	1,152,348	1,197,587	597,941		1,795,528	2,254,697	2,302,196	2,350,710	2,400,247
Other Operating Expenditures	255,065	262,512	261,700	7,940	30,000	299,640	274,823	280,103	285,491	290,991
Internal Recoveries				-	-					
TOTAL EXPENDITURES	1,442,085	1,414,860	1,459,287	605,881	30,000.00	2,095,168	2,529,519	2,582,299	2,636,201	2,691,238
Program Fees and Donations				-	-					
TOTAL REVENUE				-	-					
Requisition	**(1,442,085)**	**(1,414,860)**	**(1,459,287)**	**(605,881)**	**(30,000.00)**	**(2,095,168)**	**(2,529,519)**	**(2,582,299)**	**(2,636,201)**	**(2,691,238)**
Percentage Change			1.19%			45.29%	20.73%	2.09%	2.09%	2.09%

REGIONAL PARKS - 2022 BUDGET

PROGRAM:	PLANNING & FACILITY DEVELOPMENT
DESCRIPTION:	The goal of planning is to address the protection of a park and trail's natural environment and to identify appropriate outdoor recreational activities and experiences and the facilities for these services.

FINANCIAL SUMMARY:	2021 Budget	2021 Actual	2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 Total	2024 Total	2025 Total	2026 Total
Salaries & Wages	784,080	788,778	792,474	365,029		1,157,503	1,428,900	1,459,675	1,491,106	1,523,213
Other Operating Expenditures	200,760	222,289	201,678	253,985		455,663	505,026	424,478	428,967	433,546
TOTAL OPS EXPENDITURES	984,840	1,011,067	994,152	619,014	-	1,613,166	1,933,926	1,884,152	1,920,073	1,956,758
Transfer to Capital Reserve Fund	208,080	208,080	212,660			212,660	217,340	222,120	227,000	231,540
Transfer to Operating Reserve Fund	5,000	5,000	5,000			5,000		5,000	5,000	5,000
TOTAL TRANSFERS	213,080	213,080	217,660			217,660	217,340	227,120	232,000	236,540
Other Revenue	(38,340)	(38,340)	(2,900)			(2,900)	(2,958)	(3,017)	(3,078)	(3,139)
Transfer from Operating Reserve							(20,000)			
TOTAL REVENUE	(38,340.00)	(38,340.00)	(2,900.00)	-	-	(2,900.00)	(22,958.00)	(3,017.00)	(3,078.00)	(3,139.00)
Requisition	(1,159,580)	(1,185,807)	(1,208,912)	(619,014)	-	(1,827,926)	(2,128,308)	(2,108,255)	(2,148,995)	(2,190,159)
Percentage Change			4.25%			57.64%	16.43%	-0.94%	1.93%	1.92%

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:	2021 Budget	2021 Actual	2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 Total	2024 Total	2025 Total	2026 Total
Salaries & Wages	1,398,390	1,403,791	1,419,198	184,766		1,603,964	1,646,207	1,680,287	1,715,072	1,750,575
Other Operating Expenditures	837,630	900,169	846,073	141,782		987,855	1,005,562	1,023,623	1,042,044	1,060,837
TOTAL OPS EXPENDITURES	2,236,020	2,303,960.00	2,265,271	326,548.00	-	2,591,819	2,651,769	2,703,910	2,757,117	2,811,413
Transfer to Capital and ERF	421,231	421,231	479,934		105,000	584,934	488,822	497,888	507,153	516,297
TOTAL CAP EXPENDITURES	421,231	421,231.00	479,934	-	105,000	584,934	488,822	497,888	507,153	516,297
Other Revenue		(3,338)								
TOTAL REVENUE	-	(3,338.00)	-	-	-	-	-	-	-	-
Requisition	(2,657,251)	(2,721,853)	(2,745,205)	(326,548)	(105,000)	(3,176,753)	(3,140,591)	(3,201,798)	(3,264,270)	(3,327,709)
Percentage Change			3.31%			19.55%	-1.14%	1.95%	1.95%	1.94%

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:	2021 Budget	2021 Actual	2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 Total	2024 Total	2025 Total	2026 Total
Salaries & Wages										
Other Operating Expenditures	101,163	113,667	103,708			103,708	104,865	106,047	117,250	128,677
Internal Recoveries	(28,283)	(28,283)	(28,783)			(28,783)	(29,301)	(29,825)	(30,354)	(30,900)
TOTAL OPS EXPENDITURES	72,880	85,384	74,925			74,925	75,564	76,222	86,896	97,777
Transfer to Operating Reserve	2,000	2,000	2,000			2,000	2,000	2,000		
Transfer to Capital Reserve	45,000	45,000	45,000			45,000	45,000	45,000	45,000	45,000
TOTAL CAP EXPENDITURES	47,000	47,000	47,000			47,000	47,000	47,000	45,000	45,000
Lease Revenue										
Transfer from Operating Reserve									(8,000)	
TOTAL REVENUE									(8,000)	
Requisition	(119,880)	(132,384)	(121,925)			(121,925)	(122,564)	(123,222)	(123,896)	(142,777)
Percentage Change			1.71%			1.71%	0.52%	0.54%	0.55%	15.24%

Participants: All municipalities and electoral areas

REGIONAL PARKS - 2022 BUDGET

PROGRAM:	PARKS OPERATIONS NORTH, WEST, CENTRAL & SOUTH
DESCRIPTION:	The CRD operates and maintains regional parks utilizing best park management practices with a focus on protecting the natural environment 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 downtown core, 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, south to East Sooke and West to Jordan River.

PARKS OPERATIONS NORTH

FINANCIAL SUMMARY:	2021 Budget	2021 Actual	2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 Total	2024 Total	2025 Total	2026 Total
Salaries & Wages	754,900	709,372	758,652			758,652	774,971	791,639	808,664	826,054
Other Operating Expenditures	179,720	179,720	174,512	140,400		314,912	320,279	323,877	327,546	331,290
TOTAL EXPENDITURES	934,620	889,092	933,164	140,400	-	1,073,564	1,095,250	1,115,517	1,136,210	1,157,344
Fee and Rental Revenue		(193)								
TOTAL REVENUE		(193)		-	-					
Requisition	(934,620)	(888,899)	(933,164)	(140,400)	-	(1,073,564)	(1,095,250)	(1,115,517)	(1,136,210)	(1,157,344)
Percentage Change			-0.16%			14.87%	2.02%	1.85%	1.86%	1.86%

PARKS OPERATIONS WEST

FINANCIAL SUMMARY:	2021 Budget	2021 Actual	2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 Total	2024 Total	2025 Total	2026 Total
Salaries & Wages	755,340	734,616	759,128			759,128	775,457	792,135	809,171	826,572
Other Operating Expenditures	180,980	178,330	183,280	39,500	40,000	262,780	206,946	210,685	214,498	218,388
Internal Recoveries	(22,830)	(22,830)	(22,830)			(22,830)	(22,830)	(22,830)	(22,830)	(22,830)
TOTAL EXPENDITURES	913,490	890,116	919,578	39,500	40,000	999,078	959,573	979,990	1,000,839	1,022,130
Fee and Rental Revenue										
TOTAL REVENUE										
Requisition	(913,490)	(890,116)	(919,578)	(39,500)	(40,000)	(999,078)	(959,573)	(979,990)	(1,000,839)	(1,022,130)
Percentage Change			0.67%			9.37%	-3.95%	2.13%	2.13%	2.13%

Participants: All municipalities and electoral areas

PARKS OPERATIONS CENTRAL

FINANCIAL SUMMARY:	2021 Budget	2021 Actual	2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 Total	2024 Total	2025 Total	2026 Total
Salaries & Wages	755,530	738,433	769,938			769,938	786,500	803,416	820,696	838,344
Other Operating Expenditures	157,050	172,050	157,947	43,170		201,117	204,173	207,290	210,469	213,712
Internal Recoveries										
TOTAL EXPENDITURES	912,580	910,483	927,885	43,170		971,055	990,673	1,010,706	1,031,165	1,052,056
Fee and Rental Revenue										
TOTAL REVENUE										
Requisition	(912,580)	(910,483)	(927,885)	(43,170)		(971,055)	(990,673)	(1,010,706)	(1,031,165)	(1,052,056)
Percentage Change			1.68%			6.41%	2.02%	2.02%	2.02%	2.03%

Participants: All municipalities and electoral areas

PARKS OPERATIONS SOUTH

FINANCIAL SUMMARY:	2021 Budget	2021 Actual	2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 Total	2024 Total	2025 Total	2026 Total
Salaries & Wages				282,887		282,887	667,814	682,178	696,849	711,834
Other Operating Expenditures				106,203		106,203	108,027	109,888	111,785	113,721
Internal Recoveries										
TOTAL EXPENDITURES				389,090		389,090	775,841	792,066	808,635	825,555
Fee and Rental Revenue										
TOTAL REVENUE										
Requisition				(389,090)		(389,090)	(775,841)	(792,066)	(808,635)	(825,555)
Percentage Change			#DIV/0!			#DIV/0!	99.40%	2.09%	2.09%	2.09%

Participants: All municipalities and electoral areas

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.280 Regional Parks		Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE									
Buildings		B	$520,000	$1,080,000	$0	$0	$385,000	$0	$1,465,000
Equipment		E	$700,000	$1,477,000	$107,000	$61,000	$63,000	$69,000	$1,777,000
Land		L	$120,000	$5,120,000	$5,000,000	$5,000,000	$5,000,000	$5,000,000	$25,120,000
Engineered Structures		S	$2,280,988	$5,172,925	$5,322,000	$2,774,126	$5,417,000	$2,477,000	$21,163,051
Vehicles		V	$0	$345,000	$507,000	$555,000	$370,000	$230,000	$2,007,000
			$3,620,988	**$13,194,925**	**$10,936,000**	**$8,390,126**	**$11,235,000**	**$7,776,000**	**$51,532,051**
SOURCE OF FUNDS									
Capital Funds on Hand		Cap	$3,620,988	$3,504,925	$0	$56,063	$0	$60,000	$3,620,988
Debenture Debt (New Debt Only)		Debt	$0	$5,500,000	$5,000,000	$5,000,000	$5,000,000	$5,000,000	$25,500,000
Equipment Replacement Fund		ERF	$0	$405,000	$554,000	$616,000	$433,000	$299,000	$2,307,000
Grants (Federal, Provincial)		Grant	$0	$125,000	$1,868,000	$2,000,000	$2,000,000	$0	$5,993,000
Donations / Third Party Funding		Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund		Res	$0	$3,660,000	$3,514,000	$718,063	$3,802,000	$2,417,000	$14,111,063
LAF Reserve Fund		LAF Res	$0	$0	$0	$0	$0	$0	$0
			$3,620,988	**$13,194,925**	**$10,936,000**	**$8,390,126**	**$11,235,000**	**$7,776,000**	**$51,532,051**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.280

Service Name: Regional Parks

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
15-02	New	Mayne Island Regional Trail	Construct 2.3 km of multi-use trail from ferry to Miner's Bay; Grant dependent.	$3,960,000	S	Cap	$1,014,425	$1,014,425	$0	$0	$0	$0	$1,014,425
15-02	New	Mayne Island Regional Trail	Construct 2.3 km of multi-use trail from ferry to Miner's Bay; Grant dependent.		S	Res		$0	$932,000	$0	$0	$0	$932,000
15-02	New	Mayne Island Regional Trail	Construct 2.3 km of multi-use trail from ferry to Miner's Bay; Grant dependent.		S	Grant		$0	$1,768,000	$0	$0	$0	$1,768,000
16-02	Renewal	Upgrade Durrance Lake Dam	Durrance Lake Dam alteration plan and design based on public engagement process outcomes.	$1,125,290	S	Cap	$116,063	$0	$0	$56,063	$0	$60,000	$116,063
16-02	Renewal	Upgrade Durrance Lake Dam	Durrance Lake Dam alteration plan and design based on public engagement process outcomes.		S	Res	→	$0	$0	$56,063	$0		$56,063
17-01	New	Construct E&N Rail Trail Phases 3 & 4	Construct E&N Rail Trail Phases 3 & 4 to design & construct a new trail from Atkins Rd. to Savory School & from Esquimalt Rd. to Tyee Rd.	$7,100,000	S	Cap	$700,000	$700,000	$0	$0	$0	$0	$700,000
	New	Construct E&N Rail Trail Phases 3 & 4	Construct E&N Rail Trail Phases 3 & 4 to design & construct a new trail from Atkins Rd. to Savory School & from Esquimalt Rd. to Tyee Rd.		S	Debt		$500,000	$0	$0	$0	$0	$500,000
18-01b	New	Trail improvements S2S and SHW	Construct trails in parks	$341,896	S	Cap	$100,000	$100,000	$0	$0	$0	$0	$100,000
18-02	Replacement	Implement Kiosk Strategy	Implement kiosk strategy for the purpose of replacing ageing information kiosks.	$175,000	S	Res		$25,000	$25,000	$25,000	$0	$0	$75,000
19-05	Renewal	Repair GGRT Bridges (5)	Repairs/replacement Veitch Creek, Bilsten (2), Charters and Interurban,	$1,824,000	S	Cap	$329,000	$329,000	$0	$0	$0	$0	$329,000
	Renewal	Repair GGRT Bridges (5)	Repairs/replacement Veitch Creek, Bilsten (2), Charters and Interurban,		S	Res		$600,000	$800,000	$0	$0	$0	$1,400,000
20-03	New	Construct Park Facilities at St. John Point and Mill Farm	Construct new facilities identified in management plans for these two parks.	$170,000	S	Cap	$126,000	$126,000	$0	$0	$0	$0	$126,000
20-08	New	Develop Matthew's Point Facilities	Develop visitor facilities at Matthews Point Regional Park as identified in the management plan.	$55,000	S	Cap	$26,500	$26,500	$0	$0	$0	$0	$26,500
20-09	Renewal	Design & Expand East Sooke Aylard Farm Parking	Developing and constructing an engineered long term solution to meet on-going parking demands.	$383,000	S	Cap	$0	$0	$0	$0	$0	$0	$0
	Renewal	Design & Expand East Sooke Aylard Farm Parking	Developing and constructing an engineered long term solution to meet on-going parking demands.		S	Res	→	$25,000	$350,000	$0	$0	$0	$375,000
21-01	Study	Humpback Reservoir Dam Safety Review/DEP/OMS	Design, Development and Implementation of Humpback Reservoir Dam safety review as per provincial regulations.	$170,000	S	Cap	$59,000	$59,000	$0	$0	$0	$0	$59,000
	Study	Humpback Reservoir Dam Safety Review/DEP/OMS	Design, Development and Implementation of Humpback Reservoir Dam safety review as per provincial regulations.		S	Res		$95,000	$0	$0	$0	$0	$95,000
21-02	New	Design & Construct E&N Rail Trail Phase 5	Design & construct E&N Rail Trail Phase 5 to create 4 kms of new trail.	$4,400,000	S	Cap		$0	$0	$0	$0	$0	$0
	New	Design & Construct E&N Rail Trail Phase 5	Design & construct E&N Rail Trail Phase 5 to create 4 kms of new trail.		S	Res	→	$200,000	$0	$100,000	$100,000	$0	$400,000
	New	Design & Construct E&N Rail Trail Phase 5	Design & construct E&N Rail Trail Phase 5 to create 4 kms of new trail.		S	Grant	→	$0	$0	$2,000,000	$2,000,000	$0	$4,000,000
21-03	Replacement	Construct Hamsterly Beach Washroom	Construct Hamsterly Beach washroom to replace the current washroom.	$800,000	B	Cap	$520,000	$520,000	$0	$0	$0	$0	$520,000
	Replacement	Construct Hamsterly Beach Washroom	Construct Hamsterly Beach washroom to replace the current washroom.		B	Res	$0	$200,000	$0	$0	$0	$0	$200,000
21-06	New	Purchase and Install Elk Lake Remediation Systems	In-lake remediation system (structures, oxygen-tanks, etc.) will be purchased and installed at Elk Lake	$1,417,000	E	Cap	$700,000	$700,000	$0	$0	$0	$0	$700,000
21-06	New	Purchase and Install Elk Lake Remediation Systems	In-lake remediation system (structures, oxygen-tanks, etc.) will be purchased and installed at Elk Lake		E	Res		$667,000	$0	$0	$0	$0	$667,000
21-07	Replacement	Replace Picnic Shelter at Aylard Farm - East Sooke Regional Park	Current structure at end of useful life cycle.	$175,000	S	Cap	$139,000	$139,000	$0	$0	$0	$0	$139,000

Service #: 1.280

Service Name: Regional Parks

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
21-08	Renewal	Implement Environmental Restoration at Sooke Potholes & Gonzales Contaminated Sites	Clean-up/Restoration work associated with contamination site.	$150,000	L	Cap	$120,000	$120,000	$0	$0	$0	$0	$120,000
21-16	Renewal	Design & Construct Improvements to Tower Point Parking Area	Busy site receives high use, parking can be optimized for high capacity.	$65,000	S	Res	→	$50,000	$0	$0	$0	$0	$50,000
22-01	New	Design & Connect Regional Parks HQ to Municipal Sewer	Sewer connection to eliminate reliance on septic field	$500,000	S	Res	←	$500,000	$0	$0	$0	$0	$500,000
22-02	Renewal	Design & Construct Elk/Beaver Lake Dams 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.	$1,500,000	S	Res	→	$50,000	$250,000	$0	$1,200,000	$0	$1,500,000
22-03	Renewal	Repair Paving at Matheson Lake Parking Lot	Repair parking lot surface to enhance visitor experience and provide safe access to the park.	$90,000	S	Res		$90,000	$0	$0	$0	$0	$90,000
22-04	Decommission	Sooke Potholes Lodge Site Demolition	This project will focus on the removal and rehabilitation of the old lodgesite.	$385,000	B	Res	→	$0	$0	$0	$385,000	$0	$385,000
22-07	Replacement	Replace Coles Bay Toilet Building	Replace and standardize Coles Bay toilet building that has exceeded its serviceable life span.	$0	B	Res		$0	$0	$0	$0	$0	$0
22-08	Replacement	Replace Elk Lake Fishing Pier	Provide improved access, safety and capacity for the many anglers that use this facility.	$250,000	S	Res		$125,000	$0	$0	$0	$0	$125,000
22-08	Replacement	Replace Elk Lake Fishing Pier	Provide improved access, safety and capacity for the many anglers that use this facility.		S	Grant		$125,000	$0	$0	$0	$0	$125,000
22-09	Decommission	Demolish Witty's Lagoon Nature Center	The temporary portable trailer is beyond it's serviceable lifespan.	$20,000	B	Res		$20,000	$0	$0	$0	$0	$20,000
22-10	Replacement	Replace Matheson Creek Bridge	This project is to replace the footbridge on the Matheson Creek Trail.	$70,000	S	Res		$70,000	$0	$0	$0	$0	$70,000
22-11	Renewal	Demolish Francis/King Residence and Upgrade Parking Area	This project is to remove the old residence at Francis King and use the footprint to increase parking capacity.	$40,000	S	Res		$40,000	$0	$0	$0	$0	$40,000
22-12	Replacement	Vehicle Replacement	Vehicle replacement based on a schedule for fleet vehicles.	N/A	V	ERF		$345,000	$507,000	$555,000	$370,000	$230,000	$2,007,000
22-13	Replacement	Equipment Replacement	Equipment replacement of outdoor and indoor eqiupment and furniture.	N/A	E	ERF		$60,000	$47,000	$61,000	$63,000	$69,000	$300,000
22-14	New	Potential Land Acquisition Transactions	Potential land acquisition transactions.	N/A	L	LAF Res		$0	$0	$0	$0	$0	$0
22-14	New	Potential Land Acquisition Transactions	Potential land acquisition transactions.	N/A	L	Debt		$5,000,000	$5,000,000	$5,000,000	$5,000,000	$5,000,000	$25,000,000
22-15	Study	Geotechnical Assessment Thetis Lake Dams	Geotechnical assessment of Thetis Lake (Dams 1 & 2) to evaluate geotechnical performance	$40,000	S	Res		$40,000	$0	$0	$0	$0	$40,000
22-16	New	Structural Assessment Humpback Dam Valve	Humpback dam value structural assessment and valve improvements	$50,000	S	Res		$50,000	$0	$0	$0	$0	$50,000
22-17	New	Portal Signs	Replace portal Signs or install new portal signs at main regional park and trail access points to allign with new Corporate Sign Strategy	$605,000	S	Res		$137,000	$117,000	$117,000	$117,000	$117,000	$605,000
22-18	Study	Feasibility Study Sooke Hills Wilderness Trail	Explore options for re-routing section of the Trans Canada Trail at Waugh that is under an unstable embankment.	$25,000	S	Res		$25,000	$0	$0	$0	$0	$25,000
22-19	Study	Repair Lochside Trail at Borden	Repair slumped section of the Lochside Trail at Borden Road including new drainage, slope stabilization and re-paving.	$120,000	S	Res		$120,000	$0	$0	$0	$0	$120,000
22-20	Renewal	Repair Suspension Bridge Sooke Hills Wilderness Trail	Repair or replace suspension bridge deck surface aluminum that is separating.	$50,000	S	Res		$50,000	$0	$0	$0	$0	$50,000
22-21	New	Purchase side by side storage-Thetis Lake	Purchase of an 8 foot storage bin that can be placed behind the existing boat storage area and a two person side by side with a dump box on the back and a downhill descent package (use of engine to slow for Mill Hill)	$31,000	S	Res		$31,000	$0	$0	$0	$0	$31,000
22-22	New	Site development plan - Mill Hill & 728	Capital plan needs associated with new FTE positions	$796,000	B	Res		$100,000	$0	$0	$0	$0	$100,000
22-23	New	Purchase & installation of office trailer	Capital plan needs associated with new FTE positions		B	Res		$0	$0	$0	$0	$0	$0
22-24	New	Purchase of equipment (IT & office equipment) for new site	Capital plan needs associated with new FTE positions		E	Res		$50,000	$0	$0	$0	$0	$50,000
22-25	New	Design sewer line for site at Elk Lake	Capital plan needs associated with new FTE positions		S	Res		$25,000	$350,000	$0	$0	$0	$375,000
22-26	Renewal	Renovate Office Space Parks HQ & Elk Lake Nature Centre and Beaver Lake works office.	Capital plan needs associated with new FTE positions		B	Res		$250,000	$0	$0	$0	$0	$250,000
22-27	Renewal	Selkirk Trestle critical repairs	Critical repairs to below deck areas of Selkirk Trestle	$165,000	S	Res		$165,000	$0	$0	$0	$0	$165,000
22-28	Renewal	Design GGRT trail widening and lighting	Design widening and light plan for GGRT urban areas	$105,000	S	Res		$45,000	$0	$0	$0	$0	$45,000
22-28	Renewal	Design GGRT trail widening and lighting	Design widening and light plan for GGRT urban areas		S	Grant		$60,000	$0	$0	$0	$0	$60,000
22-29	Study	Climate Lens	Required study on GHG reductions for widened Regional Trail facility	$20,000	S	Res		$12,000	$0	$0	$0	$0	$12,000
22-30	Study				S	Grant		$8,000	$0	$0	$0	$0	$8,000
23-01	New	Purchase of New Genset for Mt. McDonald	New backup power supply required for emergency communication equipment on Mt. McDonald.	$60,000	E	Res		$0	$60,000	$0	$0	$0	$60,000
23-05	Study	Design Salt Spring Island Regional Trail	Engineering design and cost estimate for 5 km of regional trail on Salt Spring Island	$200,000	S	Res		$0	$100,000	$0	$0	$0	$100,000
23-05	Study	Design Salt Spring Island Regional Trail	Engineering design and cost estimate for 5 km of regional trail on Salt Spring Island		S	Grant		$0	$100,000	$0	$0	$0	$100,000
23-07	Renewal	Repair Paving on Lochside Trail in Sidney	Paving to improve surface of trail and enhance user safety.	$35,000	S	Res	←	$35,000	$0	$0	$0	$0	$35,000
23-08	New	Construct Eagle Beach Retaining Wall	Project to mitigate erosion on Eagle Beach at Elk Lake.	$50,000	S	Res		$0	$50,000	$0	$0	$0	$50,000
23-10	Replacement	Assess, Design & Replace Swan and Brett Trestles	Project to replace critical assets on the Lochside Regional Trail as identified in engineering report.	$4,450,000	S	Res		$0	$150,000	$0	$2,000,000	$2,300,000	$4,450,000
23-11	Renewal	Repair Witty's Lagoon Bridge	Replace Witty's Lagoon Footbridge over Sitting Lady Falls.	$300,000	S	Res		$0	$300,000	$0	$0	$0	$300,000
23-12	New	Site Characterization - Killarney Lake Dam	Preliminary site characterization and assessment of consequence classification.	$30,000	S	Res		$0	$30,000	$0	$0	$0	$30,000
24-01	Renewal	Upgrade Humpback Dam Spalling	Upgrade Humpback Dam spalling with repairs to the concrete face of the dam to arrest deterioration.	$250,000	S	Res		$0	$0	$250,000	$0	$0	$250,000
24-03	Renewal	Upgrade Sooke Potholes Campground Road	Improvements to road between parking lot #3 and Spring Salmon Place Campground.	$100,000	S	Res		$0	$0	$100,000	$0	$0	$100,000
24-04	Renewal	Design Brookleigh Boat Launch	Improving the boat launch at Brookleigh Beach on Elk Lake.	$20,000	S	Res		$0	$0	$20,000	$0	$0	$20,000
24-05	Study	Hydrotechnical Assessment (IDF) - Humpback Dam	Hydrotechnical safety assessment (inflow design flood and spillway capacity assessment).	$50,000	S	Res		$0	$0	$50,000	$0	$0	$50,000
													$0
													$0
			GRAND TOTAL	**$32,718,186**			**$3,949,988**	**$13,823,925**	**$10,936,000**	**$8,390,126**	**$11,235,000**	**$7,776,000**	**$52,161,051**

Service:	1.280	Regional Parks

Project Number	15-02	**Capital Project Title**	Mayne Island Regional Trail	**Capital Project Description**	Construct 2.3 km of multi-use trail from ferry to Miner's Bay; Grant dependent.
Project Rationale	Construct 2.3 km of multi-use trail from ferry to Miner's Bay.				

Project Number	16-02	**Capital Project Title**	Upgrade Durrance Lake Dam	**Capital Project Description**	Durrance Lake Dam alteration plan and design based on public engagement process outcomes.
Project Rationale	A site characterization study by TetraTech Engineers for this dam indicated that upgrades to the dam are recommended to improve the seismic stability of the structure and to improve the functionality of the spillway to ensure it is able to adequately discharge water from Durrance Lake during periods of high inflows. This project is divided into phases, engineering and environmental assessment options for the structure and potential design, and implementation of recomendations.				

Project Number	17-01	**Capital Project Title**	Construct E&N Rail Trail Phases 3 & 4	**Capital Project Description**	Construct E&N Rail Trail Phases 3 & 4 to design & construct a new trail from Atkins Rd. to Savory School & from Esquimalt Rd. to Tyee Rd.
Project Rationale	The CRD is in the midst of building a 17 km paved pedestiran & cycling trail from the Johnson St. bridge in Victoria to Humpback Road in Langford. This project is being constructed in phases as funding is identified. Construction of Phase 4 from Esquimalt Road to the Blue Bridge in Victoria is targeted to occur in 2021-22.				

Project Number	18-01b	**Capital Project Title**	Trail improvements S2S and SHW	**Capital Project Description**	Construct trails in parks
Project Rationale	Plan, design and construct visitor facilities in these two parks, including trails, bridges, washrooms, parking, information kiosks, directional signs and mapping as appropriate to accommodate visitor use.				

Project Number	18-02	**Capital Project Title**	Implement Kiosk Strategy	**Capital Project Description**	Implement kiosk strategy for the purpose of replacing ageing information kiosks.
Project Rationale	This is a continuing project to replace ageing information kiosk structures in Regional Parks, project is anticipated to continue through to 2023.				

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.				

Service:	1.280	Regional Parks

Project Number	Capital Project Title	Capital Project Description
20-03	Construct Park Facilities at St. John Point and Mill Farm	Construct new facilities identified in management plans for these two parks.

Project Rationale Management plans are scheduled to be completed for these two parks by 2020. Facilities need to be developed to accommodate visitor use and protect the environment, including trails, washrooms, parking and signage.

Project Number	Capital Project Title	Capital Project Description
20-08	Develop Matthew's Point Facilities	Develop visitor facilities at Matthews Point Regional Park as identified in the management plan.

Project Rationale This project is to install facilities at Matthews Point including trail work, signs, kiosk, and toilet building.

Project Number	Capital Project Title	Capital Project Description
20-09	Design & Expand East Sooke Aylard Farm Parking	Developing and constructing an engineered long term solution to meet on-going parking demands.

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

Project Number	Capital Project Title	Capital Project Description
21-01	Humpback Reservoir Dam Safety Review/DEP/OMS	Design, Development and Implementation of Humpback Reservoir Dam safety review as per provincial regulations.

Project Rationale A dam safety review is required by provincial dam safety regulations every ten years.

Project Number	Capital Project Title	Capital Project Description
21-02	Design & Construct E&N Rail Trail Phase 5	Design & construct E&N Rail Trail Phase 5 to create 4 kms of new trail.

Project Rationale The CRD is in the midst of building a 17 km paved pedestrian & cycling trail from the Johnson St. bridge in Victoria to Humpback Road in Langford. Phase 5 consists of approximately 4 km of trail from Jacklin Road to Humpback Reservoir in Langford. Completion of this project will be dependent on securing funding.

Project Number	Capital Project Title	Capital Project Description
21-03	Construct Hamsterly Beach Washroom	Construct Hamsterly Beach washroom to replace the current washroom.

Project Rationale This project will replace the 1950's era washroom at Hamsterly Beach in Elk Beaver Lake Regional Park. This facility has passed its expected life span and is in need of replacement to ensure adequate visitor experience.The building will be similar to the washrooms replaced in 2019 at Filter Beds, Beaver Beach and Eagle Beach.

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Project Number	21-06	**Capital Project Title**	Purchase and Install Elk Lake Remediation Systems	**Capital Project Description**	In-lake remediation systems (structures, oxygen-tanks, etc.) will be purchased and installed at Elk and Beaver Lakes
Project Rationale	In-lake remediation systems (structures, oxygen-tanks, etc.) will be purchased and installed at Elk and Beaver Lakes to provide managed oxygen/aeration flows to improve water quality.				

Project Number	21-07	**Capital Project Title**	Replace Picnic Shelter at Aylard Farm - East Sooke Regional Park	**Capital Project Description**	Current structure at end of useful life cycle.
Project Rationale	Current structure at end of useful life cycle, not repairable, high use location.				

Project Number	21-08	**Capital Project Title**	Implement Environmental Restoration at Sooke Potholes & Gonzales Contaminated Sites	**Capital Project Description**	Clean-up/Restoration work associated with contamination site.
Project Rationale	Clean-up/Restoration work associated with contamination site in old hanger structure in park.				

Project Number	21-16	**Capital Project Title**	Design & Construct Improvements to Tower Point Parking Area	**Capital Project Description**	Busy site receives high use, parking can be optimized for high capacity.
Project Rationale	Busy site receives high use, parking can be optimized for high capacity.				

Project Number	22-01	**Capital Project Title**	Design & Connect Regional Parks HQ to Municipal Sewer	**Capital Project Description**	Sewer connection to eliminate reliance on septic field
Project Rationale	The septic system at Mill Hill Regional Park HQ is an aging facility and will require replacement. Langford bylaws indicate that septic systems are to be phased out. This project will connect the Mill Hill HQ with the Langford sewer system.				

Project Number	22-02	**Capital Project Title**	Design & Construct Elk/Beaver Lake Dams 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 include re-enforcement of the downstream face, tie-in to the existing spillway control and vegetation management are required for the main dam at the southern outlet of Beaver Lake.Design in 2022 and construction in 2024.				

Service:	1.280	Regional Parks

Project Number	22-03	**Capital Project Title**	Repair Paving at Matheson Lake Parking Lot	**Capital Project Description**	Repair parking lot surface to enhance visitor experience and provide safe access to the park.
Project Rationale	Repair parking lot surface to enhance visitor experience and provide safe access to the park.				

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

Project Number	22-08	**Capital Project Title**	Replace Elk Lake Fishing Pier	**Capital Project Description**	Provide improved access, safety and capacity for the many anglers that use this facility.
Project Rationale	This project is grant dependant and seeks to replace and improve on the very popular Elk Lake Fishing Pier. Provide improved access, safety and capacity for the many anglers that use this facility.				

Project Number	22-09	**Capital Project Title**	Demolish Witty's Lagoon Nature Center	**Capital Project Description**	The temporary portable trailer is beyond it's serviceable lifespan.
Project Rationale	The temporary portable trailer that serves as Nature Center at Witty's Lagoon has been in place for over 20 years and is beyond it's serviceable lifespan.				

Project Number	22-10	**Capital Project Title**	Replace Matheson Creek Bridge	**Capital Project Description**	This project is to replace the footbridge on the Matheson Creek Trail.
Project Rationale	This project is to replace the footbridge on the Matheson Creek Trail.				

Project Number	22-11	**Capital Project Title**	Demolish Francis/King Residence and Upgrade Parking Area	**Capital Project Description**	This project is to remove the old residence at Francis King and use the footprint to increase parking capacity.
Project Rationale	This project is to remove the old residence at Francis King and use the footprint to increase parking capacity. The residence requires significant work and the parking capacity at Francis King does not meet the demand.				

Service:	1.280	Regional Parks

Project Number	22-12	**Capital Project Title**	Vehicle Replacement	**Capital Project Description**	Vehicle replacement based on a schedule for fleet vehicles.
Project Rationale	Regional Parks maintains a vehicle replacement fund to replace vehicles as they reach the end of their serviceable life.				

Project Number	22-13	**Capital Project Title**	Equipment Replacement	**Capital Project Description**	Equipment replacement of outdoor and indoor eqiupment 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 eqiupment and operational field equipment.				

Project Number	22-14	**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	22-15	**Capital Project Title**	Geotechnical Assessment Thetis Lake Dams	**Capital Project Description**	Geotechnical assessment of Thetis Lake (Dams 1 & 2) to evaluate geotechnical performance
Project Rationale	Geotechnical assessment of Thetis Lake (Dams 1 & 2) to evaluate geotechnical performance				

Project Number	22-16	**Capital Project Title**	Structural Assessment Humpback Dam Valve	**Capital Project Description**	Humpback dam value structural assessment and valve improvements
Project Rationale	Humpback dam value structural assessment and valve improvements				

Project Number	22-17	**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 allign with new Corporate Sign Strategy
Project Rationale	Remove old signs and replace with portal signs that align with CRD Corporate Sign Strategy				

Service:	1.280	Regional Parks

Project Number	Capital Project Title	Capital Project Description
22-18	Feasibility Study Sooke Hills Wilderness Trail	Explore options for re-routing section of the Trans Canada Trail at Waugh that is under an unstable embankment.

Project Rationale Slide has occurred and has blocked a portion of the trail

Project Number	Capital Project Title	Capital Project Description
22-19	Repair Lochside Trail at Borden	Repair slumped section of the Lochside Trail at Borden Road including new drainage, slope stabilization and re-paving.

Project Rationale Repair slumped section of the Lochside Trail at Borden Road including new drainage, slope stabilization and re-paving.

Project Number	Capital Project Title	Capital Project Description
22-20	Repair Suspension Bridge Sooke Hills Wilderness Trail	Repair or replace suspension bridge deck surface aluminum that is separating.

Project Rationale Repair or replace suspension bridge deck surface aluminum that is separating.

Project Number	Capital Project Title	Capital Project Description
22-21	Purchase side by side storage-Thetis Lake	Purchase of an 8 foot storage bin that can be placed behind the existing boat storage area and a two person side by side with a dump box on the back and a downhill descent package (use of engine to slow for Mill Hill)

Project Rationale Purchase of an 8 foot storage bin that can be placed behind the existing boat storage area and a two person side by side with a dump box on the back and a downhill descent package (use of engine to slow for Mill Hill)

Project Number	Capital Project Title	Capital Project Description
22-22	Site development plan - Mill Hill & 728	Capital plan needs associated with new FTE positions

Project Rationale Capital plan needs associated with new FTE positions for determining the office needs for Regional Parks staff, the parking, sewer, storage, electrical, and operational works yard needs, purchase of an office trailer with plumbing and electrical hooked up, purchase of office furniture and IT equipment and connecting site 728 to a sewer line at Elk Lake

Project Number	Capital Project Title	Capital Project Description
22-23	Purchase & installation of office trailer	Capital plan needs associated with new FTE positions

Project Rationale Capital plan needs associated with new FTE positions for determining the office needs for Regional Parks staff, the parking, sewer, storage, electrical, and operational works yard needs, purchase of an office trailer with plumbing and electrical hooked up, purchase of office furniture and IT equipment and connecting site 728 to a sewer line at Elk Lake

Service:	1.280	Regional Parks

Project Number	Capital Project Title	Capital Project Description
22-24	Purchase of equipment (IT & office equipment) for new site	Capital plan needs associated with new FTE positions

Project Rationale Capital plan needs associated with new FTE positions for determining the office needs for Regional Parks staff, the parking, sewer, storage, electrical, and operational works yard needs, purchase of an office trailer with plumbing and electrical hooked up, purchase of office furniture and IT equipment and connecting site 728 to a sewer line at Elk Lake

Project Number	Capital Project Title	Capital Project Description
22-25	Design sewer line for site at Elk Lake	Capital plan needs associated with new FTE positions

Project Rationale Capital plan needs associated with new FTE positions for determining the office needs for Regional Parks staff, the parking, sewer, storage, electrical, and operational works yard needs, purchase of an office trailer with plumbing and electrical hooked up, purchase of office furniture and IT equipment and connecting site 728 to a sewer line at Elk Lake

Project Number	Capital Project Title	Capital Project Description
23-01	Purchase of New Genset for Mt. McDonald	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	Capital Project Title	Capital Project Description
23-05	Design Salt Spring Island Regional Trail	Engineering design and cost estimate for 5 km 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.

Project Number	Capital Project Title	Capital Project Description
23-07	Repair Paving on Lochside Trail in Sidney	Paving to improve surface of trail and enhance user safety.

Project Rationale Paving to improve surface of trail and enhance user safety. Addresses root heaves and cracking on paved trail surface.

Project Number	Capital Project Title	Capital Project Description
23-08	Construct Eagle Beach Retaining Wall	Project to mitigate erosion on Eagle Beach at Elk Lake.

Project Rationale Project to mitigate erosion on Eagle Beach at Elk Lake. roject to mitigate erosion on Eagle Beach at Elk Lake.

Project Number	Capital Project Title	Capital Project Description
23-10	Assess, Design & Replace Swan and Brett Trestles	Project to replace critical assets on the Lochside Regional Trail as identified in engineering report.

Project Rationale Project to replace critical assets on the Lochside Regional Trail as identified in engineering report.

Service:	1.280	Regional Parks

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

Project Rationale Replace Witty's Lagoon Footbridge over Sitting Lady Falls.

Project Number	Capital Project Title	Capital Project Description
23-12	Site Characterization - Killarney Lake Dam	Preliminary site characterization and assessment of consequence classification.

Project Rationale Preliminary site characterization and assessment of consequence classification.

Project Number	Capital Project Title	Capital Project Description
24-01	Upgrade Humpback Dam Spalling	Upgrade Humpback Dam spalling with repairs to the concrete face of the dam to arrest deterioration.

Project Rationale The concrete on the face of Humpback Reservoir dam is spalling (pitting). Repairs are required to arrest this process and remediate the dam. This is required regardless of the outcome of the Dam Safety Review planned in 2021.

Project Number	Capital Project Title	Capital Project Description
24-03	Upgrade Sooke Potholes Campground Road	Improvements to road between parking lot #3 and Spring Salmon Place Campground.

Project Rationale Improve visitor experience and enhance safe access through improvements to road between parking lot #3 and Spring Salmon Place Campground.

Project Number	Capital Project Title	Capital Project Description
24-04	Design Brookleigh Boat Launch	Improving the boat launch at Brookleigh Beach on Elk Lake.

Project Rationale Improve visitor experience and enhance safe access through improving the boat launch at Brookleigh Beach on Elk Lake so it more easily accommodates the type of boats that frequent the facility.

Project Number	Capital Project Title	Capital Project Description
24-05	Hydrotechnical Assessment (IDF) - Humpback Dam	Hydrotechnical safety assessment (inflow design flood and spillway capacity assessment).

Project Rationale Hydrotechnical safety assessment (inflow design flood and spillway capacity assessment).

1.280 Regional Parks
Asset and Reserve Summary Schedule
2022 - 2026 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	**Actual**	**Budget**				
Projected year end balance	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
- Land Acquisition Levy	9,056,650	9,106,650	9,106,650	9,106,650	9,106,650	9,106,650
- Infrastructure/SSI&SGI Trail/Dams	3,859,273	3,945,262	2,987,197	4,749,827	3,328,594	3,212,259
Total Capital Reserve Fund	**12,915,923**	**13,051,912**	**12,093,847**	**13,856,477**	**12,435,244**	**12,318,909**
Parks Statutory Land Acquisition Reserve	**1,103,934**	**1,113,934**	**1,113,934**	**1,113,934**	**1,113,934**	**1,113,934**
Equipment Replacement Fund	**1,012,738**	**946,848**	**734,680**	**466,349**	**386,971**	**447,666**
Total projected year end balance	**15,032,595**	**15,112,694**	**13,942,461**	**15,436,760**	**13,936,149**	**13,880,509**

See attached reserve schedules for projected annual cash flows.

1.280 Regional Parks
Capital Reserve Fund Schedule
2022 - 2026 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**				
	2021	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	8,014,647	9,056,650	9,106,650	9,106,650	9,106,650	9,106,650
Land Acquisition Expenditure	(3,118,254)	-	-	-	-	-
LAF Levy Net Contribution	4,028,308	-	-	-	-	-
Other proceeds						
Interest Income*	131,949	50,000				
Ending Balance $ - Land Acquisition Levy Portion	**9,056,650**	**9,106,650**	**9,106,650**	**9,106,650**	**9,106,650**	**9,106,650**
Restricted	1,250,000	1,500,000	1,750,000	2,000,000	2,250,000	2,500,000
Unrestricted Balance	**7,806,650**	**7,606,650**	**7,356,650**	**7,106,650**	**6,856,650**	**6,606,650**

Assumptions/Background:

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

1.280 Regional Parks
Capital Reserve Fund Schedule
2022 - 2026 Financial Plan

Capital Reserve Fund Schedule

Infrastructure Portion	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	2,496,923	3,859,273	3,945,262	2,987,197	4,749,827	3,328,594
Planned Capital Expenditure (Based on Capital Plan)	(1,561,174)	(3,660,000)	(3,514,000)	(718,063)	(3,802,000)	(2,417,000)
Transfer from Operating Budget						
--Other Infrastructure	1,541,915	2,378,329	1,213,595	1,133,573	1,028,767	944,125
--SSI/SGI Trails	208,080	212,660	217,340	222,120	227,000	231,540
--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*	48,528	30,000	-	-	-	-
Ending Balance $ - Infrastructure Portion	**3,859,273**	**3,945,262**	**2,987,197**	**4,749,827**	**3,328,594**	**3,212,259**

* 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.

1.280 Regional Parks
Capital Reserve Fund Schedule
2022 - 2026 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				
	2021	2022	2023	2024	2025	2026
Beginning Balance	1,087,386	1,103,934	1,113,934	1,113,934	1,113,934	1,113,934
Park Land Acquisition	-	-	-	-	-	-
Proceeds from Sale of Surplus Park Land						
Interest Income	16,547	10,000				
Ending Balance $ - Parks Statutory Land Acquisition Reser	**1,103,934**	**1,113,934**	**1,113,934**	**1,113,934**	**1,113,934**	**1,113,934**

1.280 Regional Parks
Equipment Replacement Fund Schedule (ERF)
2022 - 2026 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				
	2021	2022	2023	2024	2025	2026
Beginning Balance	727,047	1,012,738	946,848	734,680	466,349	386,971
Planned Purchase (Based on Capital Plan)	(32,419)	(405,000)	(554,000)	(616,000)	(433,000)	(299,000)
Transfer from Operating Budget	280,500	336,110	341,832	347,669	353,622	359,695
Disposal Proceeds	31,855	-	-	-	-	-
Interest Income*	5,754	3,000				
Ending Balance $	**1,012,738**	**946,848**	**734,680**	**466,349**	**386,971**	**447,666**

* 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

2022 BUDGET

Panorama Recreation

FINAL BUDGET

MARCH 2022

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. 3388 - Construction of Second Pool	$	8,998,000
Borrowed:		$	8,998,000
Remaining:			-
Authorized:	Bylaw No. 4116 - Replacement of Arena Floor	$	1,080,000
Borrowed:		$	1,080,000
Remaining:		$	-

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:

Service: 1.44X Panorama Recreation **Commission: Peninsula Recreation**

Participants	Converted Assessment	Census Population	%	Actual Assessment
2017		**2016 Census**		
Central Saanich	513,275,231	16,814	39.42%	4,280,858,520
North Saanich	490,428,238	11,249	31.60%	4,488,740,615
Sidney	401,865,172	11,672	28.98%	3,315,203,726
TOTAL 2017	**1,405,568,641**	**39,735**	**100.00%**	**12,084,802,861**
2018		**2016 Census**		
Central Saanich	585,416,808	16,814	39.12%	4,919,870,905
North Saanich	571,557,103	11,249	31.69%	5,189,160,212
Sidney	472,356,552	11,672	29.18%	3,950,613,739
TOTAL 2018	**1,629,330,463**	**39,735**	**100.00%**	**14,059,644,856**
2019		**2016 Census**		
Central Saanich	632,044,321	16,814	38.97%	5,303,510,888
North Saanich	611,260,076	11,249	31.38%	5,506,158,117
Sidney	530,718,725	11,672	29.65%	4,468,134,589
TOTAL 2019	**1,774,023,122**	**39,735**	**100.00%**	**15,277,803,594**
2020		**2016 Census**		
Central Saanich	657,985,149	16,814	39.26%	5,446,784,895
North Saanich	615,251,368	11,249	31.08%	5,493,557,267
Sidney	543,992,242	11,672	29.65%	4,544,259,546
TOTAL 2020	**1,817,228,759**	**39,735**	**100.00%**	**15,484,601,708**
2021		**2016 Census**		
Central Saanich	682,091,870	16,814	39.42%	5,678,630,043
North Saanich	633,855,362	11,249	31.13%	5,760,450,825
Sidney	551,412,679	11,672	29.45%	4,630,400,405
TOTAL 2021	**1,867,359,911**	**39,735**	**100.00%**	**16,069,481,273**
2022		**2021 Census**		
Central Saanich	821,112,902	17,385	38.64%	6,951,449,149
North Saanich	814,676,641	12,235	32.36%	7,527,498,712
Sidney	656,173,316	12,318	29.00%	5,596,917,473
TOTAL 2022	**2,291,962,859**	**41,938**	**100.00%**	**20,075,865,334**

PANORAMA RECREATION	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Salaries and Wages	4,075,145	4,632,279	5,562,057	54,545	-	5,616,602	5,760,867	5,881,601	6,004,855	6,130,687
Utilities	629,978	629,978	639,692	-	-	639,692	649,569	659,606	669,806	680,179
Recreation Programs and Special Events	393,554	354,179	409,574	-	-	409,574	417,767	426,121	434,643	443,338
Operating Supplies & Promotion	267,777	279,108	330,004	-	15,811	345,815	331,506	344,132	344,895	357,796
Maintenance and Repairs	387,696	387,696	397,825	-	-	397,825	406,931	414,268	421,756	429,390
Internal Allocations	513,422	513,422	477,784	-	-	477,784	487,346	497,109	507,068	517,227
Licences/Surveys/Legal/Meeting	170,459	189,647	193,551	-	-	193,551	197,423	201,371	205,399	209,506
Advertising/Printing/Brouchures/Signs	35,285	34,761	57,699	-	-	57,699	58,849	60,024	61,221	62,443
Telephone/IT & Network Systems	54,779	55,899	56,977	-	-	56,977	58,904	60,164	60,426	61,921
Vehicles and Travel	68,889	68,889	73,670	-	-	73,670	75,140	76,639	78,170	79,725
Insurance	42,760	42,760	45,820	-	-	45,820	47,080	48,393	49,740	51,142
Contingency	50,000	50,000	50,000	-	-	50,000	50,000	50,000	50,000	50,000
TOTAL OPERATING COSTS	**6,689,744**	**7,238,618**	**8,294,653**	**54,545**	**15,811**	**8,365,009**	**8,541,381**	**8,719,430**	**8,887,978**	**9,073,354**
*Percentage increase over prior year			14.59%			15.56%	2.11%	2.1%	1.9%	2.1%
CAPITAL / RESERVE										
Transfer to Operating Reserve Fund	7,805	7,805	7,961	-	-	7,961	8,120	8,283	8,448	8,617
Transfer to Capital Reserve Fund	382,008	387,187	308,402	-	-	308,402	411,204	890,831	1,025,330	1,025,330
Transfer to Equipment Replacement Fund	215,170	215,170	396,000	-	-	396,000	396,000	396,000	396,000	396,000
Capital & Equipment Purchases	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	**604,983**	**610,162**	**712,363**	**-**	**-**	**712,363**	**815,324**	**1,295,114**	**1,429,778**	**1,429,947**
*Percentage increase over prior year			16.75%			16.75%	14.45%	58.85%	10.40%	0.01%
DEBT CHARGES	776,834	774,184	774,164	17,530	-	791,694	857,367	377,740	243,241	243,241
TOTAL COSTS	**8,071,561**	**8,622,964**	**9,781,180**	**72,075**	**15,811**	**9,869,066**	**10,214,073**	**10,392,284**	**10,560,998**	**10,746,542**
*Percentage increase over prior year		6.83%	13.43%			14.45%	3.50%	1.74%	1.62%	1.76%
Internal Recoveries										
Recoveries - Other	-	-	-	-	-	-	-	-	-	-
OPERATING LESS RECOVERIES	**8,071,561**	**8,622,964**	**9,781,180**	**72,075**	**15,811**	**9,869,066**	**10,214,073**	**10,392,284**	**10,560,998**	**10,746,542**
FUNDING SOURCES (REVENUE)										
Estimated balance C/F from current to Next year										
Balance C/F from Prior to Current year	(259,421)	(259,421)	-	-	-	-				
Fee Income	(1,689,149)	(2,082,666)	(3,431,601)	-	-	(3,431,601)	(3,502,312)	(3,570,453)	(3,647,727)	(3,725,213)
Rental Income	(806,300)	(852,306)	(964,334)	-	-	(964,334)	(983,208)	(1,002,461)	(1,022,098)	(1,042,128)
Sponsorships	(12,610)	(12,610)	(35,298)	-	-	(35,298)	(35,948)	(36,610)	(37,285)	(37,975)
Transfer from Operating Reserve Fund	(51,000)	(51,000)	-	-	-	-	-	-	-	(51,000)
Payments - In Lieu of Taxes	(159,359)	(159,359)	(175,170)	-	-	(175,170)	(159,359)	(159,359)	(159,359)	(159,359)
Grants - Other	-	(111,880)	(72,177)	-	-	(72,177)	(72,177)	(72,177)	(72,177)	(72,177)
TOTAL REVENUE	**(2,977,839)**	**(3,529,242)**	**(4,678,580)**	**-**	**-**	**(4,678,580)**	**(4,753,004)**	**(4,841,060)**	**(4,938,646)**	**(5,087,852)**
*Percentage increase over prior year		18.52%	32.57%			32.57%	1.59%	1.85%	2.02%	3.02%
REQUISITION	**(5,093,722)**	**(5,093,722)**	**(5,102,600)**	**(72,075)**	**(15,811)**	**(5,190,486)**	**(5,461,069)**	**(5,551,224)**	**(5,622,352)**	**(5,658,690)**
*Percentage increase over prior year			0.17%			1.90%	5.21%	1.65%	1.28%	0.65%
PARTICIPANTS: North Saanich. Sidney,Central Saanich										
AUTHORIZED POSITIONS:										
Salaried	34.85	34.85	34.85	2.00	0.00	36.85	36.85	36.85	36.85	36.85
Converted Auxillaries	0.50	0.50	0.50	0.00	0.00	0.50	0.50	0.50	0.50	0.50

PANORAMA RECREATION	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS										
Arena	1,635,584	1,746,324	1,860,582	-	-	1,860,582	1,898,653	1,937,466	1,959,845	2,017,215
Pool	1,899,673	2,208,440	2,548,458	-	-	2,548,458	2,595,535	2,654,034	2,684,679	2,762,901
Recreation - Community Recreation	3,032,884	3,156,189	3,734,811	54,545	-	3,789,356	3,894,196	3,973,055	4,035,484	4,134,126
Administration	79,408	85,470	108,763	-	15,811	124,574	111,118	113,158	166,419	117,729
Contingency	50,000	50,000	50,000	-	-	50,000	50,000	50,000	50,000	50,000
	6,697,549	**7,246,423**	**8,302,614**	**54,545**	**15,811**	**8,372,970**	**8,549,502**	**8,727,713**	**8,896,427**	**9,081,971**
*Percentage increase over prior year			23.96%			25.02%				
CAPITAL / RESERVE										
Arena	262,727	262,727	286,201	-	-	286,201	337,602	337,602	337,602	337,602
Pool	262,728	267,907	286,201	-	-	286,201	337,602	817,229	951,728	951,728
Community Recreation	71,723	71,723	132,000	-	-	132,000	132,000	132,000	132,000	132,000
	597,178	**602,357**	**704,402**	**-**	**-**	**704,402**	**807,204**	**1,286,831**	**1,421,330**	**1,421,330**
DEBT CHARGES										
Arena	90,958	88,308	88,548	17,530	-	106,078	240,651	240,651	240,651	240,651
Pool	685,876	685,876	685,616	-	-	685,616	616,716	137,089	2,590	2,590
	776,834	**774,184**	**774,164**	**17,530**		**791,694**	**857,367**	**377,740**	**243,241**	**243,241**
TOTAL OPERATING, CAPITAL AND DEBT COSTS	**8,071,561**	**8,622,964**	**9,781,180**	**72,075**	**15,811**	**9,869,066**	**10,214,073**	**10,392,284**	**10,560,998**	**10,746,542**
						22.27%				
FUNDING SOURCES (REVENUE)										
Arena	(611,608)	(724,209)	(902,168)	-	-	(902,168)	(920,206)	(938,606)	(957,373)	(976,515)
Pool	(333,882)	(782,850)	(1,131,459)	-	-	(1,131,459)	(1,154,038)	(1,177,065)	(1,200,554)	(1,224,515)
Community Recreation	(1,534,169)	(1,406,053)	(2,288,843)	-	-	(2,288,843)	(2,336,286)	(2,380,695)	(2,433,764)	(2,486,557)
Administration	(79,400)	(85,470)	(108,763)	-	-	(108,763)	(110,938)	(113,158)	(115,419)	(168,729)
TOTAL REVENUE	**(2,559,059)**	**(2,998,582)**	**(4,431,233)**	**-**		**(4,431,233)**	**(4,521,468)**	**(4,609,524)**	**(4,707,110)**	**(4,856,316)**
Estimated balance C/F current to Next year						-				
Balance C/F from Prior to Current year	(259,421)	(259,421)	-	-	-	-	-	-	-	-
Grants in lieu of Taxes	(159,359)	(159,359)	(175,170)	-	-	(175,170)	(159,359)	(159,359)	(159,359)	(159,359)
Grants - Other	-	(111,880)	(72,177)	-	-	(72,177)	(72,177)	(72,177)	(72,177)	(72,177)
REQUISITION	**(5,093,722)**	**(5,093,722)**	**(5,102,600)**	**(72,075)**	**(15,811)**	**(5,190,486)**	**(5,461,069)**	**(5,551,224)**	**(5,622,352)**	**(5,658,690)**
*Percentage increase			0.17%			1.90%	5.21%	1.65%	1.28%	0.65%
AUTHORIZED POSITIONS: Salaried	34.85	34.85	34.85	2.00	0.00	36.85	36.85	36.85	36.85	36.85
Converted Auxillaries	0.50	0.50	0.50	0.00	0.00	0.50	0.50	0.50	0.50	0.50
User Funding %	31.70%		45.30%			44.90%	44.27%	44.36%	44.57%	45.19%
User Funding excluding debt%	35.08%		49.20%			48.82%	48.32%	46.03%	45.62%	46.24%

PANORAMA RECREATION - ADMINISTRATION	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
ADMINISTRATION COSTS										
Salaries and Wages	404,457	424,369	432,137	-	-	432,137	441,442	450,947	460,656	470,572
Other Internal Allocations	502,394	502,394	466,561	-	-	466,561	475,909	485,443	495,168	505,088
Operating - Other	123,914	129,128	139,298	-	15,811	155,109	142,082	144,925	147,823	150,780
Telephone Rent & Installation	37,827	37,827	38,584	-	-	38,584	39,355	40,142	40,945	41,764
Operating - Supplies	21,557	16,557	21,988	-	-	21,988	22,428	22,876	23,334	23,800
Contract for Services & fees for service	149,462	162,462	97,212	-	-	97,212	99,156	101,140	103,163	105,225
Insurance	42,760	42,760	45,820	-	-	45,820	47,080	48,393	49,740	51,142
Allocation - System Services	11,028	11,028	11,223	-	-	11,223	11,437	11,666	11,900	12,139
Transfer to Operating Reserve Fund	7,805	7,805	7,961	-	-	7,961	8,120	8,283	8,448	8,617
TOTAL ADMINISTRATION COSTS	**1,301,204**	**1,334,330**	**1,260,784**	**-**	**15,811**	**1,276,595**	**1,287,010**	**1,313,816**	**1,341,178**	**1,369,127**
MAINTENANCE COSTS										
Salaries and Wages	1,564,050	1,564,176	1,645,698	-	-	1,645,698	1,680,561	1,716,162	1,752,514	1,789,634
Maintenance	105,904	105,904	108,022	-	-	108,022	110,182	112,386	114,634	116,926
Operating - Other	65,940	65,940	66,643	-	-	66,643	67,975	69,335	70,722	72,135
Utility	553,226	553,226	562,010	-	-	562,010	570,947	580,032	589,268	598,666
Operating - Supplies	87,412	90,882	92,661	-	-	92,661	94,514	96,403	98,331	100,299
Travel and Vehicles	22,276	22,276	22,722	-	-	22,722	23,176	23,639	24,112	24,595
TOTAL MAINTENANCE COSTS	**2,398,808**	**2,402,404**	**2,497,756**	**-**	**-**	**2,497,756**	**2,547,355**	**2,597,957**	**2,649,581**	**2,702,255**
PROGRAM ADMINISTRATION COSTS										
Salaries and Wages	542,543	610,262	780,543	-	-	780,543	797,053	813,911	831,125	848,702
Operating - Other	49,474	31,974	72,480	-	-	72,480	74,430	75,918	76,914	78,453
Operating - Supplies	5,499	9,899	5,609	-	-	5,609	5,721	5,836	5,952	6,072
Staff Training	2,400	2,400	2,448	-	-	2,448	2,497	2,547	2,598	2,650
TOTAL PROGRAM COSTS	**599,916**	**654,535**	**861,080**	**-**	**-**	**861,080**	**879,701**	**898,212**	**916,589**	**935,877**
TOTAL COSTS	**4,299,928**	**4,391,269**	**4,619,620**	**-**	**15,811**	**4,635,431**	**4,714,066**	**4,809,985**	**4,907,348**	**5,007,259**
Transfers to Capital						-				
TOTAL COSTS	**4,299,928**	**4,391,269**	**4,619,620**	**-**	**15,811**	**4,635,431**	**4,714,066**	**4,809,985**	**4,907,348**	**5,007,259**
RECOVERED FROM ARENA, POOL, PARKS, RECREATION AND MULTI-PURPOSE ROOM										
Internal Recovery - Administration	(1,221,810)	(1,248,860)	(1,152,021)	-	-	(1,152,021)	(1,175,892)	(1,200,658)	(1,174,759)	(1,251,398)
Internal Recovery - Maintenance	(2,398,800)	(2,402,404)	(2,497,754)	-	-	(2,497,754)	(2,547,355)	(2,597,957)	(2,649,581)	(2,702,255)
Internal Recovery - Programs Administration	(599,910)	(654,535)	(861,082)	-	-	(861,082)	(879,701)	(898,212)	(916,589)	(935,877)
OPERATING COSTS LESS INTERNAL RECOVERIES	**79,408**	**85,470**	**108,763**	**-**	**15,811**	**124,574**	**111,118**	**113,158**	**166,419**	**117,729**
FUNDING SOURCES (REVENUE)										
Other Income	(79,400)	(85,470)	(108,763)	-	-	(108,763)	(110,938)	(113,158)	(115,419)	(168,729)
TOTAL REVENUE	(79,400)	(85,470)	(108,763)	-	-	(108,763)	(110,938)	(113,158)	(115,419)	(168,729)
REQUISITION	**(8)**	**-**	**-**	**-**	**(15,811)**	**(15,811)**	**(180)**	**0**	**(51,000)**	**51,000**
*Percentage Increase										
PARTICIPANTS: Municipalities of North Saanich, Central Saanich and Sidney										
AUTHORIZED POSITIONS: Salaried	24.85	24.85	24.85	0.00	0.00	24.85	24.85	24.85	24.85	24.85
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	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS										
Salaries and Wages	115,741	178,141	217,872	-	-	217,872	222,462	227,147	231,930	236,815
Internal Allocations - Administration	407,270	416,287	384,007	-	-	384,007	391,964	400,219	391,586	417,133
Internal Allocations - Maintenance	799,600	800,801	832,585	-	-	832,585	849,118	865,986	883,194	900,752
Internal Allocations - Program Administration	199,970	218,178	287,027	-	-	287,027	293,234	299,404	305,530	311,959
Operating - Supplies	36,078	37,484	44,723	-	-	44,723	45,619	46,529	47,460	48,409
Maintenance	46,156	46,156	47,079	-	-	47,079	48,021	48,981	49,961	50,960
Instructional Services and Travel	30,769	49,277	47,289	-	-	47,289	48,235	49,200	50,184	51,187
Contingency						-				
TOTAL OPERATING COSTS	**1,635,584**	**1,746,324**	**1,860,582**	**-**	**-**	**1,860,582**	**1,898,653**	**1,937,466**	**1,959,845**	**2,017,215**
*Percentage Increase		6.8%	13.76%			13.76%	2.0%	2.0%	1.2%	2.9%
CAPITAL / RESERVE										
Capital & Equipment Purchases	-	-	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	71,723	71,723	132,000	-	-	132,000	132,000	132,000	132,000	132,000
Transfer to Reserve Fund	191,004	191,004	154,201	-	-	154,201	205,602	205,602	205,602	205,602
TOTAL CAPITAL / RESERVES	**262,727**	**262,727**	**286,201**	**-**	**-**	**286,201**	**337,602**	**337,602**	**337,602**	**337,602**
DEBT CHARGES	90,958	88,308	88,548	17,530	-	106,078	240,651	240,651	240,651	240,651
TOTAL COSTS	**1,989,269**	**2,097,359**	**2,235,331**	**17,530**	**-**	**2,252,861**	**2,476,906**	**2,515,719**	**2,538,098**	**2,595,468**
FUNDING SOURCES (REVENUE)										
Revenue - Fees	(611,608)	(724,209)	(902,168)	-	-	(902,168)	(920,206)	(938,606)	(957,373)	(976,515)
TOTAL REVENUE	**(611,608)**	**(724,209)**	**(902,168)**	**-**	**-**	**(902,168)**	**(920,206)**	**(938,606)**	**(957,373)**	**(976,515)**
REQUISITION	**(1,377,661)**	**(1,373,150)**	**(1,333,163)**	**(17,530)**	**-**	**(1,350,693)**	**(1,556,700)**	**(1,577,113)**	**(1,580,725)**	**(1,618,953)**
*Percentage Increase		-0.3%	-3.23%			-1.96%	15.3%	1.3%	0.2%	2.4%
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 %	30.75%		40.36%			40.05%	37.15%	37.31%	37.72%	37.62%
User Funding excluding debt%	32.22%		42.02%			42.02%	41.15%	41.26%	41.67%	41.47%

PANORAMA RECREATION - SWIMMING POOL	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS										
Salaries and Wages	354,742	630,083	866,563	-	-	866,563	884,189	902,172	920,523	939,245
Internal Allocations - Administration	407,270	416,287	384,007	-	-	384,007	391,964	400,219	391,586	417,133
Internal Allocations - Maintenance	799,600	800,801	832,585	-	-	832,585	849,118	865,986	883,194	900,752
Internal Allocations - Program Administration	199,970	218,178	287,027	-	-	287,027	293,234	299,404	305,530	311,959
Maintenance	65,990	65,990	67,310	-	-	67,310	68,656	70,029	71,430	72,859
Operating - Supplies	62,700	67,700	86,286	-	-	86,286	82,912	90,570	86,262	93,987
Instructional Services	9,401	9,401	24,680	-	-	24,680	25,462	25,654	26,154	26,966
Contingency						-				
TOTAL OPERATING COSTS	**1,899,673**	**2,208,440**	**2,548,458**	**-**	**-**	**2,548,458**	**2,595,535**	**2,654,034**	**2,684,679**	**2,762,901**
*Percentage Increase		16.3%	34.15%			34.15%	1.8%	2.3%	1.2%	2.9%
CAPITAL / RESERVE										
Capital & Equipment Purchases	-	-	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	71,724	71,724	132,000	-	-	132,000	132,000	132,000	132,000	132,000
Transfer to Reserve Fund	191,004	196,183	154,201	-	-	154,201	205,602	685,229	819,728	819,728
TOTAL CAPITAL / RESERVES	**262,728**	**267,907**	**286,201**	**-**	**-**	**286,201**	**337,602**	**817,229**	**951,728**	**951,728**
DEBT CHARGES	685,876	685,876	685,616	-	-	685,616	616,716	137,089	2,590	2,590
TOTAL COSTS	**2,848,277**	**3,162,223**	**3,520,275**	**-**	**-**	**3,520,275**	**3,549,853**	**3,608,352**	**3,638,997**	**3,717,219**
FUNDING SOURCES (REVENUE)										
Revenue - Fees	(333,882)	(782,850)	(1,131,459)	-	-	(1,131,459)	(1,154,038)	(1,177,065)	(1,200,554)	(1,224,515)
Grants - Other	-	(15,504)	-	-	-	-	-	-	-	-
TOTAL REVENUE	**(333,882)**	**(798,354)**	**(1,131,459)**	**-**	**-**	**(1,131,459)**	**(1,154,038)**	**(1,177,065)**	**(1,200,554)**	**(1,224,515)**
REQUISITION	**(2,514,395)**	**(2,363,869)**	**(2,388,816)**	**-**	**-**	**(2,388,816)**	**(2,395,815)**	**(2,431,287)**	**(2,438,443)**	**(2,492,704)**
*Percentage Increase		-6.0%	-4.99%			-4.99%	0.3%	1.5%	0.3%	2.2%
PARTICIPANTS: Municipalities of North Saanich, Central Saanich and Sidney										
AUTHORIZED POSITIONS: Salaried	2.00	2.00	2.00	0.00	0.00	2.00	2.00	2.00	2.00	2.00
User Funding %	11.72%		32.14%			32.14%	32.51%	32.62%	32.99%	32.94%
User Funding excluding debt%	15.44%		39.92%			39.92%	39.34%	33.91%	33.01%	32.96%

PANORAMA RECREATION - COMMUNITY COMMUNITY RECREATION	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
COMMUNITY RECREATION COSTS										
Salaries and Wages	1,093,612	1,225,248	1,619,244	54,545	-	1,673,789	1,735,160	1,771,262	1,808,107	1,845,719
Internal Allocations - Administration	407,270	416,286	384,007	-	-	384,007	391,964	400,220	391,587	417,132
Internal Allocations - Maintenance	799,600	800,802	832,584	-	-	832,584	849,119	865,985	883,193	900,751
Internal Allocations - Program Administration	199,970	218,179	287,028	-	-	287,028	293,233	299,404	305,529	311,959
Instructional Service	325,953	285,640	384,529	-	-	384,529	394,166	402,440	410,077	418,268
Operating - Supplies	121,183	124,738	141,217	-	-	141,217	143,428	145,676	147,962	150,287
Leasehold Improvements	85,296	85,296	86,202	-	-	86,202	87,126	88,068	89,029	90,010
TOTAL COMMUNITY RECREATION COSTS	**3,032,884**	**3,156,189**	**3,734,811**	**54,545**	**-**	**3,789,356**	**3,894,196**	**3,973,055**	**4,035,484**	**4,134,126**
*Percentage Increase		4.1%	23.14%			24.94%	2.8%	2.0%	1.6%	2.4%
CAPITAL / RESERVE										
Capital & Equipment Purchases	-	-	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	71,723	71,723	132,000	-	-	132,000	132,000	132,000	132,000	132,000
Transfer to Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	**71,723**	**71,723**	**132,000**	**-**	**-**	**132,000**	**132,000**	**132,000**	**132,000**	**132,000**
TOTAL COSTS	**3,104,607**	**3,227,912**	**3,866,811**	**54,545**	**-**	**3,921,356**	**4,026,196**	**4,105,055**	**4,167,484**	**4,266,126**
FUNDING SOURCES (REVENUE)										
Revenue - Community Recreation	(1,534,169)	(1,406,053)	(2,288,843)	-	-	(2,288,843)	(2,336,286)	(2,380,695)	(2,433,764)	(2,486,557)
Grants - Other	-	(96,376)	(72,177)	-	-	(72,177)	(72,177)	(72,177)	(72,177)	(72,177)
TOTAL REVENUE	**(1,534,169)**	**(1,502,429)**	**(2,361,020)**	**-**	**-**	**(2,361,020)**	**(2,408,463)**	**(2,452,872)**	**(2,505,941)**	**(2,558,734)**
REQUISITION	**(1,570,438)**	**(1,725,483)**	**(1,505,791)**	**(54,545)**	**-**	**(1,560,336)**	**(1,617,733)**	**(1,652,183)**	**(1,661,543)**	**(1,707,392)**
*Percentage Increase		9.9%	-4.12%			-0.64%	3.7%	2.1%	0.6%	2.8%
PARTICIPANTS: Municipalities of North Saanich, Central Saanich and Sidney										
AUTHORIZED POSITIONS: Salaried	7.00	7.00	7.00	2.00	0.00	9.00	9.00	9.00	9.00	9.00
User Funding %	49.42%		59.19%			58.37%	58.03%	57.99%	58.40%	58.29%

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.44X Panorama Recreation		Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE									
Buildings		B	$659,129	$3,678,129	$180,000	$136,000	$250,000	$305,000	$4,549,129
Equipment		E	$309,927	$1,873,704	$253,832	$346,172	$533,262	$432,630	$3,439,600
Land		L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures		S	$0	$168,600	$0	$0	$0	$0	$168,600
Vehicles		V	$0	$484,000	$26,000	$0	$0	$0	$510,000
			$969,056	**$6,204,433**	**$459,832**	**$482,172**	**$783,262**	**$737,630**	**$8,667,329**
SOURCE OF FUNDS									
Capital Funds on Hand		Cap	$969,056	$989,056	$0	$0	$0	$0	$989,056
Debenture Debt (New Debt Only)		Debt	$0	$1,753,000	$0	$0	$0	$0	$1,753,000
Equipment Replacement Fund		ERF	$0	$1,093,000	$279,832	$346,172	$398,262	$432,630	$2,549,896
Grants (Federal, Provincial)		Grant	$0	$1,319,777	$55,000	$0	$0	$0	$1,374,777
Donations / Third Party Funding		Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund		Res	$0	$1,049,600	$125,000	$136,000	$385,000	$305,000	$2,000,600
			$969,056	**$6,204,433**	**$459,832**	**$482,172**	**$783,262**	**$737,630**	**$8,667,329**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.44X

Service Name: Panorama Recreation

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
15-01	Study	Inspection - asbestos inventory	Inspection - asbestos inventory	$20,925	B	Cap	$15,895	$15,895	$0	$0	$0	$0	$15,895
17-04	Renewal	Dessicant dehumidifier for Ice Plant	Replace Dessicant dehumidifier/socks for Ice Plant due to aging	$350,000	B	Cap	$310,607	$310,607	$0	$0	$0	$0	$310,607
17-08	Renewal	Arena concourse (lobby) roof	renew arena concourse (lobby) roof due to leakage	$85,000	B	Cap	$80,730	$80,730	$0	$0	$0	$0	$80,730
18-02	New	Install Plant Maintenance SAP Program	Plant Maintenance SAP Program for PRC maintenance projects	$150,000	E	Res	→	$150,000	$0	$0	$0	$0	$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.	$112,000	B	Res	→	$112,000	$0	$0	$0	$0	$112,000
~~18-08~~	~~New~~	~~Install Welcome Figure (Aboriginal Art) (grant)~~	~~Installation Welcome Figure at Panorama site $15,000~~	~~$0~~	~~S~~	~~Grant~~	-	~~$0~~	~~$0~~	~~$0~~	~~$0~~	~~$0~~	~~$0~~
18-09	Replacement	Replace Pool room HVAC Air handling Unit	Replace Pool room HVAC Air handling Unit due to end of life	$50,000	B	Res	→	$50,000	$0	$0	$0	$0	$50,000
18-14	New	Install roof safety guide wires - arenas, tennis buildings	Install roof safety guide wires, arenas, tennis buildings for safety of workers	$168,000	B	Cap	$151,897	$151,897	$0	$0	$0	$0	$151,897
19-08	Replacement	Replace weight room (stretching area) HVAC	Replace weight room (stretching area) HVAC due to end of life	$9,000	B	Res	→	$9,000	$0	$0	$0	$0	$9,000
19-09	Replacement	Replace Ice Resurfacer	Replace Ice Resurfacer	$209,000	V	ERF	→	$209,000	$0	$0	$0	$0	$209,000
~~19-13~~	~~Renewal~~	~~Accessibility Upgrades~~	~~Upgrades throughout facility for increased accessibility 20,000~~	~~$0~~	~~B~~	~~Grant~~		~~$0~~	~~$0~~	~~$0~~	~~$0~~	~~$0~~	~~$0~~
19-15	New	Heat Recovery Plant	Construct heat recovery plant	$2,453,000	B	Debt	→	$1,753,000	$0	$0	$0	$0	$1,753,000
19-15	New	Heat Recovery Plant	Construct heat recovery plant		B	Grant	→	$700,000	$0	$0	$0	$0	$700,000
20-09	Replacement	Replace Ice Resurfacer	Replace Ice Resurfacer	$209,000	V	ERF	→	$209,000	$0	$0	$0	$0	$209,000
20-08	Renewal	Resurface/line painting (outdoor) Tennis courts	Resurface/line painting (outdoor) Tennis courts due to end of life	$33,600	S	Res	→	$33,600	$0	$0	$0	$0	$33,600
20-10	New	Level 3 Electric Vehicle charging station	Level 3 Electric car charging station in parking area	$65,000	S	Res	→	$65,000	$0	$0	$0	$0	$65,000
	New	Level 3 Electric Vehicle charging station	Level 3 Electric car charging station in parking area		S	Grant		$0	$0	$0	$0	$0	$0
21-01	Renewal	Roof - Arena A, B & Tennis	Renewal Roof on both arenas and tennis building	$120,000	B	Cap	$100,000	$120,000	$0	$0	$0	$0	$120,000
21-06	Replacement	Vehicle Replacement (Club Car)	Replace Club Car due to end of life	$20,000	V	ERF	→	$20,000	$0	$0	$0	$0	$20,000
21-07	New	Multi-Purpose Sport Field	Multi-sport court and playground relocation	$1,268,238	E	Grant	→	$524,777	$0	$0	$0	$0	$524,777
21-07	New				E	Grant	→	$30,000	$0	$0	$0	$0	$30,000
21-07	New				E	Cap	$309,927	$309,927	$0	$0	$0	$0	$309,927
22-01	Replacement	Replace Arena B rubber flooring	Replace Arena B rubber flooring due to end of life	$110,000	B	Res	→	$0	$55,000	$0	$0	$0	$55,000
	Replacement	Replace Arena B rubber flooring	Replace Arena B rubber flooring due to end of life	$0	B	Grant	→	$0	$55,000	$0	$0	$0	$55,000
22-02	Replacement	Replace Daktronic/Electronic Road Sign	Replace Daktronic/Electronic Road Sign due to end of life	$70,000	S	Res		$70,000	$0	$0	$0	$0	$70,000
22-05	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	$459,000	E	ERF		$459,000	$0	$0	$0	$0	$459,000
22-06	Replacement	Turstiles	Replacement of turnstiles due to end of life and technology upgrades	$150,000	E	ERF		$150,000	$0	$0	$0	$0	$150,000
22-07	New	Assessability upgrades	Upgrade to doorways and washroom assessability	$50,000	B	Grant		$50,000	$0	$0	$0	$0	$50,000
23-01	Renewal	LED Lighting - Arenas, Pool, GG, Parking lot & general facility	Change lighting in all areas to LED (other than Tennis bldg)	$325,000	B	Res	→	$310,000	$0	$0	$0	$0	$310,000
	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	$0	$0	$0	$0	$15,000
23-04	Replacement	Replace Fitness Studio HVAC	Replace Fitness Studio HVAC due to end of life	$50,000	B	Res		$0	$50,000	$0	$0	$0	$50,000
~~23-05~~	~~Replacement~~	~~Swirl pool boiler~~	~~Replace Swirl Pool boiler due to end of life $30,000~~	~~$0~~	~~E~~	~~ERF~~		~~$0~~	~~$0~~	~~$0~~	~~$0~~	~~$0~~	~~$0~~
23-06	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	$150,500	E	ERF		$0	$253,832	$0	$0	$0	$253,832
23-07	Replacement	Replace Chevrolet Passenger car	Replace Chevrolet Passenger car due to end of life	$46,000	V	ERF	→	$46,000	$0	$0	$0	$0	$46,000

Service #: 1.44X

Service Name: Panorama Recreation

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
23-08	Replacement	Replace Utility trailer	Replace Utility trailer due to end of life	$15,000	V	ERF		$0	$15,000	$0	$0	$0	$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		$0	$11,000	$0	$0	$0	$11,000
23-13	Replacement	Overhead Doors Olympia bay - auto	replacement of automatic overhead doors to ice resurfacer bay #2	$20,000	B	Res		$0	$20,000	$0	$0	$0	$20,000
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		$0	$0	$110,000	$0	$0	$110,000
24-02	Replacement	Arena Lobby HVAC	Replace Arena Lobby HVAC due to end of life	$30,000	E	ERF		$0	$0	$30,000	$0	$0	$30,000
24-04	Replacement	Refinish indoor tennis surface	Refinish indoor tennis surface due to end of life	$26,000	B	Res		$0	$0	$26,000	$0	$0	$26,000
24-05	Replacement	Greenglade Playground	Replace Greenglade playground due to end of life	$250,000	E	Res	←	$250,000	$0	$0	$0	$0	$250,000
24-05	Replacement	Greenglade Playground	Replace Greenglade playground due to end of life		E	Grant		$0	$0	$0	$0	$0	$0
24-06	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	$324,525	E	ERF		$0	$0	$274,172	$0	$0	$274,172
24-07	Replacement	Overhead Doors Olympia bay - auto	replacement of automatic overhead doors to ice resurfacer bay #1	$20,000	E	ERF		$0	$0	$20,000	$0	$0	$20,000
24-08	Renewal	Water supply system upgrade	upgrade water supply system	$22,000	E	ERF		$0	$0	$22,000	$0	$0	$22,000
25-01	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	$334,061	E	ERF		$0	$0	$0	$338,262	$0	$338,262
25-03	Renewal	Rebuild ice plant compressor	rebuild ice plant compressors #1 & #2	$25	E	Res		$0	$0	$0	$25,000	$0	$25,000
25-04	Replacement	Replace lap pool heater	replacement of lap pool heater	$50,000	E	Res		$0	$0	$0	$50,000	$0	$50,000
25-05	Replacement	Replacement of underwater lighting	Replacement of undrewater lighting in pool	$50,000	B	Res		$0	$0	$0	$50,000	$0	$50,000
25-06	Renewal	Re-tile pool	Re-tile pool	$200,000	B	Res		$0	$0	$0	$200,000	$0	$200,000
25-07	Replacement	Replace heating sustem in tennis courts	Replace heating sustem in tennis courts	$60,000	E	Res		$0	$0	$0	$60,000	$0	$60,000
25-09	Replacement	Phone system	upgrade main phone system	$60,000	E	ERF		$0	$0	$0	$60,000	$0	$60,000
26-01	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	$344,430	E	ERF		$0	$0	$0	$0	$345,630	$345,630
26-02	Replacement	Replace Ford F250 4x4	Replace Ford F250 4x4 due to end of life	$55,000	E	ERF		$0	$0	$0	$0	$55,000	$55,000
26-03	Replacement	Replace sound system in Areana A&B	Replace sound system in Areana A&B	$32,000	E	ERF		$0	$0	$0	$0	$32,000	$32,000
26-04	Renewal	Building improvements	improvements to Arena A & B and pool areas	$142,000	B	Res		$0	$0	$0	$0	$142,000	$142,000
26-05	Replacement	HVAC equipment replacement	HVAC equipment replacement link building, weight room, and courts	$123,000	B	Res		$0	$0	$0	$0	$123,000	$123,000
26-06	Replacement	Replace diving board stands	Replace diving board stand due to end of life	$20,000	B	Res		$0	$0	$0	$0	$20,000	$20,000
26-07	Replacement	Replace squash court floors	Replace squash court floors	$20,000	B	Res		$0	$0	$0	$0	$20,000	$20,000
		Emergency repairs											$0
													$0
			GRAND TOTAL	**$9,052,304**			**$969,056**	**$6,204,433**	**$459,832**	**$482,172**	**$783,262**	**$737,630**	**$8,667,329**

Service:	1.44X	Panorama Recreation

Project Number	Capital Project Title	Capital Project Description
15-01	Inspection - asbestos inventory	Inspection - asbestos inventory

Project Rationale Absebestos Inventory has not been completed for Panorama Recreation and Greenglade Community Centre. Inventory inspection will limit the possibility associated with potential exposure risks. ***2021 Update*** Inventory on Panorama and Greenglade complete, exposure control to be completed early 2022

Project Number	Capital Project Title	Capital Project Description
17-04	Dessicant dehumidifier for Ice Plant	Replace Dessicant dehumidifier/socks for Ice Plant due to aging

Project Rationale Unit presently serves two arenas for dehumidification. New system to be designed for independent operations and control, allowing for adjustment of each arena. JS Refrigeration has submitted their report and estimated costs with the recommendation that we proceed with the purchase of two A20 Munters unit. Units comes from the US, so currency exchange has been considered in the budget. Budget includes contingency, hazmat, placement of units at ground level and engineering support. ***2018 Update*** Project to be tied to energy recovery project to utilize rejected heat from refrigeration plant instead of Natural Gas *** 2019 Update*** awaiting energy recovery project approval. Current unit condition does not pose a high potential of failure in the 2019-2020 ice season ***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

Project Number	Capital Project Title	Capital Project Description
17-08	Arena concourse (lobby) roof	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 dehumification equipment will be relocated from this roof. ***2021 Update*** waiting on heat recovery project

Project Number	Capital Project Title	Capital Project Description
18-02	Install Plant Maintenance SAP Program	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 availablity and I.T. priorities change *** 2019 Update*** No change ***2020 Update*** No change ***2021 Update*** no change

Project Number	Capital Project Title	Capital Project Description
18-03	DDC Replacement (direct digital controls)	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

Service:	1.44X	Panorama Recreation

Project Number	Capital Project Title	Capital Project Description
18-08	Install Welcome Figure (Aboriginal Art) (grant)	Installation Welcome Figure at Panorama site $15,000

Project Rationale The welcome figure is a proposed community project in partnership with two local aboriginal artists. The welcome figure would serve to welcome all of our community members into our facility.The project would include: purchase of supplies, two aboriginal artists providing carving and education sessions, community carving events, and unveiling event when project is complete. The budget was determined by working with the two aboriginal artists who have completed similar projects on the Peninsula. Total project cost estimated at $15,000. ***2020 Update*** No Update ***2021 Update*** no update

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

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

Project Number	Capital Project Title	Capital Project Description
18-14	Install roof safety guide wires - arenas, tennis buildings	Install roof safety guide wires, arenas, tennis buildings for safety of workers

Project Rationale Install roof safety guide wires, arenas, tennis buildings for safety of workers ***2021 Update*** Aral construction has not billed for the work they have done and have yet to complete all of the

Project Number	Capital Project Title	Capital Project Description
19-08	Replace weight room (stretching area) HVAC	Replace weight room (stretching area) HVAC due to end of life

Project Rationale This project should directly follow energy recovery project approved combining funding for this project. Approval contingent on securing a minimum of $700k in grant funding ***2021 Update*** wait

Project Number	Capital Project Title	Capital Project Description
19-09	Replace Ice Resurfacer	Replace Ice Resurfacer

Project Rationale 2014 Olympia ice resurfacer (A) replaced with electric model $209,000 (trade-in est. $30,000) *** 2020 Update*** both ice resurfacers will be put out for bid together ***2020 Update*** RFP for 2

Project Number	Capital Project Title	Capital Project Description
19-13	Accessibility Upgrades	Upgrades throughout facility for increased accessibility 20,000

Project Rationale Grant funded upgrades for accessibliites

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 ulitize remaining funding from projects 17-04 and 18-09 ***2021 Update*** waiting on decision on ICIP grant				

Project Number	20-08	**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	The indoor/outdoor tennis courts are repaired and repainted every 5 years. A quote has been obtained from Tomko Sports. Budget includes contingency, hazmat inspection and support. ***2019 Update*** awaiting Geotech assemsnet of the stability of the bank. resurfacing to take place after bank has been determined stable ***2020 Update*** bank assemsent showed movement of ground with no certain cause without investagative excavation and disruption to playing surface. Funding moved to 2022 while we investigate options for surface stabalization prior to resurfacing. ***2021 Update*** investigation with Geotech ended without certain results. Likely to patch and repair surface				

Project Number	20-10	**Capital Project Title**	Level 3 Electric Vehicle charging station	**Capital Project Description**	Level 3 Electric car charging station in parking area
Project Rationale	level 3 charging stations. ***2020 Update*** Project ready to move when we find an appropriate grant ***2021 Update*** joint application with Climate action for large scale level 2 charges in				

Project Number	21-01	**Capital Project Title**	Roof - Arena A, B & Tennis	**Capital Project Description**	Renewal Roof on both arenas and tennis building
Project Rationale	Install a protective coating over the existing metal structure providing an additional 15-20 years of extended service. Budget estimate from Facility Services. ***2019Update*** Project under review. Roof study found from 2017 identified work to be done to extend the life of roofs through traditional methods instead of applying a coating. Budget Price reduced to $120,000.00 ***2020 Update*** no foreseable hold ups ***2021 Update*** in procurement process				

Project Number	22-01	**Capital Project Title**	Replace Arena B rubber flooring	**Capital Project Description**	Replace Arena B rubber flooring due to end of life
Project Rationale	Replacement of Arena B corridors and dressing room floors. Flooring is in need of replacement due to old age and continued patching of the high traffic areas. ***2019 Update*** Flooring in fair condition. Patching from Operation budget and move replacement to 2024 ***2020 Update*** Moved project into 2022 and added 50% grant funding requirement				

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				

Project Number	22-05	**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	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				

Project Number	23-04	**Capital Project Title**	Replace Fitness Studio HVAC	**Capital Project Description**	Replace Fitness Studio HVAC due to end of life
Project Rationale	End of Life				

Project Number	23-05	**Capital Project Title**	Swirl pool boiler	**Capital Project Description**	Replace Swirl Pool boiler due to end of life $30,000
Project Rationale	***2020 Update*** boiler nearing end of life				

Project Number	23-06	**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	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 llevel 2 charger grant				

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				

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				

Project Number	23-13	**Capital Project Title**	Overhead Doors Olympia bay - auto	**Capital Project Description**	replacement of automatic overhead doors to ice resurfacer bay #2
Project Rationale	Replace due to end of life cycle				

Service: **1.44X** **Panorama Recreation**

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	end of lifecycle and Increase building efficiency				

Project Number	24-02	**Capital Project Title**	Arena Lobby HVAC	**Capital Project Description**	Replace Arena Lobby HVAC due to end of life
Project Rationale	replace arena lobby HVAC replacement due to end of life				

Project Number	24-04	**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	24-05	**Capital Project Title**	Greenglade Playground	**Capital Project Description**	Replace Greenglade playground due to end of life
Project Rationale	Replace Greenglade Playground due to end of life. And introduction of Licensed daycare.				

Project Number	24-06	**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	24-07	**Capital Project Title**	Overhead Doors Olympia bay - auto	**Capital Project Description**	replacement of automatic overhead doors to ice resurfacer bay #1
Project Rationale	***2020 Update*** replacement due to end of life cycle				

Project Number	24-08	**Capital Project Title**	Water supply system upgrade	**Capital Project Description**	upgrade water supply system
Project Rationale	upgrade to water supply system				

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				

Service: 1.44X Panorama Recreation

Project Number	25-03	**Capital Project Title**	Rebuild ice plant compressor	**Capital Project Description**	rebuild ice plant compressors #1 & #2
Project Rationale	2 screw compressor rebuilds				

Project Number	25-04	**Capital Project Title**	Replace lap pool heater	**Capital Project Description**	replacement of lap pool heater
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 undrewater 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**	Replace heating sustem in tennis courts	**Capital Project Description**	Replace heating sustem in tennis courts
Project Rationale	***2020 Update*** replace gas fired heaters in tennis if needed after energy recovery project				

Project Number	25-09	**Capital Project Title**	Phone system	**Capital Project Description**	upgrade main phone system
Project Rationale	replace 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	26-02	**Capital Project Title**	Replace Ford F250 4x4	**Capital Project Description**	Replace Ford F250 4x4 due to end of life
Project Rationale	Truck past end of life. Holding pattern for electric options				

Service:	1.44X	Panorama Recreation

Project Number	26-03	**Capital Project Title**	Replace sound system in Areana A&B	**Capital Project Description**	Replace sound system in Areana A&B
Project Rationale	replace due to end of life cycle				

Project Number	26-04	**Capital Project Title**	Building improvements	**Capital Project Description**	improvements to Arena A & B and pool areas
Project Rationale	increase accessiblity accesss to Arena A, replacement of gas fired tub heats in Arena B (to be cancelled if heat recovery project moves forward due to redundancy), replace water heater Arena B due to end of life cycle, roof replacement and electrical upgrades to double car gargae, replace pool exterior doors due to ent of life cycle				

Project Number	26-05	**Capital Project Title**	HVAC equipment replacement	**Capital Project Description**	HVAC equipment replacement link building, weight room, and courts
Project Rationale	replacement due to end of life cycle				

Project Number	26-06	**Capital Project Title**	Replace diving board stands	**Capital Project Description**	Replace diving board stand due to end of life
Project Rationale	replacement due to end of life cycle				

Project Number	26-07	**Capital Project Title**	Replace squash court floors	**Capital Project Description**	Replace squash court floors
Project Rationale	replacement due to end of life cycle				

1.44X Panaroama Recreation
Asset and Reserve Summary Schedule
2022 - 2026 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				
Projected year end balance	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Capital Reserve	3,668,419	2,972,221	3,258,425	4,013,256	4,653,586	5,373,916
Equipment Replacement Fund	1,107,757	412,257	528,425	578,253	575,991	539,361
Total projected year end balance	**4,776,176**	**3,384,478**	**3,786,850**	**4,591,509**	**5,229,577**	**5,913,277**

1.44X Panorama Recreation
Capital Reserve Fund Schedule
2022 - 2026 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				
	2021	2022	2023	2024	2025	2026
Beginning Balance	3,253,604	3,668,419	2,972,221	3,258,425	4,013,256	4,653,586
Planned Capital Expenditure (Based on Capital Plan)	(542,427)	(1,049,600)	(125,000)	(136,000)	(385,000)	(305,000)
Transfer from Operating Budget*	903,772	308,402	411,204	890,831	1,025,330	1,025,330
Donations $ other Sponsorships						
Interest Income**	53,470	45,000	-	-	-	-
Ending Balance $	**3,668,419**	**2,972,221**	**3,258,425**	**4,013,256**	**4,653,586**	**5,373,916**

** 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)
2022 - 2026 Financial Plan

Equipment Replacement Fund Schedule (ERF)

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

Equipment Replacement Fund	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	985,065	1,107,757	412,257	528,425	578,253	575,991
Planned Purchase (Based on Capital Plan)	(340,255)	(1,093,000)	(279,832)	(346,172)	(398,262)	(432,630)
Transfer to Capital Fund						
Transfer from Operating Budget	456,052	396,000	396,000	396,000	396,000	396,000
Equipment and Vehicle Disposal Proceeds	555					
Interest Income*	6,340	1,500				
Ending Balance $	**1,107,757**	**412,257**	**528,425**	**578,253**	**575,991**	**539,361**

* 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

2022 BUDGET

SEAPARC

FINAL BUDGET

MARCH 2022

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 swimmig pool, the golf course and mutil-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 appointment 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 DeMamiel Golf Course Acquisition, $750,000 issued).

SEAPARC - ALL SERVICE AREAS	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Salaries and Wages	2,120,982	2,166,830	2,662,638	20,000	-	2,682,638	2,730,777	2,776,035	2,824,849	2,873,668
Electricity & Utilities	234,737	216,620	241,134	-	-	241,134	247,338	253,662	258,899	264,310
Operating Supplies & Promotion	204,798	179,720	255,107	5,000	-	260,107	265,911	270,499	275,259	280,062
Maintenance and Repairs	176,910	163,800	183,311	-	-	183,311	186,578	189,632	193,213	179,965
Internal Allocations	245,509	245,065	222,791	-	-	222,791	227,246	231,791	236,427	241,155
Contract for Services	52,050	30,640	61,825	-	-	61,825	63,072	61,132	62,354	63,543
Vehicles and Travel	26,600	20,900	27,410	-	-	27,410	27,954	28,503	29,063	29,583
Operating - Other	57,432	58,480	73,882	-	-	73,882	75,422	76,856	78,351	79,919
Insurance Cost	25,950	25,950	30,960	-	-	30,960	31,579	32,211	32,855	33,512
Contingency	20,000	-	20,400	-	-	20,400	20,808	21,224	21,648	22,041
TOTAL OPERATING COSTS	**3,164,968**	**3,108,005**	**3,779,459**	**25,000**	**-**	**3,804,459**	**3,876,685**	**3,941,546**	**4,012,918**	**4,067,756**
Percentage increase over prior year		-1.8%	19.42%			20.21%	1.90%	1.7%	1.8%	1.4%
CAPITAL / TRANSFER RESERVES										
Transfer to Operating Reserve Fund	5,000	5,000	5,000	-	-	5,000	5,000	-	-	-
Transfer to Capital Reserve Fund	320,000	365,600	320,000	-	-	320,000	340,000	355,000	375,000	390,000
Transfer to Equipment Replacement Fund	90,000	90,000	95,000	-	-	95,000	110,000	115,000	140,000	165,000
Capital Equipment Purchases	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	**415,000**	**460,600**	**420,000**	**-**	**-**	**420,000**	**455,000**	**470,000**	**515,000**	**555,000**
		11.0%	1.20%			1.20%	8.33%	3.3%	9.6%	7.8%
DEBT CHARGES	104,126	104,130	104,106	-	-	104,106	104,106	104,106	54,106	54,106
TOTAL COSTS	**3,684,094**	**3,672,735**	**4,303,565**	**25,000**	**-**	**4,328,565**	**4,435,791**	**4,515,652**	**4,582,024**	**4,676,862**
FUNDING SOURCES (REVENUE)										
Balance C/F from Current to Next year										
Balance C/F from Prior to Current year						-				
Fee Income	(486,482)	(501,763)	(885,465)	-	-	(885,465)	(916,257)	(934,979)	(954,075)	(975,291)
Rental Income	(275,140)	(248,500)	(312,570)	-	-	(312,570)	(318,826)	(325,202)	(331,714)	(338,348)
Transfer from Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
Payments - In Lieu of Taxes	(5,341)	(5,341)	(5,214)	-	-	(5,214)	(5,341)	(5,341)	(5,341)	(5,341)
TOTAL REVENUE	(766,963)	(755,604)	(1,203,249)	-	-	(1,203,249)	(1,240,424)	(1,265,522)	(1,291,130)	(1,318,979)
			56.88%			56.88%	3.09%	2.0%	2.0%	2.2%
REQUISITION	**(2,917,131)**	**(2,917,131)**	**(3,100,316)**	**(25,000)**	**-**	**(3,125,316)**	**(3,195,367)**	**(3,250,130)**	**(3,290,894)**	**(3,357,883)**
Percentage increase over prior year requisition			6.28%			7.14%	2.24%	1.71%	1.25%	2.04%
PARTICIPANTS: Sooke and JDF										
AUTHORIZED POSITIONS:										
Salaried	19.10	19.10	19.10	-	-	19.10	19.10	19.10	19.10	19.10

SEAPARC - ALL SERVICE AREAS	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS										
Arena	1,033,626	981,730	1,073,830	5,000	-	1,078,830	1,101,632	1,123,213	1,145,769	1,169,514
Golf Course	118,183	132,110	141,149	-	-	141,149	143,968	140,908	143,686	146,747
Community Recreation	608,810	519,210	674,191	-	-	674,191	689,218	703,257	717,582	730,827
Fitness Gym	99,440	97,800	152,176	-	-	152,176	155,294	158,645	162,083	165,403
Outdoor Facilities	38,960	34,710	39,380	-	-	39,380	40,220	41,050	41,894	42,605
Multi-Purpose Rooms	37,869	35,170	38,430	-	-	38,430	39,199	39,983	40,782	40,782
Concession	4,840	9,880	50,940	-	-	50,940	51,959	52,998	54,058	55,139
Pool	1,223,240	1,297,395	1,629,363	-	-	1,629,363	1,655,194	1,681,493	1,707,064	1,716,738
Port Renfrew						-				
Contingency	-	-	-	-	-	-	-	-	-	-
TOTAL OPERATION AND OVERHEAD COSTS	**3,164,968**	**3,108,005**	**3,799,459**	**5,000**	**-**	**3,804,459**	**3,876,685**	**3,941,547**	**4,012,918**	**4,067,756**
*Percentage increase over prior year			20.05%			20.21%	1.90%	1.7%	1.8%	1.4%
CAPITAL / RESERVE										
Transfer to Capital Reserve Fund	320,000	365,600	320,000	-	-	320,000	340,000	355,000	375,000	390,000
Transfer to Equipment Replacement Fund	90,000	90,000	95,000	-	-	95,000	110,000	115,000	140,000	165,000
Transfer to Operating Reserve Fund	5,000	5,000	5,000	-	-	5,000	5,000	-	-	-
TOTAL CAPITAL/RESERVES	**415,000**	**460,600**	**420,000**	**-**	**-**	**420,000**	**455,000**	**470,000**	**515,000**	**555,000**
DEBT CHARGES										
Fitness Gym	50,000	50,000	50,000	-	-	50,000	50,000	50,000	-	-
Golf Course	54,126	54,130	54,106	-	-	54,106	54,106	54,106	54,106	54,106
TOTAL OPERATING, CAPITAL AND DEBT COSTS	**3,684,094**	**3,672,735**	**4,323,565**	**5,000**	**-**	**4,328,565**	**4,435,791**	**4,515,653**	**4,582,024**	**4,676,862**
FUNDING SOURCES (REVENUE)										
Arena	(279,330)	(231,660)	(296,990)	-	-	(296,990)	(304,516)	(310,602)	(316,818)	(324,072)
Golf Course	(126,530)	(129,000)	(130,150)	-	-	(130,150)	(132,753)	(135,408)	(138,116)	(140,879)
Community Recreation	(166,860)	(98,000)	(261,840)	-	-	(261,840)	(267,079)	(272,422)	(277,871)	(283,519)
Outdoor Facilities						-				
Fitness Gym	(96,502)	(32,998)	(67,855)	-	-	(67,855)	(80,711)	(82,725)	(84,779)	(87,600)
Mult-Purpose Rooms	(1,100)	-	(7,500)	-	-	(7,500)	(7,650)	(7,803)	(7,959)	(8,118)
Concession	(5,100)	(12,100)	(57,000)	-	-	(57,000)	(58,140)	(59,303)	(60,489)	(61,699)
Pool	(86,200)	(206,505)	(376,700)	-	-	(376,700)	(384,234)	(391,919)	(399,757)	(407,752)
TOTAL REVENUE	**(761,622)**	**(710,263)**	**(1,198,035)**	**-**	**-**	**(1,198,035)**	**(1,235,083)**	**(1,260,181)**	**(1,285,789)**	**(1,313,638)**
Balance C/F from current to Next Year	-		-	-		-	-	-	-	-
Grants in lieu of Taxes	(5,341)	(5,341)	(5,214)	-	-	(5,214)	(5,341)	(5,341)	(5,341)	(5,341)
REQUISITION	**(2,917,131)**	**(2,957,131)**	**(3,120,316)**	**(5,000)**	**-**	**(3,125,316)**	**(3,195,367)**	**(3,250,130)**	**(3,290,894)**	**(3,357,882)**
*Percentage increase over prior year requisition		1.4%	6.97%			7.14%	2.24%	1.71%	1.25%	2.04%
PARTICIPANTS: District of Sooke, Sooke Recreation SA #6										
AUTHORIZED POSITIONS:										
Salaried	19.10	19.10	19.10	-	-	19.10	19.10	19.10	19.10	19.10

SEAPARC - ARENA, GOLF COURSE & RECREATION SERVICES	2021 BOARD BUDGET*	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS - ARENA										
Salaries and Wages	132,721	121,400	153,290	-	-	153,290	157,546	159,709	163,018	166,396
Internal Allocations - Maintenance	268,210	268,210	268,699	-	-	268,699	274,041	279,789	285,361	291,657
Internal Allocations - Operations	273,365	263,365	290,931	-	-	290,931	296,750	302,954	309,013	315,360
Utility	94,757	87,600	96,650	-	-	96,650	98,583	100,555	102,566	104,617
Other Internal Allocations & Insurance	168,145	168,145	165,950	-	-	165,950	169,269	172,654	176,107	179,630
Maintenance & Operating Supplies	86,428	73,010	88,110	5,000	-	93,110	95,039	96,940	98,879	100,813
Contingency	10,000	-	10,200	-	-	10,200	10,404	10,612	10,824	11,041
	1,033,626	**981,730**	**1,073,830**	**5,000**	**-**	**1,078,830**	**1,101,632**	**1,123,213**	**1,145,769**	**1,169,514**
OPERATING COSTS - GOLF COURSE										
Salaries and Wages	55,123	75,000	74,939	-	-	74,939	76,438	76,438	77,967	79,842
Internal Allocations - Maintenance	14,010	14,010	14,331	-	-	14,331	14,618	14,618	14,910	15,208
Internal Allocations - Operations	12,160	12,160	13,209	-	-	13,209	13,473	13,473	13,742	14,017
Utility	4,200	1,700	2,244	-	-	2,244	2,289	2,289	2,335	2,450
Maintenance & Supplies & Operating Cost	32,690	29,240	36,425	-	-	36,425	37,151	34,090	34,732	35,230
	118,183	**132,110**	**141,149**	**-**	**-**	**141,149**	**143,968**	**140,908**	**143,686**	**146,747**
OPERATING COSTS - RECREATION PROGRAMS										
Salaries and Wages	387,298	326,100	426,280	-	-	426,280	435,203	444,161	453,305	461,401
Internal Allocations - Maintenance	19,930	19,930	19,987	-	-	19,987	20,387	20,795	21,211	21,635
Internal Allocations - Operations	140,380	140,380	149,534	-	-	149,534	152,525	155,576	158,688	161,862
Operating Other	61,202	32,800	78,390	-	-	78,390	81,103	82,725	84,379	85,930
Contingency	-	-	-	-	-	-	-	-	-	-
	608,810	**519,210**	**674,191**	**-**	**-**	**674,191**	**689,218**	**703,257**	**717,582**	**730,827**
OPERATING COSTS - FITNESS GYM										
Salaries and Wages	22,000	27,000	73,216	-	-	73,216	74,755	76,325	77,928	79,565
Internal Allocations - Maintenance	45,900	45,900	46,030	-	-	46,030	46,951	47,890	48,848	49,825
Internal Allocations - Operations	20,400	20,400	21,730	-	-	21,730	22,165	22,608	23,060	23,521
Operating Other	11,140	4,500	11,200	-	-	11,200	11,424	11,822	12,247	12,492
Consultant Expenses	-	-	-	-	-	-	-	-	-	-
	99,440	**97,800**	**152,176**	**-**	**-**	**152,176**	**155,294**	**158,645**	**162,083**	**165,403**

SEAPARC - ARENA, GOLF COURSE & RECREATION SERVICES	2021 BOARD BUDGET*	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OUTDOOR FACILITIES	**38,960**	**34,710**	**39,380**	**-**	**-**	**39,380**	**40,220**	**41,050**	**41,894**	**42,605**
MULTI-PURPOSE ROOMS	**37,869**	**35,170**	**38,430**	**-**	**-**	**38,430**	**39,199**	**39,983**	**40,782**	**40,782**
CONCESSION	**4,840**	**9,880**	**50,940**	**-**	**-**	**50,940**	**51,959**	**52,998**	**54,058**	**55,139**
TOTAL OPERATING COSTS	**1,941,728**	**1,810,610**	**2,170,096**	**5,000**	**-**	**2,175,096**	**2,221,491**	**2,260,054**	**2,305,854**	**2,351,017**
Percentage Increase		-6.8%	11.76%			12.02%	2.1%	1.7%	2.0%	2.0%
CAPITAL / RESERVE										
Transfer to Capital Reserve fund	320,000	320,000	320,000	-	-	320,000	340,000	355,000	375,000	390,000
Transfer to Equipment Replacement Fund	90,000	90,000	95,000	-	-	95,000	110,000	115,000	140,000	165,000
Transfer to Operating Reserve Fund	5,000	5,000	5,000	-	-	5,000	5,000	-	-	-
TOTAL CAPITAL / RESERVES	**415,000**	**415,000**	**420,000**	**-**	**-**	**420,000**	**455,000**	**470,000**	**515,000**	**555,000**
Golf Debt	54,126	54,130	54,106	-	-	54,106	54,106	54,106	54,106	54,106
Fitness Gym Debt	50,000	50,000	50,000	-	-	50,000	50,000	50,000	-	-
DEBT CHARGES	**104,126**	**104,130**	**104,106**	**-**	**-**	**104,106**	**104,106**	**104,106**	**54,106**	**54,106**
TOTAL COSTS RECREATION SERVICES	**2,460,854**	**2,329,740**	**2,694,202**	**5,000**	**-**	**2,699,202**	**2,780,597**	**2,834,160**	**2,874,960**	**2,960,123**
OPERATION AND OVERHEAD COSTS										
Salaries and Wages	473,410	473,410	517,390	-	-	517,390	527,738	538,293	549,058	560,040
Internal Allocations	58,349	57,900	52,730	-	-	52,730	53,785	54,860	55,958	57,077
Internet Services & Telephone	33,700	37,700	39,790	-	-	39,790	40,586	41,398	42,225	43,070
Advertising	66,560	54,660	65,190	-	-	65,190	66,494	67,824	69,180	70,564
Travel, Training & Consultants	23,640	21,140	25,080	-	-	25,080	25,582	26,093	26,615	27,147
Operating - Other	59,180	54,180	61,310	-	-	61,310	62,536	63,787	65,063	66,364
TOTAL OPERATION AND OVERHEAD COSTS	**714,839**	**698,990**	**761,490**	**-**	**-**	**761,490**	**776,720**	**792,254**	**808,099**	**824,261**
MAINTENANCE COSTS - SALARIES	**742,420**	**742,420**	**747,310**	**20,000**	**-**	**767,310**	**782,656**	**798,309**	**814,276**	**830,561**
TOTAL OVERHEAD & MAINTENANCE COSTS	**1,457,259**	**1,441,410**	**1,508,800**	**20,000**	**-**	**1,528,800**	**1,559,376**	**1,590,564**	**1,622,375**	**1,654,822**
Internal Recovery - Operations	(714,839)	(698,990)	(761,490)	-	-	(761,490)	(776,720)	(792,254)	(808,099)	(824,261)
Internal Recovery - Maintenance	(742,420)	(742,420)	(767,310)	-	-	(767,310)	(782,656)	(798,309)	(814,276)	(830,561)
OPERATING COSTS LESS INTERNAL RECOVERIES	**2,460,854**	**2,329,740**	**2,674,202**	**25,000**	**-**	**2,699,202**	**2,780,597**	**2,834,160**	**2,874,960**	**2,960,123**

SEAPARC - ARENA, GOLF COURSE & RECREATION SERVICES	2021 BOARD BUDGET*	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
FUNDING SOURCES (REVENUE)										
Arena - Fee Charges	(34,280)	(20,660)	(33,390)	-	-	(33,390)	(35,639)	(36,348)	(37,072)	(38,731)
Arena - Rental Income	(245,050)	(211,000)	(263,600)	-	-	(263,600)	(268,877)	(274,254)	(279,746)	(285,341)
Golf Course - Fee Charges	(102,040)	(102,000)	(102,680)	-	-	(102,680)	(104,734)	(106,828)	(108,965)	(111,144)
Golf Course - Rental and Sales Income	(24,490)	(27,000)	(27,470)	-	-	(27,470)	(28,019)	(28,580)	(29,151)	(29,734)
Recreation - Fee Charges	(165,780)	(98,000)	(260,740)	-	-	(260,740)	(265,955)	(271,276)	(276,702)	(282,329)
Recreation - Other Misc Income	(1,080)	-	(1,100)	-	-	(1,100)	(1,124)	(1,146)	(1,169)	(1,190)
Fitness Gym - Fee Charges	(96,502)	(32,998)	(67,855)	-	-	(67,855)	(80,711)	(82,725)	(84,779)	(87,600)
Multi-Purpose Room - Rental Income	(1,100)	-	(7,500)	-	-	(7,500)	(7,650)	(7,803)	(7,959)	(8,118)
Concession - Sales and Commissions	(5,100)	(12,100)	(57,000)	-	-	(57,000)	(58,140)	(59,303)	(60,489)	(61,699)
Transfer from Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(675,422)	(503,758)	(821,335)	-	-	(821,335)	(850,849)	(868,262)	(886,032)	(905,886)
REQUISITION & PILT	**(1,785,432)**	**(1,825,982)**	**(1,852,867)**	**(25,000)**	**-**	**(1,877,867)**	**(1,929,748)**	**(1,965,897)**	**(1,988,928)**	**(2,054,237)**
Percentage Increase		2.3%	3.78%			5.18%	2.8%	1.9%	1.2%	3.3%
PARTICIPANTS: District of Sooke, Portion of JDF										
AUTHORIZED POSITIONS:										
AUTHORIZED POSITIONS: Salaried	15.45	15.45	15.45	0.00	0.00	15.45	15.45	15.45	15.45	15.45

SEAPARC - SWIMMING POOL	2021 BOARD BUDGET*	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATION COSTS										
Salaries and Wages	303,810	400,000	653,013	-	-	653,013	658,897	664,906	671,044	677,314
Internal Allocations - Maintenance	351,380	351,380	375,163	-	-	375,163	382,666	390,319	398,125	406,088
Internal Allocations - Operations	261,135	255,285	278,206	-	-	278,206	283,770	289,445	295,234	301,139
Utility	135,160	126,700	141,610	-	-	141,610	145,821	150,161	153,327	156,558
Operating - Supplies	60,790	59,060	76,340	-	-	76,340	77,309	78,196	79,099	80,182
Other Internal Allocations & Insurance	44,965	44,970	35,071	-	-	35,071	35,772	36,487	37,217	37,961
Maintenance	56,000	60,000	59,760	-	-	59,760	60,555	61,366	62,194	46,498
Contingency	10,000	-	10,200	-	-	10,200	10,404	10,612	10,824	11,000
TOTAL OPERATING COSTS	**1,223,240**	**1,297,395**	**1,629,363**	**-**	**-**	**1,629,363**	**1,655,194**	**1,681,493**	**1,707,064**	**1,716,738**
*Percentage Increase		6.1%	33.20%			33.20%				
TOTAL COSTS	**1,223,240**	**1,297,395**	**1,629,363**	**-**	**-**	**1,629,363**	**1,655,194**	**1,681,493**	**1,707,064**	**1,716,738**
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recoveries - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECO	**1,223,240**	**1,297,395**	**1,629,363**	**-**	**-**	**1,629,363**	**1,655,194**	**1,681,493**	**1,707,064**	**1,716,738**
FUNDING SOURCES (REVENUE)										
Revenue - Fees	(80,100)	(189,905)	(350,600)	-	-	(350,600)	(357,612)	(364,764)	(372,060)	(379,501)
Other Income	(1,100)	(5,100)	(11,100)	-	-	(11,100)	(11,322)	(11,548)	(11,779)	(12,015)
Rental Income	(5,000)	(11,500)	(15,000)	-	-	(15,000)	(15,300)	(15,606)	(15,918)	(16,236)
TOTAL REVENUE	(86,200)	(206,505)	(376,700)	-	-	(376,700)	(384,234)	(391,919)	(399,757)	(407,752)
REQUISITION & PILT	**(1,137,040)**	**(1,090,890)**	**(1,252,663)**	**-**	**-**	**(1,252,663)**	**(1,270,960)**	**(1,289,574)**	**(1,307,307)**	**(1,308,986)**
Percentage Increase		-4.1%	10.17%			10.17%	1.5%	1.5%	1.4%	0.1%
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

Service: 1.40X SEAPARC - Arena and Pool Facilities and Recreation **Commission: Sooke Electoral Area Parks & Rec**

LEVY STATISTICS

Area	Year	Folios	Converted Assessment	Actual Assessment	Max. Levy	Actual Levy	Residential Tax Rate /1000
District of Sooke	2016	5,744	228,344,465	2,065,069,242		1,963,697	
JDF-Sooke Rec - Y(762) SRVA # 52	2016	3,125	139,989,660	1,147,296,930		644,883	
Summary	**2016**	**8,869**	**368,334,125**	**3,212,366,172**	**5,139,786**	**2,608,580**	
District of Sooke	2017	5,788	250,004,193	2,271,057,095		2,009,817	
JDF-Sooke Rec - Y(762) SRVA # 52	2017	3,136	153,100,410	1,259,577,981		657,933	
Summary	**2017**	**8,924**	**403,104,603**	**3,530,635,076**	**5,649,016**	**2,667,750**	
District of Sooke	2018	5,917	294,839,286	2,702,811,506		2,014,506	
JDF-Sooke Rec - Y(762) SRVA # 52	2018	3,185	173,538,125	1,425,245,746		653,484	
Summary	**2018**	**9,102**	**468,377,411**	**4,128,057,252**	**6,604,892**	**2,667,990**	
District of Sooke	2019	6,101	333,993,462	3,065,742,528		2,089,177	
JDF-Sooke Rec - Y(762) SRVA # 52	2019	3,215	196,338,432	1,614,823,137		680,332	
Summary	**2019**	**9,316**	**530,331,894**	**4,680,565,665**	**7,488,905**	**2,769,509**	
District of Sooke	2020	6,234	353,006,866	3,230,727,435		2,159,679	
JDF-Sooke Rec - Y(762) SRVA # 52	2020	3,245	209,766,738	1,733,273,570		700,197	
Summary	**2020**	**9,479**	**562,773,604**	**4,964,001,005**	**7,942,402**	**2,859,876**	
District of Sooke	2021	6,387	382,206,437	3,524,216,633		2,229,834	
JDF-Sooke Rec - M(762) LSA # 33	2021	2,837	208,459,967	1,730,905,327		687,297	
Summary	**2021**	**9,224**	**590,666,404**	**5,255,121,960**	**8,408,195**	**2,917,131**	

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.40x SEAPARC		Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE									
Buildings		B	$0	$585,000	$50,000	$250,000	$100,000	$151,000	$1,136,000
Equipment		E	$0	$350,700	$262,000	$67,000	$87,000	$242,000	$1,008,700
Land		L	$0	$0	$0	$500,000	$0	$0	$500,000
Engineered Structures		S	$0	$0	$1,025,000	$10,000	$200,000	$25,000	$1,260,000
Vehicles		V	$0	$20,000	$0	$0	$40,000	$0	$60,000
			$0	**$955,700**	**$1,337,000**	**$827,000**	**$427,000**	**$418,000**	**$3,964,700**
SOURCE OF FUNDS									
Capital Funds on Hand		Cap	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)		Debt	$0	$0	$0	$500,000	$0	$0	$500,000
Equipment Replacement Fund		ERF	$0	$85,700	$102,000	$62,000	$122,000	$47,000	$418,700
Grants (Federal, Provincial)		Grant	$0	$50,000	$750,000	$0	$0	$0	$800,000
Donations / Third Party Funding		Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund		Res	$0	$820,000	$485,000	$265,000	$305,000	$371,000	$2,246,000
			$0	**$955,700**	**$1,337,000**	**$827,000**	**$427,000**	**$418,000**	**$3,964,700**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.40x

Service Name: SEAPARC

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
16-02	Renewal	Building Renewal	Building assessment and repairs	$189,000	B	Res		$120,000	$0	$0	$0	$0	$120,000
17-06	Replacement	Mechanical Equipment	Replacement of pumps/motors/electrical/hvac	N/A	E	ERF		$25,000	$30,000	$30,000	$0	$0	$85,000
17-08	Replacement	Computer Replacement	Replacement of computers	N/A	E	ERF		$2,700	$0	$0	$0	$0	$2,700
20-05	Replacement	Community Recreation Bus	Replacement community recreation bus	$40,000	V	ERF	→	$0	$0	$0	$40,000	$0	$40,000
20-06	New	Utility Service - Outdoor Facilities	New utility service outdoor facilities	$10,000	S	Res	→	$0	$0	$10,000	$0	$0	$10,000
20-08	Renewal	Electrical Distribution	Renewal electrical distribution	$150,000	E	Res		$50,000	$50,000	$0	$0	$50,000	$150,000
20-09	Replacement	Arena DHW Storage	Replacement of original hot water storage tank	$25,000	E	Res	→	$0	$25,000	$0	$0	$0	$25,000
21-02	New	Outdoor Activity Space Development	New outdoor activity space development	$140,000	E	Res		$0	$0	$0	$0	$140,000	$140,000
21-02	New	Outdoor Activity Space Development	New outdoor activity space development	$0	E	Grant		$0	$0	$0	$0	$0	$0
21-03	Replacement	Grounds Equipment	Mower/Tractor Replacement	$75,000	E	ERF		$0	$0	$30,000	$0	$0	$30,000
22-02	Renewal	Pool Roof Replacement	Pool Roof Replacement	$230,000	B	Res		$230,000	$0	$0	$0	$0	$230,000
22-03	Renewal	Radio Upgrade	Upgrade Radio System	$35,000	E	ERF	→	$0	$35,000	$0	$0	$0	$35,000
22-04	Replacement	Pool Lectronator System	Replacement of lectronator system	$60,000	E	ERF		$25,000	$15,000	$0	$10,000	$10,000	$60,000
22-05	Replacement	Pool Tile Re-Grout	Replacement pool tile grout	$6,000	B	Res		$5,000	$0	$0	$0	$1,000	$6,000
22-06	Renewal	Compressor Drive Motors	Renewal compressor drive motors	$13,000	E	ERF		$13,000	$0	$0	$0	$0	$13,000
22-07	Renewal	Golf Course Irrigaiton Upgrade	Renewal irrigaiton renewal	$30,000	E	Res		$10,000	$5,000	$5,000	$5,000	$5,000	$30,000
22-08	Replacement	Pool Lighting	Replace pool lighting	$100,000	B	Res		$100,000	$0	$0	$0	$0	$100,000
22-09	Replacement	Pool Changeroom Fixtures	Replace wash basins tap sets	$10,000	B	Res		$10,000	$0	$0	$0	$0	$10,000
22-10	Renewal	System balancing	Building systems balancing	$25,000	B	Res		$25,000	$0	$0	$0	$0	$25,000
22-11	Replacement	DDC Panels	Replace version 2 panels 20+ years old	$20,000	E	Res		$20,000	$0	$0	$0	$0	$20,000
22-12	Replacement	Pool Clorination System	Complete pool chlorination system replacement (see also 22-04)	$205,000	E	Res		$205,000	$0	$0	$0	$0	$205,000
22-13	Renewal	Access Improvements	Accessibility improvements washroom	$65,000	B	Res	→	$15,000	$0	$0	$0	$0	$15,000
22-13	Renewal				B	Grant		$50,000	$0	$0	$0	$0	$50,000
23-01	Replacement	Truck	Replace pickup truck with replacement from Water	$20,000	V	ERF	←	$20,000	$0	$0	$0	$0	$20,000
23-02	Replacement	Chiller	Replace Ice plant chiller	$80,000	E	Res		$0	$80,000	$0	$0	$0	$80,000
23-03	Replacement	Skate Park Renewal	Replacement skate park renewal	$1,000,000	S	Res		$0	$250,000	$0	$0	$0	$250,000
23-03	Replacement	Skate Park Renewal	Replacement skate park renewal	$0	S	Grant		$0	$750,000	$0	$0	$0	$750,000
23-04	Renewal	Building Renewal	Building assessment and repairs	$330,000	B	Res		$30,000	$50,000	$0	$100,000	$150,000	$330,000
23-05	Replacement	Computer Replacement	Replacement of computers	$10,000	E	ERF		$0	$2,000	$2,000	$2,000	$2,000	$8,000
23-06	Replacement	Grounds Equipment	Mower/Tractor Replacement	$60,000	E	ERF		$0	$20,000	$0	$40,000	$0	$60,000
23-07	Renewal	Parking Lot Remediation	Renewal parking lot remediation	$50,000	S	Res		$0	$25,000	$0	$0	$25,000	$50,000
24-01	New	Land Aquistion	New land aquistion	$500,000	L	Debt		$0	$0	$500,000	$0	$0	$500,000
24-02	Renewal	Pool Roof Replacement	Pool Roof Replacement	$250,000	B	Res		$0	$0	$250,000	$0	$0	$250,000
25-01	Replacement	Golf Works building	Replacement of work building	$200,000	S	Res		$0	$0	$0	$200,000	$0	$200,000
25-02	Replacement	Mechanical Equipment	Replacement of pumps/motors/electrical/hvac	$65,000	E	ERF		$0	$0	$0	$30,000	$35,000	$65,000
			GRAND TOTAL	**$3,993,000**			**$0**	**$955,700**	**$1,337,000**	**$827,000**	**$427,000**	**$418,000**	**$3,964,700**

Service:	1.40x	SEAPARC

Project Number	16-02	**Capital Project Title**	Building Renewal	**Capital Project Description**	Building assessment and repairs
Project Rationale	Exterior finishes will have been in service for at least 19 years with no significant alterations. In order to ensure and building envelope integrity, and asthetic appearance, repair and painting are required.				

Project Number	17-06	**Capital Project Title**	Mechanical Equipment	**Capital Project Description**	Replacement of pumps/motors/electrical/hvac
Project Rationale	Detail of replacement schedule of mechanical items is still in progress as part of the maintenance management system implementation. Items scheduled for 2017 include main circulation pump for hot tub, lap pool DX pump, boiler loop circulation pump, hot tub heat exchanger.				

Project Number	20-05	**Capital Project Title**	Community Recreation Bus	**Capital Project Description**	Replacement community recreation bus
Project Rationale	2007 Chevy Express Van will be due for replacement due to vehicle age.				

Project Number	20-06	**Capital Project Title**	Utility Service - Outdoor Facilities	**Capital Project Description**	New utility service outdoor facilities
Project Rationale	Construction of outdoor activity space				

Project Number	20-08	**Capital Project Title**	Electrical Distribution	**Capital Project Description**	Renewal electrical distribution
Project Rationale	Electrical distribution for the arena facility has been in place since 1975. The electical service mast has been identified as an item requiring attention within the next 5 years.				

Project Number	20-09	**Capital Project Title**	Arena DHW Storage	**Capital Project Description**	Replacement of original hot water storage tank
Project Rationale	Tanks service life will be ending				

Project Number	21-02	**Capital Project Title**	Outdoor Activity Space Development	**Capital Project Description**	New outdoor activity space development
Project Rationale	Strategic plan, and user feedback, along with current recreation trends, identify outdoor activity space as a community need and will help create capacity to meet the recreation needs of the growing service area.				

Project Number	21-03	**Capital Project Title**	Grounds Equipment	**Capital Project Description**	Mower/Tractor Replacement
Project Rationale	Mower/Tractor Replacement at end of useful life				

Service: 1.40x SEAPARC

Project Number	22-02	**Capital Project Title**	Pool Roof Replacement	**Capital Project Description**	Pool Roof Replacement
Project Rationale	Building envelope evauluation was conducted and replacement of various sections of roofing was identified to be replaced on a multi year plan based on condition and estmiated remaing life. Continuing project to ensure integrety of building envelope.				

Project Number	22-03	**Capital Project Title**	Radio Upgrade	**Capital Project Description**	Upgrade Radio System
Project Rationale	Radio system has been in service for over 20 years. Intemittent service issues have been experienced and upgrading components and altering system programming was recommended by CRD IT to enhance performance for offsite users and ensure reliable communications. System is used for staff check-ins, first aid and emergancy response.				

Project Number	22-04	**Capital Project Title**	Pool Lectronator System	**Capital Project Description**	Replacement of lectronator system
Project Rationale	The pool disinfection system requries is critical to the provision of safe water for the pool operation. Replacements for the controllers and cells is required and figures are based on previous years requriements and assement of current equipment.				

Project Number	22-05	**Capital Project Title**	Pool Tile Re-Grout	**Capital Project Description**	Replacement pool tile grout
Project Rationale	Regular pool deck, lap and leisure pool tanks, and changerooms tile regrouting				

Project Number	22-06	**Capital Project Title**	Compressor Drive Motors	**Capital Project Description**	Renewal compressor drive motors
Project Rationale	Preventive measure to ensure no interruption of service, motor.				

Project Number	22-07	**Capital Project Title**	Golf Course Irrigaiton Upgrade	**Capital Project Description**	Renewal irrigaiton renewal
Project Rationale	Consultation with TORO Canada has provided some options for enhancing the control of the irrigation system. It is expected that upgrading the control system will allow for more efficient use of the limited water resource and result in better turf conditions as well as some savings in staffing.				

Project Number	22-08	**Capital Project Title**	Pool Lighting	**Capital Project Description**	Replace pool lighting
Project Rationale	Pool lighting is failing. Water intrusion has degraded the wiring and is resulting in ground faults. Original equipment from 2000. Need to ensure sufficient lighting for safe pool operation				

Project Number	22-09	**Capital Project Title**	Pool Changeroom Fixtures	**Capital Project Description**	Replace wash basins tap sets
Project Rationale	Fixtures are corroded and leaking. Original fixture from original pool build. Chlorine and salt environment is hard on fixtures and equipment				

Service:	1.40x	SEAPARC

Project Number	Capital Project Title	Capital Project Description
22-10	System balancing	Building systems balancing

Project Rationale With the building and HVAC system additions, it is needed to balance the air systems and identify areas for efficiency.

Project Number	Capital Project Title	Capital Project Description
22-11	DDC Panels	Replace version 2 panels 20+ years old

Project Rationale DDC Panels servicing the pool and administration areas are 21 years old. There have been incidents over the last year where the panel is resulting in mechanical systems not working. This will also match all the new panels in the rest of the building to version 3 programming.

Project Number	Capital Project Title	Capital Project Description
23-01	Truck	Replace pickup truck with replacement from Water

Project Rationale Truck is a 2003 model is past general replacement timelines for CRD Fleet vehicle replacments. Given annual mileage is low, and generaly restricted to local area use, replacement with a low mileage vehicle scheduled for replacement from CRD Fleet is pursued over purchasing new.

Project Number	Capital Project Title	Capital Project Description
23-02	Chiller	Replace Ice plant chiller

Project Rationale Arena ice plant chiller was replaced in 2004. Given the critical nature of the equipment to arena ice operations, life and safety risk associated with failure, and age of the equipment, replacement is required.

Project Number	Capital Project Title	Capital Project Description
23-03	Skate Park Renewal	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 do to age. Numerous cracks throughout the slab and eroded curbs/park features need remediation to ensure contiued usage.

Project Number	Capital Project Title	Capital Project Description
23-04	Building Renewal	Building assessment and repairs

Project Rationale Aging facilties. Arena built in 1975, Pool in 2000. Increasing issues with building envelope and finishings. Pool glazing and Arena exterior office windows are a priority. Interior items floor coverings, doors will also be adressed.

Project Number	Capital Project Title	Capital Project Description
23-05	Computer Replacement	Replacement of computers

Project Rationale CRD IT's infrastructure renewal plan for replacement

Project Number	Capital Project Title	Capital Project Description
23-06	Grounds Equipment	Mower/Tractor Replacement

Project Rationale Mower/Tractor Replacement at end of useful life

Service:	1.40x	SEAPARC

Project Number	23-07	Capital Project Title	Parking Lot Remediation	Capital Project Description	Renewal parking lot remediation
Project Rationale	Sections of the parking lot are starting to show signs of deter aition will require remediation.				

Project Number	24-01	Capital Project Title	Land Aquistion	Capital Project Description	New land aquistion
Project Rationale	Identified in strategic plan as ongiong priority to adress continued growth in the service area and demand for recreational opportunities.				

Project Number	24-02	Capital Project Title	Pool Roof Replacement	Capital Project Description	Pool Roof Replacement
Project Rationale	Building envelope evauluation was conducted and replacement of various sections of roofing was identified to be replaced on a multi year plan based on condition and estmiated remaing life. Continuing project to ensure integrety of building envelope.				

Project Number	25-01	Capital Project Title	Golf Works building	Capital Project Description	Replacement of work building
Project Rationale	Replace building increase space and due to end of useful life				

1.40X SEAPARC Recreation Combined
Equipment Replacement Fund Schedule (ERF)
2022 - 2026 Financial Plan

Equipment Replacement Fund Schedule (ERF)

ERF Fund: 1.40X Combined SEAPARC Recreation and Pool ERF

Equipment Replacement Fund	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	96,280	85,322	95,122	103,122	156,122	174,122
Planned Purchase (Based on Capital Plan)	(101,516)	(85,700)	(102,000)	(62,000)	(122,000)	(47,000)
Transfer from Operating Budget	90,000	95,000	110,000	115,000	140,000	165,000
Equipment Disposal	-					
Interest Income*	558	500				
Ending Balance $	**85,322**	**95,122**	**103,122**	**156,122**	**174,122**	**292,122**

* 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
Asset and Reserve Summary Schedule
2022 - 2026 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	Actual	Budget				
Projected year end balance	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Capital Reserve	1,324,496	829,496	684,496	774,496	844,496	863,496
Equipment Replacement Fund	85,322	95,122	103,122	156,122	174,122	292,122
Total projected year end balance	**1,409,818**	**924,618**	**787,618**	**930,618**	**1,018,618**	**1,155,618**

1.40X SEAPARC Recreation Combined
Capital Reserve Fund Schedule
2022 - 2026 Financial Plan

Capital Reserve Fund Schedule

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

Capital Reserve Fund	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	601,006	1,324,496	829,496	684,496	774,496	844,496
Planned Capital Expenditure (Based on Capital Plan)	214,199	(820,000)	(485,000)	(265,000)	(305,000)	(371,000)
Transfer from Operating Budget	497,062	320,000	340,000	355,000	375,000	390,000
Interest Income*	12,229	5,000				
Ending Balance $	**1,324,496**	**829,496**	**684,496**	**774,496**	**844,496**	**863,496**

* 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

2022 BUDGET

ENVIRONMENTAL SERVICES

FINAL BUDGET

MARCH 2022

FINAL BUDGET
March 16, 2022
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CAPITAL REGIONAL DISTRICT

2022 BUDGET

GM - Parks & Environmental Services

FINAL BUDGET

MARCH 2022

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, Local Area Community 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 and the Songhees and Tsawout Bands.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

FUNDING:

Requisition

1.028 - GM - Environmental Services & Regional Parks	2021		BUDGET REQUEST 2022				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
OPERATING COSTS										
Salaries and Wages	385,672	362,672	387,528	-	-	387,528	395,870	404,389	413,098	421,992
Contract for Services	3,000	3,000	3,060	-	-	3,060	3,120	3,180	3,240	3,300
Allocation - Standard Overhead	35,214	35,214	44,894	-	-	44,894	45,792	46,708	47,642	48,595
Allocation - Human Resources	9,705	9,705	11,445	-	-	11,445	11,674	11,907	12,145	12,388
Allocation - Building Occupancy	14,339	14,339	18,006	-	-	18,006	18,000	18,319	18,645	18,978
Allocation - All other	213	213	-	-	-	-	-	-	-	-
Insurance	800	800	750	-	-	750	780	810	840	880
TOTAL OPERATING COSTS	**448,943**	**425,943**	**465,683**	**-**	**-**	**465,683**	**475,236**	**485,313**	**495,610**	**506,133**
*Percentage Increase over prior year	0.0%	-5.1%	3.7%	0.0%	0.0%	3.7%	2.1%	2.1%	2.1%	2.1%
Recovery for First Aid Officer	(92)	(92)	(94)	-	-	(94)	(96)	(98)	(100)	(102)
NET COSTS	**448,851**	**425,851**	**465,589**	**-**	**-**	**465,589**	**475,140**	**485,215**	**495,510**	**506,031**
*Percentage increase over prior year Net Costs	0.0%	-5.1%	3.7%	0.0%	0.0%	3.7%	2.1%	2.1%	2.1%	2.1%
AUTHORIZED POSITIONS: Salaried	2.0	2.0	2.0	-	-	2.0	2.0	2.0	2.0	2.0

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Environmental Administration Services

FINAL BUDGET

MARCH 2022

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 - ENVIRONMENTAL SUSTAINABILITY - ADMIN.	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Salaries and Wages	85,380	81,149	85,754			85,754	87,592	89,475	91,396	93,356
Allocations	56,046	52,872	56,284			56,284	56,904	57,986	59,091	60,218
Operating - Other Costs - Summary	52,069	47,686	52,290			52,290	52,369	53,315	54,265	55,214
TOTAL OPERATING COSTS	**193,495**	**181,707**	**194,327**	**-**	**-**	**194,327**	196,865	200,776	204,752	208,788
*Percentage Increase over prior year	0.00%	-6.09%	0.43%	0.00%	0.00%	0.43%	1.31%	1.99%	1.98%	1.97%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	193,495	181,707	194,327	-	-	194,327	196,865	200,776	204,752	208,788
*Percentage Increase over prior year	0.00%	-6.09%	0.43%	0.00%	0.00%	0.43%	1.31%	1.99%	1.98%	1.97%
Internal Recoveries	(193,495)	(181,707)	(194,327)			(194,327)	(196,865)	(200,776)	(204,752)	(208,788)
OPERATING COSTS LESS INTERNAL RECOVERIES	-	-	-	-	-	-	-	-	-	-
FUNDING SOURCES (REVENUE)										
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
Hourly	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: *"Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".*

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: **1.575**
Service Name: **Environmental Administration Services**

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
20-01	Replacement	Office Furniture	ERF replacement of desks, chairs, shelves	$19,000	E	ERF	$7,000	$7,000	$3,000	$3,000	$3,000	$3,000	$19,000
20-02	Replacement	Office Equipment	ERF replacement of computers, printers	$25,090	E	ERF		$3,430	$12,660	$3,000	$3,000	$3,000	$25,090
			GRAND TOTAL	**$44,090**			**$7,000**	**$10,430**	**$15,660**	**$6,000**	**$6,000**	**$6,000**	**$44,090**

1.575 ES Headquarters Administration
Operating Reserve Summary
2022 - 2026 Financial Plan

Profile

ES Headquarters Administration

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	Actual	Budget				
Fund: 1500 Fund Center: 105523	2021	2022	2023	2024	2025	2026
Beginning Balance	44,071	44,741	44,741	44,741	44,741	44,741
Planned Purchase	-	-	-	-	-	-
Transfer from Ops Budget	-	-	-	-	-	-
Interest Income*	671	-	-	-	-	-
Total projected year end balance	**44,741**	**44,741**	**44,741**	**44,741**	**44,741**	**44,741**

* 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.

1.575 ES Headquarters Administration
Equipment Reserve Summary
2022 - 2026 Financial Plan

ERF Reserve Cash Flow (Equipment Portion)

ERF: Environmental Head Quarter/Administration support Senior Budget - ERF for Equipment

Equipment Replacement Fund	Actual	Budget				
Fund: 1022 Fund Center: 101449	2021	2022	2023	2024	2025	2026
Beginning Balance	148,386	149,330	138,900	123,240	117,240	111,240
Planned Purchase (Based on Capital Plan)	-	(10,430)	(15,660)	(6,000)	(6,000)	(6,000)
Transfer from Operating Budget	-	-	-	-	-	-
Interest Income*	944	-	-	-	-	-
Total projected year end balance	**149,330**	**138,900**	**123,240**	**117,240**	**111,240**	**105,240**

* 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:
Contributions stopped effective 2015 budget given sufficient funds are available.

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Environmental Resource Management

FINAL BUDGET

MARCH 2022

Service: 1.521 Environmental Resource Management **Committee: Environmental Services**

PARTICIPATION:

All costs recovered through tipping fees.

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	$5,570,000

All previous Loan Authorizations have expired. Total debt outstanding at Dec 31, 2021 $880,884
Final debt payments in 2026.

COMMISSION:

OPERATING COSTS - REFUSE DISPOSAL:

To be recovered through user fees

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).

CAPITAL REGIONAL DISTRICT 2022 BUDGET

PROGRAM GROUP: ERM

SUMMARY: ERM GROUP

	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 Ongoing	2022 One-Time	2022 TOTAL	2023 Budget	2024 BUDGET	2025 BUDGET	2026 BUDGET
GENERAL PROGRAM EXPENDITURES:										
Diversion Services	13,993,697	13,367,904	13,715,648	-	-	13,715,648	13,885,259	13,961,809	14,039,930	14,119,674
Landfilling Services	8,276,424	8,682,788	8,355,025	50,000	-	8,405,025	8,505,092	8,589,275	8,675,282	8,763,131
Energy Recovery Services	905,226	912,987	879,871	-	-	879,871	894,771	728,953	563,327	572,887
TOTAL OPERATING EXPENDITURES	**23,175,347**	**22,963,678**	**22,950,544**	50,000	-	**23,000,544**	**23,285,122**	**23,280,037**	**23,278,539**	**23,455,692**
*Percentage Change		-0.9%	-1.0%			-0.8%	1.2%	0.0%	0.0%	0.8%
Sale of Renewable Natural Gas (net revenue)	-	-	-	-	-	-	-	(3,500,000)	(3,865,143)	(3,953,823)
Revenue - Other	(8,291,024)	(8,799,757)	(7,815,823)	-	-	(7,815,823)	(7,540,823)	(7,265,823)	(7,265,823)	(7,265,823)
						-				
NET OPERATING EXPENDITURES	**14,884,323**	**14,163,921**	**15,134,721**	50,000	-	**15,184,721**	**15,744,299**	**12,514,214**	**12,147,574**	**12,236,045**
CAPITAL EXPENDITURES										
Equipment Replacement - Programs	-	-	-	-	-	-	30,000	30,000	30,000	30,000
						-				
TOTAL CAPITAL EQUIPMENT	**-**	**-**	**-**	-	-	**-**	**30,000**	**30,000**	**30,000**	**30,000**
						-				
Debt Service	202,271	172,240	150,439	-	-	150,439	150,439	150,439	150,439	134,269
Transfer to General Capital Reserve Fund	1,488,189	1,588,470	1,380,193	-	-	1,380,193	611,923	3,319,313	2,870,422	2,817,356
Transfer to Landfill Closure Capital Reserve Fund	420,000	446,196	455,120	-	-	455,120	464,222	473,507	482,977	492,636
Transfer to Millstream Remediation Debt	176,961	176,961	112,333	-	-	112,333	55,643	55,647	55,651	46,074
						-				
NET OPERATING & CAPITAL EXPENDITURE	**17,171,744**	**16,547,788**	**17,232,806**	50,000	-	**17,282,806**	**17,056,526**	**16,543,120**	**15,737,063**	**15,756,380**
*Percentage Change		-3.6%	0.4%			0.6%	-1.3%	-3.0%	-4.9%	0.1%
Transfer (From) or To Sustainability Reserve Fund	-	3,360,721	89,065	-	-	89,065	-	-	-	-
Transfer (From) or To General Capital Fund	-	-	-	-	-	-	-	-	-	-
Fund Balance Carry Forward	(1,008,244)	(1,008,244)	-	-	-	-	-	-	-	-
TIPPING FEE (based on inflation)	**(16,163,500)**	**(18,900,266)**	**(17,321,871)**	**(50,000)**	**-**	**(17,371,871)**	**(17,056,526)**	**(16,543,120)**	**(15,737,062)**	**(15,756,380)**
(Surplus)/deficit	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
$/TONNE TIPPING FEE						**$ 110**	**$ 110**	**$ 110**	**$ 110**	**$ 110**
# FTE's Regular:	23.7	23.7	23.7	2.0	-	25.7	25.7	25.7	25.7	25.7
									-	-
Term (2021-2023) - RNG Project Coordinator	1	1	-	1	-	1	1	-	-	-
Term (2021-2022) - Food Waste Attendant	1	1	-	1	-	1	-	-	-	-

CAPITAL REGIONAL DISTRICT 2022 BUDGET

PROGRAM GROUP: ERM

SUMMARY: ERM GROUP

	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 Ongoing	2022 One-Time	2022 **TOTAL**	2023 TOTAL	2024 TOTAL	2025 BUDGET	2026 BUDGET
PROGRAM EXPENDITURES:										
Diverson Services										
Operating Expenditures	13,993,697	13,367,905	13,715,648	-	-	13,715,648	13,885,259	13,961,809	14,039,931	14,119,674
Fee Revenue (kitchen scraps, recycling fees)	(1,739,000)	(1,785,483)	(1,178,999)	-	-	(1,178,999)	(1,179,000)	(1,179,000)	(1,179,000)	(1,179,000)
EPR Revenue (MMBC, paint, electronics)	(5,836,044)	(6,085,760)	(5,902,723)	-	-	(5,902,723)	(5,902,723)	(5,902,723)	(5,902,723)	(5,902,723)
Sale of Material Revenue (metal, appliances)	(60,100)	(288,576)	(100,000)	-	-	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
DIVERSION SERVICES NET COSTS	**6,358,553**	**5,208,086**	**6,533,926**	**-**	**-**	**6,533,925**	**6,703,536**	**6,780,086**	**6,858,208**	**6,937,951**
Landfilling Services										
Operating Expenditures	8,276,424	8,682,788	8,355,025	50,000	-	8,405,025	8,505,092	8,589,275	8,675,282	8,763,131
Debt Expenditures	202,271	172,240	150,439	-	-	150,439	150,439	150,439	150,439	134,269
Trf to Millstream Remediation Debt	176,961	176,961	112,333	-	-	112,333	55,643	55,647	55,651	46,074
Tipping Fee Revenue (general refuse, controlled waste)	(16,163,500)	(18,900,266)	(17,321,871)	(50,000)	-	(17,371,871)	(17,056,526)	(16,543,120)	(15,737,062)	(15,756,380)
Other (permits, fines, cell tower revenue)	(105,880)	(82,180)	(84,100)	-	-	(84,100)	(84,100)	(84,100)	(84,100)	(84,100)
LANDFILLING SERVICES NET REVENUE	**(7,613,724)**	**(9,950,457)**	**(8,788,174)**	**-**	**-**	**(8,788,174)**	**(8,429,452)**	**(7,831,859)**	**(6,939,790)**	**(6,897,006)**
Energy Recovery Services										
Operating Expenditures (electricity)	905,226	912,987	879,871	-	-	879,871	894,771	728,953	563,327	572,887
Other (sale of electricity)	(550,000)	(557,758)	(550,000)	-	-	(550,000)	(275,000)	-	-	-
Sale of Renewable Natural Gas (net revenue)	-	-	-	-	-	-	-	(3,500,000)	(3,865,143)	(3,953,823)
ENERGY RECOVERY SERVICES NET COSTS	**355,226**	**355,229**	**329,871**	**-**	**-**	**329,871**	**619,771**	**(2,771,047)**	**(3,301,816)**	**(3,380,936)**
TOTAL NET COSTS	**(899,945)**	**(4,387,142)**	**(1,924,377)**	**-**	**-**	**(1,924,377)**	**(1,106,145)**	**(3,822,820)**	**(3,383,398)**	**(3,339,991)**
Transfer (From) or To Sustainability Operating Reserve Fund	-	3,360,721	89,065	-	-	89,065	-	-	-	-
Transfer (From) or To General Capital Reserve Fund	1,484,189	1,584,470	1,376,192	-	-	1,376,192	607,923	3,315,313	2,866,422	2,813,356
Transfer (From) or To Recycling Depots Capital Reserve Fund	4,000	4,000	4,000	-	-	4,000	4,000	4,000	4,000	4,000
Transfer (From) or To Landfill Closure Capital Reserve Fund	420,000	446,196	455,120	-	-	455,120	464,222	473,507	482,977	492,636
Transfer (From) or To New Supplement for Air Space	-	-	-	-	-	-	-	-	-	-
Transfer (From) or To Equipment Replacement Fund	-	-	-	-	-	-	30,000	30,000	30,000	30,000
Fund Balance Carry Forward	(1,008,244)	(1,008,244)	-			-	-	-	-	-
(Surplus)/deficit	-	-	-	-	-	-	-	-	-	-
Sustainability Operating Reserve Fund Balance	**34,219,152**	**39,976,688**	**25,461,688**			**25,461,688**	**11,143,688**	**5,393,688**	**5,393,688**	**5,393,688**
$/TONNE TIPPING FEE						$ 110	$ 110	$ 110	$ 110	$ 110
# FTE's Regular:	23.7	23.7	23.7	2.0	-	25.7	25.7	25.7	25.7	25.7
Term (2021-2023) - RNG Project Coordinator	1	1	1	-	-	1	1	-	-	-
Term (2021-2022) - Food Waste Attendant	1	1	1	-	-	1	-	-	-	-

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.521 Environmental Resource Managem	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE								
Buildings	B	$0	$0	$0	$350,000	$0	$0	$350,000
Equipment	E	$250,000	$773,000	$283,000	$283,000	$285,000	$350,000	$1,974,000
Land	L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures	S	$2,410,000	$19,875,000	$18,568,000	$10,950,000	$2,700,000	$1,850,000	$53,943,000
Vehicles	V	$0	$0	$0	$0	$0	$0	$0
		$2,660,000	**$20,648,000**	**$18,851,000**	**$11,583,000**	**$2,985,000**	**$2,200,000**	**$56,267,000**
SOURCE OF FUNDS								
Capital Funds on Hand	Cap	$375,000	$875,000	$0	$250,000	$0	$150,000	$1,275,000
Debenture Debt (New Debt Only)	Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund	ERF	$400,000	$683,000	$1,233,000	$283,000	$285,000	$350,000	$2,834,000
Grants (Federal, Provincial)	Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding	Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund	Res	$1,885,000	$19,090,000	$17,618,000	$11,050,000	$2,700,000	$1,700,000	$52,158,000
		$2,660,000	**$20,648,000**	**$18,851,000**	**$11,583,000**	**$2,985,000**	**$2,200,000**	**$56,267,000**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: *"Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".*

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.521

Service Name: Environmental Resource Management

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
16-06	Renewal	Replacing of Small Equipments	Replacing of Small Equipments	$1,430,000	E	ERF	$200,000	$440,000	$240,000	$240,000	$240,000	$270,000	$1,430,000
17-01	Renewal	Gas & Leachate Collection Pipe Extension	Gas & Leachate Collection Pipe Extension	$2,350,000	S	Res		$500,000	$450,000	$400,000	$500,000	$500,000	$2,350,000
17-02	Renewal	Aggregate Production for Internal Use	Aggregate Production for Internal Use	$13,135,000	S	Res	$885,000	$4,635,000	$3,750,000	$3,750,000	$500,000	$500,000	$13,135,000
17-04	Renewal	Progressive Closure of External Faces	Progressive Closure of External Faces	$1,050,000	S	Res	$200,000	$400,000	$200,000	$200,000	$0	$250,000	$1,050,000
17-07	Renewal	Computer Equipment	Computer Equipment	$54,000	E	ERF		$13,000	$13,000	$13,000	$0	$15,000	$54,000
17-09	Renewal	Vehicle Replacements	Vehicle Replacements	$200,000	E	ERF		$30,000	$30,000	$30,000	$45,000	$65,000	$200,000
17-11	Renewal	Food Waste Transfer Station Relocation Planning	Food Waste Transfer Station Relocation Planning	$200,000	S	ERF	$200,000	$200,000	$0	$0	$0	$0	$200,000
17-12	Renewal	Hartland Environmental Performance Model	Hartland Environmental Performance Model	$225,000	S	Cap	$225,000	$225,000					$225,000
17-14	New	Landfill Gas Utilization	Landfill Gas Utilization	$23,718,000	S	Res	$650,000	$11,265,000	$11,468,000	$0	$0		$22,733,000
18-01	New	Interim Covers - West and North Slopes	Interim Covers - West and North Slopes	$1,150,000	S	Res	$150,000	$350,000	$200,000	$200,000	$200,000	$200,000	$1,150,000
18-02	Renewal	Paving of Service Roads	Paving of Service Roads	$400,000	S	Cap		$250,000	$0	$0	$0	$150,000	$400,000
18-03	Renewal	Cell 3 Bottom Lift Gas Wells / Leachate Drain	Cell 3 Bottom Lift Gas Wells / Leachate Drain	$500,000	S	Cap		$250,000	$0	$250,000	$0		$500,000
18-05	Renewal	Controlled Waste & Asbestos Area Development	Controlled Waste & Asbestos Area Development	$50,000	S	Res		$50,000	$0	$0	$0		$50,000
20-02	New	New Equipment	Fork Lift	$50,000	E	Cap	$50,000	$50,000					$50,000
22-01	Renewal	Sedimentation Pond Relining	Sedimentation Pond Relining	$350,000	S	Res		$0	$350,000	$0	$0		$350,000
22-02	New	Cell 4 Liner Installation	Cell 4 Liner Installation	$3,000,000	S	Res		$0	$1,000,000	$2,000,000	$0		$3,000,000
22-03	Decommission	Leachate Line Decommissioning	Leachate Line Decommissioning	$100,000	S	Cap	$100,000	$100,000					$100,000
22-04	Decommission	Cogen Unit Decommissioning	Cogen Unit Decommissioning	$250,000	S	ERF		$0	$250,000	$0	$0		$250,000
22-05	New	North Perimeter Haul Road	North Perimeter Haul Road	$500,000	S	Res		$500,000					$500,000
22-06	Renewal	Hartland FIRE Safety Improvements	Installation of new Fire Line	$325,000	S	Res		$325,000					$325,000
22-07	Study	Recycling Area Upgrades	Recycling Area Upgrades	$225,000	S	Res		$25,000	$200,000				$225,000
22-09	Renewal	Lower lagoon bank Emergency Repairs	Lower lagoon bank Emergency Stability Improvements	$800,000	S	Res		$800,000					$800,000
22-10	New	Storm Water Sedimentation pond Emergency Repairs	Storm Water Sedimentation pond Emergency Repairs	$240,000	E	Res		$240,000					$240,000
23-01	Replacement	Gas Flare	Gas Flare	$700,000	S	ERF		$0	$700,000	$0	$0		$700,000
24-01	New	Cell 5&6 GRW	Cell 5&6 Gravity Retaining Wall Construction	$1,500,000	S	Res		$0	$0	$0	$1,500,000		$1,500,000
24-04	New	Biosolids Beneficial Reuse /RDF Building	Biosolids Beneficial Reuse /RDF Building	$350,000	B	Res				$350,000			$350,000
24-02	Study	Hartland North Master Plan	Hartland North Master Plan	$150,000	S	Res				$150,000			$150,000
24-03	New	Hartland Amenity Project	Intersction Upgrade	$4,000,000	S	Res				$4,000,000			$4,000,000
26-01	New	Cell 4 Bottom Lift Gas Wells / Leachate Drain	Cell 4 Bottom Lift Gas Wells / Leachate Drain	$250,000	S	Res						$250,000	$250,000
			GRAND TOTAL	**$57,252,000**			**$2,660,000**	**$20,648,000**	**$18,851,000**	**$11,583,000**	**$2,985,000**	**$2,200,000**	**$56,267,000**

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 in-situ rock 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 environmantal 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.				

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				

Service: 1.521 **Environmental Resource Management**

Project Number	17-11	**Capital Project Title**	Food Waste Transfer Station Relocation Planning	**Capital Project Description**	Food Waste Transfer Station Relocation Planning

Project Rationale The CRD has made a commitment to Hartland Residents to move the Kitchen Scraps transfer station away from the South End of the Landfill Property to alleviate resident's nuisance concerns (noise, vector, odour etc). The Kitchen Scrap transfer station will need to move to the North End of the property when commercial traffic moves to Willis Point in 3-4 years. This project meets an immediate and future need to relocate the Kitchen Scrap tranfer station.

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.

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 destructed 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 - West and North Slopes	**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	18-02	**Capital Project Title**	Paving of Service Roads	**Capital Project Description**	Paving of Service Roads

Project Rationale To ensure compliance with BC Ministry of Environment Operating Certificate for the Hartland Landfill, continuous improvement is made to ensure nuisance dust generated at the site is minimized from operations. Repairs and new pavements are added in high traffic areas to minimize dust generation and reduce dependance on costly short term dust mitigation measures (ie. water trucks, application of lignosulfonate etc) and to improve road conditions throughout the lanfill property. Estimate is derived from historical costs.

Service: 1.521 **Environmental Resource Management**

Project Number	18-03	**Capital Project Title**	Cell 3 Bottom Lift Gas Wells / Leachate Drain	**Capital Project Description**	Cell 3 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 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. Estimate is derived from historical costs.				

Project Number	18-05	**Capital Project Title**	Controlled Waste & Asbestos Area Development	**Capital Project Description**	Controlled Waste & Asbestos Area Development
Project Rationale	Controlled waste and asbestos areas within the landfill footprint are required to be developed in conjunction with active cells. BC Ministry of Environment regulatory requirements must be met on a continual basis. Asbestos is a high risk material that requires proper planning and special burrial to ensure safe disposal.				

Project Number	20-02	**Capital Project Title**	New Equipment	**Capital Project Description**	Fork Lift
Project Rationale	A new small to medium sized mobile equipment is required to help load pallets onto trucks and load heavy recycled materials into bins / trucks at the front end recycling area.				

Project Number	22-01	**Capital Project Title**	Sedimentation Pond Relining	**Capital Project Description**	Sedimentation Pond Relining
Project Rationale	To prevent leakage and fines from migrating off site into the north freshwater drainage area, the sedimentation pond must be relined.				

Project Number	22-02	**Capital Project Title**	Cell 4 Liner Installation	**Capital Project Description**	Cell 4 Liner Installation
Project Rationale	A new drainage and liner system will ensure effective removal of leachate from within the new Cell 4 area and prevent any off site migration.				

Project Number	22-03	**Capital Project Title**	Leachate Line Decommissioning	**Capital Project Description**	Leachate Line Decommissioning
Project Rationale	The new Centrate Return Line built as part of the CORE Area Wastewater project carries all of the leachate from Hartland along with the planned and phased centrate from the Residuals Treatment Facility. This project has been set up to facilitate a planned and phased decommissioning of the old leachate line now that it is no longer required.				

Project Number	22-04	**Capital Project Title**	Cogen Unit Decommissioning	**Capital Project Description**	Cogen Unit Decommissioning
Project Rationale	This project will realize the decommisiioning and removal of the old Caterpillar landfill gas engine and related components as part of the new Renewable Natural Gas project				

Service: 1.521 **Environmental Resource Management**

Project Number	22-05	**Capital Project Title**	North Perimeter Haul Road	**Capital Project Description**	North Perimeter Haul Road
Project Rationale	The new haul road along the north perimeter will be the primary route for hauling of equipment and rock across the site and will prevent damage to existing underground infrastructure adjacent to the landfill gas utilization facility.				

Project Number	22-06	**Capital Project Title**	Hartland FIRE Safety Improvements	**Capital Project Description**	Installation of new Fire Line
Project Rationale	Hatland has purchased a new fire pump and related components in order to mitigate risk from a major fire at the landfill. As part of the system a new fire line is required to be installed starting from near the lower lagoon and run all the way to the crest of the landfill.				

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 recyling area at Hartland and investigate changes relating to efficent 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	22-09	**Capital Project Title**	Lower lagoon bank Emergency Repairs	**Capital Project Description**	Lower lagoon bank Emergency Stability Improvements
Project Rationale	Ground disturbances and some recent settlement have been noticed along the north and west interior slopes of the Lower Lagoon. This project has been set up to explore/investigate any slope stability issues through a Geotechnical consultant and carry out remedial works if required.				

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.				

Project Number	23-01	**Capital Project Title**	Gas Flare	**Capital Project Description**	Gas Flare
Project Rationale	This project will allow for the replacement of the old gas flare to allow for effective destruction of methane during RNG plant shutdowns				

Service:	1.521	Environmental Resource Management

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 Gravity Retaing Wall along high level road and allow landfill cells 5 & 6 to be developed.				

Project Number	24-02	**Capital Project Title**	Hartland North Master Plan	**Capital Project Description**	Hartland North Master Plan
elopment	With the recent completion of the new Residuals Treatment Facilty 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				

Project Number	24-03	**Capital Project Title**	Hartland Amenity Project	**Capital Project Description**	Intersction Upgrade
Project Rationale	This project considers all road and intersection improvements necessary to move commercial access from Hartland Avenue to Willis Point Rd.				

Project Number	24-04	**Capital Project Title**	Biosolids Beneficial Reuse /RDF Building	**Capital Project Description**	Biosolids Beneficial Reuse /RDF Building
Project Rationale	This project will allow for the replacement of the old biosoids 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	26-01	**Capital Project Title**	Cell 4 Bottom Lift Gas Wells / Leachate Drain	**Capital Project Description**	Cell 4 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.				

1.521 Enviromental Resource Management
Capital Reserve Fund Schedule - ERM
2022 - 2026 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 - 4 and post-closure maintenance. Capital Reserve is working capital and not restricted.

Landfill Closure Portion	**Actual**	**Budget**				
Fund: 1020 Fund Centre: 101363	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	11,281,091	11,936,637	12,391,757	12,855,979	13,329,486	13,812,463
Realized Loss (Gain)	21,252	-	-	-	-	-
Transfer to/from Ops Budget	446,196	455,120	464,222	473,507	482,977	492,636
Interest Income*	188,099	-	-	-	-	-
Ending Balance $	**11,936,637**	**12,391,757**	**12,855,979**	**13,329,486**	**13,812,463**	**14,305,099**

Assumptions/Background:

Liability reserve to fund closure of Phase 2-4 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.

1.521 Enviromental Resource Management
Capital Reserve Fund Schedule - ERM
2022 - 2026 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

Capital Reserve Portion Fund: 1020 Fund Centre: 101364	Actual 2021	Budget 2022	 2023	 2024	 2025	 2026
Beginning Balance	2,428,503	7,709,486	6,045,679	4,703,602	4,718,915	4,885,337
Planned Capital Expenditure (Based on Capital Plan)	(1,508,343)	(3,040,000)	(1,950,000)	(3,300,000)	(2,700,000)	(1,700,000)
Realized Loss (Gain)	4,665					
Transfer to/from Ops Budget	6,731,230	1,376,193	607,923	3,315,313	2,866,422	2,813,356
Interest Income*	53,430	-	-	-	-	-
Ending Balance $	**7,709,486**	**6,045,679**	**4,703,602**	**4,718,915**	**4,885,337**	**5,998,693**

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.

1.521 Enviromental Resource Management
Capital Reserve Fund Schedule - ERM
2022 - 2026 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

Recycling Depots/Compost Center Reserve Portion Fund: 1020 Fund Centre: 102102	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	25,390	21,395	25,395	29,395	33,395	37,395
Planned Capital Expenditure	(7,995)	-	-	-	-	-
Transfer to/from Ops Budget	4,000	4,000	4,000	4,000	4,000	4,000
Ending Balance $	**21,395**	**25,395**	**29,395**	**33,395**	**37,395**	**41,395**

Assumptions/Background:
Reimburse operating budget for capital expenditures spent by Compost Center.

1.521 Enviromental Resource Management
Capital Reserve Fund Schedule - ERM
2022 - 2026 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

New Supplement for Air Space Reserve Portion Fund: 1020 Fund Centre: 102207	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Planned Capital Expenditure (Based on Capital Plan)	-	-	-	-	-	-
Transfer to/from Ops Budget	-	-	-	-	-	-
Ending Balance $	**1,000,000**	**1,000,000**	**1,000,000**	**1,000,000**	**1,000,000**	**1,000,000**

Assumptions/Background:
Earmarked to airspace expansion plans. The creation of a new air space acquisition reserve fund will provide certainty for regional residuals management capacity for the future which may include changes in design to the existing infrastructure or investments in new solid waste technologies.

1.521 Enviromental Resource Management
ERF Reserve Fund Schedule
2022 - 2026 Financial Plan

ERF Reserve Fund Schedule

ERF: ERM ERF or PERS Fund for Equipment

Equipment Replacement Fund Fund: 1022 Fund Centre: 101447	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	3,240,062	3,046,037	2,363,037	1,160,037	907,037	652,037
Planned Purchase (Based on Capital Plan)	(213,943)	(683,000)	(1,233,000)	(283,000)	(285,000)	(350,000)
Transfer to/from Ops Budget	-	-	30,000	30,000	30,000	30,000
Disposal of equipment	-	-	-	-	-	-
Interest Income*	19,918	-	-	-	-	-
Ending Balance $	**3,046,037**	**2,363,037**	**1,160,037**	**907,037**	**652,037**	**332,037**

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

* 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 Enviromental Resource Management
Operating Reserve Summary
2022 - 2026 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	Actual	Budget				
Fund: 1500 Fund Center 105509	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	38,784,614	39,976,688	25,461,688	11,143,688	5,393,688	5,393,688
Planned Purchase - RNG project		(10,615,000)	(11,468,000)	-	-	-
Planned Capital Expenditure (Based on Capital Plan)	(2,750,000)	(3,900,000)	(2,850,000)	(5,750,000)	-	-
Transfer to/from Ops Budget	3,360,721	-	-	-	-	-
Interest Income*	581,352	-	-	-	-	-
Total projected year end balance	**39,976,688**	**25,461,688**	**11,143,688**	**5,393,688**	**5,393,688**	**5,393,688**

Assumptions/Background:
Retain a minimum $5M balance in ERM 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.

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Other Legislative & General - Climate

FINAL BUDGET

MARCH 2022

Service: 1.012 **Other Legislative & General - Climate** **Committee: Governance & Finance**

DEFINITION:

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

PARTICIPATION:

All municipalities and electoral areas and the Songhees and Tsawout Bands.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

N/A

FUNDING:

Requisition

1.012 OTHER LEGISLATIVE & GENERAL - CLIMATE	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023	2024	2025	2026
OPERATING COSTS:										
Salaries and Wages	114,081	99,936	114,598	-	-	114,598	117,067	119,589	122,166	124,797
Contributions - projects	-	-	-	-	-	-	-	-	-	-
Other Operating Expenses	-	-	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	**114,081**	**99,936**	**114,598**	**-**	**-**	**114,598**	**117,067**	**119,589**	**122,166**	**124,797**
*Percentage Increase over prior year		-12.4%	0.5%	-100.0%	0.0%	0.5%	2.2%	2.2%	2.2%	2.2%
CAPITAL / RESERVE										
Transfer to Climate Action Reserve Fund	100,000	100,000	100,000	-	-	100,000	100,000	100,000	100,000	100,000
TOTAL CAPITAL / RESERVES	**100,000**	**100,000**	**100,000**	**-**	**-**	**100,000**	**100,000**	**100,000**	**100,000**	**100,000**
TOTAL COSTS	**214,081**	**199,936**	**214,598**	**-**	**-**	**214,598**	**217,067**	**219,589**	**222,166**	**224,797**
*Percentage increase over prior year requisition		-6.6%	0.2%	-100.0%	0.0%	0.2%	1.2%	1.2%	1.2%	1.2%
REVENUE										
Climate Action Grant	(55,000)	(85,000)	-	-	-	-	-	-	-	-
TOTAL REVENUE	**(55,000)**	**(85,000)**	-	-	-	-	**-**	**-**	**-**	**-**
NET COSTS	**159,081**	**114,936**	**214,598**	**-**	**-**	**214,598**	**217,067**	**219,589**	**222,166**	**224,797**
*Percentage increase over prior year Net Costs		-27.8%	34.9%	-100.0%	0.0%	34.9%	1.2%	1.2%	1.2%	1.2%
AUTHORIZED POSITIONS:										
Salaried	1.0	1.0	1.0	-	-	1.0	1.0	1.0	1.0	1.0

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Environmental Protection and Water Quality

FINAL BUDGET

MARCH 2022

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 SUSTAINABILITY - PROTECTIVE PROGRAMS DIVISION	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Protective Program Division Expenditures	6,182,526	5,998,262	6,306,322	25,900	83,609	6,415,831	6,541,553	6,482,909	6,619,018	6,757,999
Water Quality Program Division Expenditures	2,056,462	1,970,491	2,095,871	-	83,737	2,179,608	2,131,436	2,176,509	2,222,553	2,269,546
TOTAL OPERATING COSTS	**8,238,988**	**7,968,753**	**8,402,194**	**25,900**	**167,346**	**8,595,440**	**8,672,989**	**8,659,418**	**8,841,571**	**9,027,545**
*Percentage Increase over prior year	0.00%	-3.28%	1.98%	0.31%	2.03%	4.33%	0.90%	-0.16%	2.10%	2.10%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	-	72,667	44,072	-	-	44,072	42,085	135,443	131,622	127,589
Transfer to Operating Reserve Fund	-	85,521	-	-	-	-	64,894	66,317	67,777	69,294
Capital Costs	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	158,188	44,072	-	-	44,072	106,979	201,760	199,399	196,883
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	8,238,988	8,126,941	8,446,266	25,900	167,346	8,639,512	8,779,968	8,861,178	9,040,970	9,224,428
*Percentage Increase over prior year	0.00%	-1.36%	2.52%	0.31%	2.03%	4.86%	1.63%	0.92%	2.03%	2.03%
Allocation Recovery - Environmental Services	(6,132,531)	(6,021,130)	(6,350,394)	(25,900)	(83,609)	(6,459,903)	(6,583,638)	(6,618,352)	(6,750,640)	(6,885,588)
Allocation Recovery - Water Quality	(2,056,462)	(2,055,816)	(2,075,458)	-	(83,737)	(2,159,195)	(2,196,330)	(2,242,826)	(2,290,330)	(2,338,840)
OPERATING COSTS LESS INTERNAL RECOVERIES	49,995	49,995	20,413	-	-	20,413	-	-	-	-
*Percentage Increase over prior year	0.00%	0.00%	-59.17%	0.00%	0.00%	-59.17%	0.00%	0.00%	0.00%	0.00%
FUNDING SOURCES (REVENUE)										
(Surplus) / Deficit	-	-	-	-	-	-	-	-	-	-
Balance C/F from Prior to Current year	(49,995)	(49,995)	-	-	-	-	-	-	-	-
Recovery Cost	-	-	-	-	-	-	-	-	-	-
Transfer From Operating Reserve - Env. Services	-	-	-	-	-	-	-	-	-	-
Transfer From Operating Reserve - Water Quality	-	-	(20,413)	-	-	(20,413)	-	-	-	-
TOTAL REVENUE	(49,995)	(49,995)	(20,413)	-	-	(20,413)	-	-	-	-
REQUISITION	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
*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:										
Salaried	55.95	55.95	55.95	0.00	0.00	55.95	55.95	55.95	55.95	55.95
Term	1.00	1.00	0.00	2.35	1.00	3.35	0.35	0.35	0.35	0.35

ENVIRONMENTAL SUSTAINABILITY - PROTECTIVE PROGRAMS DIVISION	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Salaries and Wages	6,314,558	6,127,163	6,319,351	25,900	167,346	6,512,597	6,558,549	6,600,577	6,742,528	6,887,508
Allocations	1,272,760	1,275,805	1,382,646	-	-	1,382,646	1,402,300	1,429,351	1,456,963	1,485,127
Operating Costs - Other - Summary	651,670	565,785	700,196	-	-	700,196	712,140	629,490	642,080	654,910
TOTAL OPERATING COSTS	**8,238,988**	**7,968,753**	**8,402,194**	**25,900**	**167,346**	**8,595,440**	**8,672,989**	**8,659,418**	**8,841,571**	**9,027,545**
*Percentage Increase over prior year	0.00%	-3.28%	1.98%	0.31%	2.03%	4.33%	0.90%	-0.16%	2.10%	2.10%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	-	72,667	44,072	-	-	44,072	42,085	135,443	131,622	127,589
Transfer to Operating Reserve Fund	-	85,521	-	-	-	-	64,894	66,317	67,777	69,294
TOTAL CAPITAL / RESERVES	-	158,188	44,072	-	-	44,072	106,979	201,760	199,399	196,883
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	8,238,988	8,126,941	8,446,266	25,900	167,346	8,639,512	8,779,968	8,861,178	9,040,970	9,224,428
*Percentage Increase over prior year	0.00%	-1.36%	2.52%	0.31%	2.03%	4.86%	1.63%	0.92%	2.03%	2.03%
Allocation Recovery - Environmental Services	(8,188,993)	(8,076,946)	(8,425,852)	(25,900)	(167,346)	(8,619,098)	(8,779,968)	(8,861,178)	(9,040,970)	(9,224,428)
OPERATING COSTS LESS INTERNAL RECOVERIES	49,995	49,995	20,413	-	-	20,413	-	-	-	-
*Percentage Increase over prior year	0.00%	0.00%	-59.17%	0.00%	0.00%	-59.17%	0.00%	0.00%	0.00%	0.00%
FUNDING SOURCES (REVENUE)										
(Surplus) / Deficit		(0)								
Balance C/F from Prior to Current year	(49,995)	(49,995)	-	-	-	-	-	-	-	-
Recovery Cost	-	-	-	-	-	-	-	-	-	-
Transfer From Operating Reserve	-	-	(20,413)	-	-	(20,413)	-	-	-	-
TOTAL REVENUE	(49,995)	(49,995)	(20,413)	-	-	(20,413)	-	-	-	-
REQUISITION	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
*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:										
Salaried	55.95	55.95	55.95	0.00	0.00	55.95	55.95	55.95	55.95	55.95
Term	1.00	1.00	0.00	2.35	1.00	3.35	2.35	0.35	0.35	0.35

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.578 Environmental Protection	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE								
Buildings	B	$0	$0	$0	$0	$0	$0	$0
Equipment	E	$335,000	$715,372	$118,487	$141,384	$54,350	$123,372	$1,152,965
Land	L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures	S	$0	$0	$0	$0	$0	$0	$0
Vehicles	V	$0	$285,000	$45,000	$43,000	$90,000	$43,000	$506,000
		$335,000	**$1,000,372**	**$163,487**	**$184,384**	**$144,350**	**$166,372**	**$1,658,965**
SOURCE OF FUNDS								
Capital Funds on Hand	Cap	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)	Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund	ERF	$335,000	$1,000,372	$163,487	$184,384	$144,350	$166,372	$1,658,965
Grants (Federal, Provincial)	Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding	Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund	Res	$0	$0	$0	$0	$0	$0	$0
		$335,000	**$1,000,372**	**$163,487**	**$184,384**	**$144,350**	**$166,372**	**$1,658,965**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: *"Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".*

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: **1.578**
Service Name: **Environmental Protection**

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
18-01	Replacement	Annual Scientific/Field/Outreach/Printers/Copiers equipment replacement & Water Cart	ERF replacement of Scientific/Field/Outreach /Printers/Copiers equipment & water cart	$485,000	E	ERF	$40,000	$184,000	$77,000	$108,000	$39,000	$77,000	$485,000
18-02	Replacement	Annual Computer equipment replacement	ERF replacement of computer equipment	$157,965	E	ERF		$46,372	$26,487	$23,384	$15,350	$46,372	$157,965
18-03	Replacement	Annual vehicle replacement	ERF replacement of vehicles	$506,000	V	ERF		$285,000	$45,000	$43,000	$90,000	$43,000	$506,000
18-04	Replacement	Furniture replacement	ERF replacement of furniture	$90,000	E	ERF		$70,000	$10,000	$10,000	$0	$0	$90,000
19-01	Replacement	IT Database Programs	Address based database & EQIS	$395,000	E	ERF	$295,000	$395,000	$0	$0	$0	$0	$395,000
20-01	New	Furniture	New furniture	$25,000	E	ERF		$20,000	$5,000	$0	$0	$0	$25,000
			GRAND TOTAL	**$1,658,965**			**$335,000**	**$1,000,372**	**$163,487**	**$184,384**	**$144,350**	**$166,372**	**$1,658,965**

1.578 Environmental Protection
Operating Reserve Summary
2022 - 2026 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	Actual	Budget				
Fund: 1500 Fund Center: 105525 (105522)	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	773,577	785,349	785,349	785,349	785,349	785,349
Planned Purchase	-	-	-	-	-	-
Transfer from Ops Budget	-	-	-	-	-	-
Interest Income*	11,772	-	-	-	-	-
Total projected year end balance	**785,349**	**785,349**	**785,349**	**785,349**	**785,349**	**785,349**

* 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
2022 - 2026 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. The total historical value as of Dec 31, 2019, for vehicles and equipment, was $367K with a replacement value on equipment of $442K*.

Equipment Replacement Fund	Actual	Budget				
Fund: 1022 Fund Center: 101492	2021	2022	2023	2024	2025	2026
Beginning Balance	1,293,285	1,453,623	497,323	375,921	326,980	314,252
Planned Purchase (Based on Capital Plan)	(154,915)	(1,000,372)	(163,487)	(184,384)	(144,350)	(166,372)
Transfer from Operating Budget	307,071	44,072	42,085	135,443	131,622	127,589
Interest Income*	8,182	-	-	-	-	-
Total projected year end balance	**1,453,623**	**497,323**	**375,921**	**326,980**	**314,252**	**275,469**

* 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
Equipment Reserve Summary
2022 - 2026 Financial Plan

ERF Reserve Cash Flow

Water Quality Senior Budget - Equipment Replacement for Equipment

Equipment Replacement Fund Fund: 1022 Fund Center: 102075	**Actual**	**Budget**				
	2021	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	21,358	21,494	21,494	21,494	21,494	21,494
Planned Purchase (Based on Capital Plan)		-	-	-	-	-
Transfer from Operating Budget		-	-	-	-	-
Interest Income*	136	-	-	-	-	-
Total projected year end balance	**21,494**	**21,494**	**21,494**	**21,494**	**21,494**	**21,494**

* 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.

1.579 Environmental Sustainability HQ Water Quality
Operating Reserve Summary
2022 - 2026 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	Actual	Budget				
Fund: 1500 Fund Center: 105517	2021	2022	2023	2024	2025	2026
Beginning Balance	347,455	398,285	377,872	442,766	509,083	576,860
Planned Purchase	(108,000)		-	-	-	-
Transfer from Ops Budget	153,945	(20,413)	64,894	66,317	67,777	69,294
Interest Income*	4,885	-	-	-	-	-
Total projected year end balance	**398,285**	**377,872**	**442,766**	**509,083**	**576,860**	**646,154**

* 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

2022 BUDGET

Regional Source Control

FINAL BUDGET

MARCH 2022

Service: 3.755 Regional Source Control Program **Committee: Environmental Services**

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, electoral areas and first nations taxation areas of the Capital Regional District

MAXIMUM LEVY:

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

COMMITTEE:

Parks and Environment

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

Service: 3.755 Regional Source Control Program **Committee: Environmental Services**

	Estimated Yearly Flow	% of Total Flows	
Saanich	10,234,514	26.73%	
Oak Bay	3,054,787	7.98%	
Victoria	13,284,932	34.69%	
Esquimalt	2,451,312	6.40%	
View Royal	816,583	2.13%	
Colwood	1,169,227	3.05%	
Langford	3,327,295	8.69%	89.68%
Sidney	1,339,620	3.50%	
Central Saanich	1,449,113	3.78%	
North Saanich	528,049	1.38%	
Esquimalt Band	27,738	0.07%	
Tseycum Band	14,980	0.04%	
Pauquachin Band	29,661	0.08%	
Songhees Band	243,322	0.64%	
D.N.D.	0	0.00%	
Institute of Ocean Sciences (I.O.S.)	3,889	0.01%	
Ganges Sewer	167,123	0.44%	
Maliview Sewer	19,815	0.05%	
Magic Lake Estates Sewer	109,685	0.29%	
Port Renfrew Sewer	19,997	0.05%	10.32%
TOTAL	**38,291,642**	**100.00%**	**100.00%**

3.755 - REGIONAL SOURCE CONTROL PROGRAM	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Allocations - EPro Labour	1,344,687	1,207,226	1,342,112	-	-	1,342,112	1,368,954	1,396,333	1,424,260	1,452,745
Operation - Other Costs	110,276	152,807	149,166	-	-	149,166	152,208	155,311	158,475	161,719
Contract For Services	75,000	92,000	102,128	-	-	102,128	104,088	104,301	104,501	104,711
Consultant Expenses	155,273	50,000	54,469	-	-	54,469	55,560	56,670	57,800	58,960
TOTAL OPERATING COSTS	**1,685,236**	**1,502,033**	**1,647,875**	**-**	**-**	**1,647,875**	**1,680,810**	**1,712,615**	**1,745,036**	**1,778,135**
*Percentage Increase over prior year	0.00%	-10.87%	-2.22%	0.00%	0.00%	-2.22%	2.00%	1.89%	1.89%	1.90%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	-	72,096	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	72,096	-	-	-	-	-	-	-	-
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	1,685,236	1,574,129	1,647,875	-	-	1,647,875	1,680,810	1,712,615	1,745,036	1,778,135
*Percentage Increase over prior year	0.00%	-6.59%	-2.22%	0.00%	0.00%	-2.22%	2.00%	1.89%	1.89%	1.90%
Internal Recoveries	(54,610)	(40,000)	(54,610)	-	-	(54,610)	(55,700)	(56,810)	(57,950)	(59,110)
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	1,630,626	1,534,129	1,593,265	-	-	1,593,265	1,625,110	1,655,805	1,687,086	1,719,025
*Percentage Increase over prior year	0.00%	-5.92%	-2.29%	0.00%	0.00%	-2.29%	2.00%	1.89%	1.89%	1.89%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)		-								
Balance C/F from Prior to Current year	(67,096)	(67,096)	-	-	-	-	-	-	-	-
Fees Charged	(53,900)	(53,900)	(54,980)	-	-	(54,980)	(56,080)	(57,200)	(58,340)	(59,510)
Revenue - Other	(2,030)	(500)	(2,070)	-	-	(2,070)	(2,110)	(2,150)	(2,190)	(2,230)
Grants in Lieu of Taxes	(89,593)	(89,593)	(93,721)	-	-	(93,721)	(93,721)	(93,721)	(93,721)	(93,721)
Transfer From Operating Reserve	(94,967)	-	(92,993)	-	-	(92,993)	(96,708)	(98,713)	(100,734)	(102,821)
TOTAL REVENUE	(307,586)	(211,089)	(243,764)	-	-	(243,764)	(248,619)	(251,784)	(254,985)	(258,282)
REQUISITION	**(1,323,040)**	**(1,323,040)**	**(1,349,501)**	**-**	**-**	**(1,349,501)**	**(1,376,491)**	**(1,404,021)**	**(1,432,101)**	**(1,460,743)**
*Percentage Increase over prior year	0.00%	0.00%	2.00%	0.00%	0.00%	2.00%	2.00%	2.00%	2.00%	2.00%
PARTICIPANTS: Colwood, Victoria, Esquimalt, Oak Bay, C. Saanich, N. Saanich, Langford; Sewered Local Areas of Ganges, Maliview, Magic Lakes, Pt. Renfrew, DND, Songhees and Esquimalt Bands										
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
2022 - 2026 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	Actual	Budget				
Fund: 1500 Fund Center: 105504	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	483,375	515,778	422,785	326,077	227,364	126,630
Planned Purchase		-	-	-	-	-
Transfer to/from Ops Budget	25,047	(92,993)	(96,708)	(98,713)	(100,734)	(102,821)
Interest Income*	7,356	-	-	-	-	-
Total projected year end balance	**515,778**	**422,785**	**326,077**	**227,364**	**126,630**	**23,809**

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

2022 BUDGET

Septage Disposal Agreement

FINAL BUDGET

MARCH 2022

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:

$0.31 per Imperial Gallon	2018
$0.31 per Imperial Gallon	2019
$0.32 per Imperial Gallon	2020
$0.32 per Imperial Gallon	2021
$0.325 per Imperial Gallon	2022

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 in 2021.

	2021 Budget
Central Saanich	5.1204%
Colwood	5.4302%
Esquimalt	1.2698%
Highlands	18.5682%
Langford	11.1304%
Metchosin	4.1937%
North Saanich	5.3799%
Oak Bay	0.1787%
Saanich	8.9978%
Sidney	1.7826%
Sooke	9.7593%
Victoria	27.0733%
View Royal	0.1903%
Juan de Fuca	0.9254%
	100.00%

MAXIMUM LEVY:

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

Service: 3.700 Septage Disposal Program **Committee: Core Area Liquid Waste Management**

SPL Liquid Waste Volumes - 2022

	Septage Vol[1]	FOG Vol[2]	Other Vol[3]	TOTAL	Total %	Septage %[1]	FOG %[2]	Other %[3]
Central Saanich	303,887	43,699	141,470	489,056	5.12%	62.1	8.9	28.9
Colwood	475,597	6,453	36,597	518,647	5.43%	91.7	1.2	7.1
Esquimalt	4,225	15,182	101,871	121,278	1.27%	3.5	12.5	84.0
Highlands	119,605	497	1,653,371	1,773,473	18.57%	6.7	0.0	93.2
Langford	511,805	39,181	512,098	1,063,084	11.13%	48.1	3.7	48.2
Metchosin	379,702	3,719	17,127	400,548	4.19%	94.8	0.9	4.3
North Saanich	408,303	11,173	94,362	513,838	5.38%	79.5	2.2	18.4
Oak Bay	845	2,786	13,435	17,066	0.18%	5.0	16.3	78.7
Saanich	464,287	37,484	357,623	859,394	9.00%	54.0	4.4	41.6
Sidney	16,991	4,451	148,817	170,259	1.78%	10.0	2.6	87.4
Sooke	623,601	4,860	303,659	932,120	9.76%	66.9	0.5	32.6
Victoria	16,550	816,749	1,752,512	2,585,811	27.07%	0.6	31.6	67.8
View Royal	8,028	2,602	7,543	18,173	0.19%	44.2	14.3	41.5
Port Renfrew	43,924	800	42,058	86,782	0.91%	50.6	0.9	48.5
Juan de Fuca	1,608	0	0	1,608	0.02%	100.0	0.0	0.0
TOTAL	3,378,956	989,636	5,182,543	9,551,135	100%			

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	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Operating Expenditures	125,728	76,460	111,589	-	-	111,589	113,636	116,047	118,380	120,778
Contract For Services	14,901	15,826	18,525	-	-	18,525	18,900	19,285	19,662	20,053
TOTAL OPERATING COSTS	**140,629**	**92,286**	**130,114**	**-**	**-**	**130,114**	132,536	135,332	138,042	140,831
*Percentage Increase over prior year	0.00%	-34.38%	-7.48%	0.00%	0.00%	-7.48%	1.86%	2.11%	2.00%	2.02%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Sewer Capital	65,891	106,456	92,154	-	-	92,154	34,703	35,207	35,857	36,498
	-									
TOTAL CAPITAL / RESERVES	65,891	106,456	92,154	-	-	92,154	34,703	35,207	35,857	36,498
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
	-									
TOTAL COSTS	206,520	198,742	222,268	-	-	222,268	167,239	170,539	173,899	177,329
*Percentage Increase over prior year	0.00%	-3.77%	7.63%	0.00%	0.00%	7.63%	-24.76%	1.97%	1.97%	1.97%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
	-									
OPERATING COSTS LESS INTERNAL RECOVERIES	206,520	198,742	222,268	-	-	222,268	167,239	170,539	173,899	177,329
*Percentage Increase over prior year	0.00%	-3.77%	7.63%	0.00%	0.00%	7.63%	-24.76%	1.97%	1.97%	1.97%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	(0)	(0)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(2,623)	(2,623)	(2,389)	-	-	(2,389)	(2,389)	(2,389)	(2,389)	(2,389)
Fees Charged	(2,540)	(2,540)	(2,540)	-	-	(2,540)	(2,590)	(2,640)	(2,690)	(2,740)
Sale of Goods and Services	(150,000)	(142,222)	(165,000)	-	-	(165,000)	(160,000)	(163,200)	(166,460)	(169,790)
Revenue - Other	(2,220)	(2,220)	(2,220)	-	-	(2,220)	(2,260)	(2,310)	(2,360)	(2,410)
TOTAL REVENUE	(157,383)	(149,605)	(172,149)	-	-	(172,149)	(167,239)	(170,539)	(173,899)	(177,329)
REQUISITION	**(49,137)**	**(49,137)**	**(50,119)**	**-**	**-**	**(50,119)**	**0**	**(0)**	**(0)**	**(0)**
*Percentage Increase over prior year	0.00%	0.00%	2.00%	0.00%	0.00%	2.00%	-100.00%	-169.65%	-79.15%	540.86%
PARTICIPANTS: All Muniipalities										
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

2022 BUDGET

Millstream Site Remediation

FINAL BUDGET

MARCH 2022

Service: 3.701 Millstream Site Remediation **Committee: Environmental Services**

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:

Municipality	Percentage
City of Colwood	15.59%
City of Victoria	13.25%
District of Central Saanich	4.91%
Township of Esquimalt	2.65%
City of Langford	14.29%
District of Saanich	22.34%
District of Oak Bay	2.43%
District of North Saanich	4.87%
District of Metchosin	3.18%
Town of Sidney	1.63%
Town of View Royal	2.88%
District of Highland	0.96%
District of Sooke	6.91%
Juan de Fuca	4.11%
	100.00%

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:

Parks & Environment

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	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Allocations	1,441	1,441	382	-	-	382	390	398	406	414
TOTAL OPERATING COSTS	**1,441**	**1,441**	**382**	**-**	**-**	**382**	390	398	406	414
*Percentage Increase over prior year	0.00%	0.00%	-73.49%	0.00%	0.00%	-73.49%	2.09%	2.05%	2.01%	1.97%
CAPITAL / RESERVE										
Transfer to Sewer Capital Fund (Millstream)	233,710	233,710	100,000	-	-	100,000	-	-	-	-
TOTAL CAPITAL / RESERVES	233,710	233,710	100,000	-	-	100,000	-	-	-	-
Debt Expenditures	138,920	138,920	135,520	-	-	135,520	122,132	122,132	122,132	102,970
TOTAL COSTS	374,071	374,071	235,902	-	-	235,902	122,522	122,530	122,538	103,384
*Percentage Increase over prior year	0.00%	0.00%	-36.94%	0.00%	0.00%	-36.94%	-48.06%	0.01%	0.01%	-15.63%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	374,071	374,071	235,902	-	-	235,902	122,522	122,530	122,538	103,384
*Percentage Increase over prior year	0.00%	0.00%	-36.94%	0.00%	0.00%	-36.94%	-48.06%	0.01%	0.01%	-15.63%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(20,150)	(20,150)	(11,237)	-	-	(11,237)	(11,237)	(11,237)	(11,237)	(11,237)
Transfer From Own Funds	(176,961)	(176,961)	(112,333)	-	-	(112,333)	(55,643)	(55,647)	(55,651)	(46,074)
Revenue - Other	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(197,111)	(197,111)	(123,570)	-	-	(123,570)	(66,880)	(66,884)	(66,888)	(57,311)
REQUISITION	**(176,961)**	**(176,961)**	**(112,333)**	**-**	**-**	**(112,333)**	**(55,643)**	**(55,647)**	**(55,651)**	**(46,073)**
*Percentage Increase over prior year	0.00%	0.00%	-36.52%	0.00%	0.00%	-36.52%	-50.47%	0.01%	0.01%	-17.21%
PARTICIPANTS: All Municipalities and JDF Electoral Area										
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
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: *"Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".*

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: **3.701**

Service Name: **Millstream Site Remediation**

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
17-01	Renewal	Millstream Meadows Remediation	CRD contaminated site remediation	$14,705,734	L	Cap	$457,500	$457,500	$0	$0	$0		$457,500
17-01	Renewal	Millstream Meadows Remediation	CRD contaminated site remediation		L	Grant	$292,500	$292,500	$0	$0	$0		$292,500
			GRAND TOTAL	**$14,705,734**			**$750,000**	**$750,000**	**$0**	**$0**	**$0**	**$0**	**$750,000**

CAPITAL REGIONAL DISTRICT

2022 BUDGET

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

FINAL BUDGET

MARCH 2022

Service: 3.707 LWMP On Site Systems Management Program **Committee: Environmental Services**

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:

	2021 Budget Onsite Systems	%
Colwood	3,289	43.32%
Langford	1,988	26.19%
Saanich	2,255	29.70%
View Royal	60	0.79%
	7,592	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:

Parks & Environment

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	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Operating Expenditures	200,437	87,927	159,038	-	-	159,038	162,208	165,255	168,361	171,529
Contract For Services	6,000	30,000	30,000	-	-	30,000	30,600	31,210	31,830	32,470
TOTAL OPERATING COSTS	**206,437**	**117,927**	**189,038**	**-**	**-**	**189,038**	192,808	196,465	200,191	203,999
*Percentage Increase over prior year	0.00%	-42.87%	-8.43%	0.00%	0.00%	-8.43%	1.99%	1.90%	1.90%	1.90%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	87,206	175,716	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	87,206	175,716	-	-	-	-	-	-	-	-
TOTAL COSTS	293,643	293,643	189,038	-	-	189,038	192,808	196,465	200,191	203,999
*Percentage Increase over prior year	0.00%	0.00%	-35.62%	0.00%	0.00%	-35.62%	1.99%	1.90%	1.90%	1.90%
Transfer from Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	293,643	293,643	189,038	-	-	189,038	192,808	196,465	200,191	203,999
*Percentage Increase over prior year	0.00%	0.00%	-35.62%	0.00%	0.00%	-35.62%	1.99%	1.90%	1.90%	1.90%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)		(0)								
Balance C/F from Prior to Current year	(102,986)	(102,986)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(9,217)	(9,217)	(10,556)	-	-	(10,556)	(10,556)	(10,556)	(10,556)	(10,556)
TOTAL REVENUE	(112,203)	(112,203)	(10,556)	-	-	(10,556)	(10,556)	(10,556)	(10,556)	(10,556)
REQUISITION	**(181,440)**	**(181,440)**	**(178,482)**	**-**	**-**	**(178,482)**	**(182,252)**	**(185,909)**	**(189,635)**	**(193,443)**
*Percentage Increase over prior year	0.00%	0.00%	-1.63%	0.00%	0.00%	-1.63%	2.11%	2.01%	2.00%	2.01%
PARTICIPANTS: Colwood, 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
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
2022 - 2026 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	Actual	Budget				
Fund: 1500 Fund Center: 105526	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	111,502	329,009	329,009	329,009	329,009	329,009
Planned Purchase	-		-	-	-	-
Transfer from Ops Budget	214,260	-	-	-	-	-
Interest Income*	3,247	-	-	-	-	-
Total projected year end balance	**329,009**	**329,009**	**329,009**	**329,009**	**329,009**	**329,009**

* 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

2022 BUDGET

L.W.M.P. (Peninsula)

FINAL BUDGET

MARCH 2022

Service: 3.720 **L.W.M.P. (Peninsula)** **Committee: Environmental Services**

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:

Parks & Environment

FUNDING:

Requisition

RESERVE FUND:

Bylaw No. 4144 Operating Reserve Fund

Service: 3.720 L.W.M.P. (Peninsula) **Committee: Environmental Services**

	Operating
Central Saanich	43.69%
North Saanich (*see note below)	15.92%
Sidney	40.39%
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)

3.720 - LWMP (PENINSULA)	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Operating Expenditures	82,728	82,807	34,766	-	65,000	99,766	35,460	36,168	36,890	37,624
Contract For Services	-	-	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	**82,728**	**82,807**	**34,766**	**-**	**65,000**	**99,766**	35,460	36,168	36,890	37,624
*Percentage Increase over prior year	0.00%	0.10%	-57.98%	0.00%	78.57%	20.60%	-64.46%	2.00%	2.00%	1.99%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	-	-	20,141	-	-	20,141	20,526	20,918	21,318	21,729
TOTAL CAPITAL / RESERVES	-	-	20,141	-	-	20,141	20,526	20,918	21,318	21,729
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	82,728	82,807	54,907	-	65,000	119,907	55,986	57,086	58,208	59,353
*Percentage Increase over prior year	0.00%	0.10%	-33.63%	0.00%	78.57%	44.94%	-53.31%	1.96%	1.97%	1.97%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	82,728	82,807	54,907	-	65,000	119,907	55,986	57,086	58,208	59,353
*Percentage Increase over prior year	0.00%	0.10%	-33.63%	0.00%	78.57%	44.94%	-53.31%	1.96%	1.97%	1.97%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(200)	(200)	(980)	-	-	(980)	(980)	(980)	(980)	(980)
Transfer From Operating Reserve	(29,658)	(29,737)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(29,858)	(29,937)	(980)	-	-	(980)	(980)	(980)	(980)	(980)
REQUISITION	**(52,870)**	**(52,870)**	**(53,927)**	**-**	**(65,000)**	**(118,927)**	**(55,006)**	**(56,106)**	**(57,228)**	**(58,373)**
*Percentage Increase over prior year	0.00%	0.00%	2.00%	0.00%	122.94%	124.94%	-53.75%	2.00%	2.00%	2.00%
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
2022 - 2026 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	Actuals	Budget				
Fund: 1500 Fund Center: 105527	2021	2022	2023	2024	2025	2026
Beginning Balance	40,947	54,632	74,773	95,299	116,217	137,535
Planned Purchase		-	-	-	-	-
Transfer from Ops Budget	12,978	20,141	20,526	20,918	21,318	21,729
Interest Income*	707	-	-	-	-	-
Total projected year end balance	**54,632**	**74,773**	**95,299**	**116,217**	**137,535**	**159,264**

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

2022 BUDGET

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

FINAL BUDGET

MARCH 2022

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:

	Flow Amounts*	Allocation for 2022
Colwood	1,169,227	3.39%
Esquimalt	2,336,690	6.77%
Langford	3,327,295	9.65%
Oak Bay	3,054,787	8.86%
Saanich	10,234,514	29.67%
Victoria	13,284,932	38.51%
View Royal	816,583	2.37%
Esquimalt Nation	27,738	0.08%
Songhees Nation	243,322	0.71%
TOTAL	34,495,088	100.000%

* = Average Annual Flow

FUNDING:

Requisition

RESERVE FUND:

Bylaw No. 4144 Operating Reserve Fund

3.750 - LWMP - CORE AND WEST SHORE	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Operating Expenditures	178,461	178,462	178,704	-	-	178,704	182,152	185,808	189,536	193,335
Consultant Expenses	100,000	100,000	102,000	-	-	102,000	104,040	106,120	108,240	110,400
Contract For Services	35,600	35,600	36,312	-	-	36,312	37,038	37,780	38,545	39,312
TOTAL OPERATING COSTS	**314,061**	**314,062**	**317,016**	**-**	**-**	**317,016**	**323,230**	**329,708**	**336,321**	**343,047**
*Percentage Increase over prior year	0.00%	0.00%	0.94%	0.00%	0.00%	0.94%	1.96%	2.00%	2.01%	2.00%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	50,002	50,002	49,120	-	-	49,120	48,705	48,277	47,847	47,407
TOTAL CAPITAL / RESERVES	50,002	50,002	49,120	-	-	49,120	48,705	48,277	47,847	47,407
TOTAL COSTS	364,063	364,064	366,136	-	-	366,136	371,935	377,985	384,168	390,454
*Percentage Increase over prior year	0.00%	0.00%	0.57%	0.00%	0.00%	0.57%	1.58%	1.63%	1.64%	1.64%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	364,063	364,064	366,136	-	-	366,136	371,935	377,985	384,168	390,454
*Percentage Increase over prior year	0.00%	0.00%	0.57%	0.00%	0.00%	0.57%	1.58%	1.63%	1.64%	1.64%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(20,767)	(20,767)	(19,885)	-	-	(19,885)	(19,885)	(19,885)	(19,885)	(19,885)
Transfer From Operating Reserve	-	-	-	-	-	-	-	-	-	-
Revenue - Other	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(20,767)	(20,767)	(19,885)	-	-	(19,885)	(19,885)	(19,885)	(19,885)	(19,885)
REQUISITION	**(343,296)**	**(343,297)**	**(346,251)**	**-**	**-**	**(346,251)**	**(352,050)**	**(358,100)**	**(364,283)**	**(370,569)**
*Percentage Increase over prior year	0.00%	0.00%	0.86%	0.00%	0.00%	0.86%	1.67%	1.72%	1.73%	1.73%
PARTICIPANTS: Colwood, Victoria, Esquimalt, Langford, Saanich, Oak Bay, View Royal, and Songhees and Esquimalt Bands										
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

3.750 L.W.M.P. Core and West Shore
Operating Reserve Summary
2022 - 2026 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	Actual	Budget				
Fund: 1500 Fund Center: 105528	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	819,541	986,281	585,401	634,106	682,383	730,230
Planned Purchase		(450,000)	-	-	-	-
Transfer from Ops Budget	153,311	49,120	48,705	48,277	47,847	47,407
Interest Income*	13,428	-	-	-	-	-
Total projected year end balance	**986,281**	**585,401**	**634,106**	**682,383**	**730,230**	**777,637**

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

2022 BUDGET

L.W.M.P. - Harbour Studies

FINAL BUDGET

MARCH 2022

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 amende 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:

	2022 Allocation
City of Colwood	6.2058%
City of Victoria	29.9023%
Township of Esquimalt	5.9130%
City of Langford	14.9096%
District of Saanich	39.2770%
Town of View Royal	3.7922%
TOTAL	100.000%

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	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Allocations - EPro Labour	335,238	21,625	298,773	-	-	298,773	304,748	310,843	317,060	323,402
Consultant Expenses	-	-	25,331	-	-	25,331	25,359	25,408	25,426	25,454
Contract for Services	6,336	-	12,000	-	-	12,000	12,240	12,480	12,730	12,980
Operating - Other Costs	550	320,499	12,500	-	-	12,500	12,760	13,009	13,290	13,570
TOTAL OPERATING COSTS	**342,124**	**342,124**	**348,604**	**-**	**-**	**348,604**	355,107	361,740	368,506	375,406
*Percentage Increase over prior year	0.00%	0.00%	1.89%	0.00%	0.00%	1.89%	1.87%	1.87%	1.87%	1.87%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	342,124	342,124	348,604	-	-	348,604	355,107	361,740	368,506	375,406
*Percentage Increase over prior year	0.00%	0.00%	1.89%	0.00%	0.00%	1.89%	1.87%	1.87%	1.87%	1.87%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	342,124	342,124	348,604	-	-	348,604	355,107	361,740	368,506	375,406
*Percentage Increase over prior year	0.00%	0.00%	1.89%	0.00%	0.00%	1.89%	1.87%	1.87%	1.87%	1.87%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year										
Grants in Lieu of Taxes	(23,356)	(23,356)	(23,461)	-	-	(23,461)	(23,461)	(23,461)	(23,461)	(23,461)
Revenue - Other	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(23,356)	(23,356)	(23,461)	-	-	(23,461)	(23,461)	(23,461)	(23,461)	(23,461)
REQUISITION	**(318,768)**	**(318,768)**	**(325,143)**	**-**	**-**	**(325,143)**	**(331,646)**	**(338,279)**	**(345,045)**	**(351,945)**
*Percentage Increase over prior year	0.00%	0.00%	2.00%	0.00%	0.00%	2.00%	2.00%	2.00%	2.00%	2.00%
PARTICIPANTS: Colwood, Victoria, Esquimalt, Langford, Saanich, View Royal, Songhees and Esquimalt Bands										
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

2022 BUDGET

Harbours Environmental Actions Service - Peninsula

FINAL BUDGET

MARCH 2022

Service: 3.756 **Harbours Environmental Actions Service - Peninsula** **Committee: Saanich Peninsula Wastewater Commission**

DEFINITION:

Harbours Envioronmental Action Service for Saanich Peninsula support environmental stewardship on the Peninsula in response to increasing stressors on the marine environment. Establishment Bylaw No. 4391, March 10th, 2021

SERVICE DESCRIPTION:

The service coordinates and implement harbours, waterbodies, and watercourses environmental protection and improvement initiaives on and surrounding the Saanich Peninsula, namely Sidney, North Saanich, and Central Saanich

PARTICIPATION:

	2022
Sidney	28.36%
District of North Saanich	28.87%
District of Central Saanich	42.77%
TOTAL	100.00%

MAXIMUM LEVY:

Greater of $75,000 or $0.0049 per $1,000 of actual assessments

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

Saanich Peninsula Wastewater Commission

FUNDING:

Requisition

RESERVE FUND:

N/A

3.756 - HABOUR ENVIRONMENTAL ACTION PENINSULA	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Allocations	3,100	2,877	46,856	-	-	46,856	47,794	48,750	49,724	50,718
Consultant Expenses	-	-	13,026	-	-	13,026	13,246	13,466	13,696	13,926
Contract For Services	-	-	4,300	-	-	4,300	4,390	4,480	4,570	4,660
Operating - other costs	62,190	62,413	4,440	-	-	4,440	4,524	4,617	4,708	4,807
TOTAL OPERATING COSTS	**65,290**	**65,290**	**68,622**	**-**	**-**	68,622	69,954	71,313	72,698	74,111
*Percentage Increase over prior year	0.00%	0.00%	5.10%	0.00%	0.00%	5.10%	1.94%	1.94%	1.94%	1.94%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	65,290	65,290	68,622	-	-	68,622	69,954	71,313	72,698	74,111
*Percentage Increase over prior year	0.00%	0.00%	5.10%	0.00%	0.00%	5.10%	1.94%	1.94%	1.94%	1.94%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	65,290	65,290	68,622	-	-	68,622	69,954	71,313	72,698	74,111
*Percentage Increase over prior year	0.00%	0.00%	5.10%	0.00%	0.00%	5.10%	1.94%	1.94%	1.94%	1.94%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)		-								
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Revenue - Other	-	-	-	-	-	-	-	-	-	-
Grants In Lieu of Taxes	-	-	(2,026)	-	-	(2,026)	(2,026)	(2,026)	(2,026)	(2,026)
TOTAL REVENUE	-	-	(2,026)	-	-	(2,026)	(2,026)	(2,026)	(2,026)	(2,026)
REQUISITION	**(65,290)**	**(65,290)**	**(66,596)**	**-**	**-**	**(66,596)**	**(67,928)**	**(69,287)**	**(70,672)**	**(72,085)**
*Percentage Increase over prior year	0.00%	0.00%	2.00%	0.00%	0.00%	2.00%	2.00%	2.00%	2.00%	2.00%
PARTICIPANTS: Sidney, District of North Saanich, District of Central Saanich										
AUTHORIZED POSITIONS:										
Salaried	-	-	-	-	-	-	-	-	-	-
Hourly	-	-	-	-	-	-	-	-	-	-

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Climate Action and Adaptation

FINAL BUDGET

MARCH 2022

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	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Salaries and Wages	109,038	109,038	-	291,048	-	291,048	337,317	344,279	351,348	358,525
Allocations - EPro Labour	327,219	329,258	333,763	-	-	333,763	340,439	347,247	354,192	361,276
Contract For Services	20,790	25,000	21,206	750,000	-	771,206	2,036,630	1,893,345	1,803,521	568,699
Consultant Expenses	23,790	27,075	24,266	-	-	24,266	24,750	25,250	25,760	26,280
Operating - Other Costs	95,665	78,900	46,871	-	-	46,871	44,677	13,391	13,643	13,915
Allocations - Others	10,358	10,358	11,755	-	-	11,755	11,991	12,230	12,475	12,724
Insurance Costs	910	910	860	-	-	860	900	940	990	1,040
TOTAL OPERATING COSTS	**587,770**	**580,539**	**438,721**	**1,041,048**	**-**	**1,479,769**	**2,796,704**	**2,636,682**	**2,561,929**	**1,342,459**
*Percentage Increase over prior year	0.00%	-1.23%	-25.36%	177.12%	0.00%	151.76%	89.00%	-5.72%	-2.84%	-47.60%
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	1,048	30,340	686	-	-	686	711	711	711	711
TOTAL CAPITAL / RESERVES	1,048	30,340	686	-	-	686	711	711	711	711
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	588,818	610,879	439,407	1,041,048	-	1,480,455	2,797,415	2,637,393	2,562,640	1,343,170
*Percentage Increase over prior year	0.00%	3.75%	-25.37%	176.80%	0.00%	151.43%	88.96%	-5.72%	-2.83%	-47.59%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	**588,818**	**610,879**	**439,407**	**1,041,048**	**-**	**1,480,455**	**2,797,415**	**2,637,393**	**2,562,640**	**1,343,170**
*Percentage Increase over prior year	0.00%	3.75%	-25.37%	176.80%	0.00%	151.43%	88.96%	-5.72%	-2.83%	-47.59%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)		0								
Balance C/F from Prior to Current year	(45,082)	(45,082)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(25,317)	(25,342)	(26,028)	-	-	(26,028)	(26,028)	(26,028)	(26,028)	(26,028)
Grants - Federal/Provincial/Other	(50,000)	(82,000)	-	(50,000)	-	(50,000)	(1,055,000)	(1,020,000)	(1,020,000)	-
Transfer From Own Funds	(10,000)	(36)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(130,399)	(152,460)	(26,028)	(50,000)	-	(76,028)	(1,081,028)	(1,046,028)	(1,046,028)	(26,028)
REQUISITION	**(458,419)**	**(458,419)**	**(413,379)**	**(991,048)**	**-**	**(1,404,427)**	**(1,716,387)**	**(1,591,365)**	**(1,516,612)**	**(1,317,142)**
*Percentage Increase over prior year	0.00%	0.00%	-9.82%	216.19%	0.00%	206.36%	22.21%	-7.28%	-4.70%	-13.15%
PARTICIPANTS: All Municipalities and Electoral Areas										
AUTHORIZED POSITIONS:										
Regular	0.00	0.00	0.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00
Term	1.00	1.00	0.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00

1.309 Climate Action and Adaptation
Operating Reserve Summary
2022 - 2026 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	Actual	Budget				
Fund: 1500 Fund Center: 105503	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Projected year end balance						
Beginning Balance	53,001	85,456	86,142	86,853	87,564	88,275
Planned Project	-	-	-	-	-	-
Transfer from Ops Budget	31,453	686	711	711	711	711
Interest Income*	1,002	-	-	-	-	-
Total projected year end balance	**85,456**	**86,142**	**86,853**	**87,564**	**88,275**	**88,986**

* 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

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Sooke Stormwater Quality Management

FINAL BUDGET

MARCH 2022

Service: 1.531 Sooke Stormwater Quality Management **Committee: Electoral Areas**

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	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Operating Expenditures	20,223	19,682	23,145	-	-	23,145	23,611	24,084	24,567	25,060
Contract For Services	46,181	46,000	-	-	-	-	-	46,307	-	-
Contingency	-	-	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	**66,404**	**65,682**	**23,145**	**-**	**-**	**23,145**	23,611	70,391	24,567	25,060
*Percentage Increase over prior year	0.00%	-1.09%	-65.15%	0.00%	0.00%	-65.15%	2.01%	198.13%	-65.10%	2.01%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	(28,855)	(28,133)	15,136	-	-	15,136	15,431	(30,567)	16,049	16,367
TOTAL CAPITAL / RESERVES	(28,855)	(28,133)	15,136	-	-	15,136	15,431	(30,567)	16,049	16,367
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	37,549	37,549	38,281	-	-	38,281	39,042	39,824	40,616	41,427
*Percentage Increase over prior year	0.00%	0.00%	1.95%	0.00%	0.00%	1.95%	1.99%	2.00%	1.99%	2.00%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	37,549	37,549	38,281	-	-	38,281	39,042	39,824	40,616	41,427
*Percentage Increase over prior year	0.00%	0.00%	1.95%	0.00%	0.00%	1.95%	1.99%	2.00%	1.99%	2.00%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(79)	(79)	(81)	-	-	(81)	(82)	(84)	(86)	(87)
Transfer From Operating Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(79)	(79)	(81)	-	-	(81)	(82)	(84)	(86)	(87)
REQUISITION	**(37,470)**	**(37,470)**	**(38,200)**	**-**	**-**	**(38,200)**	**(38,960)**	**(39,740)**	**(40,530)**	**(41,340)**
*Percentage Increase over prior year	0.00%	0.00%	1.95%	0.00%	0.00%	1.95%	1.99%	2.00%	1.99%	2.00%
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
2022 - 2026 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.

Operating Reserve Schedule

Operating Reserve Schedule	Actuals	Budget				
Fund: 1500 Fund Center: 105518	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Projected year end balance						
Beginning Balance	70,847	43,550	58,686	74,117	43,550	59,599
Planned Purchase	(28,194)	-	-	(30,567)	-	-
Transfer from Ops Budget	-	15,136	15,431	-	16,049	16,367
Interest Income*	897	-	-	-	-	-
Total projected year end balance	**43,550**	**58,686**	**74,117**	**43,550**	**59,599**	**75,966**

* 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

2022 BUDGET

Core and West Shore Stormwater Quality Management

FINAL BUDGET

MARCH 2022

Service: 1.536 Core and West Shore Stormwater Quality Management **Committee: Core Area Liquid Waste Management**

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
Esquimalt Band
Songhees Band

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	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Operating Expenditures	570,173	588,566	570,400	-	-	570,400	581,287	591,685	602,295	613,115
Contract For Services	91,111	95,000	115,000	-	-	115,000	117,300	119,650	122,040	124,480
Consultant Expenses	59,075	37,000	47,000	-	-	47,000	47,940	48,900	49,880	50,880
TOTAL OPERATING COSTS	**720,359**	**720,566**	**732,400**	**-**	**-**	**732,400**	746,527	760,235	774,215	788,475
*Percentage Increase over prior year	0.00%	0.03%	1.67%	0.00%	0.00%	1.67%	1.93%	1.84%	1.84%	1.84%
CAPITAL / RESERVE										
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	720,359	720,566	732,400	-	-	732,400	746,527	760,235	774,215	788,475
*Percentage Increase over prior year	0.00%	0.03%	1.67%	0.00%	0.00%	1.67%	1.93%	1.84%	1.84%	1.84%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	(33,769)	(33,769)	(34,152)	-	-	(34,152)	(35,532)	(36,240)	(36,960)	(37,700)
OPERATING COSTS LESS INTERNAL RECOVERIES	686,590	686,797	698,248	-	-	698,248	710,995	723,995	737,255	750,775
*Percentage Increase over prior year	0.00%	0.03%	1.70%	0.00%	0.00%	1.70%	1.83%	1.83%	1.83%	1.83%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-								
Grants in Lieu of Taxes	(55,927)	(55,927)	(55,136)	-	-	(55,136)	(55,136)	(55,136)	(55,136)	(55,136)
Transfer From Operating Reserve	(6,003)	(6,210)	(5,959)	-	-	(5,959)	(5,959)	(5,959)	(5,959)	(5,959)
TOTAL REVENUE	(61,930)	(62,137)	(61,095)	-	-	(61,095)	(61,095)	(61,095)	(61,095)	(61,095)
REQUISITION	**(624,660)**	**(624,660)**	**(637,153)**	**-**	**-**	**(637,153)**	**(649,900)**	**(662,900)**	**(676,160)**	**(689,680)**
*Percentage Increase over prior year	0.00%	0.00%	2.00%	0.00%	0.00%	2.00%	2.00%	2.00%	2.00%	2.00%
PARTICIPANTS: Victoria, Saanich, Esquimalt, View Royal, Langford, Colwood, Songhees Band, Esquimalt Band										
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
2022- 2026 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	Actual	Budget				
Fund: 1500 Fund Center: 105519	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Projected year end balance						
Beginning Balance	78,302	191,512	185,553	179,594	83,635	77,676
Planned Purchase		(5,959)	(5,959)	(95,959)	(5,959)	(5,959)
Transfer from Ops Budget	112,019					
Interest Income*	1,192	-	-	-	-	-
Total projected year end balance	**191,512**	**185,553**	**179,594**	**83,635**	**77,676**	**71,717**

* 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

2022 BUDGET

Saanich Peninsula - Stormwater Quality Management

FINAL BUDGET

MARCH 2022

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:

Districts 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**

	Stormwater
Central Saanich	27.69%
North Saanich	35.84%
Sidney	27.38%
Tsawout Band	2.26%
Tsartlip Band	2.59%
Pauquachin Band	2.47%
Tseycum Band	1.77%
Total	**100.00%**

Note:

* Service established effective 2010; previously provided by agreement

1.537 Saanich Peninsula - Stormwater Quality Mgmt	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Operating Expenditures	75,443	83,615	80,701	-	-	80,701	82,308	83,954	85,628	87,338
Contract For Services	22,500	17,500	22,106	-	-	22,106	22,471	22,841	23,221	23,611
Consultant Expenses	15,000	2,000	15,300	-	-	15,300	15,610	15,920	16,240	16,560
TOTAL OPERATING COSTS	**112,943**	**103,115**	**118,107**	**-**	**-**	**118,107**	120,389	122,715	125,089	127,509
*Percentage Increase over prior year	0.00%	-8.70%	4.57%	0.00%	0.00%	4.57%	1.93%	1.93%	1.93%	1.93%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	2,822	12,650	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	2,822	12,650	-	-	-	-	-	-	-	-
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	115,765	115,765	118,107	-	-	118,107	120,389	122,715	125,089	127,509
*Percentage Increase over prior year	0.00%	0.00%	2.02%	0.00%	0.00%	2.02%	1.93%	1.93%	1.93%	1.93%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	115,765	115,765	118,107	-	-	118,107	120,389	122,715	125,089	127,509
*Percentage Increase over prior year	0.00%	0.00%	2.02%	0.00%	0.00%	2.02%	1.93%	1.93%	1.93%	1.93%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(3,945)	(3,945)	(4,051)	-	-	(4,051)	(4,051)	(4,051)	(4,051)	(4,051)
Transfer From Operating Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(3,945)	(3,945)	(4,051)	-	-	(4,051)	(4,051)	(4,051)	(4,051)	(4,051)
REQUISITION	**(111,820)**	**(111,820)**	**(114,056)**	**-**	**-**	**(114,056)**	**(116,338)**	**(118,664)**	**(121,038)**	**(123,458)**
*Percentage Increase over prior year	0.00%	0.00%	2.00%	0.00%	0.00%	2.00%	2.00%	2.00%	2.00%	2.00%
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
2022 - 2026 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	Actual	Budget				
Fund: 1500 Fund Center: 105520	2021	2022	2023	2024	2025	2026
Projected year end balance						
Beginning Balance	27,632	25,101	25,101	25,101	25,101	25,101
Planned Purchase		-	-	-	-	-
Transfer from/to Ops Budget	(2,952)	-	-	-	-	-
Interest Income*	421	-	-	-	-	-
Total projected year end balance	**25,101**	**25,101**	**25,101**	**25,101**	**25,101**	**25,101**

* 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

2022 BUDGET

Saanich Peninsula - Source Control Stormwater

FINAL BUDGET

MARCH 2022

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

Service: 1.538 Saanich Peninsula - Source Control Stormwater **Commission: Saanich Peninsula Waste Water**

	2022
Central Saanich	42.77%
North Saanich	28.87%
Sidney	28.36%
Total	**100.00%**

Note:
Bylaw No. 3906 (adopted August, 2013).

1.538 San Pen - Source Control Stormwater	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Operating Expenditures	55,480	45,347	50,724	-	-	50,724	51,614	52,654	53,715	54,787
Contract For Services	7,000	2,500	5,132	-	-	5,132	5,322	5,392	5,461	5,539
TOTAL OPERATING COSTS	**62,480**	**47,847**	**55,856**	**-**	**-**	**55,856**	56,936	58,046	59,176	60,326
*Percentage Increase over prior year	0.00%	-23.42%	-10.60%	0.00%	0.00%	-10.60%	1.93%	1.95%	1.95%	1.94%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	-	6,817	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	6,817	-	-	-	-	-	-	-	-
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	62,480	54,664	55,856	-	-	55,856	56,936	58,046	59,176	60,326
*Percentage Increase over prior year	0.00%	-12.51%	-10.60%	0.00%	0.00%	-10.60%	1.93%	1.95%	1.95%	1.94%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	62,480	54,664	55,856	-	-	55,856	56,936	58,046	59,176	60,326
*Percentage Increase over prior year	0.00%	-12.51%	-10.60%	0.00%	0.00%	-10.60%	1.93%	1.95%	1.95%	1.94%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(1,514)	(1,514)	(1,646)	-	-	(1,646)	(1,646)	(1,646)	(1,646)	(1,646)
Transfer From Operating Reserve	(7,816)	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(9,330)	(1,514)	(1,646)	-	-	(1,646)	(1,646)	(1,646)	(1,646)	(1,646)
REQUISITION	**(53,150)**	**(53,150)**	**(54,210)**	**-**	**-**	**(54,210)**	**(55,290)**	**(56,400)**	**(57,530)**	**(58,680)**
*Percentage Increase over prior year	0.00%	0.00%	1.99%	0.00%	0.00%	1.99%	1.99%	2.01%	2.00%	2.00%
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
2022 - 2026 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, 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				
	2021	2022	2023	2024	2025	2026
Projected year end balance						
Beginning Balance	50,680	45,322	45,322	45,322	45,322	45,322
Planned Purchase	-	-	-	-	-	-
Transfer from/to Ops Budget	(6,128)	-	-	-	-	-
Interest Income*	771	-	-	-	-	-
Total projected year end balance	**45,322**	**45,322**	**45,322**	**45,322**	**45,322**	**45,322**

* 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

2022 BUDGET

Environmental Engineering Services

FINAL BUDGET

MARCH 2022

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	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Salaries and Wages	2,122,841	1,814,588	1,899,801	-	-	1,899,801	1,940,501	1,982,073	2,024,530	2,067,894
Internal Allocations	352,706	352,798	406,061	-	-	406,061	411,217	418,799	426,532	434,425
Consulting and Legal	159,000	150,000	9,000	-	115,000	124,000	9,180	9,364	9,552	9,743
Operating Supplies	60,500	56,000	52,000	-	-	52,000	53,040	54,100	55,182	56,285
Telecommunication	35,000	35,000	35,000	-	-	35,000	35,700	36,414	37,143	37,886
Vehicle and Equipment	27,710	25,510	27,400	-	-	27,400	27,948	28,507	29,077	29,658
Operating Cost - Other	46,125	13,016	45,940	-	-	45,940	46,865	47,807	48,770	49,751
TOTAL OPERATING COSTS	**2,803,882**	**2,446,912**	**2,475,202**	**-**	**115,000**	**2,590,202**	**2,524,451**	**2,577,064**	**2,630,786**	**2,685,642**
*Percentage increase over prior year operating costs		-12.7%	-11.72%			-7.62%	-2.54%	2.08%	2.08%	2.09%
CAPITAL / RESERVE										
Transfer to Capital Fund	105,000	105,000	-	-	55,000	55,000	-	-	-	-
Transfer to ERF	-	-	20,000	-	-	20,000	20,000	20,000	20,000	20,000
TOTAL CAPITAL / RESERVES	105,000	105,000	20,000	-	55,000	75,000	20,000	20,000	20,000	20,000
TOTAL COSTS	**2,908,882**	**2,551,912**	**2,495,202**	**-**	**170,000**	**2,665,202**	**2,544,451**	**2,597,064**	**2,650,786**	**2,705,642**
*Percentage increase over prior year operating costs		-12.3%				-8.38%	-4.53%	2.07%	2.07%	2.07%
Internal Recoveries	(2,698,882)	(2,341,912)	(2,495,202)	-	-	(2,495,202)	(2,544,451)	(2,597,064)	(2,650,786)	(2,705,642)
*Percentage increase over prior year operating costs		-13.2%				-7.55%	1.97%	2.07%	2.07%	2.07%
OPERATING LESS RECOVERIES	**210,000**	**210,000**	**-**	**-**	**170,000**	**170,000**	**-**	**-**	**-**	**-**
FUNDING SOURCES (REVENUE)										
Balance C/F from Prior to Current year	(210,000)	(210,000)	-	-	(170,000)	(170,000)				
TOTAL REVENUE	**(210,000)**	**(210,000)**	**-**	**-**	**(170,000)**	**(170,000)**	**-**	**-**	**-**	**-**
REQUISITION	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
*Percentage increase over prior year requisition										
AUTHORIZED POSITIONS:										
Salaried	15	15	15	(2)	-	13	13	13	13	13

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.576

Service Name: Environmental Engineering Services

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
18-02	Replacement	Engineering Equipment	Engineering Equipment	$75,000	E	ERF		$15,000	$0	$0	$0	$0	$15,000
18-03	Replacement	Computer Equipment	Computer Equipment	$119,000	E	ERF		$25,000	$0	$0	$0	$0	$25,000
21-01	Replacement	Replacement ES Vehicle	Replace aging fleet vehicle unit #F12013 (7 pass van) that is experiencing increasing maintenance costs and downtime. Vehicle will be beyond the recommended CRD service life.	$50,000	V	ERF	→	$50,000	$0	$0	$0	$0	$50,000
21-02	Replacement	Replacement ES Vehicle	Replace aging fleet vehicle unit #F01074 (light pickup) that is experiencing increasing maintenance costs and downtime. Vehicle will be beyond the recommended CRD service life.	$50,000	V	ERF	→	$50,000					$50,000
21-03	New	ES Vehicle	New ES Vehicle	$55,000	V	Cap	→	$55,000					$55,000
23-01	Replacement	Replacement ES Vehicle	Replace aging fleet vehicle unit #F14016 (4x4 pick-up) that is experiencing increasing maintenance costs and downtime. Vehicle will be beyond the recommended CRD service life.	$40,000	V	ERF		$0	$40,000	$0	$0	$0	$40,000
23-02	Replacement	Engineering Equipment	Engineering Equipment	$75,000	E	ERF		$0	$15,000	$15,000	$15,000	$15,000	$60,000
23-03	Replacement	Computer Equipment	Computer Equipment	$125,000	E	ERF		$0	$25,000	$25,000	$25,000	$25,000	$100,000
24-01	Replacement	Replacement ES Vehicle	Replace aging fleet vehicle unit #FQ14020 (Transit) that is experiencing increasing maintenance costs and downtime. Vehicle will be beyond the recommended CRD service life.	$40,000	V	ERF		$0	$0	$40,000	$0	$0	$40,000
24-02	Replacement	Replacement ES Vehicle	Replace aging fleet vehicle unit #F14017 (4x4 pick-up) that is experiencing increasing maintenance costs and downtime. Vehicle will be beyond the recommended CRD service life.	$40,000	V	ERF		$0	$0	$40,000	$0	$0	$40,000
25-01	Replacement	Replacement ES Vehicle	Replace aging fleet vehicle unit #F15014 (4x4 pick-up) that is experiencing increasing maintenance costs and downtime. Vehicle will be beyond the recommended CRD service life.	$45,000	V	ERF		$0	$0	$0	$45,000	$0	$45,000
26-01	Replacement	Replacement ES Vehicle	Replace aging fleet vehicle unit #F15015 (4x4 pick-up) that is experiencing increasing maintenance costs and downtime. Vehicle will be beyond the recommended CRD service life.	$45,000	V	ERF		$0	$0	$0	$0	$45,000	$45,000
													$0
													$0
													$0
			GRAND TOTAL	**$759,000**			**$0**	**$195,000**	**$80,000**	**$120,000**	**$85,000**	**$85,000**	**$565,000**

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.576 Environmental Engineering Services	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE								
Buildings	B	$0	$0	$0	$0	$0	$0	$0
Equipment	E	$0	$40,000	$40,000	$40,000	$40,000	$40,000	$200,000
Land	L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures	S	$0	$0	$0	$0	$0	$0	$0
Vehicles	V	$0	$155,000	$40,000	$80,000	$45,000	$45,000	$365,000
		$0	**$195,000**	**$80,000**	**$120,000**	**$85,000**	**$85,000**	**$565,000**
SOURCE OF FUNDS								
Capital Funds on Hand	Cap	$0	$55,000	$0	$0	$0	$0	$55,000
Debenture Debt (New Debt Only)	Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund	ERF	$0	$140,000	$80,000	$120,000	$85,000	$85,000	$510,000
Grants (Federal, Provincial)	Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding	Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund	Res	$0	$0	$0	$0	$0	$0	$0
		$0	**$195,000**	**$80,000**	**$120,000**	**$85,000**	**$85,000**	**$565,000**

Service:	1.576	Environmental Engineering Services

Project Number	18-02	**Capital Project Title**	Engineering Equipment	**Capital Project Description**	Engineering Equipment
Project Rationale	Replace engineering equipment based on life cycle assessment.				

Project Number	18-03	**Capital Project Title**	Computer Equipment	**Capital Project Description**	Computer Equipment
Project Rationale	Replace computer equipment based on life cycle assessment.				

Project Number	21-01	**Capital Project Title**	Replacement ES Vehicle	**Capital Project Description**	Replace aging fleet vehicle unit #F12013 (7 pass van) that is experiencing increasing maintenance costs and downtime. Vehicle will be beyond the recommended CRD service life.
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. At replacement time the vehicle will be 10 years old, which is just beyond the CRD recommended replacement strategy of 7 years.				

Project Number	21-03	**Capital Project Title**	ES Vehicle	**Capital Project Description**	New ES Vehicle
Project Rationale	New Vehicle for ES Eng fleet for new Senior Engineer				

Project Number	23-01	**Capital Project Title**	Replacement ES Vehicle	**Capital Project Description**	Replace aging fleet vehicle unit #F14016 (4x4 pick-up) that is experiencing increasing maintenance costs and downtime. Vehicle will be beyond the recommended CRD service life.
Project Rationale	This vehicle is a 4x4 pick-up used by project managers for visiting work sites for client meetings and construction inspections. At replacement the existing vehicle will be 9 years old, which is just beyond the CRD recommended replacement strategy of 7 years.				

Project Number	23-02	**Capital Project Title**	Engineering Equipment	**Capital Project Description**	Engineering Equipment
Project Rationale	Replace engineering equipment based on life cycle assessment.				

Service:	1.576	Environmental Engineering Services

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	24-01	**Capital Project Title**	Replacement ES Vehicle	**Capital Project Description**	Replace aging fleet vehicle unit #FQ14020 (Transit) that is experiencing increasing maintenance costs and downtime. Vehicle will be beyond the recommended CRD service life.
Project Rationale	This vehicle is a transit van up used by project managers for visiting work sites for client meetings and construction inspections. At replacement the existing vehicle will be 10 years old, which is beyond the CRD recommended replacement strategy of 7 years.				

Project Number	24-02	**Capital Project Title**	Replacement ES Vehicle	**Capital Project Description**	Replace aging fleet vehicle unit #F14017 (4x4 pick-up) that is experiencing increasing maintenance costs and downtime. Vehicle will be beyond the recommended CRD service life.
Project Rationale	This vehicle is a 4x4 pick up used by project managers for visiting work sites for client meetings and construction inspections. At replacement the existing vehicle will be 10 years old, which is beyond the CRD recommended replacement strategy of 7 years.				

Project Number		**Capital Project Title**	#N/A	**Capital Project Description**	#N/A
Project Rationale					

1.576 Engineering Services
Asset and Reserve Summary
2022 - 2026 Financial Plan

ERF Reserve Cash Flow

ERF: Engineering Senior Budget - ERF for Equipment and Vehicles

Equipment Replacement Schedule	Actual	Budget				
Projected year end balance	2021	2022	2023	2024	2025	2026
Beginning Balance	492,584	561,753	444,753	384,753	284,753	219,753
Planned Purchase (Based on Capital Plan)	(12,898)	(140,000)	(80,000)	(120,000)	(85,000)	(85,000)
Transfer from Ops Budget	78,845	20,000	20,000	20,000	20,000	20,000
Proceed disposal of Equipment	-					
Interest Income*	3,222	3,000				
Total projected year end balance	**561,753**	**444,753**	**384,753**	**284,753**	**219,753**	**154,753**

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Facility Management

FINAL BUDGET

MARCH 2022

Service: 1.105 Facility Management **Committee: Governance & 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:

Governance & Finance

FUNDING:

GENERAL INFORMATION:

All costs are recovered from user departments and requisition.

1.105 Facility Management	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Salaries and Wages	1,173,965	1,002,233	1,255,792	206,829	-	1,462,621	1,493,838	1,525,720	1,558,279	1,591,531
Internal Allocations	244,612	244,612	271,709	-	-	271,709	276,343	281,931	287,636	293,461
Consulting Service	52,000	52,000	53,965	-	-	53,965	54,631	55,724	56,838	57,975
Operating Supplies	27,400	34,910	28,200	-	-	28,200	28,764	29,340	29,926	30,524
Telecommunication	14,840	14,842	16,000	-	-	16,000	16,320	16,646	16,979	17,319
Vehicle and Equipment	40,292	24,763	33,800	-	-	33,800	34,476	35,165	35,869	36,586
Operating Cost - Other	88,872	75,270	60,955	-	-	60,955	62,175	63,418	64,687	65,982
TOTAL OPERATING COSTS	**1,641,981**	**1,448,630**	**1,720,421**	**206,829**	**-**	**1,927,250**	**1,966,547**	**2,007,944**	**2,050,214**	**2,093,378**
*Percentage increase over prior year operating costs		-11.8%	4.78%			17.37%	2.04%	2.11%	2.11%	2.11%
CAPITAL / RESERVE										
Transfer to ERF	48,891	56,009	25,000	-	-	25,000	25,500	26,010	26,530	27,061
Transfer to Capital Fund	-	-	-	-	50,000	50,000	-	-	-	-
TOTAL CAPITAL / RESERVES	**48,891**	**56,009**	**25,000**	**-**	**50,000**	**75,000**	**25,500**	**26,010**	**26,530**	**27,061**
TOTAL COSTS	**1,690,872**	**1,504,639**	**1,745,421**	**206,829**	**50,000**	**2,002,250**	**1,992,047**	**2,033,954**	**2,076,744**	**2,120,439**
*Percentage increase over prior year operating costs		-11.0%				**18.42%**	-0.51%	2.10%	2.10%	2.10%
Internal Recoveries	(1,461,263)	(1,291,130)	(1,292,456)	(492,989)	-	(1,785,445)	(1,771,228)	(1,808,623)	(1,846,804)	(1,885,794)
OPERATING LESS RECOVERIES	**229,609**	**213,509**	**452,965**	**(286,160)**	**50,000**	**216,805**	**220,819**	**225,331**	**229,940**	**234,645**
FUNDING SOURCES (REVENUE)										
Revenue - Other	(70,435)	(54,335)	(56,898)	-	-	(56,898)	(57,465)	(58,456)	(59,467)	(60,498)
TOTAL REVENUE	**(70,435)**	**(54,335)**	**(56,898)**	**-**	**-**	**(56,898)**	**(57,465)**	**(58,456)**	**(59,467)**	**(60,498)**
Estimated balance C/F from current to Next year										
REQUISITION	**(159,174)**	**(159,174)**	**(396,067)**	**286,160**	**(50,000)**	**(159,907)**	**(163,354)**	**(166,875)**	**(170,473)**	**(174,147)**
*Percentage increase over prior year requisition						0.46%	2%	2%	2%	2%
AUTHORIZED POSITIONS FTE:	10	10	10	2	-	12	12	12	12	12

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: *"Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35*

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.105

Service Name: Facilities Management

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
17-03	Replacement	Unit F00990	Replace Smat Car	$35,000	V	ERF	→	$35,000	$0	$0	$0	$0	$35,000
19-03	Replacement	Production Printer	Replace Production Printer	$15,000	E	ERF		$0	$15,000	$0	$0	$0	$15,000
21-01	Replacement	Unit F01112	Replace 2010 Chev Express Van - 01112	$50,000	V	ERF		$50,000	$0	$0	$0	$0	$50,000
21-02	New	New Vehicle	New CAWWTP Position	$50,000	V	ERF	→	$50,000	$0	$0	$0	$0	$50,000
22-01	Replacement	Equipment Replacement	Replace computers	$50,000	E	ERF		$10,000	$10,000	$10,000	$10,000	$10,000	$50,000
22-02	New	Fleet Purchase	New vehicle	$50,000	V	Cap		$50,000	$0	$0	$0	$0	$50,000
23-01	Replacement	Fleet Replacement	Replace 2012 Jeep Patriot - 12001	$50,000	V	ERF		$0	$50,000	$0	$0	$0	$50,000
23-02	New	Equipment Replacement	New utility trailer	$15,000	V	ERF		$0	$15,000	$0	$0	$0	$15,000
23-03	Replacement	Fleet Replacement	Replace 2014 Ford F250 - Unit 13022	$50,000	V	ERF		$0	$50,000	$0	$0	$0	$50,000
24-01	Replacement	Fleet Replacement	Replace 2016 Sprinter Van - Unit 1601	$50,000	V	ERF		$0	$0	$50,000	$0	$0	$50,000
25-01	Replacement	Fleet Replacement	Replace 2017 Transit Van - Unit 17002	$50,000	V	ERF		$0	$0	$0	$50,000	$0	$50,000
													$0
													$0
													$0
													$0
													$0
													$0
			GRAND TOTAL	**$465,000**				**$195,000**	**$140,000**	**$60,000**	**$60,000**	**$10,000**	**$465,000**

Service: **1.105** **Facilities Management**

Project Number 19-03 **Capital Project Title** Production Printer **Capital Project Description** Replace Production Printer

Project Rationale Replace MFP formally shared with Engineering Services on the 3rd floor.

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 Annual PC and/or Laptop replacement cycle as per IT's system renewal.

Project Number 22-02 **Capital Project Title** Fleet Purchase **Capital Project Description** New vehicle

Project Rationale New electric vehicle for new FTE.

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.

Project Number 23-03 **Capital Project Title** Fleet Replacement **Capital Project Description** Replace 2014 Ford F250 - Unit 13022

Project Rationale Replace the vehicle with an all electric or hybrid option as scheduled by Facility Management. Reduce payload from 1 ton to 1/2 ton to purchase electric light duty truck.

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.

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.105 Facilities Management		Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE									
Buildings		B	$0	$0	$0	$0	$0	$0	$0
Equipment		E	$0	$10,000	$25,000	$10,000	$10,000	$10,000	$65,000
Land		L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures		S	$0	$0	$0	$0	$0	$0	$0
Vehicles		V	$0	$185,000	$115,000	$50,000	$50,000	$0	$400,000
			$0	**$195,000**	**$140,000**	**$60,000**	**$60,000**	**$10,000**	**$465,000**
SOURCE OF FUNDS									
Capital Funds on Hand		Cap	$0	$50,000	$0	$0	$0	$0	$50,000
Debenture Debt (New Debt Only)		Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund		ERF	$0	$145,000	$140,000	$60,000	$60,000	$10,000	$415,000
Grants (Federal, Provincial)		Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding		Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund		Res	$0	$0	$0	$0	$0	$0	$0
			$0	**$195,000**	**$140,000**	**$60,000**	**$60,000**	**$10,000**	**$465,000**

1.105 Facility Management
Asset and Reserve Summary
2022 - 2026 Financial Plan

Asset Profile

Facility Management ERF

Facility Management assets consist of vehicles and equipment.

Equipment Replacement Fund Schedule (ERF)

Equipment Replacement Schedule	Actual	Budget				
Projected year end balance	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	372,268	474,945	321,945	207,445	173,455	139,985
Planned Purchase (Based on Capital Plan)		(110,000)	(140,000)	(60,000)	(60,000)	(10,000)
Transfer from Ops Budget	48,585	25,000	25,500	26,010	26,530	27,061
Proceed disposal of Equipment	16,802					
Transfer	34,500					
Transfer of HQ Pool Fleet ERF		(70,000)				
Interest Income*	2,790	2,000				
Total projected year end balance	**474,945**	**321,945**	**207,445**	**173,455**	**139,985**	**157,046**

* 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

2022 BUDGET

CRD Headquarters Building

FINAL BUDGET

MARCH 2022

Service: 1.106 CRD Headquarter Building **Committee: Governance & 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:

Governance & Finance

FUNDING:

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

1.106 - CRD HQ BUILDING	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Internal Allocations	233,065	223,065	238,395	-	-	238,395	243,162	248,026	252,986	258,046
Insurance Cost	39,420	39,420	47,800	-	-	47,800	50,190	52,700	55,330	58,100
Repairs and Maintenance Costs	196,150	207,698	222,318	-	31,500	253,818	226,867	231,430	236,083	240,813
Rental and Leases	89,650	86,083	95,742	282,000	-	377,742	385,208	392,902	101,488	103,509
Electricity& Utilities	186,020	172,979	182,600	-	-	182,600	183,752	184,927	186,126	187,348
Operating Supplies	41,600	23,616	45,700	-	-	45,700	46,614	47,546	48,498	49,468
Internal Labour Cost	298,200	291,075	286,357	-	-	286,357	292,084	297,926	303,885	309,963
Operating Cost - Other	223,390	228,575	208,900	-	-	208,900	213,078	217,340	221,688	226,122
TOTAL OPERATING COSTS	**1,307,495**	**1,272,511**	**1,327,812**	**282,000**	**31,500**	**1,641,312**	**1,640,955**	**1,672,797**	**1,406,084**	**1,433,369**
*Percentage increase over prior year operating costs		-2.7%	1.55%			25.53%	-0.02%	1.94%	-15.94%	1.94%
CAPITAL / RESERVE										
Transfer to Capital Reserve Fund	87,953	50,518	114,308	-	-	114,308	114,308	114,308	413,568	419,553
Transfer to ERF	35,000	35,000	60,000	-	-	60,000	60,000	60,000	60,000	60,000
TOTAL CAPITAL / RESERVES	122,953	85,518	174,308	-	-	174,308	174,308	174,308	473,568	479,553
TOTAL COSTS	**1,430,448**	**1,358,029**	**1,502,120**	**282,000**	**31,500**	**1,815,620**	**1,815,263**	**1,847,105**	**1,879,652**	**1,912,922**
*Percentage increase over prior year operating costs		-5.1%				26.93%	-0.02%	1.75%	1.76%	1.77%
Internal Recoveries(Building Occupancy)	(1,281,578)	(1,281,578)	(1,783,552)	-	-	(1,783,552)	(1,782,949)	(1,814,540)	(1,846,831)	(1,879,854)
*Percentage increase over prior year operating costs		0.0%				39.17%	-0.03%	1.77%	1.78%	1.79%
OPERATING LESS RECOVERIES	**148,870**	**76,451**	**(281,432)**	**282,000**	**31,500**	**32,068**	**32,314**	**32,565**	**32,821**	**33,068**
		-48.6%	-289.05%			-78.46%	0.77%	0.78%	0.79%	0.75%
FUNDING SOURCES (REVENUE)										
Estimated Balance C/F from current to next year										
Fees Charged	(2,700)	(450)	-	-	-	-	-	-	-	-
Lease Revenue	(99,603)	(44,323)	-	-	-	-	-	-	-	-
Recovery - Other	(46,567)	(31,678)	(32,068)	-	-	(32,068)	(32,314)	(32,565)	(32,821)	(33,068)
TOTAL REVENUE	**(148,870)**	**(76,451)**	**(32,068)**	**-**	**-**	**(32,068)**	**(32,314)**	**(32,565)**	**(32,821)**	**(33,068)**
REQUISITION	**-**	**-**	**313,500**	**(282,000)**	**(31,500)**	**-**	**-**	**-**	**-**	**-**
*Percentage increase over prior year requisition										

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.106 Facilities and Risk		Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE									
Buildings		B	$0	$1,710,000	$1,665,000	$1,100,000	$1,700,000	$135,000	$6,310,000
Equipment		E	$0	$0	$0	$0	$0	$0	$0
Land		L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures		S	$0	$0	$0	$0	$0	$0	$0
Vehicles		V	$0	$70,000	$0	$0	$0	$0	$70,000
			$0	**$1,780,000**	**$1,665,000**	**$1,100,000**	**$1,700,000**	**$135,000**	**$6,380,000**
SOURCE OF FUNDS									
Capital Funds on Hand		Cap	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)		Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund		ERF	$0	$70,000	$0	$0	$0	$0	$70,000
Grants (Federal, Provincial)		Grant	$0	$0	$0	$500,000	$750,000	$0	$1,250,000
Donations / Third Party Funding		Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund		Res	$0	$1,710,000	$1,665,000	$600,000	$950,000	$135,000	$5,060,000
			$0	**$1,780,000**	**$1,665,000**	**$1,100,000**	**$1,700,000**	**$135,000**	**$6,380,000**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numerical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles
E - Equipment

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.106

Service Name: Facilities and Risk

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
20-01	Replacement	Hot Water Tank	303 Liter hot water tank	$20,000	B	Res	→	$20,000	$0	$0	$0	$0	$20,000
21-01	Replacement	HVAC System Upgrade	Feasibility design and detailed project plan	$2,650,000	B	Res	→	$0	$150,000	$500,000	$750,000	$0	$1,400,000
21-01	Replacement	HVAC System Upgrade			B	Grant		$0	$0	$500,000	$750,000	$0	$1,250,000
~~21-02~~	~~Replacement~~	~~Bike storage~~	~~Additional bike cage (was $20,0000~~	~~$0~~	~~B~~	~~Res~~	→	~~$0~~	~~$0~~	~~$0~~	~~$0~~	~~$0~~	~~$0~~
21-03	New	Interior Renovations	Interior renovations - HQ Building	$500,000	B	Res		$0	$0	$100,000	$100,000	$100,000	$300,000
22-01	New	Interior Renovations	Interior renovations - HQ Building Space Optimazation	$3,000,000	B	Res		$1,500,000	$1,500,000	$0	$0	$0	$3,000,000
22-02	Renewal	Vertical Transportation Upgrades	Elevator refurbishment and moderization - Phase 1 & 2	$20,000	B	Res		$20,000	$0	$0	$0	$0	$20,000
22-03	New	Climate Action Upgrades	EV charging infrastructure - HQ Building Phase 2	$50,000	B	Res		$50,000	$0	$0	$0	$0	$50,000
22-04	Defer	Emergency Repairs	For unforeseen emergency repairs	$100,000	B	Res		$100,000	$0	$0	$0	$0	$100,000
22-05	New	Climate Actiave Initiatives Study	Study on GHG reduction in CRD HQ	$20,000	B	Res		$20,000	$0	$0	$0	$0	$20,000
23-01	Renewal	Exterior Upgrades	Green Roof Upgrades	$15,000	B	Res		$0	$15,000	$0	$0	$0	$15,000
25-01	Study	Asset management Plan	Facility condition assessment	$15,000	B	Res		$0	$0	$0	$15,000	$0	$15,000
25-02	Replacement	Roof Replacement	4th floor small roof areas	$75,000	B	Res		$0	$0	$0	$75,000	$0	$75,000
25-03	Replacement	Safety Systems	Fire Sprinkler upgrades	$10,000	B	Res		$0	$0	$0	$10,000	$0	$10,000
26-01	Replacement	Interior Upgrades	Interior paint	$35,000	B	Res		$0	$0	$0	$0	$35,000	$35,000
													$0
													$0
ERF22-01	Replacement	Pool Fleet Replacement	Replace 2005 Toyota Prius - Unit F00959	$35,000	V	ERF		$35,000	$0	$0	$0	$0	$35,000
ERF22-02	Replacement	Pool Fleet Replacement	Replace 2010 Chev Malibu - Unit F11004	$35,000	V	ERF		$35,000	$0	$0	$0	$0	$35,000
													$0
			GRAND TOTAL	**$6,580,000**			**$0**	**$1,780,000**	**$1,665,000**	**$1,100,000**	**$1,700,000**	**$135,000**	**$6,380,000**

Service: **1.106** **Facilities and Risk**

Project Number	20-01	**Capital Project Title**	Hot Water Tank	**Capital Project Description**	303 Liter hot water tank
Project Rationale	Hot water tank expected to reach its useful life.				

Project Number	21-01	**Capital Project Title**	HVAC System Upgrade	**Capital Project Description**	Feasibility design and detailed project plan
Project Rationale	Feasibility, design and replacement of the natural gas boilers with energy efficient electric heat pumps to reduce GHG's and to provide better comfortability for building occupants. Currently, the facility consumes the 3rd most natural gas of all CRD facilities and replacing the boilers with electric heat pumps will be a major step in meeting our GHG reduction targets.				

Project Number	~~21-02~~	**~~Capital Project Title~~**	~~Bike storage~~	**~~Capital Project Description~~**	~~Additional bike cage (was $20,0000~~
Project Rationale	~~Additional bike storage for CRD Headquarters.~~				

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 reconfigeration 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	22-02	**Capital Project Title**	Vertical Transportation Upgrades	**Capital Project Description**	Elevator refurbishment and moderization - Phase 1 & 2
Project Rationale	Elevator upgrades to meet current codes and to modernize controls as per consultants condition assessment.				

Project Number	22-03	**Capital Project Title**	Climate Action Upgrades	**Capital Project Description**	EV charging infrastructure - HQ Building Phase 2
Project Rationale	Electrical upgrades to add EV chargers for operational vehicles.				

Project Number	22-04	**Capital Project Title**	Emergency Repairs	**Capital Project Description**	For unforeseen emergency repairs
Project Rationale	Contingency amount to cover unforeseen emergency repairs to the building.				

Service: **1.106** **Facilities and Risk**

Project Number	22-05	**Capital Project Title**	Climate Actiave Initiatives Study	**Capital Project Description**	Study on GHG reduction in CRD HQ
Project Rationale	Study on GHG reduction in CRD HQ				

Project Number	23-01	**Capital Project Title**	Exterior Upgrades	**Capital Project Description**	Green Roof Upgrades
Project Rationale	Upgrade green roofs by adding/replacing landscaping and/or planters.				

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	26-01	**Capital Project Title**	Interior Upgrades	**Capital Project Description**	Interior paint
Project Rationale	Repaint interior of the building.				

Project Number	ERF22-01	**Capital Project Title**	Pool Fleet Replacement	**Capital Project Description**	Replace 2005 Toyota Prius - Unit F00959
Project Rationale	Replace the vehicle with an all electric or hybrid option as scheduled by Facility Management.				

Project Number	ERF22-02	**Capital Project Title**	Pool Fleet Replacement	**Capital Project Description**	Replace 2010 Chev Malibu - Unit F11004
Project Rationale	Replace the vehicle with an all electric or hybrid option as scheduled by Facility Management.				

1.106 CRD HQ Building & 1.226 Health Facilities - VIHA
Asset and Reserve Summary
2022 - 2026 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).

Note A: Insured Value Table

Description		$ Amount*
1.106 Office Facilities		
CRD Headquarters Building- Phase 1 & 2		39,232,179
JDF Administration Building (New)		95,873
Total	**$**	**39,328,052**
1.226 health Facilities - VIHA		
Peninsula Health Unit		9,481,300
Victoria Health Unit		7,900,300
Esquimalt Health Unit		4,830,300
Total	**$**	**22,211,900**

*Annual insurance renewal - replacement values as assessed in 2015.

1.106 CRD HQ Building & 1.226 Health Facilities - VIHA
Asset and Reserve Summary
2022 - 2026 Financial Plan

1.106 Headquarters Facility & 1.226 VIHA Health Facilities Capital Reserve Fund Cash Flow						
Reserve/Fund Summary	**Actual**	**Budget**				
Projected year end balance	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	7,576,313	6,368,657	4,035,335	1,842,268	1,479,461	1,246,179
Planned Capital Expenditure (Based on Capital Plan)	(2,084,313)	(3,180,000)	(2,980,000)	(1,150,000)	(1,320,000)	(872,500)
Transfer from Ops Budget	768,394	786,678	786,933	787,193	1,086,718	1,092,974
Interest Income**	108,262	60,000				
Total projected year end balance	**6,368,657**	**4,035,335**	**1,842,268**	**1,479,461**	**1,246,179**	**1,466,653**

** 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
2022 - 2026 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 2021	Budget 2022	2023	2024	2025	2026
Beginning Balance	-	15,000	50,200	85,200	120,200	155,200
Planned Purchase (Based on Capital Plan)	-	(70,000)	-	-	-	-
Transfer from Ops Budget Equip	15,000	15,000	15,000	15,000	15,000	15,000
Transfer from Ops Budget Pool Fleet	-	20,000	20,000	20,000	20,000	20,000
Transfer from FM ERF for Pool Fleet	-	70,000				
Proceed disposal of Equipment						
Interest Income*	-	200				
Total projected year end balance	**15,000**	**50,200**	**85,200**	**120,200**	**155,200**	**190,200**

* 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

2022 BUDGET

Corporate Satellite Facilities

FINAL BUDGET

MARCH 2022

Service: 1.107 Corporate Satellite Facilities **Committee: Governance & 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:

Governance & Finance

FUNDING:

All costs are recovered from user departments.

1.107 - CORPORATE SATELLITE FACILITIES	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Rentals and Leases	81,370	77,206	83,205	-	-	83,205	83,730	84,766	85,812	87,529
Internal Allocations	18,875	18,875	19,925	-	-	19,925	20,321	20,730	21,142	21,568
Insurance Cost	1,340	1,340	1,720	-	-	1,720	1,800	1,890	1,980	2,080
Electricity & Utilities	19,040	17,400	19,040	-	-	19,040	19,421	19,809	20,205	20,609
Repairs and Maintenance Costs	12,791	15,891	14,200	-	-	14,200	14,484	14,774	15,069	15,370
Operating Cost - Other	76,260	73,235	75,712	-	-	75,712	77,225	78,767	80,347	81,953
TOTAL OPERATING COSTS	**209,676**	**203,947**	**213,802**	**-**	**-**	**213,802**	**216,981**	**220,736**	**224,555**	**229,109**
*Percentage Increase over prior year		-2.73%	1.97%	-	-	1.97%	1.49%	1.73%	1.73%	2.03%
CAPITAL / RESERVE										
Transfer to Capital Fund	-	-	5,000.00	-	-	5,000	5,000	5,000	5,000	5,000
Transfer to Reserve Fund	12,750.00	14,280.00	12,750.00	-	-	12,750	13,005	13,265	13,530	13,801
TOTAL CAPITAL / RESERVES	12,750	14,280	17,750	-	-	17,750	18,005	18,265	18,530	18,801
TOTAL COSTS	**222,426**	**218,227**	**231,552**	**-**	**-**	**231,552**	**234,986**	**239,001**	**243,085**	**247,910**
*Percentage Increase over prior year		-1.89%	4.10%	-	-	4.10%	1.48%	1.71%	1.71%	1.98%
Internal Recoveries	**(222,426)**	**(218,227)**	**(231,552)**	**-**	**-**	**(231,552)**	**(234,986)**	**(239,001)**	**(243,085)**	**(247,910)**
Recovery - Other	-	-	-	-	-	-	-	-	-	-
REQUISITION	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
PARTICIPANTS: Costs recovered internally										

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.107

Service Name: Corporate Satellite Facilities

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
JDF 22-01	New	Sitework Upgrades	New Concrete Panel Fence	$35,000	B	Res		$35,000	$0	$0	$0	$0	$35,000
JDF 22-02	Study	Asset Management Plan	Condition Assessment	$10,000	B	Res		$10,000	$0	$0	$0	$0	$10,000
													$0
AS 22-01	Replacement	Facility Upgrades	General Building Upgrades	$25,000	B	Cap		$5,000	$5,000	$5,000	$5,000	$5,000	$25,000
													$0
													$0
													$0
													$0
													$0
			GRAND TOTAL	**$70,000**			**$0**	**$50,000**	**$5,000**	**$5,000**	**$5,000**	**$5,000**	**$70,000**

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Family Court Building

FINAL BUDGET

MARCH 2022

Service: 1.123 Family Court Building **Committee: Governance & 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 have been 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	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Internal Allocations	19,896	19,896	2,750	-	-	2,750	2,806	2,862	2,918	2,978
Insurance Cost	5,250	5,250	-	-	-	-	-	-	-	-
Repairs and Maintenance Costs	-	-	-	-	-	-	-	-	-	-
Electricity&Utilities	17,900	-	-	-	-	-	-	-	-	-
Internal Labour Cost	9,560	-	-	-	-	-	-	-	-	-
Operating Cost - Other	2,400	-	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	**55,006**	**25,146**	**2,750**	**-**	**-**	**2,750**	**2,806**	**2,862**	**2,918**	**2,978**
*Percentage Increase over prior year						-95.00%	2.04%	2.00%	1.96%	2.06%
CAPITAL / RESERVE										
Transfer to Reserve Fund	94,354	124,214.00	146,610	-	-	146,610	146,554	146,498	146,442	146,382
TOTAL CAPITAL / RESERVES	94,354	124,214.00	146,610	-	-	146,610	146,554	146,498	146,442	146,382
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)	(149,360.00)	(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	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.123 Family Court Building		Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE									
Buildings		B	$45,000	$160,000	$1,120,000	$135,000	$10,000	$0	$1,425,000
Equipment		E	$0	$0	$0	$0	$0	$0	$0
Land		L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures		S	$0	$0	$0	$0	$0	$0	$0
Vehicles		V	$0	$0	$0	$0	$0	$0	$0
			$45,000	**$160,000**	**$1,120,000**	**$135,000**	**$10,000**	**$0**	**$1,425,000**
SOURCE OF FUNDS									
Capital Funds on Hand		Cap	$0	$15,000	$0	$0	$0	$0	$15,000
Debenture Debt (New Debt Only)		Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund		ERF	$0	$0	$0	$0	$0	$0	$0
Grants (Federal, Provincial)		Grant	$0	$0	$500,000	$0	$0	$0	$500,000
Donations / Third Party Funding		Other	$0	$0	$0	$50,000	$0	$0	$50,000
Reserve Fund		Res	$45,000	$145,000	$620,000	$85,000	$10,000	$0	$860,000
			$45,000	**$160,000**	**$1,120,000**	**$135,000**	**$10,000**	**$0**	**$1,425,000**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
Debt = Debenture Debt (new debt only)
ERF = Equipment Replacement Fund
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Cap = Capital Funds on Hand
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Res = Reserve Fund
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
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Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.123

Service Name: Family Court Building

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
20-02	Renewal	Exterior Upgrades	Wood Window & Trim Replacement	$47,500	B	Res	$45,000	$45,000	$0	$0	$0	$0	$45,000
22-01	Replacement	Mechanical Upgrades	Detail Design & Replacement of HVAC	$1,050,000	B	Res	$0	$50,000	$500,000	$0	$0	$0	$550,000
	Replacement	Mechanical Upgrades	Detail Design & Replacement of HVAC		B	Grant	$0		$500,000			$0	$500,000
22-02	Renewal	Exterior Upgrades	Repair exterior masonry & concrete	$15,000	B	Cap	$0	$15,000	$0	$0	$0	$0	$15,000
22-03	Defer	Emergency Repairs	For Unforeseen Emergency Repairs	$50,000	B	Res	$0	$50,000	$0	$0	$0	$0	$50,000
23-01	Renewal	Exterior Upgrades	Replace all wood siding	$12,000	B	Res	$0	$0	$120,000	$0	$0	$0	$120,000
24-01	Renewal	Exterior Upgrades	Replace West Entrance Hand rail	$85,000	B	Res	$0	$0	$0	$85,000	$0	$0	$85,000
24-02	Renewal	Interior Upgrades	Interior Paint	$50,000	B	Other	$0	$0	$0	$50,000	$0	$0	$50,000
25-01	Study	Asset Management	Condition Assessment	$10,000	B	Res	$0	$0	$0	$0	$10,000	$0	$10,000
													$0
			GRAND TOTAL	**$1,319,500**			**$45,000**	**$160,000**	**$1,120,000**	**$135,000**	**$10,000**	**$0**	**$1,425,000**

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	22-02	**Capital Project Title**	Exterior Upgrades	**Capital Project Description**	Repair exterior masonry & concrete
Project Rationale	To refurbish/repair exterior masonry & concrete as per condition assessment by consultant.				

Project Number	22-03	**Capital Project Title**	Emergency Repairs	**Capital Project Description**	For Unforeseen Emergency Repairs
Project Rationale	Contingency amount to cover unforeseen emergency repairs to the building.				

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	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	24-02	**Capital Project Title**	Interior Upgrades	**Capital Project Description**	Interior Paint
Project Rationale	Repaint the interior of the building.				

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
2022 - 2026 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 2021	Budget 2022	 2023	 2024	 2025	 2026
Beginning Balance	222,802	322,439	356,049	(117,397)	(55,899)	80,543
Transfer to Cap Fund	-	(115,000)	(620,000)	(85,000)	(10,000)	-
Transfer from Ops Budget	95,242	146,610	146,554	146,498	146,442	146,382
Interest Income**	4,394	2,000				
Total projected year end balance	**322,439**	**356,049**	**(117,397)**	**(55,899)**	**80,543**	**226,925**

** 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

2022 BUDGET

Health Facilities - VIHA

FINAL BUDGET

MARCH 2022

Service: 1.226 Health Facilities - VIHA **Committee: Governance & 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:

Governance & Finance

FUNDING:

All costs are recovered by lease payment from Island Health.

1.226 - HEALTH FACILITIES - VIHA	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Internal Allocation	255,769	255,769	256,659	-	-	256,659	261,792	267,028	272,368	277,814
Insurance Cost	24,660	24,660	35,090	-	-	35,090	36,850	38,690	40,630	42,660
Repairs and Maintenance Costs	180,855	230,335	201,880	-	-	201,880	205,918	210,033	214,237	218,521
Electricity&Utilities	196,400	217,983	227,080	-	-	227,080	231,622	236,255	240,980	245,800
Internal Labour Cost	311,750	211,000	324,000	-	-	324,000	330,480	337,090	343,832	350,708
Consultant Expenses	-	15,000	-	-	-	-	-	-	-	-
Operating Supplies	9,300	6,000	9,800	-	-	9,800	9,996	10,196	10,398	10,608
Operating Cost - Other	47,850	61,337	50,240	-	-	50,240	51,244	52,268	53,314	54,378
TOTAL OPERATING COSTS	**1,026,584**	**1,022,084**	**1,104,749**	**-**	**-**	**1,104,749**	**1,127,902**	**1,151,560**	**1,175,759**	**1,200,489**
*Percentage Increase over prior year						7.61%	2.10%	2.10%	2.10%	2.10%
CAPITAL / RESERVE										
Transfer to Reserve Fund	553,670	553,670	553,670	-	-	553,670	553,670	553,670	553,670	553,670
TOTAL CAPITAL / RESERVES	553,670	553,670	553,670	-	-	553,670	553,670	553,670	553,670	553,670
TOTAL COSTS	1,580,254	1,575,754	1,658,419	-	-	1,658,419	1,681,572	1,705,230	1,729,429	1,754,159
*Percentage Increase over prior year						**4.95%**	1.40%	1.41%	1.42%	1.43%
FUNDING SOURCES (REVENUE)										
Estimated Surplurs to VIHA						-				
Revenue - Other (Interest)	(3,500)	-	(3,500)	-	-	(3,500)	(3,500)	(3,500)	(3,500)	(3,500)
Lease Revenue from VIHA	(1,576,754)	(1,575,754)	(1,654,919)	-	-	(1,654,919)	(1,678,072)	(1,701,730)	(1,725,929)	(1,750,659)
TOTAL REVENUE	(1,580,254)	(1,575,754)	(1,658,419)	-	-	(1,658,419)	(1,681,572)	(1,705,230)	(1,729,429)	(1,754,159)
						4.95%	1.40%	1.41%	1.42%	1.43%
REQUISITION	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.226 Health Facilities - VIHA		Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE									
Buildings		B	$511,500	$1,896,500	$1,115,000	$925,000	$955,000	$937,500	$5,829,000
Equipment		E	$0	$40,000	$400,000	$0	$0	$0	$440,000
Land		L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures		S	$0	$0	$0	$0	$75,000	$0	$75,000
Vehicles		V	$0	$0	$0	$0	$0	$0	$0
			$511,500	**$1,936,500**	**$1,515,000**	**$925,000**	**$1,030,000**	**$937,500**	**$6,344,000**
SOURCE OF FUNDS									
Capital Funds on Hand		Cap	$511,500	$511,500	$0	$0	$0	$0	$511,500
Debenture Debt (New Debt Only)		Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund		ERF	$0	$0	$0	$0	$0	$0	$0
Grants (Federal, Provincial)		Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding		Other	$0	$0	$200,000	$375,000	$660,000	$200,000	$1,435,000
Reserve Fund		Res	$0	$1,425,000	$1,315,000	$550,000	$370,000	$737,500	$4,397,500
			$511,500	**$1,936,500**	**$1,515,000**	**$925,000**	**$1,030,000**	**$937,500**	**$6,344,000**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
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Capital Project Title
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Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
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Asset Class
L - Land
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V - Vehicles

Funding Source Codes
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Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.226

Service Name: Health Facilities - VIHA

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
EHU-21-01	Renewal	Roof Replacement	Replace Flat Roof	$400,000	B	Res	→	$0	$400,000	$0	$0	$0	$400,000
EHU-21-03	Replacement	Exterior Doors	Replace Exterior Doors to be accessible	$50,000	B	Res	→	$0	$50,000	$0	$0	$0	$50,000
EHU-22-01	Renewal	Exterior Upgrades	Building Envelope Replacement Detailed Design	$150,000	B	Res		$150,000	$0	$0	$0	$0	$150,000
EHU-22-02	Replacement	Vertical Transportation Upgrades	Elevator refurbishment & Modernization	$40,000	B	Res		$40,000	$0	$0	$0	$0	$40,000
EHU-22-03	Renewal	Emergency Repairs	For Unforeseen Emergency Repairs	$50,000	B	Res		$50,000	$0	$0	$0	$0	$50,000
EHU-23-01	Renewal	Mechanical Upgrades	Air Handling Unit Replacement	$150,000	B	Res		$0	$0	$150,000	$0	$0	$150,000
EHU-23-02	Renewal	Mechanical Upgrades	Replace Domestic Hot Water Tanks	$70,000	B	Res		$0	$0	$70,000	$0	$0	$70,000
EHU-23-03	Renewal	Exterior Upgrades	Building Envelope Replacement	$1,872,500	B	Res		$0	$265,000	$265,000	$265,000	$277,500	$1,072,500
EHU-23-03	Renewal	Exterior Upgrades			B	Other			$200,000	$200,000	$200,000	$200,000	$800,000
EHU-26-01	Renewal	Electrical Upgrades	New Switchgear & panel	$25,000	B	Res		$0	$0	$0	$0	$35,000	$35,000
EHU-25-01	Study	Asset Management	Condition Assessment	$10,000	B	Res		$0	$0	$0	$10,000	$0	$10,000
PHU-20-01	Renewal	Roof Replacement	Lower Flat Roof Replacement	$465,000	B	Cap	$447,000	$447,000					$447,000
PHU-22-01	Replacement	Mechanical Upgrades	Replace AHU & Heat Pumps	$125,000	B	Res		$25,000	$100,000	$0	$0	$0	$125,000
PHU-22-02	Replacement	Vertical Transportation Upgrades	Elevator Refurbishment & Modernization	$75,000	B	Res		$75,000	$0	$0	$0	$0	$75,000
PHU-22-03	Defer	Emergency Repairs	For Unforeseen Emergency Repairs	$50,000	B	Res		$50,000	$0	$0	$0	$0	$50,000
PHU-22-03	Replacement	Roof Replacement	Flat Roof - Phase 2	$175,000	B	Res		$175,000					$175,000
PHU-23-01	Replacement	Mechanical Upgrades	Replace Gas Boilers with Electric	$120,000	B	Res	←	$20,000	$100,000	$0	$0	$0	$120,000
PHU-24-01	Renewal	Site Upgrades	Repave Parking Lot	$75,000	S	Res	→	$0	$0	$0	$75,000	$0	$75,000
PHU-24-02	Replacement	Interior Upgrades	Repaint Walls	$75,000	B	Other		$0	$0	$75,000	$0	$0	$75,000
PHU-24-03	Replacement	Interior Upgrades	New Flooring	$100,000	B	Other		$0	$0	$100,000	$0	$0	$100,000
PHU-25-01	Study	Asset management	Condition Assessment	$10,000	B	Res		$0	$0	$0	$10,000	$0	$10,000
PHU-26-01	Replacement	Electrical Upgrades	Upgrade Interior Lights to LED	$225,000	B	Res		$0	$0	$0	$0	$225,000	$225,000
PHU-26-02	Replacement	Exterior Upgrades	Repaint Exterior	$50,000	B	Res		$0	$0	$0	$0	$50,000	$50,000
VHU-20-01	Renewal	Exterior Upgrades	Repaint Exterior Cladding	$205,000	B	Cap	$54,500	$54,500	$0	$0	$0	$0	$54,500
VHU-20-01	Renewal	Exterior Upgrades	Repaint Exterior Cladding	$0	B	Res		$165,000	$0	$0	$0	$0	$165,000
VHU-20-02	Renewal	Roof Replacement	Replace Built-up Roofing Detailed Design & Construction	$360,000	B	Cap	$10,000	$10,000	$0	$0	$0	$0	$10,000
VHU-20-02	Renewal	Roof Replacement	Replace Built-up Roofing Detailed Design & Construction	$0	B	Res		$350,000	$0	$0	$0	$0	$350,000
VHU-22-01	Replacement	Mechanical Upgrades	Replace AHU	$440,000	E	Res		$40,000	$400,000	$0	$0	$0	$440,000
VHU-22-02	Replacement	Vertical Transportation Upgrades	Elevator Refurbishment & Modernization	$235,000	B	Res		$235,000	$0	$0	$0	$0	$235,000
VHU-22-03	Defer	Emergency Repairs	For Unforeseen Emergency Repairs	$50,000	B	Res		$50,000	$0	$0	$0	$0	$50,000
VHU-25-01	Replacement	Interior Upgrades	New Flooring	$325,000	B	Other		$0	$0	$0	$325,000	$0	$325,000
VHU-25-02	Replacement	Interior Upgrades	Interior Paint	$135,000	B	Other		$0	$0	$0	$135,000	$0	$135,000
VHU-25-03	Replacement	Sitework Upgrades	Repaving parking Lot	$65,000	B	Res		$0	$0	$65,000	$0	$0	$65,000
VHU-25-04	Study	Asset management	Condition Assessment	$10,000	B	Res		$0	$0	$0	$10,000	$0	$10,000

Service #: 1.226

Service Name: Health Facilities - VIHA

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
VHU-26-01	Replacement	Mechanical Upgrades	Domestic Hot Water Upgrades	$150,000	B	Res		$0	$0	$0	$0	$150,000	$150,000
													$0
			GRAND TOTAL	**$6,337,500**			**$511,500**	**$1,936,500**	**$1,515,000**	**$925,000**	**$1,030,000**	**$937,500**	**$6,344,000**

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 upgrades to meet current codes and to modernize controls as per consultants condition assessment.				

Project Number	EHU-22-03	**Capital Project Title**	Emergency Repairs	**Capital Project Description**	For Unforeseen Emergency Repairs
Project Rationale	Contingency amount to cover unforeseen emergency repairs to the building.				

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.				

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.				

Service: **1.226** **Health Facilities - VIHA**

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				

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**	Emergency Repairs	**Capital Project Description**	For Unforeseen Emergency Repairs
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.				

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-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.				

Service: 1.226 Health Facilities - VIHA

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.				

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 feasability report will be completed prior to the start of design to ensure the new system meets our GHG reduction targets.				

Project Number	VHU-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	VHU-22-03	**Capital Project Title**	Emergency Repairs	**Capital Project Description**	For Unforeseen Emergency Repairs
Project Rationale	Contingency amount to cover unforeseen emergency repairs to the building.				

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.				

Service:	1.226	Health Facilities - VIHA

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.				

CAPITAL REGIONAL DISTRICT

2022 BUDGET

I & I Enhancement Program

FINAL BUDGET

MARCH 2022

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) and Saanich Peninsula Liquid Waste Management Plan (SPLWMP). 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)
Districts of Central Saanich, North Saanich and Town of Sidney (SPLWMP).

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Core Area Liquid Waste Committee
Saanich Peninsula Wastewater Commission

FUNDING:

Funded by Core Area Wastewater Treatment Operations Budget and LWMP Peninsula Budget

3.709 - I & I ENHANCEMENT PROGRAM	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Operating Expenditures	374,124	349,620	339,411	-	10,000	349,411	346,195	353,112	360,168	367,375
Consultant Expenses	45,630	45,630	46,543	-	-	46,543	47,470	48,420	49,390	50,380
Contract For Services	51,420	71,420	55,958	-	55,000	110,958	57,074	58,212	59,375	60,561
TOTAL OPERATING COSTS	**471,174**	**466,670**	**441,912**	**-**	**65,000**	**506,912**	450,739	459,744	468,933	478,316
*Percentage Increase over prior year	0.00%	-0.96%	-6.21%	0.00%	13.80%	7.58%	-11.08%	2.00%	2.00%	2.00%
TOTAL COSTS	471,174	466,670	441,912	-	65,000	506,912	450,739	459,744	468,933	478,316
*Percentage Increase over prior year	0.00%	-0.96%	-6.21%	0.00%	13.80%	7.58%	-11.08%	2.00%	2.00%	2.00%
Internal Recoveries	(471,174)	(466,670)	(441,912)	-	(65,000)	(506,912)	(450,739)	(459,744)	(468,933)	(478,316)
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	-	-	-	-	-	-	-	-	-	-
*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%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Recovery Costs	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	-	-	-	-	-	-	-	-	-	-
REQUISITION	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
*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: Saanich, Victoria, Oak Bay, Esquimalt, View Royal Indian Affairs/Songhees, DND, 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

CAPITAL REGIONAL DISTRICT

2022 BUDGET

PLANNING & PROTECTIVE SERVICES

FINAL BUDGET

MARCH 2022

FINAL BUDGET
March 16, 2022
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March 16, 2022
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CAPITAL REGIONAL DISTRICT

2022 BUDGET

GM - Planning & Protective Services

FINAL BUDGET

MARCH 2022

1.024 - GM - Planning & Protective Services	2021		BUDGET REQUEST 2022				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
OPERATING COSTS										
Salaries & Wages	425,935	417,650	431,046	-	-	431,046	440,327	449,820	459,515	469,415
Contract for Services	13,240	6,000	13,500	-	-	13,500	13,770	14,050	14,330	14,620
Internal Allocations	84,604	84,604	88,759	-	-	88,759	90,092	91,845	93,632	95,457
Operating Other	20,010	16,390	20,345	-	-	20,345	20,730	21,140	21,550	21,990
TOTAL OPERATING COSTS	**543,789**	**524,644**	**553,650**	**-**	**-**	**553,650**	**564,919**	**576,855**	**589,027**	**601,482**
*Percentage Increase over prior year						1.8%	2.0%	2.1%	2.1%	2.1%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	-	-	1,000	-	-	1,000	1,000	1,000	1,000	1,000
TOTAL CAPITAL / RESERVES	**-**	**-**	**1,000**	**-**	**-**	**1,000**	**1,000**	**1,000**	**1,000**	**1,000**
TOTAL COSTS	**543,789**	**524,644**	**554,650**	**-**	**-**	**554,650**	**565,919**	**577,855**	**590,027**	**602,482**
FUNDING SOURCES (REVENUE)										
Internal Recoveries	(256,271)	(256,271)	(261,393)	-	-	(261,393)	(266,597)	(271,921)	(277,336)	(282,862)
TOTAL REVENUES	**(256,271)**	**(256,271)**	**(261,393)**	**-**	**-**	**(261,393)**	**(266,597)**	**(271,921)**	**(277,336)**	**(282,862)**
NET COSTS	**287,518**	**268,373**	**293,257**	**-**	**-**	**293,257**	**299,322**	**305,934**	**312,691**	**319,620**
*Percentage increase over prior year Net Costs						2.0%	2.1%	2.2%	2.2%	2.2%
AUTHORIZED POSITIONS: Salaried	2.5	2.5	2.5	-	-	2.5	2.5	2.5	2.5	2.5

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.024 GM - Planning & Protective Service	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE								
Buildings	B	$0	$0	$0	$0	$0	$0	$0
Equipment	E	$0	$1,565	$2,066	$0	$0	$1,565	$5,196
Land	L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures	S	$0	$0	$0	$0	$0	$0	$0
Vehicles	V	$0	$0	$0	$0	$0	$0	$0
		$0	**$1,565**	**$2,066**	**$0**	**$0**	**$1,565**	**$5,196**
SOURCE OF FUNDS								
Capital Funds on Hand	Cap	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)	Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund	ERF	$0	$1,565	$2,066	$0	$0	$1,565	$5,196
Grants (Federal, Provincial)	Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding	Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund	Res	$0	$0	$0	$0	$0	$0	$0
		$0	**$1,565**	**$2,066**	**$0**	**$0**	**$1,565**	**$5,196**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: **1.024**

Service Name: **GM - Planning & Protective Services**

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
22-01	Replacement	Computer	Computer Replacement	$1,565	E	ERF		$1,565	$0	$0	$0	$0	$1,565
23-01	Replacement	Computer	Computer Replacement	$2,066	E	ERF		$0	$2,066	$0	$0	$0	$2,066
24-01	Replacement	Computer	Computer Replacement	$0	E	ERF		$0	$0	$0	$0	$0	$0
25-01	Replacement	Computer	Computer Replacement	$0	E	ERF		$0	$0	$0	$0	$0	$0
26-01	Replacement	Computer	Computer Replacement	$1,565	E	ERF		$0	$0	$0	$0	$1,565	$1,565
													$0
													$0
													$0
													$0
													$0
													$0
			GRAND TOTAL	**$5,196**			**$0**	**$1,565**	**$2,066**	**$0**	**$0**	**$1,565**	**$5,196**

Reserve Schedule

Reserve Fund: 1.024 - GM Planning & Protective Services

Reserve Cash Flow

Fund: 1022 Fund Center: 101955 ERF Group: PLANPROT.ERF	**Actual**	**Budget**				
	2021	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	5,979	9,195	8,630	7,564	8,564	9,564
Actual Purchases						
Planned Purchase (Based on Capital Plan)	-	(1,565)	(2,066)	-	-	(1,565)
Transfer from Operating Budget	3,158	1000	1,000	1,000	1,000	1,000
Interest Income	58	-	-	-	-	-
Ending Balance $	**9,195**	**8,630**	**7,564**	**8,564**	**9,564**	**8,999**

Assumptions/Background:

2022 - replacement of 1 standard laptop
2023 - replacement of 2 standard desktops
2026 - replacement of 1 standard laptop

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Health & Capital Planning Strategies

FINAL BUDGET

MARCH 2022

1.018 - HEALTH AND CAPITAL PLANNING STRATEGIES	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Salaries and Wages	391,652	306,088	278,889	-	112,363	391,252	399,687	291,042	297,314	303,721
Wages & Benefits - Project Manager	-	-	-	-	-	-	-	-	-	-
Legal/Auditing Costs	22,470	22,470	22,910	-	-	22,910	23,370	23,830	24,300	24,780
Consultants	3,347	-	3,410	-	-	3,410	3,480	3,550	3,620	3,690
Allocations - Standard Overhead	104,466	104,466	124,181	-	-	124,181	126,665	129,198	131,782	134,418
Allocations - Human Resources	6,985	6,985	11,623	-	-	11,623	11,855	12,092	12,334	12,581
Allocations - Others	68,145	68,145	72,238	-	-	72,238	73,381	74,819	76,284	77,774
Operating - Other Costs	23,845	13,194	24,190	-	-	24,190	24,670	25,160	25,650	26,150
TOTAL OPERATING COSTS	**620,909**	**521,348**	**537,441**	**-**	**112,363**	**649,804**	**663,108**	**559,691**	**571,284**	**583,114**
*Percentage Increase over prior year	0.0%	-16.0%	-13.4%	0.0%	18.1%	4.7%	2.0%	-15.6%	2.1%	2.1%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Reserve	1,995	1,995	2,040	-	-	2,040	2,080	2,120	2,160	2,200
Transfer to Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	1,995	1,995	2,040	-	-	2,040	2,080	2,120	2,160	2,200
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	**622,905**	**523,343**	**539,481**	**-**	**112,363**	**651,844**	**665,188**	**561,811**	**573,444**	**585,314**
*Percentage Increase over prior year	0.0%	-16.0%	-13.4%	0.0%	18.0%	4.6%	2.0%	-15.5%	2.1%	2.1%
Recovery - Capital Regional Hospital District	(622,905)	(622,905)	(539,481)	-	(112,363)	(651,844)	(665,188)	(561,811)	(573,444)	(585,314)
Recovery - Capital Project	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	-	(99,562)	-	-	-	-	-	-	-	-
*Percentage Increase over prior year	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Surplus / (Deficit)		99,562								
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Balance transferred to HD Section 20 Reserve		(99,562)								
TOTAL REVENUE	-	-	-	-	-	-	-	-	-	-
REQUISITION	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
*Percentage Increase over prior year	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
PARTICIPANTS: all Municpalities, Electoral Areas, Tsawout and Songhees First Nations										
AUTHORIZED POSITIONS:										
Salaried	2.00	2.00	2.00	0.00	0.00	2.00	2.00	2.00	2.00	2.00
Term Position - Sr. Project Coordinator 2-year term (2021 IBC 14a-1)	1.00	1.00	0.00	0.00	1.00	1.00	1.00	0.00	0.00	0.00

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: **1.018**

Service Name: **Health & Capital Planning Strategies**

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
23-01	Replacement	Computer	Replace Computers	$2,066	E	ERF	$0	$0	$2,066	$0	$0	$0	$2,066
24-01	Replacement	Computer	Replace Computers	$1,565	E	ERF	$0	$0	$0	$1,565	$0	$0	$1,565
25-01	Replacement	Computer	Replace Computers	$3,130	E	ERF	$0	$0	$0	$0	$3,130	$0	$3,130
													$0
													$0
													$0
													$0
													$0
			GRAND TOTAL	**$6,761**			**$0**	**$0**	**$2,066**	**$1,565**	**$3,130**	**$0**	**$6,761**

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.018 Health & Capital Planning Strategie	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE								
Buildings	B	$0	$0	$0	$0	$0	$0	$0
Equipment	E	$0	$0	$2,066	$1,565	$3,130	$0	$6,761
Land	L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures	S	$0	$0	$0	$0	$0	$0	$0
Vehicles	V	$0	$0	$0	$0	$0	$0	$0
		$0	**$0**	**$2,066**	**$1,565**	**$3,130**	**$0**	**$6,761**
SOURCE OF FUNDS								
Capital Funds on Hand	Cap	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)	Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund	ERF	$0	$0	$2,066	$1,565	$3,130	$0	$6,761
Grants (Federal, Provincial)	Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding	Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund	Res	$0	$0	$0	$0	$0	$0	$0
		$0	**$0**	**$2,066**	**$1,565**	**$3,130**	**$0**	**$6,761**

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.
The equipment replacement funds set aside are for replacement of office equipment/furniture only.

Reserve Cash Flow

Fund: 1022 Fund Center: 101851
ERF Group: HP.ERF

	Actuals	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	17,503	4,017	6,057	6,071	14,429	16,509
Actual Purchase	(15,536)					
Planned Purchase (Based on Capital Plan)	-	-	(2,066)	(1,565)	(3,130)	-
Transfer from Operating Budget	1,995	2,040	2,080	2,120	2,160	2,200
Interest Revenue	55					
Ending Balance $	**4,017**	**6,057**	**6,071**	**6,626**	**16,509**	**18,709**

Assumptions/Background:

2023 - 2 standard desktops
2024 - 1 standard laptops
2025 - 2 standard laptops

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Community Health

FINAL BUDGET

MARCH 2022

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	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Salaries - Planner (Term)	107,149	107,149	107,644	-	-	107,644	109,964	28,083	-	-
Contract for Services - GVCEH	325,000	325,000	325,000	-	-	325,000	325,000	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 (2021-2023)	150,000	150,000	150,000	-	-	150,000	150,000	-	-	-
Allocation - Standard Overhead	33,042	33,042	40,306	-	-	40,306	41,112	41,934	42,773	43,628
Allocation - Building Occupancy	1,954	1,954	2,505	-	-	2,505	2,504	2,549	2,594	2,640
Allocation - Human Resources	6,766	2,698	3,180	-	-	3,180	3,244	3,309	3,375	3,443
Meetings and Workshops	1,800	1,800	7,100	-	-	7,100	7,242	7,387	7,535	7,685
Operating - Other Costs	3,655	2,899	3,717	-	-	3,717	3,782	3,848	3,915	3,984
TOTAL OPERATING COSTS	**806,116**	**801,292**	**816,202**	**-**	**-**	**816,202**	**819,598**	**588,860**	**561,942**	**563,131**
*Percentage Increase over prior year		-0.6%	1.3%	0.0%	0.0%	1.3%	0.4%	-28.2%	-4.6%	0.2%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Reserve	-	-	-	-	-	-	-	-	-	-
Transfer to Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	**806,116**	**801,292**	**816,202**	**-**	**-**	**816,202**	**819,598**	**588,860**	**561,942**	**563,131**
*Percentage Increase over prior year		-0.6%	1.3%	0.0%	0.0%	1.3%	0.4%	-28.2%	-4.6%	0.2%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	806,116	801,292	816,202	-	-	816,202	819,598	588,860	561,942	563,131
*Percentage Increase over prior year		-0.6%	1.3%	0.0%	0.0%	1.3%	0.4%	-28.2%	-4.6%	0.2%
Balance C/F from Prior to Current year	(18,326)	(18,325)	(15,620)	-	-	(15,620)	-	-	-	-
Payments In Lieu of Taxes	(31,373)	(31,408)	(31,207)	-	-	(31,207)	(31,207)	(31,207)	(31,207)	(31,207)
Grants - City of Victoria Contribution GVCEH Agreement	(100,000)	(100,000)	(100,000)	-	-	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
Grants - Island Health	(60,000)	(60,000)	(60,000)	-	-	(60,000)	(60,000)	(60,000)	-	-
Grants - Other	-	-	-	-	-	-	-	-	-	-
Revenue - Other	(880)	(880)	(880)	-	-	(880)	(880)	(880)	(880)	(880)
		-	-	-	-		-	-	-	-
TOTAL REVENUE	(210,579)	(210,613)	(207,707)	-	-	(207,707)	(192,087)	(192,087)	(132,087)	(132,087)
REQUISITION	**(595,537)**	**(590,679)**	**(608,495)**	**-**	**-**	**(608,495)**	**(627,511)**	**(396,773)**	**(429,855)**	**(431,044)**
*Percentage Increase over prior year		-0.8%	2.2%	0.0%	0.0%	2.2%	3.1%	-36.8%	8.3%	0.3%
PARTICIPANTS: all Municpalities, Electoral Areas, Tsawout and Songhees First Nations										
AUTHORIZED POSITIONS:	**Term**	**Term**	**Term**			**Term**	**Term**	**Term**	**Term**	**Term**
Salaried Position (Term)	1.00	1.00	0.00	1.00	0.00	1.00	1.00	1.00	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

2022 BUDGET

Land Banking and Housing (Regional Housing)

FINAL BUDGET

MARCH 2022

Service: 1.310 Land Banking and Housing **Committee: Planning and Protective Services**

DEFINITION:

Service was established by Bylaw No. 3712 cited as "Land Assembly, Housing and Land Banking Service Establishment Bylaw No. 1, 2010". 'Regional Housing' provides strategic planning and administrative oversight of the two service functions 'Housing Planning, Policy and Programs' and 'Capital Region Housing Corporation' (CRHC) for the Capital Regional District Board.

SERVICE DESCRIPTION:

The Service, originally established in 1966, 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.

In 1982, the Letters Patent were amended to allow the CRD to create one or more corporations and the Capital Region Housing Corporation (CRHC) was incorporated in 1982. The CRHC owns and operates more than 1,600 affordable housing units and will continue to consider adding additional units to the portfolio to maintain and deliver affordable housing for the region.

In 2007, the Regional Housing Affordability Strategy was adopted and the 'Housing Secretariat' was formed to facilitate the development of housing through collaboration with other levels of government, agencies and funders. The Housing Secretariat administered the Regional Housing Trust Fund which has 11 (2015) municipalities, and 2 (2015) electoral areas participating in raising funds to provide assistance to the development of new affordable housing units.

In 2010, the Supplementary Letters Patent were converted to Establishment Bylaw No. 3712. The original service functions have been maintained with the addition of the ability to borrow $25 million for future land acquistion and housing development.

In 2015, 'Regional Housing' was assigned responsibility for strategic planning and administrative oversight of the two service functions 'Housing Planning, Policy and Programs' (formerly Housing Secretariat) and 'Capital Region Housing Corporation'. There will be no change to the CRD Service Participants as CRHC is funded independently through rental incomes and Federal/Provincial subsidies.

In 2016, the CRD Board approved the development of the Regional Housing First Program (RHFP). The RHFP is a six year capital housing program (2016-2021) that will be delivered in partnership with CMHC, BCHMC and Island Health in order to decrease the level of chronic homelessness in the capital region.

In 2020, the CRD Board approved an additional Loan Authorization Bylaw No. 4327 in the amount of $10 million to match the commitments from the other RHFP partners and expand the RHFP program to 2022.

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	CRHC land purchase
Remaining:	Active via Temp. Borrowing Bylaw No. 3985 (nil expiry)			$ 15,587,000	
Authorized:	LA Bylaw No. 4327 (Mar. 11, 2020)			10,000,000	
Borrowed:				-	
Remaining:			Active	$ 10,000,000	

COMMITTEE: Hospitals and Housing

FUNDING: Requisition and internal recoveries

1.310 LAND BANKING AND HOUSING	2021 BOARD BUDGET	2021 ACTUAL ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Salaries (Regular Full & Auxiliary)	1,290,571	1,155,682	1,183,613	222,502	-	1,406,115	1,339,931	1,149,381	1,019,445	899,859
Allocation - Standard OH	80,920	80,920	88,152	-	-	88,152	89,915	91,714	93,549	95,419
Allocation - Building Occupancy	29,102	29,102	61,992	-	-	61,992	61,971	63,069	64,192	65,339
Allocation - Real Estate	42,015	42,015	60,000	-	-	60,000	60,000	60,000	60,000	60,000
Allocation - Human Resources	28,395	28,395	38,299	-	-	38,299	39,065	39,846	40,643	41,456
Allocation - GM Planning and Protective Services	37,337	37,337	38,084	-	-	38,084	38,850	39,630	40,420	41,230
Consultants	90,000	40,235	98,580	-	-	98,580	55,000	55,000	155,000	55,000
Legal	23,970	10,561	20,000	-	-	20,000	20,100	20,200	20,300	20,410
Conferences and Staff Training	9,180	3,587	16,790	-	-	16,790	17,030	17,270	17,520	17,770
New Workstations and Equipment	0	832	0	-	10,000	10,000	-	-	-	-
Operating - Other Costs	45,174	76,317	31,500	-	-	31,500	32,030	32,570	33,120	33,680
TOTAL OPERATING COSTS	**1,676,664**	**1,504,983**	**1,637,010**	**222,502**	**10,000**	**1,869,512**	**1,753,892**	**1,568,680**	**1,544,189**	**1,330,163**
*Percentage Increase over prior year		-10.24%	-2.37%	13.27%	0.60%	11.50%	-6.18%	-10.56%	-1.56%	-13.86%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Reserve	4,000	4,000	4,000	-	-	4,000	4,000	4,000	4,000	4,000
Transfer to Operating Reserve	-	105,391	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	4,000	109,391	4,000	-	-	4,000	4,000	4,000	4,000	4,000
Debt Expenditures	1,009,463	1,009,463	1,009,463	41,894	-	1,051,357	2,466,868	3,196,070	3,196,070	3,092,527
MFA Debt Reserve	2,390	1,825	2,390	-	5,000	7,390	167,390	87,390	2,390	2,390
TOTAL COSTS	2,692,517	2,625,662	2,652,863	264,396	15,000	2,932,259	4,392,150	4,856,140	4,746,649	4,429,080
*Percentage Increase over prior year		-2.48%	-1.47%	9.82%	0.56%	8.90%	49.79%	10.56%	-2.25%	-6.69%
Transfer from Operating Reserve	(65,236)	-	-	(64,992)	(10,000)	(74,992)	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	2,627,281	2,625,662	2,652,863	199,404	5,000	2,857,267	4,392,150	4,856,140	4,746,649	4,429,080
Surplus / (Deficit)		111,491								
Balance C/F from Prior to Current year	(57,195)	(57,195)	(111,492)	-	-	(111,492)	-	-	-	-
Recovery - CRHC	(244,354)	(244,354)	(210,173)	-	-	(210,173)	(240,661)	(190,283)	(194,280)	(198,362)
Recovery - CRHD	(143,978)	(143,978)	(118,287)	-	-	(118,287)	(120,653)	-	-	-
Recovery - Capital Projects	(413,093)	(288,514)	(333,851)	-	-	(333,851)	(171,889)	(149,211)	(152,425)	-
Admin & legal cost of new agreement- Misc Rev.	0	(7,000)	-	-	-	-	(10,500.00)	(10,500.00)	(10,500.00)	(10,500.00)
Admin Fees - RHTF	(35,130)	(38,071)	(35,130)	-	-	(35,130)	-	-	-	-
Lease Revenue - CRHC	(63,000)	(63,000)	(63,000)	-	-	(63,000)	(63,000)	(63,000)	(63,000)	(63,000)
Grant Revenue	(250,617)	(476,107)	(296,356)	(157,510)	-	(453,866)	(463,083)	(118,123)	(100,000)	-
Interest Income	(7,390)	(6,319)	(7,390)	-	-	(7,390)	(7,390)	(7,390)	(7,390)	(7,390)
Payments In Lieu of Taxes	(65,499)	(65,591)	(70,155)	-	-	(70,155)	(128,089)	(128,089)	(128,089)	(128,089)
Deferred Revenue (Balance Sheet Account adj)	(9,463)	(9,463)	(9,463)	-	-	(9,463)	(9,463)	(9,463)	(9,463)	(9,163)
TOTAL REVENUE	(1,289,719)	(1,288,101)	(1,255,297)	(157,510)	-	(1,412,807)	(1,214,728)	(676,058)	(665,147)	(416,504)
REQUISITION	**(1,337,562)**	**(1,337,562)**	**(1,397,566)**	**(41,894)**	**(5,000)**	**(1,444,460)**	**(3,177,422)**	**(4,180,082)**	**(4,081,502)**	**(4,012,577)**
*Percentage Increase over prior year		0.00%	4.49%	3.13%	0.37%	7.99%	119.97%	31.56%	-2.36%	-1.69%
PARTICIPANTS: All Municipalities and Electoral Areas, Tsawout and Songhees First Nations										
AUTHORIZED POSITIONS:										
Salaried	5.00	5.00	5.00	1.00	0.00	6.00	6.00	6.00	6.00	6.00
Term	4.80	4.80	4.80	2.00	0.00	6.80	5.80	3.80	1.00	0.00

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.310 Land Banking and Housing		Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE									
Buildings		B	$15,425,666	$0	$150,425,666	$42,500,000	$0	$0	$192,925,666
Equipment		E	$0	$2,000	$4,000	$10,000	$2,000	$2,000	$20,000
Land		L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures		S	$0	$0	$0	$0	$0	$0	$0
Vehicles		V	$0	$0	$0	$0	$0	$0	$0
			$15,425,666	**$2,000**	**$150,429,666**	**$42,510,000**	**$2,000**	**$2,000**	**$192,945,666**
SOURCE OF FUNDS									
Capital Funds on Hand		Cap	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)		Debt	$0	$0	$17,000,000	$8,500,000	$0	$0	$25,500,000
Equipment Replacement Fund		ERF	$0	$2,000	$4,000	$10,000	$2,000	$2,000	$20,000
Grants (Federal, Provincial)		Grant	$5,742,866	$0	$5,742,866	$0	$0	$0	$5,742,866
Donations / Third Party Funding		Other	$9,682,800	$0	$127,682,800	$34,000,000	$0	$0	$161,682,800
Reserve Fund		Res	$0	$0	$0	$0	$0	$0	$0
			$15,425,666	**$2,000**	**$150,429,666**	**$42,510,000**	**$2,000**	**$2,000**	**$192,945,666**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.310

Service Name: Land Banking and Housing

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
18-03	New	RHFP	CRD contribution $25.5M	$25,500,000	B	Debt		$0	$17,000,000	$8,500,000	$0		$25,500,000
18-03	New	RHFP	CRHD contribution $10M	$10,000,000	B	Other		$0	$10,000,000	$0	$0		$10,000,000
18-03	New	RHFP	CRHC prepaid 60yr lease $142M (80%)	$142,000,000	B	Other		$0	$108,000,000	$34,000,000	$0		$142,000,000
20-01	Replacement	Office Equipment Replacement	Office equipment scheduled replacement	$20,000	E	ERF		$2,000	$4,000	$10,000	$2,000	$2,000	$20,000
													$0
21-01	New	RHFP - Prosser	CMHC RHFP grant	$3,000,000	B	Grant	$2,492,866		$2,492,866				$2,492,866
21-01	New	RHFP - Prosser	BC Housing IHI grant	$3,250,000	B	Grant	$3,250,000		$3,250,000				$3,250,000
21-01	New	RHFP - Prosser	CRHC prepaid 60 year lease	$9,682,800	B	Other	$9,682,800		$9,682,800				$9,682,800
													$0
													$0
													$0
													$0
													$0
													$0
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													$0
													$0
													$0
			GRAND TOTAL	**$193,452,800**			**$15,425,666**	**$2,000**	**$150,429,666**	**$42,510,000**	**$2,000**	**$2,000**	**$192,945,666**

Service:	1.310	Land Banking and Housing

Project Number	18-03	**Capital Project Title**	RHFP	**Capital Project Description**	CRD contribution $25.5M
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	20-01	**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		**Capital Project Title**		**Capital Project Description**	
Project Rationale					

Project Number		**Capital Project Title**		**Capital Project Description**	
Project Rationale					

1.310 Land Bank & Housing
Operating Reserve Summary
2022 - 2026 Financial Plan

Profile

Land Bank & 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				
	2021	2022	2023	2024	2025	2026
Beginning Balance	99,447	206,353	131,361	131,361	131,361	131,361
Transfer to Operating Budget		(74,992)				
Transfer to Capital Fund						
Transfer from Operating Budget	105,393					
Interest Income *	1,513					
Total projected year end balance	**206,353**	**131,361**	**131,361**	**131,361**	**131,361**	**131,361**

Assumptions/Background:

2016-2019: funds transferred to Reserve to fund future affordable housing consulting contracts.

* 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.

1.310 Land Bank & Housing
Asset and Reserve Summary
2022 - 2026 Financial Plan

Asset Profile

Land Bank & Housing

Assets held by the Land, Banking and Housing service area consist of land, 6 building units, built in 2012, 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				
	2021	2022	2023	2024	2025	2026
Beginning Balance	17,885	21,507	23,507	23,507	17,507	19,507
Planned Purchase (Based on Capital Plan)		(2,000)	(4,000)	(10,000)	(2,000)	(2,000)
Actual Purchase	(505)					
Transfer from Operating Budget	4,000	4,000	4,000	4,000	4,000	4,000
Interest Income *	126					
Total projected year end balance	**21,507**	**23,507**	**23,507**	**17,507**	**19,507**	**21,507**

Assumptions/Background:

2020 three computers 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

2022 BUDGET

Regional Housing Trust Fund

FINAL BUDGET

MARCH 2022

Service: 1.311 Regional Housing Trust Fund **Committee: Planning and Protective Services**

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 2021 and 2022 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:

2011: $882,594
2012: $901,570 (includes 2.15% increase for inflation)
2013: $910,585 (includes 1.0% increase for inflation)
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)
2021-2023: Due to standard two year capital development cycle, RHTF staggered program suspension will start in 2022 and the max $1M requisition capacity transferred to CRD Regional Housing First Program (RHFP) in 2023.

MAXIMUM CAPITAL DEBT:

Nil

COMMISSION:

Regional Housing Trust Fund

FUNDING:

Requisition

1.311 - REGIONAL HOUSING TRUST FUND Note: Service Phased out 2022 & Suspended 2023	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
OPERATING COSTS:										
Prior Year Unallocated Capital Grants	3,430,738	-	4,253,753	-	-	4,253,753	-	-	-	-
Current Year Capital Grants	1,041,962	1,029,000	1,009,322	-	-	1,009,322	-	-	-	-
Housing Programs Administration Service Fee	33,130	33,130	33,130	-	-	33,130	-	-	-	-
Allocation - Standard OH	-		-	-	-	-	-	-	-	-
Consultant Expenses	-	-	-	-	-	-	-	-	-	-
Legal Costs	4,070	4,070	4,070	-	-	4,070	-	-	-	-
Other Costs	2,070	2,070	2,391	-	-	2,391	-	-	-	-
TOTAL OPERATING COSTS	**4,511,970**	**1,068,270**	**5,302,666**	**-**	**-**	**5,302,666**	**-**	**-**	**-**	**-**
*Percentage Increase over prior year		-76.32%	17.52%	0.00%	0.00%	17.52%	-	-	-	-
CAPITAL / RESERVE										
Transfer to Equipment Replacement Reserve	-	-	-	-	-	-	-	-	-	-
Transfer to Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
Debt Expenditures	-	-	-	-	-	-				
MFA Debt Reserve	-	-	-	-	-	-				
TOTAL COSTS	4,511,970	1,068,270	5,302,666	-	-	5,302,666	-	-	-	-
*Percentage Increase over prior year		-76.32%	17.52%	-	-	17.52%	-	-	-	-
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	4,511,970	1,068,270	5,302,666	-	-	5,302,666	-	-	-	-
*Percentage Increase over prior year	0.00%	-76.32%	17.52%	-	-	17.52%	-	-	-	-
Surplus / (Deficit)		3,454,416								
Balance C/F from Prior to Current year	(3,430,738)	(3,430,738)	(4,253,753)	-	-	(4,253,753)	-	-	-	-
Revenue - Other Interest Income	(19,963)	(30,596)	(32,817)	-	-	(32,817)	-	-	-	-
Payments In Lieu of Taxes	(61,269)	(61,352)	(61,590)	-	-	(61,590)	-	-	-	-
Grants - Other	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(3,511,970)	(68,270)	(4,348,160)	-	-	(4,348,160)	-	-	-	-
REQUISITION	**(1,000,000)**	**(1,000,000)**	**(954,506)**	**-**	**-**	**(954,506)**	**-**	**-**	**-**	**-**
*Percentage Increase over prior year		0.00%	-4.55%	0.00%	0.00%	-4.55%	-	-	-	-
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

2022 Budget

Traffic Safety Commission

FINAL BUDGET

MARCH 2022

Service: 1.230 Traffic Safety **Committee: 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. This service primarily provides funding for advertising which is generally leveraged, resulting in about $3 worth of advertising for every $1 actually spent.

PARTICIPATION:

Participating municipalities and electoral areas on the basis of converted hospital assessment value of land and improvements.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

1.230 - Traffic Safety Commission	2021		BUDGET REQUEST 2022				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
OPERATING COSTS										
Allocation - Finance & Corp. Svc	5,135	5,135	6,883	-	-	6,883	7,020	7,161	7,304	7,450
Insurance Costs	350	350	320	-	-	320	340	360	380	400
Advertising, Promotion and Meetings	93,977	68,977	76,515	-	-	76,515	53,390	54,449	55,526	56,620
Other Expenses	38,190	19,990	34,710	-	-	34,710	16,840	17,170	17,510	17,860
TOTAL COSTS	**137,652**	**94,452**	**118,428**	**-**	**-**	**118,428**	**77,590**	**79,140**	**80,720**	**82,330**
*Percentage Increase over prior year						-14.0%	-34.5%	2.0%	2.0%	2.0%
FUNDING SOURCES (REVENUE)										
Estimated Balance c/fwd from 2021 to 2022	-	43,200	(42,358)	-	-	(42,358)	-	-	-	-
Balance c/fwd from 2020 to 2021	(63,067)	(63,067)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(3,273)	(3,273)	(3,358)	-	-	(3,358)	(3,410)	(3,480)	(3,550)	(3,620)
Other Revenue	(200)	(200)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
TOTAL REVENUE	**(66,540)**	**(23,340)**	**(45,916)**	**-**	**-**	**(45,916)**	**(3,610)**	**(3,680)**	**(3,750)**	**(3,820)**
REQUISITION	**(71,112)**	**(71,112)**	**(72,512)**	**-**	**-**	**(72,512)**	**(73,980)**	**(75,460)**	**(76,970)**	**(78,510)**
*Percentage increase over prior year Requisition						2.0%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Regional Planning Services

FINAL BUDGET

MARCH 2022

Service: 1.324 Regional Planning Services **Committee: Planning, Transportation & Protective Services**

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	2021		BUDGET REQUEST 2022				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
OPERATING COSTS										
Salaries & Wages	983,474	899,475	906,899	89,065	-	995,964	1,037,390	1,059,675	1,082,429	1,105,680
Contract for Services	101,945	44,000	70,000	-	-	70,000	71,400	72,830	74,290	75,780
Allocations	354,472	354,472	240,128	-	-	240,128	243,522	248,234	253,041	257,948
Program Development Costs	100,000	54,000	40,000	-	753,000	793,000	94,110	95,990	97,910	74,870
Other Operating Expenses	120,271	69,800	91,920	-	-	91,920	93,180	95,120	97,100	99,130
TOTAL OPERATING COSTS	**1,660,162**	**1,421,747**	**1,348,947**	**89,065**	**753,000**	**2,191,012**	**1,539,602**	**1,571,849**	**1,604,770**	**1,613,408**
*Percentage Increase over prior year						32.0%	-29.7%	2.1%	2.1%	0.5%
CAPITAL / RESERVES										
Transfer to Operating Reserve Fund	-	86,876	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	2,500	154,039	2,500	-	-	2,500	2,500	2,500	2,500	2,500
TOTAL CAPITAL / RESERVES	**2,500**	**240,915**	**2,500**	**-**	**-**	**2,500**	**2,500**	**2,500**	**2,500**	**2,500**
TOTAL COSTS	**1,662,662**	**1,662,662**	**1,351,447**	**89,065**	**753,000**	**2,193,512**	**1,542,102**	**1,574,349**	**1,607,270**	**1,615,908**
Internal Recoveries	(197,268)	(197,268)	(77,852)	-	-	(77,852)	(79,531)	(81,246)	(82,997)	(84,786)
TOTAL COSTS NET OF RECOVERIES	**1,465,394**	**1,465,394**	**1,273,595**	**89,065**	**753,000**	**2,115,660**	**1,462,571**	**1,493,103**	**1,524,273**	**1,531,122**
FUNDING SOURCES (REVENUE)										
Surplus Carry Forward from 2020 to 2021	(197,639)	(197,639)	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	(36,491)	(36,491)	(104,304)	-	(753,000)	(857,304)	(143,295)	(116,164)	(93,645)	(58,281)
Grants in Lieu of Taxes	(59,663)	(59,663)	(61,264)	-	-	(61,264)	(64,580)	(65,870)	(67,190)	(68,530)
Revenue - Other	(2,830)	(2,830)	(2,900)	-	-	(2,900)	(2,960)	(3,020)	(3,080)	(3,150)
Recovery - Other	(540)	(540)	(550)	-	-	(550)	(560)	(570)	(580)	(590)
TOTAL REVENUE	**(297,163)**	**(297,163)**	**(169,018)**	**-**	**(753,000)**	**(922,018)**	**(211,395)**	**(185,624)**	**(164,495)**	**(130,551)**
REQUISITION	**(1,168,231)**	**(1,168,231)**	**(1,104,577)**	**(89,065)**	**-**	**(1,193,642)**	**(1,251,176)**	**(1,307,479)**	**(1,359,778)**	**(1,400,571)**
*Percentage increase over prior year Requisition						2.2%	4.8%	4.5%	4.0%	3.0%
Salaried	7.5	7.5	7.5	1.0		8.5	8.5	8.5	8.5	8.5

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.324 Regional Planning Services	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE								
Buildings	B	$0	$0	$0	$0	$0	$0	$0
Equipment	E	$0	$100,400	$43,000	$7,000	$5,000	$3,000	$158,400
Land	L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures	S	$0	$0	$0	$0	$0	$0	$0
Vehicles	V	$0	$0	$0	$0	$0	$0	$0
		$0	**$100,400**	**$43,000**	**$7,000**	**$5,000**	**$3,000**	**$158,400**
SOURCE OF FUNDS								
Capital Funds on Hand	Cap	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)	Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund	ERF	$0	$100,400	$43,000	$7,000	$5,000	$3,000	$158,400
Grants (Federal, Provincial)	Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding	Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund	Res	$0	$0	$0	$0	$0	$0	$0
		$0	**$100,400**	**$43,000**	**$7,000**	**$5,000**	**$3,000**	**$158,400**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: *"Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".*

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.324

Service Name: Regional Planning Services

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
18-01	Replacement	Computer Replacement	Computer Replacement	$36,700	E	ERF	$0	$8,000	$3,000	$7,000	$5,000	$3,000	$26,000
22-01	Renewal	Photocopier Renewal	Photocopier Renewal	$40,000	E	ERF	$0	$0	$40,000	$0	$0	$0	$40,000
21-01	Renewal	RSP Office Renovation	Ancillary costs associated with upgrading RSP office assets resulting from first floor HQ renovation project. Estimate based on FM average costs.	$92,400	E	ERF	$0	$92,400	$0	$0	$0	$0	$92,400
			GRAND TOTAL	**$169,100**			**$0**	**$100,400**	**$43,000**	**$7,000**	**$5,000**	**$3,000**	**$158,400**

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	22-01	**Capital Project Title**	Photocopier Renewal	**Capital Project Description**	Photocopier Renewal
Project Rationale	Planned photocopy renewal for RSP office, per IT replacement schedule.				

Project Number	21-01	**Capital Project Title**	RSP Office Renovation	**Capital Project Description**	Ancillary costs associated with upgrading RSP office assets resulting from first floor HQ renovation project. Estimate based on FM average costs.
Project Rationale	First floor Fisgard HQ renovation project is necessary to accommodate growing staff complement in Regional Housing / Capital Region Housing Corporation.				

Regional Planning Services
Reserve Summary Schedule
2022 - 2026 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Equipment Replacement Fund	313,241	215,341	174,841	170,341	167,841	167,341
Operating Reserve Fund	2,298,460	1,441,156	1,297,862	1,181,698	1,088,053	1,029,772
Total	**2,611,701**	**1,656,497**	**1,472,703**	**1,352,039**	**1,255,894**	**1,197,113**

Reserve Schedule

Reserve Fund: 1.324 Regional Planning Services - Equipment Replacement Fund

ERF Group: RGPLAN.ERF

Reserve Cash Flow

Fund:	**1022**	**Actual**	**Budget**				
Fund Centre:	**101427**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance		135,725	313,241	215,341	174,841	170,341	167,841
Transfer from Ops Budget		190,876	2,500	2,500	2,500	2,500	2,500
Planned Purchase		(14,496)	(100,400)	(43,000)	(7,000)	(5,000)	(3,000)
Interest Income*		1,136					
Ending Balance $		**313,241**	**215,341**	**174,841**	**170,341**	**167,841**	**167,341**

Assumptions/Background:

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

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

Reserve Schedule

Reserve Fund: 1.324 Regional Planning Services - Operating Reserve Fund

Op Rsv Funds B#4102,03,4144,45,46,47

Reserve Cash Flow

Fund:	**1500**	**Actual**	**Budget**				
Fund Centre:	**105501**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance		2,026,801	2,298,460	1,441,156	1,297,862	1,181,698	1,088,053
Transfer from Ops Budget		240,164	-	-	-	-	-
Transfer to Ops Budget - Program Development							
Implementation of Data Review		-	(25,000)	(25,000)	(25,000)	(25,000)	-
Origin and Destination Survey		-	(418,000)	-	-	-	-
Regional Transportation Model Calibration		-	(310,000)	-	-	-	-
Transfer to Ops Budget - Core Budget		-	(104,304)	(118,295)	(91,164)	(68,645)	(58,281)
Interest Income		31,495	-	-	-	-	-
Ending Balance $		**2,298,460**	**1,441,156**	**1,297,862**	**1,181,698**	**1,088,053**	**1,029,772**

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2022 Budget

Regional Growth Strategy

FINAL BUDGET

MARCH 2022

Service: 1.330 Regional Growth Strategy **Committee: Planning, Transportation & 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	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023	2024	2025	2026
OPERATING COSTS										
Salaries & Wages	166,595	116,199	155,747	-	-	155,747	159,033	162,390	165,818	169,309
Contract for Services	22,830	-	23,290	-	-	23,290	23,760	24,240	24,720	25,210
Special Projects	60,000	22,000	-	-	15,000	15,000	300,000	-	-	-
Allocations	105,280	105,280	110,122	-	-	110,122	112,443	114,816	117,235	119,711
Other Operating Expenses	24,500	3,647	14,150	-	-	14,150	14,440	14,730	15,020	15,320
TOTAL OPERATING COSTS	**379,205**	**247,126**	**303,309**	**-**	**15,000**	**318,309**	**609,676**	**316,176**	**322,793**	**329,550**
*Percentage Increase over prior year						-16.1%	91.5%	-48.1%	2.1%	2.1%
CAPITAL / RESERVE										
Transfer to Operating Reserve Fund	-	132,079	10,000	-	-	10,000	10,000	10,000	10,000	10,000
TOTAL CAPITAL / RESERVE	**-**	**132,079**	**10,000**	**-**	**-**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**
TOTAL COSTS	**379,205**	**379,205**	**313,309**	**-**	**15,000**	**328,309**	**619,676**	**326,176**	**332,793**	**339,550**
FUNDING SOURCES (REVENUE)										
Balance Carry Forward from 2020 to 2021	(45,000)	(45,000)	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	(21,250)	(21,250)	(354)	-	(15,000)	(15,354)	(306,721)	(13,221)	(19,838)	(26,595)
Grants in Lieu of Taxes	(15,810)	(15,810)	(16,324)	-	-	(16,324)	(15,810)	(15,810)	(15,810)	(15,810)
Revenue - Other	(1,020)	(1,020)	(1,020)	-	-	(1,020)	(1,020)	(1,020)	(1,020)	(1,020)
TOTAL REVENUE	**(83,080)**	**(83,080)**	**(17,698)**	**-**	**(15,000)**	**(32,698)**	**(323,551)**	**(30,051)**	**(36,668)**	**(43,425)**
REQUISITION	**(296,125)**	**(296,125)**	**(295,611)**	**-**	**-**	**(295,611)**	**(296,125)**	**(296,125)**	**(296,125)**	**(296,125)**
*Percentage increase over prior year Requisition						-0.2%	0.2%	0.0%	0.0%	0.0%
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:	**1500**	**Actual**	**Budget**				
Fund Centre:	**105502**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance		1,420,679	1,569,948	1,564,594	1,267,873	1,264,652	1,254,814
Transfer from Ops Budget		127,649	10,000	10,000	10,000	10,000	10,000
Transfer to Ops Budget		-	(15,354)	(306,721)	(13,221)	(19,838)	(26,595)
Interest Income		21,620					
Ending Balance $		**1,569,948**	**1,564,594**	**1,267,873**	**1,264,652**	**1,254,814**	**1,238,219**

Assumptions/Background:

2021/2022 - $15k - Food Lands Trust Business Case
2023 - $300k - Regional Growth Strategy Review and Update

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Corporate Emergency

FINAL BUDGET

MARCH 2022

Service: 1.025 Corporate Emergency **Committee: Planning, Transportation & 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 and the Songhees and Tsawout Bands.

MAXIMUM LEVY:

N/A

COMMITTEE:

Planning, Transportation & Protective Services

FUNDING:

Requisition

1.025 - Corporate Emergency	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
			2022							
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
OPERATING COSTS										
Salaries and Wages	383,611	307,181	101,083	-	140,052	241,135	103,261	105,485	107,758	110,079
Allocations	201,652	184,123	162,521	-	-	162,521	165,368	168,631	171,965	175,359
Supplies	141,370	47,297	2,720	-	-	2,720	2,780	2,840	2,900	2,960
Other Operating Expenses	766,543	817,081	48,634	-	170,507	219,141	49,640	50,670	51,740	52,830
TOTAL OPERATING COSTS	**1,493,176**	**1,355,683**	**314,958**	**-**	**310,559**	**625,517**	**321,049**	**327,626**	**334,363**	**341,228**
*Percentage Increase over prior year						-58.1%	-48.7%	2.0%	2.1%	2.1%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	2,080	4,385	2,120	-	-	2,120	2,160	2,200	2,240	2,280
TOTAL COSTS	**1,495,256**	**1,360,068**	**317,078**	**-**	**310,559**	**627,637**	**323,209**	**329,826**	**336,603**	**343,508**
Internal Recoveries	(100,611)	(100,611)	(101,082)	-	-	(101,082)	(103,260)	(105,486)	(107,758)	(110,080)
OPERATING COSTS LESS INTERNAL RECOVERIES	**1,394,645**	**1,259,457**	**215,996**	**-**	**310,559**	**526,555**	**219,949**	**224,340**	**228,845**	**233,428**
Safe Restart Grant Revenue	(1,193,800)	(1,193,800)	-	-	-	-	-	-	-	-
Estimated Balance CFW from 2021 to 2022	-	-	-	-	(310,559)	(310,559)	-	-	-	-
NET COSTS	**200,845**	**65,657**	**215,996**	**-**	**-**	**215,996**	**219,949**	**224,340**	**228,845**	**233,428**
*Percentage increase over prior year (Core Budget)						7.5%	1.8%	2.0%	2.0%	2.0%
AUTHORIZED POSITIONS										
Salaried FTE	1	1	1			1	1	1	1	1

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No. 1.025 Corporate Emergency		Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE								
Buildings	B	$0	$0	$0	$0	$0	$0	$0
Equipment	E	$0	$6,000	$6,000	$8,000	$0	$0	$20,000
Land	L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures	S	$0	$0	$0	$0	$0	$0	$0
Vehicles	V	$0	$0	$0	$0	$0	$0	$0
		$0	**$6,000**	**$6,000**	**$8,000**	**$0**	**$0**	**$20,000**
SOURCE OF FUNDS								
Capital Funds on Hand	Cap	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)	Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund	ERF	$0	$6,000	$6,000	$8,000	$0	$0	$20,000
Grants (Federal, Provincial)	Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding	Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund	Res	$0	$0	$0	$0	$0	$0	$0
		$0	**$6,000**	**$6,000**	**$8,000**	**$0**	**$0**	**$20,000**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: *"Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".*

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
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Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
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Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.025

Service Name: Corporate Emergency

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
17-01	Replacement	EOC Laptop	EOC Equipment	$18,000	E	ERF	$0	$6,000	$6,000	$6,000	$0	$0	$18,000
24-01	Replacement	Surface Pro	EOC Equipment	$2,000	E	ERF	$0	$0	$0	$2,000	$0	$0	$2,000
			GRAND TOTAL	$20,000			$0	$6,000	$6,000	$8,000	$0	$0	$20,000

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:	1022	Actual	Budget				
Fund Centre:	101978	2021	2022	2023	2024	2025	2026
Beginning Balance		104,178	81,890	78,010	74,170	68,370	70,610
Transfer from Op Budget		2,080	2,120	2,160	2,200	2,240	2,280
Expenditures		-	(6,000)	(6,000)	(8,000)	-	-
Transfer to Op Budget		(25,000)	-	-	-	-	-
Interest Income*		631					
Ending Balance $		**81,890**	**78,010**	**74,170**	**68,370**	**70,610**	**72,890**

Assumptions/Background:

Maintain balance sufficient to meet lifecycle replacement needs and emergency needs.

* 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

2022 Budget

Regional Emergency Program Support

FINAL BUDGET

MARCH 2022

Service: 1.374 Regional Emergency Program Support **Committee: Planning, Transportation & Protective Services**

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	2021		BUDGET REQUEST 2022				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
OPERATING COSTS										
Salaries	114,085	114,085	114,600	-	-	114,600	117,069	119,591	122,167	124,799
REMP Contribution	34,000	8,940	9,170	-	50,000	59,170	34,360	9,550	9,750	9,950
Allocations	21,358	21,358	21,839	-	-	21,839	22,276	22,721	23,176	23,639
TOTAL OPERATING COSTS	**169,443**	**144,383**	**145,609**	**-**	**50,000**	**195,609**	**173,705**	**151,862**	**155,093**	**158,388**
*Percentage Increase over prior year						15.4%	-11.2%	-12.6%	2.1%	2.1%
FUNDING SOURCES (REVENUE)										
Transfer from Operating Reserve Fund	(32,760)	(7,700)	(6,199)	-	(50,000)	(56,199)	(30,710)	(2,115)	-	-
Grants in Lieu of Taxes	(7,235)	(7,235)	(7,324)	-	-	(7,324)	(7,010)	(7,150)	(7,290)	(7,430)
Revenue - Other	(200)	(200)	(200)	-	-	(200)	(200)	(200)	(200)	(200)
TOTAL REVENUE	**(40,195)**	**(15,135)**	**(13,723)**	**-**	**(50,000)**	**(63,723)**	**(37,920)**	**(9,465)**	**(7,490)**	**(7,630)**
REQUISITION	**(129,248)**	**(129,248)**	**(131,886)**	**-**	**-**	**(131,886)**	**(135,785)**	**(142,397)**	**(147,603)**	**(150,758)**
*Percentage increase over prior year Requisition						2.0%	3.0%	4.9%	3.7%	2.1%
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 expendiures as required.

Reserve Cash Flow

Fund:	1500	Actual	Budget				
Fund Centre:	105538	2021	2022	2023	2024	2025	2026
Beginning Balance		93,130	91,024	34,825	4,115	2,000	2,000
Transfer from Ops Budget		-	-	-	-	-	-
Expenditures		(3,523)	(56,199)	(30,710)	(2,115)	-	-
Interest Income*		1,417					
Ending Balance $		**91,024**	**34,825**	**4,115**	**2,000**	**2,000**	**2,000**

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

2022 Budget

Hazardous Material Incident Response

FINAL BUDGET

MARCH 2022

Service: 1.375 Hazardous Material Incident Response **Committee: Planning, Transportation & 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, Sooke, and Tsawout and Songhees First Nations.

MAXIMUM LEVY:

Greater of $400,000 or $0.007 / $1,000

FUNDING:

Requisition

1.375 - Hazardous Material Incident Response	2021		BUDGET REQUEST 2022				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
OPERATING COSTS										
District of C Saanich Contract	67,240	67,240	68,920	-	-	68,920	70,300	71,710	73,140	74,600
Staff Training & Development	120,100	120,100	120,000	-	-	120,000	122,400	124,850	127,350	129,900
Purchased Maintenance - Equipment	13,050	13,050	13,050	-	-	13,050	13,310	13,580	13,850	14,130
Allocations	110,640	110,640	116,245	-	-	116,245	118,571	120,938	123,359	125,822
Other Operating Expenses	24,113	24,113	24,263	-	-	24,263	24,750	25,260	25,780	26,300
TOTAL OPERATING COSTS	**335,143**	**335,143**	**342,478**	**-**	**-**	**342,478**	**349,331**	**356,338**	**363,479**	**370,752**
*Percentage Increase over prior year						2.2%	2.0%	2.0%	2.0%	2.0%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	9,560	9,560	9,560	-	-	9,560	9,560	9,560	9,560	9,560
TOTAL CAPITAL / RESERVES	**9,560**	**9,560**	**9,560**	**-**	**-**	**9,560**	**9,560**	**9,560**	**9,560**	**9,560**
TOTAL COSTS	**344,703**	**344,703**	**352,038**	**-**	**-**	**352,038**	**358,891**	**365,898**	**373,039**	**380,312**
FUNDING SOURCES (REVENUE)										
Transfer from Operating Reserve Fund	(10,000)	(10,000)	(10,633)	-	-	(10,633)	-	-	-	-
Interest Income	(320)	(320)	(330)	-	-	(330)	(340)	(350)	(360)	(370)
Grants in Lieu of Taxes	(17,555)	(17,555)	(17,982)	-	-	(17,982)	(18,270)	(18,630)	(19,010)	(19,390)
TOTAL REVENUE	**(27,875)**	**(27,875)**	**(28,945)**	**-**	**-**	**(28,945)**	**(18,610)**	**(18,980)**	**(19,370)**	**(19,760)**
REQUISITION	**(316,828)**	**(316,828)**	**(323,093)**	**-**	**-**	**(323,093)**	**(340,281)**	**(346,918)**	**(353,669)**	**(360,552)**
*Percentage increase over prior year Requisition						2.0%	3.0%	2.9%	2.9%	2.8%

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.375 Hazardous Material Incident Response		Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE									
Buildings		B	$0	$0	$0	$0	$0	$0	$0
Equipment		E	$0	$90,000	$10,000	$10,000	$10,000	$0	$120,000
Land		L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures		S	$0	$0	$0	$0	$0	$0	$0
Vehicles		V	$0	$0	$0	$0	$0	$0	$0
			$0	**$90,000**	**$10,000**	**$10,000**	**$10,000**	**$0**	**$120,000**
SOURCE OF FUNDS									
Capital Funds on Hand		Cap	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)		Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund		ERF	$0	$90,000	$10,000	$10,000	$10,000	$0	$120,000
Grants (Federal, Provincial)		Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding		Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund		Res	$0	$0	$0	$0	$0	$0	$0
			$0	**$90,000**	**$10,000**	**$10,000**	**$10,000**	**$0**	**$120,000**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: *"Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".*

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.375

Service Name: Hazardous Material Incident Response

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
21-01	Replacement	Hazmat Equipment	Hazmat Equipment Replacement	$50,000	E	ERF	$0	$10,000	$10,000	$10,000	$10,000	$0	$40,000
22-01	Replacement	SCBA	SCBA Replacement	$80,000	E	ERF	$0	$80,000	$0	$0	$0	$0	$80,000
			GRAND TOTAL	$130,000			$0	$90,000	$10,000	$10,000	$10,000	$0	$120,000

Hazardous Material Incident Response
Reserve Summary Schedule
2022 - 2026 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Equipment Replacement Fund	429,730	349,290	348,850	348,410	347,970	357,530
Operating Reserve Fund	106,444	95,811	95,811	95,811	95,811	95,811
Total	**536,174**	**445,101**	**444,661**	**444,221**	**443,781**	**453,341**

Reserve Schedule

Reserve Fund: 1.375 Hazardous Material Incident Response - Equipment Replacement Fund

ERF Group: HAZMAT.ERF

Reserve Cash Flow

Fund:	**1022**	**Actual**	**Budget**				
Fund Centre:	**101957**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance		417,477	429,730	349,290	348,850	348,410	347,970
Transfer from Ops Budget		9,560	9,560	9,560	9,560	9,560	9,560
Planned Puchase		-	(90,000)	(10,000)	(10,000)	(10,000)	-
Interest Income		2,694					
Ending Balance $		**429,730**	**349,290**	**348,850**	**348,410**	**347,970**	**357,530**

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 unforseen opearting expenditures and stabilize revenue as required.

Reserve Cash Flow

Fund:	1500	Actual	Budget				
Fund Centre:	105506	2021	2022	2023	2024	2025	2026
Beginning Balance		34,589	106,444	95,811	95,811	95,811	95,811
Transfer from Ops Budget		71,328	-	-	-	-	-
Transfer to Ops Budget		-	(10,633)	-	-	-	-
Interest Income*		526					
Ending Balance $		**106,444**	**95,811**	**95,811**	**95,811**	**95,811**	**95,811**

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

2022 Budget

911 Call Answer

FINAL BUDGET

MARCH 2022

Service: 1.911 911 Call Answer **Committee: Planning, Transportation & 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, and the Tsawout and Songhees First Nations (CRD Bylaw No. 2468 "Emergency Response Extended Service Establishment Bylaw No. 1, 1997").

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	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023	2024	2025	2026
OPERATING COSTS										
Service Fees	141,320	123,306	127,338	-	-	127,338	127,338	127,338	127,338	127,338
Transfer to Municipalities	751,860	738,789	703,444	-	-	703,444	703,444	703,444	703,444	703,444
CRD Dispatch Centre Levy	300,750	304,080	355,410	-	-	355,410	362,520	369,770	377,170	384,710
Allocations	277,841	279,131	263,139	-	-	263,139	268,400	273,771	279,247	284,836
Other Operating Expenses	13,950	15,638	18,120	-	-	18,120	18,970	19,880	20,830	21,830
TOTAL OPERATING COSTS	**1,485,721**	**1,460,944**	**1,467,451**	**-**	**-**	**1,467,451**	**1,480,672**	**1,494,203**	**1,508,029**	**1,522,158**
*Percentage Increase over prior year						-1.2%	0.9%	0.9%	0.9%	0.9%
DEBT / RESERVES										
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	36,418
Transfer to Equipment Replacement Fund	96,120	96,120	50,000	-	-	50,000	60,000	80,000	97,500	97,500
Debt Servicing Costs	1,013,389	1,013,389	1,014,639	-	-	1,014,639	1,014,639	1,014,639	1,014,639	1,014,639
TOTAL DEBT / RESERVES	**1,109,509**	**1,109,509**	**1,064,639**	**-**	**-**	**1,064,639**	**1,074,639**	**1,094,639**	**1,112,139**	**1,148,557**
TOTAL COSTS	**2,595,230**	**2,570,453**	**2,532,090**	**-**	**-**	**2,532,090**	**2,555,311**	**2,588,842**	**2,620,168**	**2,670,715**
FUNDING SOURCES (REVENUE)										
Transfer from Operating Reserve	(66,843)	(69,866)	(71,541)	-	-	(71,541)	(59,392)	(30,227)	(10,553)	-
Service Fees	(141,320)	(123,306)	(127,338)	-	-	(127,338)	(127,338)	(127,338)	(127,338)	(127,338)
CAL Received	(1,212,678)	(1,191,596)	(1,134,587)	-	-	(1,134,587)	(1,134,587)	(1,134,587)	(1,134,587)	(1,134,587)
Lease Revenue	(1,009,800)	(1,009,800)	(1,009,800)	-	-	(1,009,800)	(1,009,800)	(1,029,996)	(1,029,996)	(1,029,996)
Grants in Lieu of Taxes	(9,254)	(9,254)	(9,361)	-	-	(9,361)	(9,254)	(9,254)	(9,254)	(9,254)
Other Revenue	(1,990)	(13,286)	(3,240)	-	-	(3,240)	(3,240)	(3,240)	(3,240)	(3,240)
TOTAL REVENUE	**(2,441,885)**	**(2,417,108)**	**(2,355,867)**	**-**	**-**	**(2,355,867)**	**(2,343,611)**	**(2,334,642)**	**(2,314,968)**	**(2,304,415)**
REQUISITION	**(153,345)**	**(153,345)**	**(176,223)**	**-**	**-**	**(176,223)**	**(211,700)**	**(254,200)**	**(305,200)**	**(366,300)**
*Percentage increase over prior year Requisition						14.9%	20.1%	20.1%	20.1%	20.0%

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.911 911 Call Answer		Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE									
Buildings		B	$0	$0	$0	$0	$0	$0	$0
Equipment		E	$0	$0	$1,000,000	$0	$0	$0	$1,000,000
Land		L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures		S	$0	$0	$0	$0	$0	$0	$0
Vehicles		V	$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		Cap	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)		Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund		ERF	$0	$0	$1,000,000	$0	$0	$0	$1,000,000
Grants (Federal, Provincial)		Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding		Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund		Res	$0	$0	$0	$0	$0	$0	$0
			$0	**$0**	**$1,000,000**	**$0**	**$0**	**$0**	**$1,000,000**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: *"Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".*

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: **1.911**
Service Name: **911 Call Answer**

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
23-01	New	New Equipment	Next-Gen 911 Call Answer Technology-Placeholder	$1,000,000	E	ERF	$0	$0	$1,000,000	$0	$0	$0	$1,000,000
			GRAND TOTAL	**$1,000,000**			**$0**	**$0**	**$1,000,000**	**$0**	**$0**	**$0**	**$1,000,000**

Service:	1.911	911 Call Answer

Project Number	23-01	Capital Project Title	New Equipment	Capital Project Description	Next-Gen 911 Call Answer Technology-Placeholder
Project Rationale	Placeholder for the next-Gen 911 call answer technology. Amount and timing are unknown.				

911 Call Answer
Reserves Summary Schedule
2022 - 2026 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Equipment Replacement Fund	1,009,343	1,059,343	119,343	199,343	296,843	394,343
Operating Reserve Fund	172,903	101,362	41,970	11,743	1,190	37,608
Total	**1,182,246**	**1,160,705**	**161,313**	**211,086**	**298,033**	**431,951**

Reserve Schedule

Reserve Fund: 911 Call Answer - Operating Reserve Fund

To mitigate fluctuating Call Answer Levies

Reserve Cash Flow

Fund:	**1500**	**Actual**	**Budget**				
Fund Centre:	**105508**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance		236,840	172,903	101,362	41,970	11,743	1,190
Transfer from Ops Budget		-	-	-	-	-	36,418
Transfer to Ops Budget		(66,843)	(71,541)	(59,392)	(30,227)	(10,553)	-
Interest Income		2,906					
Ending Balance $		**172,903**	**101,362**	**41,970**	**11,743**	**1,190**	**37,608**

Assumptions/Background:

Reserve Schedule

Reserve Fund: 911 Call Answer - Equipment Replacement Fund

ERF Group: EMGTSV.ERF

Reserve Cash Flow

Fund:	**1022**	**Actual**	**Budget**				
Fund Centre:	**101460**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance		937,734	1,009,343	1,059,343	119,343	199,343	296,843
Transfer from Ops Budget		96,120	50,000	60,000	80,000	97,500	97,500
Transfer to Ops Budget		(30,810)					
Expenditures		-	-	(1,000,000)	-	-	-
Interest Income*		6,299					
Ending Balance $		**1,009,343**	**1,059,343**	**119,343**	**199,343**	**296,843**	**394,343**

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

2022 Budget

912B Call Answer - Municipalities

FINAL BUDGET

MARCH 2022

Service: **1.912B - 911 Call Answer - Municipalities** **Committee: Planning, Transportation & 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).

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	2021		BUDGET REQUEST 2022				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
EXPENDITURES										
Return Grants in Lieu of Taxes	60,243	60,298	49,731	-	-	49,731	60,243	60,243	60,243	60,243
*Percentage Increase over prior year						-17.4%	21.1%	0.0%	0.0%	0.0%
FUNDING SOURCES (REVENUE)										
Call Answer Levy Revenue	(751,860)	(688,005)	(703,444)	-	-	(703,444)	(703,444)	(703,444)	(703,444)	(703,444)
TOTAL REVENUE	**(751,860)**	**(688,005)**	**(703,444)**	**-**	**-**	**(703,444)**	**(703,444)**	**(703,444)**	**(703,444)**	**(703,444)**
EXCESS OF REVENUE OVER EXPENDITURES	**(691,617)**	**(627,707)**	**(653,713)**	**-**	**-**	**(653,713)**	**(643,201)**	**(643,201)**	**(643,201)**	**(643,201)**
Balance c/fwd from 2021 to 2022	-	(63,910)	63,910	-	-	63,910	-	-	-	-
Balance c/fwd from 2020 to 2021	26,344	26,344	-	-	-	-	-	-	-	-
NEGATIVE REQUISITION	**665,273**	**665,273**	**589,803**	**-**	**-**	**589,803**	**643,201**	**643,201**	**643,201**	**643,201**
*Percentage increase over prior year Requisition						-11.3%	9.1%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT

2022 Budget

Fire Dispatch

FINAL BUDGET

MARCH 2022

Service: 1.913 913 Fire Dispatch **Committee: Planning, Transportation & Protective Services**

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 Bylw No. 4426 " Emergency Communication Dispatch Service Establishment Bylaw No.1, 2012, Amendment Bylaw No.1, 2021". Adopted July 14th, 2021.

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:

On the basis of population as determined annually by the Regional Planning Services Department of the Capital Regional District.

FUNDING:

Requisition

1.913 - Fire Dispatch	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023	2024	2025	2026
OPERATING COSTS										
Contract for Services	656,062	656,062	188,500	-	-	188,500	194,155	199,980	205,979	212,158
Allocations	52,997	52,997	61,582	-	-	61,582	62,815	64,071	65,352	66,660
Other Operating Expenses	13,160	10,850	13,330	-	-	13,330	13,600	13,889	14,189	14,490
TOTAL OPERATING COSTS	**722,219**	**719,909**	**263,412**	**-**	**-**	**263,412**	**270,570**	**277,940**	**285,520**	**293,308**
*Percentage Increase over prior year						-63.5%	2.7%	2.7%	2.7%	2.7%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	3,000	5,310	35,000	-	-	35,000	35,000	35,000	35,000	35,000
TOTAL COSTS	**725,219**	**725,219**	**298,412**	**-**	**-**	**298,412**	**305,570**	**312,940**	**320,520**	**328,308**
FUNDING SOURCES (REVENUE)										
Grants in Lieu of Taxes	(15,414)	(15,414)	(13,511)	-	-	(13,511)	(15,471)	(15,501)	(15,531)	(15,561)
Revenue - Other	(800)	(800)	(800)	-	-	(800)	(800)	(800)	(800)	(800)
TOTAL REVENUE	**(16,214)**	**(16,214)**	**(14,311)**	**-**	**-**	**(14,311)**	**(16,271)**	**(16,301)**	**(16,331)**	**(16,361)**
REQUISITION	**(709,005)**	**(709,005)**	**(284,101)**	**-**	**-**	**(284,101)**	**(289,299)**	**(296,639)**	**(304,189)**	**(311,947)**
*Percentage increase over prior year Requisition						-59.9%	1.8%	2.5%	2.5%	2.6%

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.913 913 Fire Dispatch		Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE									
Buildings		B	$0	$0	$0	$0	$0	$0	$0
Equipment		E	$0	$145,000	$0	$0	$0	$0	$145,000
Land		L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures		S	$0	$0	$0	$0	$0	$0	$0
Vehicles		V	$0	$0	$0	$0	$0	$0	$0
			$0	**$145,000**	**$0**	**$0**	**$0**	**$0**	**$145,000**
SOURCE OF FUNDS									
Capital Funds on Hand		Cap	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)		Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund		ERF	$0	$145,000	$0	$0	$0	$0	$145,000
Grants (Federal, Provincial)		Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding		Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund		Res	$0	$0	$0	$0	$0	$0	$0
			$0	**$145,000**	**$0**	**$0**	**$0**	**$0**	**$145,000**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: *"Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".*

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.913

Service Name: 913 Fire Dispatch

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
22-01	Replacement	Upgrade Record Management System	Upgrade Record Management System Replacement	$145,000	E	ERF	$0	$145,000	$0	$0	$0	$0	$145,000
			GRAND TOTAL	$145,000			$0	$145,000	$0	$0	$0	$0	$145,000

Service:	1.913	913 Fire Dispatch

Project Number	22-01	Capital Project Title	Upgrade Record Management System	Capital Project Description	Upgrade Record Management System Replacement
Project Rationale	Updated RMS program needed to support the fire departments that participate in bylaw #3854 fire dispatch group and to assist in meeting regulatory records requirements.				

Reserve Schedule

Reserve Fund: 1.913 Langford Fire Dispatch - Equipment Replacement Fund

ERF Group: LANGFIRE.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget				
Fund Centre:	102125	2021	2022	2023	2024	2025	2026
Beginning Balance		79,613	115,276	5,276	40,276	75,276	110,276
Transfer from Ops Budget		35,093	35,000	35,000	35,000	35,000	35,000
Expenditues		-	(145,000)	-	-	-	-
Interest Income		569					
Ending Balance $		**115,276**	**5,276**	**40,276**	**75,276**	**110,276**	**145,276**

Assumptions/Background:

Maintain balance which will allow for routine annual equipment replacements as well as unexpected expenditures.

CAPITAL REGIONAL DISTRICT

2022 Budget

Regional CREST Contribution

FINAL BUDGET

MARCH 2022

Service: 1.921 Regional CREST Contribution **Committee: Planning, Transportation & 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	2021		BUDGET REQUEST 2022				FUTURE PROJECTIONS			
	BOARD BUDGET	ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
OPERATING COSTS										
Payments to CREST	1,715,234	1,715,234	1,758,110	-	-	1,758,110	1,793,270	1,829,140	1,865,720	1,903,030
Internal Interest	8,000	4,701	6,000	-	-	6,000	6,000	6,000	6,000	6,000
TOTAL COSTS	**1,723,234**	**1,719,935**	**1,764,110**	**-**	**-**	**1,764,110**	**1,799,270**	**1,835,140**	**1,871,720**	**1,909,030**
*Percentage Increase over prior year						2.4%	2.0%	2.0%	2.0%	2.0%
FUNDING SOURCES (REVENUE)										
Balance c/fwd from 2021 to 2022	-	1,559	(1,559)	-	-	(1,559)	-	-	-	-
Balance c/fwd from 2020 to 2021	(962)	(962)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(98,434)	(98,543)	(100,233)	-	-	(100,233)	(98,434)	(98,434)	(98,434)	(98,434)
Revenue-Other	(3,000)	(1,151)	(2,500)	-	-	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)
TOTAL REVENUE	**(102,396)**	**(99,097)**	**(104,292)**	**-**	**-**	**(104,292)**	**(100,934)**	**(100,934)**	**(100,934)**	**(100,934)**
REQUISITION	**(1,620,838)**	**(1,620,838)**	**(1,659,818)**	**-**	**-**	**(1,659,818)**	**(1,698,336)**	**(1,734,206)**	**(1,770,786)**	**(1,808,096)**
*Percentage increase over prior year Requisition						2.4%	2.3%	2.1%	2.1%	2.1%

CAPITAL REGIONAL DISTRICT

2022 Budget

Animal Care Services

FINAL BUDGET

MARCH 2022

Service: 1.313 Animal Care Services **Committee: Electoral Area**

DEFINITION:

Care of domestic animals within all electoral areas of the Regional District (Letters Patent - February 16, 1979). 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:

All Electoral Areas on basis of school assessments (excluding property that is taxable for school purposes only by Special Act).

MAXIMUM LEVY:

None stated.

FUNDING:

Sale of services, licences and dog tags, plus requisition

1.313 - Animal Care Services	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023	2024	2025	2026
OPERATING COSTS										
Salaries & Wages	732,246	743,652	742,767	-	-	742,767	758,629	774,819	791,354	808,241
Vehicle Operating Expenses	26,300	16,008	26,830	-	-	26,830	27,370	27,920	28,480	29,050
Telecommunications	43,700	25,000	44,570	-	-	44,570	45,460	46,370	47,300	48,250
Supplies	36,000	35,000	36,720	-	-	36,720	37,450	38,200	38,960	39,740
Allocations	205,439	205,439	222,511	-	-	222,511	226,255	230,327	234,475	239,064
Other Operating Expenses	121,765	88,832	124,710	-	-	124,710	127,230	129,820	132,460	135,170
TOTAL OPERATING COSTS	**1,165,450**	**1,113,931**	**1,198,108**	**-**	**-**	**1,198,108**	**1,222,394**	**1,247,456**	**1,273,029**	**1,299,515**
*Percentage Increase over prior year						2.8%	2.0%	2.1%	2.1%	2.1%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	10,000	10,000	10,000	-	-	10,000	10,000	10,000	10,000	10,000
Transfer to Operating Reserve Fund	-	51,503	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVE	**10,000**	**61,503**	**10,000**	**-**	**-**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**
TOTAL COSTS	**1,175,450**	**1,175,434**	**1,208,108**	**-**	**-**	**1,208,108**	**1,232,394**	**1,257,456**	**1,283,029**	**1,309,515**
FUNDING SOURCES (REVENUE)										
Transfer from Operating Reserve Fund	-	-	(22,493)	-	-	(22,493)	(16,381)	(10,235)	(3,726)	-
Fees Charged	(29,440)	(12,000)	(18,500)	-	-	(18,500)	(18,870)	(19,240)	(19,620)	(20,010)
Sale of Goods and Services	(696,860)	(696,860)	(702,533)	-	-	(702,533)	(716,590)	(730,910)	(745,520)	(760,440)
Grants in Lieu of Taxes	(13,043)	(13,043)	(11,770)	-	-	(11,770)	(13,570)	(13,840)	(14,120)	(14,400)
Revenue - Other	(5,690)	(23,114)	(5,800)	-	-	(5,800)	(5,910)	(6,020)	(6,130)	(6,250)
TOTAL REVENUE	**(745,033)**	**(745,017)**	**(761,096)**	**-**	**-**	**(761,096)**	**(771,321)**	**(780,245)**	**(789,116)**	**(801,100)**
REQUISITION	**(430,417)**	**(430,417)**	**(447,012)**	**-**	**-**	**(447,012)**	**(461,073)**	**(477,211)**	**(493,913)**	**(508,415)**
*Percentage increase over prior year Requisition						3.9%	3.1%	3.5%	3.5%	2.9%
AUTHORIZED POSITIONS Salaried FTE	7.3	7.3	7.3			7.3	7.3	7.3	7.3	7.3

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.313 Animal Care Services		Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE									
Buildings		B	$0	$118,000	$0	$0	$0	$0	$118,000
Equipment		E	$0	$64,040	$4,120	$4,205	$0	$0	$72,365
Land		L	$0	$200,000	$0	$0	$0	$0	$200,000
Engineered Structures		S	$0	$0	$0	$0	$0	$0	$0
Vehicles		V	$0	$157,235	$18,000	$18,000	$0	$0	$193,235
			$0	**$539,275**	**$22,120**	**$22,205**	**$0**	**$0**	**$583,600**
SOURCE OF FUNDS									
Capital Funds on Hand		Cap	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)		Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund		ERF	$0	$22,040	$22,120	$22,205	$0	$0	$66,365
Grants (Federal, Provincial)		Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding		Other	$0	$517,235	$0	$0	$0	$0	$517,235
Reserve Fund		Res	$0	$0	$0	$0	$0	$0	$0
			$0	**$539,275**	**$22,120**	**$22,205**	**$0**	**$0**	**$583,600**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: *"Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".*

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.313

Service Name: Animal Care Services

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
19-01	Replacement	Computer Replacements	Replacement of computer equipment	$18,364	E	ERF	$0	$4,040	$4,120	$4,205	$0	$0	$12,365
19-02	Replacement	Vehicle Replacements	Replacement of vehicles (shared with Bylaw)	$194,000	V	ERF	$0	$18,000	$18,000	$18,000	$0	$0	$54,000
19-02					V	Other		$139,235	$0	$0	$0	$0	$139,235
22-01	New	Land Acquisition	Land Acquisition	$200,000	L	Other	$0	$200,000	$0	$0	$0	$0	$200,000
22-02	New	Office and Shelter Improvement	Improvements to reception area, animal shelter, and property signage	$118,000	B	Other	$0	$118,000	$0	$0	$0	$0	$118,000
22-03	New	Upgrade Network Access	Upgrade network access at animal shelter	$10,000	E	Other	$0	$10,000	$0	$0	$0	$0	$10,000
22-04	New	CRD Pets App	Create new app for public use	$50,000	E	Other	$0	$50,000	$0	$0	$0	$0	$50,000
			GRAND TOTAL	**$590,364**			**$0**	**$539,275**	**$22,120**	**$22,205**	**$0**	**$0**	**$583,600**

Service:	1.313	Animal Care Services

Project Number	Capital Project Title	Capital Project Description
19-01	Computer Replacements	Replacement of computer equipment

Project Rationale Replace computers as required and requested by IT.

Project Number	Capital Project Title	Capital Project Description
19-02	Vehicle Replacements	Replacement of vehicles (shared with Bylaw)

Project Rationale To replace vehicles used for Animal Control and Bylaw Enforcement. Current vehicles have more than 170,000km and do not meet the expectations to perform the duties required. These vehicles are required for daily use to perform the duties the CRD is contracted for. Replacement of vehicles with newer models will also eliminate the need to replace every two years.

Project Number	Capital Project Title	Capital Project Description
22-01	Land Acquisition	Land Acquisition

Project Rationale Purchase property on which the CRD Animal Shelter currently is located. This would allow the department to have control of upgrades and improvements and ability to obtain and maintain contracts that require a permanent structure as Pound Facility.

Project Number	Capital Project Title	Capital Project Description
22-02	Office and Shelter Improvement	Improvements to reception area, animal shelter, and property signage

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. New signage required to identify property and building from a busy highway. Addition of small animal room for the keeping of birds and other small animals away from any predator and ability to ensure appropriate air conditioning can be provided during a heat wave or cold front.

Project Number	Capital Project Title	Capital Project Description
22-03	Upgrade Network Access	Upgrade network access at 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 there will be the option to add Cisco phones, security cameras for security, safety of staff and lone worker checks.

Project Number	Capital Project Title	Capital Project Description
22-04	CRD Pets App	Create new app for public use

Project Rationale 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.

Animal Care Services
Reserve Summary Schedule
2022 - 2026 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	75,699	53,206	36,825	26,590	22,864	22,864
Operating Reserve Fund - Bequest	517,235	-	-	-	-	-
Equipment Replacement Fund	162,360	150,320	138,200	125,995	135,995	145,995
Total	**755,294**	**203,526**	**175,025**	**152,585**	**158,859**	**168,859**

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:	1500	Actual	Budget				
Fund Centre:	105407	2021	2022	2023	2024	2025	2026
Beginning Balance		3,285	75,699	53,206	36,825	26,590	22,864
Transfer from Ops Budget		72,364	-	-	-	-	-
Planned Purchases		-	(22,493)	(16,381)	(10,235)	(3,726)	-
Interest Income		50					
Ending Balance $		**75,699**	**53,206**	**36,825**	**26,590**	**22,864**	**22,864**

Assumptions/Background:

Maintain balance at reasonable level to cover unexpected operating expenses such as legal.

Reserve Schedule

Reserve Fund: 1.313 Animal Control - Operating Reserve Fund - Bequest

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:	**1500**	**Actual**	**Budget**				
Fund Centre:	**105103**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance		101	517,235	-	-	-	-
Planned Purchase (Based on Capital Plan)		517,132	(517,235)	-	-	-	-
Transfer from Ops Budget		-	-	-	-	-	-
Interest Income		2					
Ending Balance $		**517,235**	**-**	**-**	**-**	**-**	**-**

Assumptions/Background:

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:	1022	Actual	Budget				
Fund Centre:	101424	2021	2022	2023	2024	2025	2026
Beginning Balance		153,567	162,360	150,320	138,200	125,995	135,995
Transfer from Op Budget		10,000	10,000	10,000	10,000	10,000	10,000
Planned Purchases		(2,213)	(22,040)	(22,120)	(22,205)	-	-
Interest Income		1,006					
Ending Balance $		**162,360**	**150,320**	**138,200**	**125,995**	**135,995**	**145,995**

Assumptions/Background:

Maintain level sufficient to fund required vehicle and computer replacements

CAPITAL REGIONAL DISTRICT

2022 Budget

Bylaw Enforcement

FINAL BUDGET

MARCH 2022

Service: 1.323 Bylaw Services **Committee: Electoral Area**

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:

Functions within the CRD that use Bylaw enforcement.

1.323 - Bylaw Enforcement	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023	2024	2025	2026
OPERATING COSTS										
Salaries & Wages	345,927	387,862	351,269	14,968	-	366,237	374,587	382,850	391,291	399,614
Vehicle Operating Expenses	19,270	19,270	19,721	-	-	19,721	20,120	20,520	20,930	21,350
Telecommunications	5,160	5,450	5,260	-	-	5,260	5,370	5,480	5,590	5,700
Supplies	1,000	530	600	-	-	600	610	620	630	640
Allocations	72,179	84,139	73,057	-	-	73,057	73,966	75,147	76,347	77,866
Other Operating Expenses	28,800	11,605	37,400	-	-	37,400	38,150	38,910	39,680	40,470
TOTAL OPERATING COSTS	**472,336**	**508,856**	**487,307**	**14,968**	**-**	**502,275**	**512,803**	**523,527**	**534,468**	**545,640**
*Percentage Increase over prior year			3.2%			6.3%	2.1%	2.1%	2.1%	2.1%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	36,960	58,940	36,960	-	-	36,960	36,960	36,960	36,960	36,960
TOTAL CAPITAL / RESERVE	**36,960**	**58,940**	**36,960**	**-**	**-**	**36,960**	**36,960**	**36,960**	**36,960**	**36,960**
TOTAL COSTS	**509,296**	**567,796**	**524,267**	**14,968**	**-**	**539,235**	**549,763**	**560,487**	**571,428**	**582,600**
Internal Recoveries	(480,016)	(540,627)	(495,457)	(14,968)	-	(510,425)	(520,383)	(530,517)	(540,858)	(551,420)
OPERATING COSTS LESS INTERNAL RECOVERIES	**29,280**	**27,169**	**28,810**	**-**	**-**	**28,810**	**29,380**	**29,970**	**30,570**	**31,180**
FUNDING SOURCES (REVENUE)										
Sale of Goods and Services	(25,730)	(24,119)	(25,200)	-	-	(25,200)	(25,700)	(26,220)	(26,750)	(27,280)
Revenue - Other	(3,550)	(3,050)	(3,610)	-	-	(3,610)	(3,680)	(3,750)	(3,820)	(3,900)
TOTAL REVENUE	**(29,280)**	**(27,169)**	**(28,810)**	**-**	**-**	**(28,810)**	**(29,380)**	**(29,970)**	**(30,570)**	**(31,180)**
REQUISITION	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
AUTHORIZED POSITIONS:										
Salaried	2.9	2.9	2.9			2.9	2.9	2.9	2.9	2.9

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.323 ByLaw Services		Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE									
Buildings		B	$0	$0	$0	$0	$0	$0	$0
Equipment		E	$0	$990	$1,010	$1,030	$0	$0	$3,030
Land		L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures		S	$0	$0	$0	$0	$0	$0	$0
Vehicles		V	$0	$15,000	$15,000	$15,000	$0	$0	$45,000
			$0	**$15,990**	**$16,010**	**$16,030**	**$0**	**$0**	**$48,030**
SOURCE OF FUNDS									
Capital Funds on Hand		Cap	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)		Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund		ERF	$0	$15,990	$16,010	$16,030	$0	$0	$48,030
Grants (Federal, Provincial)		Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding		Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund		Res	$0	$0	$0	$0	$0	$0	$0
			$0	**$15,990**	**$16,010**	**$16,030**	**$0**	**$0**	**$48,030**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: *"Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".*

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.323
Service Name: ByLaw Services

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
19-01	Replacement	Computers	Replacement of computer equipment	$4,950	E	ERF	$0	$990	$1,010	$1,030	$0	$0	$3,030
19-02	Replacement	Vehicle	Replacement of Bylaw vehicle	$75,000	V	ERF	$0	$15,000	$15,000	$15,000	$0	$0	$45,000
			GRAND TOTAL	$79,950			$0	$15,990	$16,010	$16,030	$0	$0	$48,030

Reserve Schedule

Reserve Fund: 1.323 Bylaw Enforcement - Equipment Replacement Fund

ERF Group: BYLAW.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget				
Fund Centre:	101426	2021	2022	2023	2024	2025	2026
Beginning Balance		132,389	199,580	220,550	241,500	262,430	299,390
Transfer from Ops Budget		63,556	36,960	36,960	36,960	36,960	36,960
Proceed from Disposition		7,000	-	-	-	-	-
Planned Purchase		(4,405)	(15,990)	(16,010)	(16,030)	-	-
Interest Income*		1,040					
Ending Balance $		**199,580**	**220,550**	**241,500**	**262,430**	**299,390**	**336,350**

Assumptions/Background:

Maintain level sufficient to fund required vehicle and computer replacements

* 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

2022 Budget

Building Inspection

FINAL BUDGET

MARCH 2022

Service: 1.318 Building Inspection **Committee: Electoral Area**

DEFINITION:

To carry out the Building Regulations function as specified by Section 818 of the Local Government Act (Letters Patent - January 1, 1970).

SERVICE DESCRIPTION:

The building inspection department provides building inspection services to homeowners, builders and contractors in compliance with both the BC Building Code and CRD Building Bylaw 3741 (2010), Amendment 3780 (2011), and Amendment 4403 (2021). The Building inspection service includes receiving, reviewing and advising on building permit applications, processing of the applications including code analysis and referrals to other agencies, issuing building permits and verifying conditional requirements, arranging and carrying out site and construction inspections and granting final approval for occupancy. Staff also provides inspection services to other CRD departments on a cost recovery basis.

PARTICIPATION:

All Electoral Areas on the basis of converted hospital assessments.

MAXIMUM LEVY:

Not stated.

FUNDING:

Fees and charges and requisition to all Electoral Areas

1.318 - Building Inspection	2021		BUDGET REQUEST 2022				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
OPERATING COSTS										
Salaries & Wages	1,151,316	1,088,446	1,159,718	38,204	-	1,197,922	1,223,534	1,249,693	1,276,422	1,303,728
Telecommunications	35,890	35,890	36,610	-	-	36,610	37,340	38,090	38,850	39,630
Legal Expenses	10,390	10,390	10,600	-	-	10,600	10,810	11,030	11,250	11,480
Building Rent	34,450	34,450	34,880	-	-	34,880	35,610	36,350	37,110	37,860
Supplies	16,380	16,380	16,700	-	-	16,700	17,040	17,380	17,720	18,080
Allocations	225,494	227,634	298,869	-	-	298,869	303,484	309,401	315,451	321,620
Other Operating Expenses	146,070	130,810	153,120	-	-	153,120	156,220	159,410	162,660	165,960
TOTAL OPERATING COSTS	**1,619,990**	**1,544,000**	**1,710,497**	**38,204**	**-**	**1,748,701**	**1,784,038**	**1,821,354**	**1,859,463**	**1,898,358**
*Percentage Increase over prior year						7.9%	2.0%	2.1%	2.1%	2.1%
CAPITAL / RESERVES										
Transfer to Equipment Replacement Fund	10,000	84,000	20,000	-	-	20,000	20,000	20,000	20,000	20,000
Transfer to Operating Reserve Fund	-	182,849	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	**10,000**	**266,849**	**20,000**	**-**	**-**	**20,000**	**20,000**	**20,000**	**20,000**	**20,000**
Building Borrowing Repayment to Facilities Reserve	23,300	23,300	23,300	-	-	23,300	23,300	23,300	23,300	23,300
TOTAL COSTS	**1,653,290**	**1,834,149**	**1,753,797**	**38,204**	**-**	**1,792,001**	**1,827,338**	**1,864,654**	**1,902,763**	**1,941,658**
*Percentage Increase over prior year						8.4%	2.0%	2.0%	2.0%	2.0%
Internal Recoveries	(29,486)	(29,486)	(30,076)	-	-	(30,076)	(30,678)	(31,290)	(31,916)	(32,555)
TOTAL COSTS LESS INTERNAL RECOVERIES	**1,623,804**	**1,804,663**	**1,723,721**	**38,204**	**-**	**1,761,925**	**1,796,660**	**1,833,364**	**1,870,847**	**1,909,103**
FUNDING SOURCES (REVENUE)						8.5%	2.0%	2.0%	2.0%	2.0%
Transfer from Operating Reserve Fund	(126,400)	(126,400)	(66,235)	-	-	(66,235)	(58,903)	(52,374)	(45,434)	(38,041)
Permit Fees Revenue	(1,019,141)	(1,200,000)	(1,200,000)	-	-	(1,200,000)	(1,224,000)	(1,248,480)	(1,273,450)	(1,298,920)
Contract Revenue	(36,781)	(36,781)	(37,510)	-	-	(37,510)	(38,250)	(39,020)	(39,800)	(40,590)
Grants in Lieu of Taxes	(1,656)	(1,656)	(1,802)	-	-	(1,802)	(1,720)	(1,750)	(1,790)	(1,830)
Revenue - Other	(2,562)	(2,562)	(2,610)	-	-	(2,610)	(2,660)	(2,710)	(2,760)	(2,820)
TOTAL REVENUE	**(1,186,540)**	**(1,367,399)**	**(1,308,157)**	**-**	**-**	**(1,308,157)**	**(1,325,533)**	**(1,344,334)**	**(1,363,234)**	**(1,382,201)**
REQUISITION	**(437,264)**	**(437,264)**	**(415,564)**	**(38,204)**	**-**	**(453,768)**	**(471,127)**	**(489,030)**	**(507,613)**	**(526,902)**
*Percentage increase over prior year Requisition			-5.0%	8.7%		3.8%	3.8%	3.8%	3.8%	3.8%
AUTHORIZED POSITIONS Salaried FTE	9.7		9.7	0.5		10.2	10.2	10.2	10.2	10.2

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.318 Building Inspection		Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE									
Buildings		B	$0	$0	$0	$0	$0	$0	$0
Equipment		E	$0	$88,900	$6,000	$5,500	$4,500	$6,000	$110,900
Land		L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures		S	$0	$0	$0	$0	$0	$0	$0
Vehicles		V	$0	$45,000	$50,000	$0	$0	$50,000	$145,000
			$0	**$133,900**	**$56,000**	**$5,500**	**$4,500**	**$56,000**	**$255,900**
SOURCE OF FUNDS									
Capital Funds on Hand		Cap	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)		Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund		ERF	$0	$133,900	$56,000	$5,500	$4,500	$56,000	$255,900
Grants (Federal, Provincial)		Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding		Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund		Res	$0	$0	$0	$0	$0	$0	$0
			$0	**$133,900**	**$56,000**	**$5,500**	**$4,500**	**$56,000**	**$255,900**

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: *"Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".*

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.318
Service Name: Building Inspection

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
18-01	Replacement	Vehicle Replacement	Vehicle Replacement	$145,000	V	ERF	$0	$45,000	$50,000	$0		$50,000	$145,000
19-01	Replacement	Computer Replacement	Replacement of Computer equipment	$30,600	E	ERF	$0	$8,600	$6,000	$5,500	$4,500	$6,000	$30,600
22-01	Replacement	Phone System	Salt Spring Island phone system replacement	$16,000	E	ERF	$0	$16,000	$0	$0	$0	$0	$16,000
22-02	New	New Furniture - Fisgard	7 furniture workstations for Fisgard department move to new location (Starbucks)	$50,000	E	ERF	$0	$50,000	$0	$0	$0	$0	$50,000
22-03	New	Microfiche Computer	New pc and monitor for microfiche reader used for FOI requests at Fisgard	$1,300	E	ERF	$0	$1,300	$0	$0	$0	$0	$1,300
22-04	Replacement	JDF Printer	Replacement of shared printer	$3,000	E	ERF	$0	$3,000	$0	$0	$0	$0	$3,000
22-05	Replacement	Photocopoier	Replace Photocopier in Pender Island Office	$10,000	E	ERF	$0	$10,000	$0	$0	$0	$0	$10,000
			GRAND TOTAL	**$255,900**			**$0**	**$133,900**	**$56,000**	**$5,500**	**$4,500**	**$56,000**	**$255,900**

Service:	1.318	Building Inspection

Project Number	Capital Project Title	Capital Project Description
18-01	Vehicle Replacement	Vehicle Replacement

Project Rationale Replaces vehicles with substantial miles that are used by the Building Inspectors to travel to remote locations in the Southern Gulf Islands and Juan de Fuca to carry out building inspections.

Project Number	Capital Project Title	Capital Project Description
19-01	Computer Replacement	Replacement of Computer equipment

Project Rationale As per IT's replacement schedule for department computers.

Project Number	Capital Project Title	Capital Project Description
22-01	Phone System	Salt Spring Island phone system replacement

Project Rationale Replace 20 year-old phone system that is antiquated, has insufficient number of phones lines and no voicemail. Telus has advised parts are no longer available.

Project Number	Capital Project Title	Capital Project Description
22-02	New Furniture - Fisgard	7 furniture workstations for Fisgard department move to new location (Starbucks)

Project Rationale Department has been reassigned to a new locaton on the first floor at Fisgard and advised that new furniture is required to fit the dimensions of the new area.

Project Number	22-03	**Capital Project Title**	Microfiche Computer	**Capital Project Description**	New pc and monitor for microfiche reader used for FOI requests at Fisgard
Project Rationale	Add new pc for microfiche reader used for FOI requests at Fisgard. Volume of FOI's have substantially increased that a stand-alone pc is required.				

Project Number	22-04	**Capital Project Title**	JDF Printer	**Capital Project Description**	Replacement of shared printer
Project Rationale	Building Inspection JDF office shares a printer with the Planning Department. Expected replacement of printer in 2022.				

Project Number	22-05	**Capital Project Title**	Photocopoier	**Capital Project Description**	Replace Photocopier in Pender Island Office
Project Rationale	Current photo copier/scanner is having mechanical issues and service tech has advised that it will be difficult to find parts due to the age of the copier. Replacement will be needed soon. At that point will review best option; rent or own.				

Building Inspection
Reserve Summary Schedule
2022 - 2026 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Operating Reserve Fund	292,078	225,843	166,940	114,566	69,132	31,091
Equipment Replacement Fund	208,729	94,829	58,829	73,329	88,829	52,829
Total	**500,807**	**320,672**	**225,769**	**187,895**	**157,961**	**83,920**

Reserve Schedule

Reserve Fund: 1.318 Building Inspection - Operating Reserve Fund

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

Reserve Cash Flow

Fund:	1500	Actual	Budget				
Fund Centre:	105544	2021	2022	2023	2024	2025	2026
Beginning Balance		189,592	292,078	225,843	166,940	114,566	69,132
Transfer from Ops Budget		99,600	-	-	-	-	-
Expenditures		-	(66,235)	(58,903)	(52,374)	(45,434)	(38,041)
Interest Income		2,885					
Ending Balance $		**292,078**	**225,843**	**166,940**	**114,566**	**69,132**	**31,091**

Assumptions/Background:

Reserve Schedule

Reserve Fund: 1.318 Building Inspection - Equipment Replacement Fund

ERF Group: BLDINS.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget				
Fund Centre:	101425	2021	2022	2023	2024	2025	2026
Beginning Balance		77,605	208,729	94,829	58,829	73,329	88,829
Transfer from Ops Budget		135,638	20,000	20,000	20,000	20,000	20,000
Proceeds from Equipment Disposal		4,500					
Planned Purchase		(9,722)	(133,900)	(56,000)	(5,500)	(4,500)	(56,000)
Interest Income*		708					
Ending Balance $		**208,729**	**94,829**	**58,829**	**73,329**	**88,829**	**52,829**

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

2022 BUDGET

INTEGRATED WATER SERVICES

FINAL BUDGET

MARCH 2022

FINAL BUDGET
March 16, 2022
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March 16, 2022
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CAPITAL REGIONAL DISTRICT

2022 BUDGET

Regional Water Supply

FINAL BUDGET

MARCH 2022

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:			$0
Remaining:	Active		$46,000,000

FUNDING:

Costs are recovered through the sale of bulk water.

CAPITAL REGIONAL DISTRICT

Program Group: CRD-Regional Water Supply

SUMMARY	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	2022 BUDGET REQUEST: 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	TOTAL (COL 4, 5 & 6)	FUTURE PROJECTIONS: 2023	2024	2025	2026
1	2	3	4	5	6	7	8	9	10	11
GENERAL PROGRAM EXPENDITURES:										
WATERSHED PROTECTION	5,568,054	5,396,029	5,515,703	-	175,000	5,690,703	5,626,017	5,738,538	5,853,308	5,970,374
WATER MANAGEMENT	5,610,530	5,562,367	6,272,411	-	-	6,272,411	6,397,555	6,525,042	6,654,842	6,787,485
WATER QUALITY	1,830,256	1,932,040	1,862,117	-	-	1,862,117	1,894,732	1,934,572	1,975,240	2,016,770
CROSS CONNECTION	737,690	736,076	754,239	-	-	754,239	769,271	784,643	800,308	816,283
DEMAND MANAGEMENT	686,034	659,157	705,184	-	-	705,184	719,221	733,564	748,216	763,160
INFRASTRUCTURE ENGINEERING	486,900	529,130	496,982	-	-	496,982	506,930	517,070	527,420	537,960
FLEET OPERATION & MAINTENANCE	(297,540)	(240,433)	(314,181)	-	-	(314,181)	(320,470)	(326,880)	(333,420)	(340,090)
CUSTOMER TECHNICAL SERVICES & GM SUPPORT *	719,362	336,746	439,912	142,000	-	581,912	594,126	606,618	619,364	632,350
TOTAL OPERATING EXPENDITURES	15,341,286	14,911,112	15,732,367	142,000	175,000	16,049,367	16,187,382	16,513,167	16,845,278	17,184,292
Percentage increase over prior year's board budget			2.55%			4.62%	0.86%	2.01%	2.01%	2.01%
AGRICULTURAL WATER RATE FUNDING	1,600,000	1,700,000	1,700,000	-	-	1,700,000	1,750,000	1,800,000	1,850,000	1,900,000
			6.25%			6.25%	2.94%	2.86%	2.78%	2.70%
CAPITAL EXPENDITURES &TRANSFERS										
TRANSFER TO WATER CAPITAL FUND	9,297,180	11,596,789	10,152,385	-	-	10,152,385	11,650,000	16,950,000	18,600,000	19,800,000
TRANSFER TO EQUIPMENT REPLACEMENT FUND	297,540	297,540	314,181	-	-	314,181	320,465	326,874	333,411	340,080
TRANSFER TO DEBT RESERVE FUND	51,610	33,610	30,410	-	-	30,410	127,410	101,410	93,810	30,410
TOTAL CAPITAL EXPENDITURES & TRANSFERS	9,646,330	11,927,939	10,496,976	-	-	10,496,976	12,097,875	17,378,284	19,027,221	20,170,490
DEBT SERVICING										
DEBT - INTEREST & PRINCIPAL	8,333,667	8,297,919	8,292,927	-	-	8,292,927	7,592,710	3,408,010	3,379,253	3,357,424
TOTAL DEBT EXPENDITURES	8,333,667	8,297,919	8,292,927	-	-	8,292,927	7,592,710	3,408,010	3,379,253	3,357,424
DEFICIT TRANSFERRED TO FOLLOWING YR										
TRANSFER TO FOLLOWING YEAR DEFICIT CARRY FORWARD										
TOTAL EXPENDITURES	34,921,283	36,836,970	36,222,270	142,000	175,000	36,539,270	37,627,967	39,099,461	41,101,752	42,612,206
SOURCES OF FUNDING										
REVENUE - SALES	(34,305,613)	(36,097,400)	(35,609,800)	(142,000)	(175,000)	(35,926,800)	(37,015,497)	(38,486,991)	(40,489,282)	(41,999,736)
REVENUE - OTHER	(615,670)	(739,570)	(612,470)	-	-	(612,470)	(612,470)	(612,470)	(612,470)	(612,470)
TOTAL SOURCE OF FUNDING FROM OPERATIONS	(34,921,283)	(36,836,970)	(36,222,270)	(142,000)	(175,000)	(36,539,270)	(37,627,967)	(39,099,461)	(41,101,752)	(42,612,206)
TRANSFER FROM PRIOR YEAR	-	-	-	-	-	-	-	-	-	-
TRANSFER TO FOLLOWING YEAR SURPLUS CARRY FORWARD										
TOTAL SOURCES OF FUNDING	(34,921,283)	(36,836,970)	(36,222,270)	(142,000)	(175,000)	(36,539,270)	(37,627,967)	(39,099,461)	(41,101,752)	(42,612,206)
Percentage increase over prior year's board budget			3.73%			4.63%	2.98%	3.91%	5.12%	3.67%

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	2.670 Regional Water Supply	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE								
Buildings		$510,000	$5,110,000	$3,020,000	$20,000	$0	$0	$8,150,000
Equipment		$1,060,000	$7,115,000	$2,970,000	$940,000	$760,000	$610,000	$12,395,000
Land		$445,000	$1,495,000	$895,000	$590,000	$430,000	$235,000	$3,645,000
Engineered Structures		$7,525,000	$11,550,000	$17,735,000	$19,925,000	$20,725,000	$3,000,000	$72,935,000
Vehicles		$406,000	$1,427,250	$406,000	$290,000	$450,000	$200,000	$2,773,250
		$9,946,000	**$26,697,250**	**$25,026,000**	**$21,765,000**	**$22,365,000**	**$4,045,000**	**$99,898,250**
SOURCE OF FUNDS								
Capital Funds on Hand		$9,655,000	$22,952,000	$12,420,000	$14,375,000	$15,575,000	$3,845,000	$69,167,000
Debenture Debt (New Debt Only)		$0	$0	$9,700,000	$7,100,000	$6,340,000	$0	$23,140,000
Equipment Replacement Fund		$291,000	$1,205,250	$406,000	$290,000	$450,000	$200,000	$2,551,250
Grants (Federal, Provincial)		$0	$40,000	$0	$0	$0	$0	$40,000
Donations / Third Party Funding		$0	$2,500,000	$2,500,000	$0	$0	$0	$5,000,000
Reserve Fund		$0	$0	$0	$0	$0	$0	$0
		$9,946,000	**$26,697,250**	**$25,026,000**	**$21,765,000**	**$22,365,000**	**$4,045,000**	**$99,898,250**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount from the 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: **2.670**

Service Name: **Regional Water Supply**

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
WATERSHED PROTECTION													
Planning													
17-01	Renewal	Historic Goldstream Powerhouse Building	Repairs of historic Goldstream Powerhouse building **and work toward making the site accessible to the public**	$166,000	B	WU	-	**$10,000**	**$20,000**	**$20,000**	-	-	$50,000
17-04	New	Water Supply Area - Fish Stream Assessments	Inventory and assessment of fish, fish habitat, and stream channel stability in priority streams in the GVWSA.	$325,000	L	WU	$18,000	$18,000	-	-	-	-	$18,000
18-10	Study	Species-at-Risk Wildlife Habitat	**Assessments (office and field) and planning for managing wildlife habitat, in particular species-at-risk habitat, in the GVWSA.**	$185,000	L	WU	$8,000	$8,000	**$50,000**	-	-	-	$58,000
19-30	Study	Leech WSA Lakes/Tributaries Assessment	An assessment of the physical, chemical and biological parameters of the lakes in the Leech WSA.	$75,000	L	WU	$50,000	$50,000	-	-	-	-	$50,000
20-05	Renewal	Leech WSA Terrestrial Ecosystem Mapping & Wetland Classification/Mapping	Classification and mapping of terrestrial ecosystems and wetlands and integration with Sooke and Goldstream data.	$180,000	L	WU	-	$180,000	-	-	-	-	$180,000
20-06	Study	Addressing mining in Leech WSA (impacts, agreements)	Funding to support work to reduce the impact of mining claims in the Leech WSA	**$60,000**	L	WU	$24,000	$24,000	**$10,000**	**$10,000**	**$10,000**	**$10,000**	$64,000
20-27	Study	GVWSA Forest Resilience - wildfire/forest modelling and forest management field trials	Modelling forest and wildfire risk under climate change scenarios & forest/fuel management field trials.	$260,000	L	WU	$75,000	$145,000	$50,000	-	-	-	$195,000
20-28	Study	GVWSA Forest Resilience - Assessments of forest health and resilience	Field assessments to better understand current forest health and resilience.	$230,000	L	WU	$65,000	$160,000	$60,000	-	-	-	$220,000
21-19	Study	Lakes Assessment Sooke and Goldstream WSAs	An assessment of the physical, chemical and biological parameters of the natural lakes in Sooke and Goldstream WSAs	$75,000	L	WU	$75,000	$75,000	-	-	-	-	$75,000
21-20	Study	West Leech Road	Plan followed by construction of a road to access the western portion of the Leech WSA.	$320,000	L	WU	$10,000	**$110,000**	**$100,000**	**$100,000**	-	-	$310,000
22-03	Study	GVWSA Land Exchange/Acquisition	Land surveys, appraisals to support decisions regarding land exchange to increase catchment area or buffer water supply areas.	**$180,000**	L	WU	-	**$60,000**	**$60,000**	**$60,000**	-	-	$180,000
23-02	Renewal	GVWSA LiDAR Mapping	Detailed contour mapping of ground, vegetation and tree cover (3D scanning)	$120,000	L	WU	-	-	$120,000	-	-	-	$120,000
22-04	**Renewal**	**GVWSA Orthophotography**	**Annual contribution to capture of regional digital orthophotography for baseline mapping and monitoring.**	**$95,000**	**L**	**WU**	**-**	**$15,000**	**$15,000**	**$20,000**	**$20,000**	**$25,000**	**$95,000**
22-09	**Study**	**GVWSA Powerlines Wildfire Risk Mitigation Plan**	**A detailed assessment, options and plan to reduce the risk of wildfire start from tree fall onto CRD powerlines in the GVWSA.**	**$50,000**	**L**	**WU**	**-**	**$50,000**	**-**	**-**	**-**	**-**	**$50,000**
22-10	**New**	**GVWSA/RWS Educational Videos**	**Development of educational videos to address Regional Water Supply issues of interest to the public such as: wildfire risk and mitigation; climate change; water supply master plan update.**	**$60,000**	**L**	**WU**	**-**	**$30,000**	**$30,000**	**-**	**-**	**-**	**$60,000**
23-05	**Study**	**Spill Management Plan and Implementation**	**Review, assessment and re-development of a spill management plan for the GVWSA along with potential procurement of additional equipment or supplies.**	**$50,000**	**L**	**WU**	**-**	**$50,000**	**-**	**-**	**-**	**-**	**$50,000**
Capital													
09-01	Renewal	Leech River Watershed Restoration	A 17 year project to restore the Leech WSA lands for water supply.	$5,756,000	L	WU	$25,000	$225,000	$200,000	$200,000	$200,000	-	$825,000

Service #: 2.670

Service Name: Regional Water Supply

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
16-01	Renewal	Replace Gatehouse at Goldstream Entrance	The GVWSA entry gatehouse at Goldstream is past end of life and is to be replaced with a purpose built structure with improved vehicle flow and security function.	**$1,800,000**	B	WU	$310,000	**$1,710,000**	-	-	-	-	$1,710,000
16-06	Renewal	Goldstream IWS Field Office[1]	Renewal of Water Quality field office, lab and equipment and supplies storage and Watershed Protection office, training space and equipment storage at Goldstream entrance, replacing longstanding temporary facilities.	**$1,500,000**	B	WU	$200,000	**$850,000**	**$500,000**	-	-	-	$1,350,000
16-06				**$5,000,000**	B	Other	-	**$2,500,000**	**$2,500,000**	-	-	-	$5,000,000
17-02	New	Leech River HydroMet System	Installation of a network of hydrometeorological stations to collect water quantity and quality information for the Leech WSA.	$0	E	WU	$80,000	$80,000	-	-	-	-	$80,000
18-05	New	GVWSA Forest Fuel Management/FireSmart Activities	Implementation of forest fuel management and FireSmart actions in strategic locations for wildfire risk management in the GVWSA.	**$850,000**	L	WU	$50,000	$150,000	$100,000	$100,000	$100,000	**$100,000**	$550,000
19-02	New	Whiskey Creek Bridge Replacement (Sooke WSA)	Replacement of the existing undersized bridge with a longer and higher concrete structure.	$300,000	S	WU	-	-	$300,000	-	-	-	$300,000
19-19	New	Hydromet Upgrades Sooke and Goldstream	Install additional hydrology monitoring sites on Sooke Lake Reservoir inflow streams and increase instrumentation on meteorological stations in Sooke and Goldstream watersheds.	$170,000	E	WU	$50,000	$50,000	-	-	-	-	$50,000
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.	**$560,000**	S	WU	-	**$400,000**	**$160,000**	-	-	-	$560,000
20-29	Renewal	GVWSA Gravel Crushing	Production of gravel at existing quarries in Sooke and Goldstream WSAs.	**$650,000**	S	WU	-	-	**$100,000**	-	-	**$200,000**	$300,000
21-01	New	31N Bridge to Replace Undersized Culvert (Goldstream WSA)	Replacement of the existing undersized and failing culvert with a bridge structure.	$325,000	S	WU	$25,000	$25,000	-	-	-	-	$25,000
21-26	New	Road Deactivation/Rehabilitation in the GVWSA	Deactivate or rehabilitate unneeded roads in the Sooke and Goldstream WSAs.	**$520,000**	L	WU	-	$100,000	$100,000	$100,000	$100,000	**$100,000**	$500,000
21-27	New	Autogate Installations on Primary Access Routes	Install autogates on the main access routes where the Sooke Hills Wilderness Trail and E&N rail line cross to improve security	**$800,000**	S	WU	-	**$250,000**	**$300,000**	-	-	-	$550,000
21-28	New	GVWSA Land Acquisition Priorities	Acquisition of land parcel near Grant Lake and security installations.	$750,000	L	WU	$45,000	$45,000	-	-	-	-	$45,000
22-02	New	Muckpile Bridge Supply and Install (Deception)	Replacement of undersized culverts with bridge which will allow for fish and western toad migration.	$325,000	S	WU	-	-	-	-	**$325,000**	-	$325,000
23-04	Renewal	17S/Sooke Main Bridge Replacement	Undersized bridge replacement	$300,000	S	WU	-	-	-	-	-	**$300,000**	$300,000
24-01	Renewal	6M/Judge Creek Culvert Replacement (Sooke WSA)	Undersized culvert replacement	$200,000	S	WU	-	-	-	$200,000	-	-	$200,000
22-11	**New**	**Additional Boom Anchors for Sooke Lake Reservoir debris boom**	**The log boom protecting the Sooke Lake Reservoir Intake Tower from floating woody debris is inadequately anchored and requiring two additional anchors.**	**$60,000**	**E**	**WU**	**-**	**$40,000**	**-**	**-**	**-**	**-**	**$40,000**
22-12	**Renewal**	**Replace Zodiac for Sooke Lake Reservoir**	**The zodiac for nearshore work in Sooke Lake Reservoir is at end-of-life and requires replacement.**	**$10,000**	**E**	**WU**	**-**	**$10,000**	**-**	**-**	**-**	**-**	**$10,000**
22-13	**Renewal**	**Replace Storage Sheds with Containers**	**The existing storage shed does not provide proper storage for supplies and should be replaced with rodent proof sea containers**	**$50,000**	**E**	**WU**	**-**	**$20,000**	**-**	**-**	**-**	**-**	**$20,000**
23-10	**New**	**Work platform for Sooke Lake Reservoir**	**A towable work platform for conducting stationary on-water work activities such as boom and intake tower maintenance and spill response.**	**$30,000**	**E**	**WU**	**-**	**-**	**$30,000**	**-**	**-**	**-**	**$30,000**
23-11	**New**	**Second Wildfire Camera for Leech WSA**	**A secondary wildfire camera to monitor for heat and smoke signatures in the Leech WSA during fire season.**	**$50,000**	**E**	**WU**	**-**	**-**	**$50,000**	**-**	**-**	**-**	**$50,000**
WaterShed Protection Sub-Total				**$22,437,000**			**$1,110,000**	**$7,440,000**	**$4,855,000**	**$810,000**	**$755,000**	**$735,000**	**$14,595,000**
INFRASTRUCTURE ENGINEERING AND OPERATIONS													
Planning													
16-10	New	Post Disaster Emergency Water Supply	Identify and procure emergency systems for post disaster preparedness.	$2,050,000	S	WU	-	$200,000	$200,000	$200,000	$200,000	**$200,000**	$1,000,000
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	$200,000	$200,000	-	-	-	-	$200,000
19-15	New	Hydraulic Capacity Assessment and Transient Pres	Determine the existing level-of-service for the RWSC transmission system and conduct a 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	$200,000	S	WU	$100,000	$100,000	-	-	-	-	$100,000
20-10	Study	Condition & Vulnerability Assessment	Conduct a condition assessment of critical supply infrastructure and assess its possibility of risk.	$200,000	S	WU	$200,000	$200,000	-	-	-	-	$200,000
20-11	Study	Develop Master Plan	Develop a long term strategic plan to anticipate water demand, water treatment, and future siting of facilities.	$500,000	S	WU	$100,000	$100,000	-	-	-	-	$100,000
21-05	Study	Level of Service Agreement	From #19-15 & #20-11, develop level-of-service agreements for participating municipalities to address hydraulic capacity of infrastructure.	$150,000	S	WU	$150,000	$150,000	-	-	-	-	$150,000
Capital													$0
18-07	New	Replacement of UV System	Replacement of the UV system at the Goldstream Water Treatment Plant	$5,400,000	E	WU	$100,000	$3,100,000	$1,800,000	-	-	-	$4,900,000
18-08	Replacement	Bulk Supply Meter Replacement Program	Planned replacement of aging bulk meter replacement based upon a condition assessment and water audit.	$2,050,000	E	WU	$100,000	$300,000	$200,000	$200,000	$150,000	-	$850,000
18-15	Renewal	Corrosion Protection Program	Study deficiencies in the current material protection and implement recommendations.	$1,150,000	S	WU	$50,000	$200,000	$150,000	$150,000	$150,000	$150,000	$800,000
18-18	Replacement	Main No.3 Segment Replacement	Replacement of segments of Main No. 3 based upon previous studies.	$15,600,000	S	WU	$150,000	$600,000	$4,900,000	$4,900,000	$4,900,000	-	$15,300,000
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.	$600,000	S	WU	-	-	-	$100,000	-	-	$100,000
19-23	New	Critical Spare Equipment Storage & Pipe Yard	Plan, design and construct a critical equipment storage building.	**$600,000**	S	WU	$200,000	$200,000	**$300,000**	-	-	-	$500,000
20-16	Replacement	Cecelia Meter Replacement	Replacement of the Cecelia billing meter as well as its enclosure.	$1,000,000	S	WU	-	$450,000	$450,000	-	-	-	$900,000
20-17	Replacement	Decommission Smith Hill Site	Plan and decommission the abandoned Smith Hill reservoir site.	$800,000	S	WU	-	$150,000	-	$500,000	-	-	$650,000
20-32	New	pH Adjustment Facility	Design and construct a pH adjustment facility based upon the results of the pH and corrosion study.	$2,500,000	S	WU	-	$100,000	$2,400,000	-	-	-	$2,500,000
21-06	Replacement	Sooke Lake Dam Spillway Hoist and Stop Log Replacement	Replacement of the sluice gate spillway hoist and stop logs at Sooke Lake Dam.	$275,000	E	WU	-	$200,000	-	-	-	-	$200,000
21-07	Replacement	Goldstream Water Treatment Plant Communications Upgrade	Increase reliability and resilience of data and voice communications between the UV Plant, Sodium Hypochlorite Building, Ammonia Building.	$250,000	S	WU	$50,000	**$50,000**	-	-	-	-	$50,000

Service #: 2.670

Service Name: Regional Water Supply

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
21-09	New	Goldstream Water Chlorination Gas System Removal	Plan and construct provisions for removal of chlorination system	$200,000	S	WU	$100,000	**$100,000**	-	-	-	-	$100,000
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.	$650,000	E	WU	$50,000	**$500,000**	-	-	-	-	$500,000
21-11	Replacement	RWS Supply Main No. 4 Upgrade	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.	$33,900,000	S	WU	$1,500,000	$1,500,000	$6,300,000	$11,400,000	$13,500,000	$900,000	$33,600,000
21-12	New	SRRDF Upgrade	Increased water flows in the Sooke region have resulted in an additional sodium hypochlorite dosing pump and automation for summer flows.	**$425,000**	E	WU	-	**$350,000**	-	-	-	-	$350,000
22-14	**New**	**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**	-	**$50,000**	-	-	-	-	$50,000
22-15	**New**	**Microwave Radio Upgrades**	**To provide a high bandwidth communications backbone to the RWS system, a microwave communications system will be installed.**	**$300,000**	**S**	**WU**	-	**$300,000**	-	-	-	-	$300,000
22-16	**Renewal**	**Goldstream WTP Drainage Improvements**	**Construct drainage improvements for the Goldstream Water Treatment Plant and assess**	**$200,000**	**S**	**WU**	-	**$200,000**	-	-	-	-	$200,000
22-17	**New**	**Goldstream WTP Safety Improvements**	**Construct employee and public safety improvements such as a trail notification system if there was an ammonia spill.**	**$200,000**	**E**	**WU**	-	**$200,000**	-	-	-	-	$200,000
Infrastructure Engineering and Operations Sub-Total				**$69,900,000**			**$3,150,000**	**$9,600,000**	**$16,700,000**	**$17,450,000**	**$18,900,000**	**$1,250,000**	**$63,900,000**
DAM SAFETY PROGRAM			**Database)**										
16-16	Renewal	Implications from Goldstream Dam Safety Review	Conduct dam improvements at the Goldstream dams that resulted for the Dam Safety Review and routine inspections (refer to the Dam Safety Database).	$825,000	S	WU	$200,000	$275,000	$75,000	$75,000	-	-	$425,000
16-17	Renewal	Butchart Dam No. 5 Remediation Planning & Construction	Phase 1 Rehabilitation (grouting) of Butchart Dam No. 5 and planning for Phase 2.	$3,550,000	S	WU	$2,000,000	$2,000,000	-	-	-	-	$2,000,000
17-25	Renewal	Implications from Sooke Lake Dam Safety Review	Conduct dam improvments at the Sookel Lake Dam that resulted from the Dam Safety Review and routine inspections (refer to the Dam Safety Database)	$1,210,000	S	WU	$500,000	$500,000	-	-	-	-	$500,000
18-19	New	Sooke Lake Dam - Instrumentation System Improvements	Complete dam performance instrumentation system/surveillance improvements for the Sooke Lake Dam.	$1,300,000	S	WU	$500,000	$600,000	$100,000	$100,000	-	-	$800,000
18-20	New	Sooke Lake Dam - Breach Risk Reduction Measures	Implement measures to reduce Sooke Lake Dam breach implications in the unlikely event of dam failure (refer to the NHC Consulting study).	$600,000	S	WU	$500,000	$500,000	-	-	-	-	$500,000
19-07	New	Integrate Dam Performance and Hydromet to SCADA	Integrate the dam safety instrumentation/surveillance (i.e. piezometers and weirs) and HydroMet stations to report to WIO through the existing SCADA system.	$1,100,000	E	WU	$500,000	$1,000,000	-	-	-	-	$1,000,000
19-09	New	Cabin Pond Dams Decommissioning	The Cabin Pond Dams (x2) have been retired from drinking water service, plan to decommission.	**$100,000**	S	WU	-	-	-	**$100,000**	-	-	$100,000
19-12	New	Goldstream Dams Instrumentation Improvements	Conduct dam safety instrumentation/surveillance improvements (refer to report from Thurber Engineering).	$600,000	S	WU	$500,000	-	**$100,000**	**$400,000**	-	-	$500,000
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).	$300,000	E	WU	$100,000	$150,000	$50,000	$50,000	-	-	$250,000
20-19	Replacement	Goldstream System High Level Outlet Valve Replacements	The Goldstream and Butchart high level outlet valves have been identified as requiring replacement.	$200,000	S	WU	$50,000	$150,000	-	-	-	-	$150,000
21-03	New	Deception Dam - Dam Safety Review 2021 & Improvements	Conduct a Dam Safety Review and improvements for the Deception Dam.	$300,000	S	WU	$100,000	$200,000	-	-	-	-	$200,000
21-04	New	Saddle Dam - Dam Safety Review 2021 & Improvements	Conduct a Dam Safety Review and improvements for the Saddle Dam.	$200,000	S	WU	$100,000	$100,000	-	-	-	-	$100,000
21-21	Replacement	Goldstream Dams - 4 Low Level Gate Improvements	Logistics planning in 2021, installation in 2022	$150,000	S	WU	$100,000	$100,000	-	-	-	-	$100,000
21-22	Study	Charters Dam - Dam Safety Review 2021	Legislated obligation to conduct Dam Safety Review.	$250,000	S	WU	$50,000	$150,000	-	-	-	-	$150,000
22-08	New	Deception Dam Surveillance Improvements	Replace and supplement the Dam Safety Instrumentation at Deception Dam.	$450,000	S	WU	-	$150,000	$300,000	-	-	-	$450,000
23-01	New	Sooke Lake Dam Update Seismic Assessment	Conduct a seismic assessment of the Sooke Lake Dam as per the previous Dam Safety Reviews.	$150,000	E	WU	-	-	**$150,000**	-	-	-	$150,000
23-07	Renewal	Sooke Lake Dam Spillway and Gates Retrofit	Detail and construct seismic retrofits for the existing structures initially focusing on the spillway and gates structures.	$450,000	S	WU	-	-	$150,000	$300,000	-	-	$450,000
23-08	Study	Regional Watershed Dams – Flood Forecasting System	Update the existing flood forecasting system (WD4Cast) to a modern version including Standard Operating Procedures and training for staff.	$300,000	S	WU	-	-	$150,000	$150,000	-	-	$300,000
23-09	Study	Sooke Lake Dam - Dam Safety Review 2023 & Addressing Implications	Conduct a Dam Safety Review (recommended 10 year review cycle)	$800,000	S	WU	-	-	**$200,000**	**$300,000**	**$300,000**	-	$800,000
25-01	Study	Goldstream Dam - Dam Safety Review 2025 & Addressing Implications	Conduct a Dam Safety Review in 2023 (recommended 10 year review cycle)	**$350,000**	S	WU	-	-	-	-	$150,000	**$200,000**	$350,000
25-02	Study	Probable Maximum Flood and Inflow Design Flood Updates	Update the previous edition from 2015 (recommended 10 year review cycle).	$150,000	S	WU	-	-	-	-	$150,000	-	$150,000
Dam Safety Program Sub-Total				**$13,335,000**			**$5,200,000**	**$5,875,000**	**$1,275,000**	**$1,475,000**	**$600,000**	**$200,000**	**$9,425,000**
WATER QUALITY													
20-04	New	Sooke Lake HyDy Model Development	Critical data collection, model building+calibration, model utilization for 3 different scenarios	$340,000	E	WU	$80,000	$260,000	$30,000	$30,000	-	-	$320,000
21-13	New	Flowcam Imaging System	Utilize semi-automated algal analysis to meet increased demands without increasing FTEs	$150,000	E	WU	-	$10,000	-	-	-	-	$10,000
21-29	Renewal	Microbiological plate pourer	Automation of manual process to increase capacity/worker safety	$30,000	E	WU	-	-	-	-	-	-	$0
22-05	New	WQ Lab Capital Improvements	Building improvements in the lab	$40,000	B	WU	-	$40,000	-	-	-	-	$40,000

Service #: 2.670

Service Name: Regional Water Supply

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
22-06	Study	Sooke Lake Food Web Study	Assess the aquatic food web structure and create an inventory of fish and invertebrate species and distribution in Sooke Lake Reservoir - to be used as indicators of stream health	$100,000	S	WU	-	$100,000	-	-	-	-	$100,000
22-07	Study	Bulk-Water Connection Backflow Protection Study	Investigate all bulk-water connections to CRD or municipal systems and identify the need for backflow protection	$50,000	S	WU	-	$50,000	-	-	-	-	$50,000
23-06	Study	GVDWS Nitrification Study	Investigate nitrification occurrence and potential impacts on drinking water quality	$50,000	S	WU	-	-	$50,000	-	-	-	$50,000
22-19	New	Microbiological Media Preparator	Microbiological media preparator for automation of manual/hazardous tasks	$45,000	E	WU	-	$45,000	-	-	-	-	$45,000
24-02	Replacement	Boat Motor Replacement with Electric Outboards (Sooke and Goldstream Boats)	50hp and 15hp motor replacement due to age and water quality concerns, large electric outboards are already available from Torqeedo for instance	$60,000	E	WU	-	$60,000	-	-	-	-	$60,000
Water Quality Sub-Total				**$865,000**			**$80,000**	**$565,000**	**$80,000**	**$30,000**	**$0**	**$0**	**$675,000**
ANNUAL PROVISIONAL													
17-27	Replacement	Watershed Bridge and Culvert Replacement	Replacement of small culverts and bridges throughout the GVWSA.	$1,000,000	S	WU	-	$200,000	$200,000	$200,000	$200,000	**$200,000**	$1,000,000
17-28	Replacement	Watershed Security Infrastructure Upgrade and Replacement	New, upgrade and replacement of security infrastructure in the GVWSA.	**$600,000**	E	WU	-	**$150,000**	**$150,000**	**$150,000**	**$100,000**	**$100,000**	$650,000
17-29	Replacement	Water Supply Area Equipment Replacement	Hydrometeorological, fireweather and wildfire suppression equipment replacement.	$425,000	E	WU	-	**$85,000**	**$85,000**	**$85,000**	**$85,000**	**$85,000**	$425,000
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 Parts Replacement	Replacement of incidental equipment and parts associated with the disinfection system.	**$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 itesm in the dam safety database/risk registry	**$1,500,000**	S	WU	-	**$300,000**	**$300,000**	**$300,000**	**$300,000**	**$300,000**	$1,500,000
19-22	Replacement	SCADA Repairs & Equipment Replacement	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	-	$150,000	$150,000	$150,000	$150,000	**$150,000**	$750,000
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**	$250,000
21-16	Replacement	Valve Chamber Upgrades	Replace failing valves and appurtenances along the RWS supply system.	$1,000,000	S	WU	-	$200,000	$200,000	$200,000	$200,000	**$200,000**	$1,000,000
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	$100,000	E	WU	-	$25,000	$25,000	$25,000	$25,000	$25,000	$125,000
Annual Provisional Sub-Total				**$8,375,000**			**$0**	**$1,710,000**	**$1,710,000**	**$1,710,000**	**$1,660,000**	**$1,660,000**	**$8,450,000**
CUSTOMER AND TECHNICAL SERVICES													
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.	$2,495,000	V	ERF	$291,000	$1,205,250	$406,000	$290,000	$450,000	$200,000	$2,551,250
20-22	New	Vehicle for the Dam Safety Program	New Transit Van	$80,000	V	WU	$35,000	**$80,000**	-	-	-	-	$80,000
20-23	New	Vehicle for the CSE Support Program	New Transit Van	$62,000	V	WU	$45,000	**$80,000**	-	-	-	-	$80,000
21-30	New	Vehicle for Warehouse Operations	New pick up	$62,000	V	WU	$35,000	**$62,000**	-	-	-	-	$62,000
22-18	**New**	**Electric Vehicle Charging Stations**	**7 Dual charging stations at 479 Island Hwy and 1 Dual charging station at the Watershed Protection FOC**	**$80,000**	**E**	**WU**	**-**	**$40,000**	-	-	-	-	$40,000
22-18					**E**	**Grant**	**-**	**$40,000**	-	-	-	-	$40,000
Customer and Technical Services Sub-Total				**$2,779,000**			**$406,000**	**$1,507,250**	**$406,000**	**$290,000**	**$450,000**	**$200,000**	**$2,853,250**
			GRAND TOTAL	**$117,691,000**			**$9,946,000**	**$26,697,250**	**$25,026,000**	**$21,765,000**	**$22,365,000**	**$4,045,000**	**$99,898,250**

Service:	2.670	Regional Water Supply

Project Number	Capital Project Title	Capital Project Description
17-01	Historic Goldstream Powerhouse Building	Repairs of historic Goldstream Powerhouse building and work toward making the site accessible to the public

Project Rationale

Located near the Japan Gulch Treatment Plant and the Great 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 is being used to replace the roof membrane/envelope in 2021 ($76,000). Funds are requested in 2022, 2023 and 2024 to plan and then implement security and basic public interpretation signage working toward a goal to make the site available to the public from the nearby Sooke Hills Wilderness Trail. Grant funding, partnership and volunteering opportunities to conserve the building and share its history will continue to be sought.**

Project Number	Capital Project Title	Capital Project Description
17-04	Water Supply Area - Fish Stream Assessments	Inventory and assessment of fish, fish habitat, and stream channel stability in priority streams in the GVWSA.

Project Rationale

Presence or absence of fish as well as fish habitat information has only been collected in the Water Supply Areas on an as-needed basis related to specific road projects. In order to adequately plan and manage for fish habitat and water quality a systematic inventory and assessment of fish habitat, stream channel stability, and the hydrological condition of stream corridors will be conducted over three field seasons. The funding for 2019 is insufficient to conduct fish stream assessments in the entire Leech Water Supply Area. An additional $100,000 in 2020 will allow for fish stream surveys to be carried out in the western and northern portions of the Leech which cannot be completed in 2019.

Project Number	Capital Project Title	Capital Project Description
18-10	Species-at-Risk Wildlife Habitat	Assessments (office and field) and planning for managing wildlife habitat, in particular species-at-risk habitat, in the GVWSA.

Project Rationale

An assessment (office and field) and conservation plan for managing wildlife habitat, in particular species-at-risk habitat, in the GVWSA. Funds in 2018 ($35,000) will be used for compilation of existing knowledge of species, distribution, habitat, research. Funds in 2019 and 2020 ($50,000 each) will be used to field verify species, critical habitat and movement corridors. Funds added in 2021 ($25,000) are to develop a GVWSA specific conservation plan based on the office and field investigations. **Funds added in 2023 are in anticipation of future habitat mapping required to address BC Species-at-Risk legislation (currently being developed).**

Project Number	Capital Project Title	Capital Project Description
19-30	Leech WSA Lakes/Tributaries Assessment	An assessment of the physical, chemical and biological parameters of the lakes in the Leech WSA.

Project Rationale

To assess restoration of the Leech Water Supply Area and prepare for use of Leech River water to supplement Sooke Lake Reservoir, baseline monitoring of the hydrological, physical, chemical and biological parameters of the main Leech WSA source waterbodies will be conducted. The work will be undertaken in conjunction with the Water Quality division. (Action from the 2017 Strategic Plan for Regional Water Supply).

Service:	2.670	Regional Water Supply

Project Number	Capital Project Title	Capital Project Description
20-05	Leech WSA Terrestrial Ecosystem Mapping & Wetland Classification/Mapping	Classification and mapping of terrestrial ecosystems and wetlands and integration with Sooke and Goldstream data.

Project Rationale The existing Leech WSA terrestrial ecosystem mapping received from the previous landowner is not consistent with that of Sooke and Goldstream WSAs. The project is to renew the ecosystem mapping to a standard that matches Sooke and Goldstream for consistent data and analysis. There has been no detailed mapping of Leech WSA wetlands. The project is to conduct detailed wetland mapping in the Leech WSA to a standard that matches Sooke and Goldstream for consistent data and analysis. The projects have been combined (ecosystem mapping (20-05) and wetland mapping (20-06) and moved forward from 2020 to 2021. The project has been further moved forward from 2021 to 2022.

Project Number	Capital Project Title	Capital Project Description
20-06	Addressing mining in Leech WSA (impacts, agreements)	Funding to support work to reduce the impact of mining claims in the Leech WSA

Project Rationale Assessment and/or studies **and/or funds to buy and cancel mining claims** to mitigate impacts from mining activities **and with the goal of reducing mining claims** in the Leech Water Supply Ar

Project Number	Capital Project Title	Capital Project Description
20-27	GVWSA Forest Resilience - wildfire/forest modelling and forest management field trials	Modelling forest and wildfire risk under climate change scenarios & forest/fuel management field trials.

Project Rationale Projects to: a). model impact of climate change on forests, forest fuel types, and associated wildfire behavior and probability and potential effects of management options; and b). trial forest and fuel management treatments that reduce wildfire risk, such as prescribed fire and stand diversification, in the Leech WSA prior to considering those treatment options in Sooke or Goldstream WSAs.

Project Number	Capital Project Title	Capital Project Description
20-28	GVWSA Forest Resilience - Assessments of forest health and resilience	Field assessments to better understand current forest health and resilience.

Project Rationale Field assessments to better understand current forest health and resilience including: increasing pine mortality, increase in bark beetle killed trees, existing advance regeneration in the understory, sedimentation sources from roads. The project funding for 2021 and 2022 is moved forward by one year to 2022 and 2023.

Service:	2.670	Regional Water Supply

Project Number	Capital Project Title	Capital Project Description
21-19	Lakes Assessment Sooke and Goldstream WSAs	An assessment of the physical, chemical and biological parameters of the natural lakes in Sooke and Goldstream WSAs

Project Rationale Small lakes in the Sooke and Goldstream WSAs influence both watershed hydrology and water quality in downstream creeks and supply reservoirs. While basic water quality sampling has been undertaken in some of these water bodies, there is a need to map the bathymetry, calculate water volumes, and conduct more comprehensive sampling of the chemical and biological parameters and aquatic vegetation of these lakes. This will facilitate comparisons of these parameters with lakes in the Leech WSA and water quality in existing and future water supply lands.

Project Number	Capital Project Title	Capital Project Description
21-20	West Leech Road	Plan followed by construction of a road to access the western portion of the Leech WSA.

Project Rationale A large portion of the western Leech WSA currently has overgrown unassessed roads. Brushing, upgrade, re-surfacing and some new road construction is required to provide access to this area for wildfire response, security patrols and forest management. **Funds to implement plans have been added for 2022-2024.**

Project Number	Capital Project Title	Capital Project Description
22-03	GVWSA Land Exchange/Acquisition	Land surveys, appraisals to support decisions regarding land exchange to increase catchment area or buffer water supply areas.

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. Funds would be used to undertake appraisals, legal surveys, and legal fees for work to develop agreements to purchase or exchange lands.

Project Number	Capital Project Title	Capital Project Description
23-02	GVWSA LiDAR Mapping	Detailed contour mapping of ground, vegetation and tree cover (3D scanning)

Project Rationale LiDAR (which stands for Light Detection and Ranging) uses light in the form of a pulsed laser to measure ranges (distances). LiDAR can be acquired when orthophotography or other data is collected from the air. LiDAR provides three-dimensional information about the forest stand structure which can be used by GIS (Geographic Information Systems). LiDAR data can be used to quantify forest structure, canopy biomass, and the size and configuration of forest openings to improve understanding of forest fuel loadings and watershed disturbance processes.

Service:	2.670	Regional Water Supply

Project Number	22-04	**Capital Project Title**	GVWSA Orthophotography	**Capital Project Description**	Annual contribution to capture of regional digital orthophotography for baseline mapping and monitoring.
Project Rationale	**Every two years CRD coordinates with municipalities and other levels of government to update aerial photography of the combined areas of interest in the region and develop an overall digital mosiac image. The images of the Greater Victoria Water Supply Area are used to monitor forest disturbances and adjacent land use activities and update spatial databases. To date these funds have come from Operating budgets, making it difficult to undertake other projects in the years when the photography is being flown. Annual funding will provide an onging contribution to this overall project.**				

Project Number	22-09	**Capital Project Title**	GVWSA Powerlines Wildfire Risk Mitigation Plan	**Capital Project Description**	A detailed assessment, options and plan to reduce the risk of wildfire start from tree fall onto CRD powerlines in the GVWSA.
Project Rationale	**A powerline that supplies Sooke Dam, the Head Tank, and associated infrastructure runs along the forested slopes on the east side of Sooke Lake Reservoir. Power interruption from tree fall is an ongoing concern. Tree fall on the powerline during the summer months could start a wildfire. While the forest along the line is actively managed to reduce tree fall hazard, concerns about fire starts has prompted a call to investigate the option of clearing a much wider area along the line. Funds will be used to carry out an assessment of the feasibility and impacts of this option.**				

Project Number	22-10	**Capital Project Title**	GVWSA/RWS Educational Videos	**Capital Project Description**	Development of educational videos to address Regional Water Supply issues of interest to the public such as: wildfire risk and mitigation; climate change; water supply master plan update.
Project Rationale	**The Watershed Protection division provides educational tours of the GVWSA and Regional Water Supply infrastructure. During the COVID pandemic, operating funds dedicated to tours were instead used to develop an educational video to replace or supplement tours. Going forward, there is a desire to provide further educational material on specific topics of current public interest such as: climate change and regional water supply; GVWSA wildfire management; and the Master Plan update for regional water supply. The funding request is for development of one video per year for 2022 and 2023.**				

Project Number	23-05	**Capital Project Title**	Spill Management Plan and Implementation	**Capital Project Description**	Review, assessment and re-development of a spill management plan for the GVWSA along with potential procurement of additional equipment or supplies.
Project Rationale	**The existing spill preparedness plan to protect water quality and other resources in the GVWSA is more than 15 years old. An external review, assessment and re-development of a more comprehensive spill management plan for the GVWSA that considers improved materials, technology and strategies is required. Funding may allow for procurement of recommended spill supplies, or a separate funding request may follow in a subsequent year.**				

Service:	2.670	Regional Water Supply

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 2025 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). **Funding allocated by end of 2025 will be $5,517,000; however total capital expenditure in the Leech WSA is higher when separate projects to install major bridges is considered.**

Project Number	16-01	**Capital Project Title**	Replace Gatehouse at Goldstream Entrance	**Capital Project Description**	The GVWSA entry gatehouse at Goldstream is past end of life and is to be replaced with a purpose built structure with improved vehicle flow and security function.

Project Rationale Enhanced security is required at the Goldstream entrance to the Water Supply Area. The existing gatehouse/first aid trailer has reached end of life and is unsuitable and located inside the secured area. A site design and purpose built facility with in/out roads, fencing and upgraded autogates (17-09) is planned requiring funding consistent with the project. The scope and scale of this project has increased since the current location is no longer considered feasible/advantageous for the upgrade. Preliminary design and cost estimates have been completed indicating the requested funding. The design and cost includes roadway changes and asphalt, automated gates, and the custom building.

Project Number	16-06	**Capital Project Title**	0	**Capital Project Description**	Renewal of Water Quality field office, lab and equipment and supplies storage and Watershed Protection office, training space and equipment storage at Goldstream entrance, replacing

Project Rationale Watershed Protection staff (26 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 old converted facility in the Goldstream area. In addition, there are insufficient facilities for 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. An initial investment in 2016 was used to develop a needs assessment for the building and surrounding Goldstream entrance area and cost estimates. Carry forward funds from 2020 will be used to develop a design with building and site construction planned for 2022 and 2023. The disposition of the IWS gravel pit in Goldstream is expected to largely fund the new building.**

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Project Number	17-02	**Capital Project Title**	Leech River HydroMet System	**Capital Project Description**	Installation of a network of hydrometeorological stations to collect water quantity and quality information for the Leech WSA.
Project Rationale	A 17 year $ 5.756 M capital plan is being carried out to restore the Leech Water Supply Area (Project #09-01) to prepare for future water needs. Currently only one hydrological measuring station is capturing flow and turbidity measurements 3.8 km downstream of the future water intake on the Leech River. In order to understand and predict the effect of precipitation, storm events and various restoration management measures on Leech River water quality and quantity, a network of hydrological measuring stations is needed further upstream in the Leech River watershed. This capital project first funded a design study of the most effective and efficient monitoring system that could be implemented ($10,000) prior to funding implementation beginning in 2018 ($80,000). Additional funding requests of $30,000 in 2020 (new total $100,000) and $10,000 in 2021 (new total $25,000) to provide assistance in accessing and addressing safety issues at new weather and hydrology monitoring sites and installing the equipment. Funding requests reflect difficult terrain and access to reach monitoring locations.				

Project Number	18-05	**Capital Project Title**	GVWSA Forest Fuel Management/FireSmart Activities	**Capital Project Description**	Implementation of forest fuel management and FireSmart actions in strategic locations for wildfire risk management in the GVWSA.
Project Rationale	Wildfire is the greatest threat to water quality in the GVWSA. In 2014 - 2018 CRD staff completed two new fuel reduction corridor projects. Funding to tender contract projects is required in order to complete priority fuel management projects over and above existing staff effort which will be focused on maintenance of existing fuel managed sites. A requested increase from $75,000 to $100,000 annually reflects costs experienced in the first year of tendering fuel management work. The need for fuel management to address priority areas will be ongoing and funding is required annually for the 5 year period.				

Project Number	19-02	**Capital Project Title**	Whiskey Creek Bridge Replacement (Sooke WSA)	**Capital Project Description**	Replacement of the existing undersized bridge with a longer and higher concrete structure.
Project Rationale	Whiskey Creek bridge is located on the Leechtown Main Road, one of the main access routes to Sooke Lake Dam and other critical IWS infrastructure. Whiskey Creek requires a larger bridge as it has been overtopped by storm events in the past and this poses water quality, environmental and safety risks. The project has been moved forward from 2022 to 2023 to allow higher priorities to be addressed first.				

Project Number	19-19	**Capital Project Title**	Hydromet Upgrades Sooke and Goldstream	**Capital Project Description**	Install additional hydrology monitoring sites on Sooke Lake Reservoir inflow streams and increase instrumentation on meteorological stations in Sooke and Goldstream watersheds.
Project Rationale	Only the main tributary inflows into Sooke Lake Reservoir are monitored. To better understand the hydrology of the Sooke watershed, additional hydrology monitoring sites are required. The existing meteorological stations in Sooke and Goldstream watersheds have only basic instrumentation and would benefit from additional sensors and upgrades to improve the quality of the meteorological data. The proposed funds for 2020 have been increased by $20,000 to cover the costs associated with site preparation, addressing site safety issues and assistance with station installation.				

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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 is undersized, has evidence of buried organics in the fill material and has oversteepend, 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. **The project has been moved forward from 2021 to 2022 to allow higher priorities to be addressed first. The project has been phased to replace the bridge in 2022 and replace the asphalt in 2023 with an increased budget allowance.**				

Project Number	20-29	**Capital Project Title**	GVWSA Gravel Crushing	**Capital Project Description**	Production of gravel at existing quarries in Sooke and Goldstream WSAs.
Project Rationale	**Production of 19 mm road surfacing gravel from GVWSA quarries are required every few years to maintain roads. Gravel production needs are anticipated in 2023 and 2026.**				

Project Number	21-01	**Capital Project Title**	31N Bridge to Replace Undersized Culvert (Goldstream WSA)	**Capital Project Description**	Replacement of the existing undersized and failing culvert with a bridge structure.
Project Rationale	The undersized and failing culvert on the 31N Road in the Goldstream Water Supply Area requires replacement with a bridge structure in 2021. Funding has been increased to reflect an estimated cost for bridge supply and install of $325,000.				

Project Number	21-26	**Capital Project Title**	Road Deactivation/Rehabilitation in the GVWSA	**Capital Project Description**	Deactivate or rehabilitate unneeded roads in the Sooke and Goldstream WSAs.
Project Rationale	A review was undertaken to identify roads in the Sooke and Goldstream WSAs that could be rehabilitated and removed from the road network without undue impact to operations, wildfire response and security. Funding is required over the 5 year period to make progress on the roads identified to be deactivated/rehabilitated.				

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Project Number	Capital Project Title	Capital Project Description
21-27	Autogate Installations on Primary Access Routes	Install autogates on the main access routes where the Sooke Hills Wilderness Trail and E&N rail line cross to improve security

Project Rationale Continued residential growth and corresponding increasing recreational pressure bring the public close to critical works (Goldstream Treatment Plant, and Ammonia Injection building). Recreational use of the Sooke Hills Wilderness Trail and Park also generate tresspass into the GVWSA, and Drinking Water Protection Zone. **One autogate is being installed in 2021, with three subsequent autogates to be installed during 2022 and 2023.** The proposed autogates improve security by 24 hour recorded keycard access operation and improved location to increase security.

Project Number	Capital Project Title	Capital Project Description
21-28	GVWSA Land Acquisition Priorities	Acquisition of land parcel near Grant Lake and security installations.

Project Rationale Funding to support acquisition of priority GVWSA catchment and buffer lands near Grant Lake; and integrate the lands into the GVWSA through signage, fencing and gates or barriers.

Project Number	Capital Project Title	Capital Project Description
22-02	Muckpile Bridge Supply and Install (Deception)	Replacement of undersized culverts with bridge which will allow for fish and western toad migration.

Project Rationale Replacement of undersized culverts with a concrete deck L100 bridge which will alo improve fish passage and western toad migration.

Project Number	Capital Project Title	Capital Project Description
23-04	17S/Sooke Main Bridge Replacement	Undersized bridge replacement

Project Rationale The current structure (3 concrete culverts side-by-side with a concrete deck) does not allow adequate room to pass potential storm debris. The most recent engineering inspection stated this recycled structure is in fair shape, with spalling of the concrete. The structure is planned to be replaced with a free span concrete bridge. **The project has been moved forward from 2023 to 2025 to allow higher priorities to be addressed first.**

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Project Number	Capital Project Title	Capital Project Description
24-01	6M/Judge Creek Culvert Replacement (Sooke WSA)	Undersized culvert replacement

Project Rationale This culvert is very undersized on a slow moving section of creek, which seasonally can be overtopped and unpassable for vehicles. This culvert with be replaced with a larger, fish-friendly structure.

Project Number	Capital Project Title	Capital Project Description
22-11	Additional Boom Anchors for Sooke Lake Reservoir debris boom	The log boom protecting the Sooke Lake Reservoir Intake Tower from floating woody debris is inadequately anchored and requiring two additional anchors.

Project Rationale **The debris boom on Sooke Lake Reservoir with the existing anchors has the capacity to strike the Intake Tower if the boom breaks. It is recommended to add two additional anchors to ensure that if the boom breaks it will not damage the Intake Tower.**

Project Number	Capital Project Title	Capital Project Description
22-12	Replace Zodiac for Sooke Lake Reservoir	The zodiac for nearshore work in Sooke Lake Reservoir is at end-of-life and requires replacement.

Project Rationale **The current Zodiac (rigid inflatible), is near end of life and is not holding air. It is used for near shore work on the primary reservior, and spill response or rescue in the event of a boat incident on Sooke Lake Reservoir. The existing trailer and engine are in acceptable condition, so only a new hull is required.**

Project Number	Capital Project Title	Capital Project Description
22-13	Replace Storage Sheds with Containers	The existing storage shed does not provide proper storage for supplies and should be replaced with rodent proof sea containers

Project Rationale **The existing storage facility (sheds) in the Pipeyard used for Infrastructure Operations and Watershed Protection equipment and supplies is enclosed but not sealed from the elements or rodents with a gravel bottom; and is nearing end of life. Due to health and safety concerns, the sheds are to be replaced with basic seacan storage containers that can be sealed and readily moved as needs change.**

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Project Number	Capital Project Title	Capital Project Description
23-10	Work platform for Sooke Lake Reservoir	A towable work platform for conducting stationary on-water work activities such as boom and intake tower maintenance and spill response.

Project Rationale **This request is for a non-powered towable dock or barge that can be moved to various project sites as required. It allows workers to easily access work on the water from a stable platform, and can allow small equipment (pumps or generators) to be operated on appropriate spill containment, and to be left in place for extended periods of time.**

Project Number	Capital Project Title	Capital Project Description
23-11	Second Wildfire Camera for Leech WSA	A secondary wildfire camera to monitor for heat and smoke signatures in the Leech WSA during fire season.

Rapid detection is key to taking action when fires are still small and controllable. An infrared camera network, supported by software to identify potential ignitions, can be monitored by staff and an after hours service to rapidly provide an alert to new fire starts. This allows response staff to arrive before the fire has a chance to dig in and start to spread quickly. There is an existing camera at Mount Healy that "sees" large portions of the Sooke WSA. The Leech WSA is the most remote and least visible area (to the public and staff) and there is a strong benefit to early detection. The camera may need to be supported with a tower and communications upgrades.

Project Number	Capital Project Title	Capital Project Description
16-10	Post Disaster Emergency Water Supply	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 start implementing these additional works.

Project Number	Capital Project Title	Capital Project Description
17-13	Asset Management Plan	Development of a plan to inform future areas of study and highlight critical infrastructure improvements.

Project Rationale This plan will bring various components together from items 14-01, 16-07, 16-08, 16-09, 16-10 and 16-11 and form a strategic plan that will identify future study and construction requirements with capital replacement budgets and schedules.Additional funds are required to complete additional investigations highlighted in the 2017 study.

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Project Number	19-15	**Capital Project Title**	Hydraulic Capacity Assessment and Transient Pressure Analysis	**Capital Project Description**	Determine the existing level-of-service for the RWSC transmission system and conduct a transient pressure analysis
Project Rationale	The RWSC transmission is complex with all the connection points to it. Funding is required to determine the available pressures and flows throughout the transmission system and whether it is susceptible to transient pressure waves.				

Project Number	20-08	**Capital Project Title**	Regional Water DCC Program	**Capital Project Description**	Design of a Regional DCC Program
Project Rationale	The municipalities are developing and growing and may result in upgrades to maintain the level of service due to development. Funds are required to design a Regional Water Development Cost Charge program.				

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, such as Humpback PRV, and assess their risk of failure and provide a high level timeline for replacement/renewal.				

Project Number	20-11	**Capital Project Title**	Develop Master Plan	**Capital Project Description**	Develop a long term strategic plan to anticipate water demand, water treatment, and future siting of facilities.
Project Rationale	The RWSC is providing water to an increasing population in the CRD. Due to the size and complexity of the supply system, improvements to increase capacity has to be identified and planned out well in advance of the need for the additional water. Funding is required to assess water demand vs available water supply, assess water treatment and future siting of facilities that may be required.				

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Project Number	Capital Project Title	Capital Project Description
21-05	Level of Service Agreement	From #19-15 & #20-11, develop level-of-service agreements for participating municipalities to address hydraulic capacity of infrastructure.

Project Rationale The RWSC supplies water directly and indirectly to 12 municipalities. Based upon Capital Projects #19-15 and #20-11, level-of-service agreements for participating municipalities will be developed to address hydraulic capacity of infrastructure.

Project Number	Capital Project Title	Capital Project Description
18-07	Replacement of UV System	Replacement of the UV system at the Goldstream Water Treatment Plant

Project Rationale Two 24" UV disinfection units that were decommissioned from the old Charters Creek plant are required to be installed at the JG plant along with electrical and control connections. Inlet and outlet valves are in place, but require 24" stainless steel piping to insert units into place. Funding is required to relocate existing UV disinfection units to the JG plant and provide electrical & control and piping connections. Construction has been spread over two years to correspond with construction over the winter period.

Project Number	Capital Project Title	Capital Project Description
18-08	Bulk Supply Meter Replacement Program	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.Funding is required for Blue Ridge, Alderly, Holland and Maplewood replacements.

Project Number	Capital Project Title	Capital Project Description
18-15	Corrosion Protection Program	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 to retain a specialist to conduct a high level assessment of existing infrastructure with recommendations for additional investigation or areas that require immediate attention.

Service:	2.670	Regional Water Supply

Project Number	Capital Project Title	Capital Project Description
18-18	Main No.3 Segment Replacement	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 be undertaken in 2018 with detailed design and construction commencing in 2019 to 2022. Funding is required to retain a consultant to undertake design and to construct a replacement to Main No. 3.

Project Number	Capital Project Title	Capital Project Description
19-05	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.

Project Rationale During the 2016 Kapoor Tunnel inspection numerous deficiencies were noted. Some of the repairs were made and inspected in 2017. Funds are required to complete remaining identified repairs as well as conduct other works, such as head tank valve maintenance, dive inspection of the Intake Tower, hydraulic actuator line replacement, that can only be conducted when the Kapoor Tunnel is offline.

Project Number	Capital Project Title	Capital Project Description
19-23	Critical Spare Equipment Storage & Pipe Yard	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	Capital Project Title	Capital Project Description
20-16	Cecelia Meter Replacement	Replacement of the Cecelia billing meter as well as its enclosure.

Project Rationale The St Giles and Cecelia meters are aging and in hard to maintain locations. Funding is required to construct new meter sites and decommission and demolition the old sites.

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Project Number	Capital Project Title	Capital Project Description
20-17	Decommission Smith Hill Site	Plan and decommission the abandoned Smith Hill reservoir site.

Project Rationale The Smith Hill reservoir has not been in operation for many years. Funds are required to plan for decommission the site in 2020 and then carry out decommissioning in 2023.

Project Number	Capital Project Title	Capital Project Description
20-32	pH Adjustment Facility	Design and construct a pH adjustment facility based upon the results of the pH and corrosion study.

Project Rationale From the 2019 Capital Project, pH and Corrosion Study, a new facility to adjust pH in the transmission system will be designed and constructed.

Project Number	Capital Project Title	Capital Project Description
21-06	Sooke Lake Dam Spillway Hoist and Stop Log Replacement	Replacement of the sluice gate spillway hoist and stop logs at Sooke Lake Dam.

Project Rationale The Sooke Lake Dam Spillway Hoist is at it's end of life and poses a risk of failure when required for use of lowering the high level gate barriers. Funds are required to replace the hoist.

Project Number	Capital Project Title	Capital Project Description
21-07	Goldstream Water Treatment Plant Communications Upgrade	Increase reliability and resilience of data and voice communications between the UV Plant, Sodium Hypochlorite Building, Ammonia Building.

Project Rationale The communications systems between the UV Plant, Sodium Hypochlorite Building and Ammonia Building operate on separate systems, requiring additional time and processes to access one from the other. Funds are required to optimize the communications system to increase reliability and resilience of data and voice communications between the facilities.

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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				

Project Number	21-11	**Capital Project Title**	RWS Supply Main No. 4 Upgrade	**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.				

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Project Number	Capital Project Title	Capital Project Description
21-12	SRRDF Upgrade	Increased water flows in the Sooke region have resulted in an additional sodium hypochlorite dosing pump and automation for summer flows.

Project Rationale Due to increased water flows in the Sooke region, an additional sodium hypochlorite dosing pump and automation is required. Funds are required to carry out the upgrades.

Project Number	Capital Project Title	Capital Project Description
22-14	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.

Project Rationale The feasibility to construct an intake from Sooke River to replace the Main No. 15 salmon fishery contribution.

Project Number	Capital Project Title	Capital Project Description
22-15	Microwave Radio Upgrades	To provide a high bandwidth communications backbone to the RWS system, a microwave communications system will be installed.

Project Rationale Supports current and future fire detection cameras.

Project Number	Capital Project Title	Capital Project Description
22-16	Goldstream WTP Drainage Improvements	Construct drainage improvements for the Goldstream Water Treatment Plant and assess

Project Rationale The Goldstream Water Treatment Plant is located near the Goldstream waterway, drainage improvements are required so that the Goldstream waterway is not impacted if there were to be a chlorine or ammonia spill.

Service:	2.670	Regional Water Supply

Project Number	22-17	**Capital Project Title**	Goldstream WTP Safety Improvements	**Capital Project Description**	Construct employee and public safety improvements such as a trail notification system if there was an ammonia spill.
Project Rationale	The Goldstream Water Treatment Plant is located near a public trail, safety improvements such as a notification system are required. Funds will be for design and construction.				

Project Number	16-16	**Capital Project Title**	Implications from Goldstream Dam Safety Review	**Capital Project Description**	Conduct dam improvements at the Goldstream dams that resulted for the Dam Safety Review and routine inspections (refer to the Dam Safety Database).
Project Rationale	The Goldstream Dams Dam Safety Review was initiated in 2015 and delivered in 2016 and the review provided recommendations for dam safety improvements for the 11 dams in the Goldstream Watershed. The dam deficiencies and related projects are identified in the Dam Safety Database.				

Project Number	16-17	**Capital Project Title**	Butchart Dam No. 5 Remediation Planning & Construction	**Capital Project Description**	Phase 1 Rehabilitation (grouting) of Butchart Dam No. 5 and planning for Phase 2.
Project Rationale	Butchart Dam #5 was observed to have a sinkhole on the downstream slope. The earthfill dam was founded on limestone in the about 1905 and seepage issues have occurred since that time. A geotechnical investigation was conducted in 2016, and remediation has been recommended by geotechnical consultant. It is proposed to complete detailed design of remediation in 2018 and construction of repairs in 2019.				

Project Number	17-25	**Capital Project Title**	Implications from Sooke Lake Dam Safety Review	**Capital Project Description**	Conduct dam improvments at the Sookel Lake Dam that resulted from the Dam Safety Review and routine inspections (refer to the Dam Safety Database)
Project Rationale	The 2016 Dam Safety Review Audit was completed and provided a list of recommended improvements. Upcoming capital work to be completed is identified in the dam safety database.				

Service:	2.670	Regional Water Supply

Project Number	18-19	**Capital Project Title**	Sooke Lake Dam - Instrumentation System Improvements	**Capital Project Description**	Complete dam performance instrumentation system/surveillance improvements for the Sooke Lake Dam.
Project Rationale	The 2016 Dam Safety Review identified and recommended various dam safety surveillance instrumentation improvements including piezometers, weirs, seismometers, etc. An Instrumentation system plan was completed and includes a prioritized list of improvement projects.				

Project Number	18-20	**Capital Project Title**	Sooke Lake Dam - Breach Risk Reduction Measures	**Capital Project Description**	Implement measures to reduce Sooke Lake Dam breach implications in the unlikely event of dam failure (refer to the NHC Consulting study).
Project Rationale	A Dam Breach Assessment and Inundation Zone Mapping proecjt was completed in 2017 by an engineering consutlant and risk mitigation measures included structural and non-structural measures to lower risk should a dam breach occur. The measures are captured in the Dam Safety Database.				

Project Number	19-07	**Capital Project Title**	Integrate Dam Performance and Hydromet to SCADA	**Capital Project Description**	Integrate the dam safety instrumentation/surveillance (i.e. piezometers and weirs) and HydroMet stations to report to WIO through the existing SCADA system.
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	19-09	**Capital Project Title**	Cabin Pond Dams Decommissioning	**Capital Project Description**	The Cabin Pond Dams (x2) have been retired from drinking water service, plan to decommission.
Project Rationale	The two Cabin Pond Dams has been retired from drinking water service with no other interested owners. Funds are required to plan and implement decommissioning of the dams.				

Service:	2.670	Regional Water Supply			

Project Number	19-12	**Capital Project Title**	Goldstream Dams Instrumentation Improvements	**Capital Project Description**	Conduct dam safety instrumentation/surveillance improvements (refer to report from Thurber Engineering).
Project Rationale	Thurber completed a study on the Goldstream Dam instrumentation and found numerous deficiencies with respect to dam safety. Funds are required to design and implement improvements to the Goldstream Dam instrumentation.				

Project Number	19-13	**Capital Project Title**	Dam Safety Instrumentation	**Capital Project Description**	The existing dam safety instrumentation/surveillance equipment is getting older and will need to be replaced/rehabilitated (does not include pending SCADA effort).
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	20-19	**Capital Project Title**	Goldstream System High Level Outlet Valve Replacements	**Capital Project Description**	The Goldstream and Butchart high level outlet valves have been identified as requiring replacement.
Project Rationale	Through dam safety inspections and routine operations, the Goldstream and Butchart high level outlet valves have been identified as requiring replacement. Funds are required to design and replace the valves.				

Project Number	21-03	**Capital Project Title**	Deception Dam - Dam Safety Review 2021 & Improvements	**Capital Project Description**	Conduct a Dam Safety Review and improvements for the Deception Dam.
Project Rationale	Deception Dam has a consequence classification of "very high" and a dam safety review is required to be completed every ten years under the current B.C. Dam Safety Regulation. The last dam safety review was completed in 2011. The dam safety review is anticipcated to be an "audit-style" assessment of the physical condition of the dam, operations, maintenance, surveillance, identification of dam safety deficiencies and recommendations for dam safety improvements. Project includes budget for subsequent year to complete recommended dam safety improvements.				

Service:	2.670	Regional Water Supply

Project Number	Capital Project Title	Capital Project Description
21-04	Saddle Dam - Dam Safety Review 2021 & Improvements	Conduct a Dam Safety Review and improvements for the Saddle Dam.

Project Rationale Saddle Dam has a consequence classification of "very high" and a dam safety review is required to be completed every ten years under the current B.C. Dam Safety Regulation. The last dam safety review was completed in 2011. The dam safety review is anticipated to be and "audit-style" assessment of the physical condition of the dam, operations, maintenance, surveillance, identification of dam safety deficiencies and recommendations for dam safety improvements. Project includes budget for subsequent year to complete recommended dam safety improvements.

Project Number	Capital Project Title	Capital Project Description
21-21	Goldstream Dams - 4 Low Level Gate Improvements	Logistics planning in 2021, installation in 2022

Project Rationale Several of the water control gates related to the Goldstream dams are in need of repair and possibly replacement.

Project Number	Capital Project Title	Capital Project Description
21-22	Charters Dam - Dam Safety Review 2021	Legislated obligation to conduct Dam Safety Review.

Project Rationale Charters Dam has a consequence classification of "high" and a dam safety review is required to be completed every ten years under the current B.C. Dam Safety Regulation. The last dam safety review was completed in 2011. The dam safety review is anticipated to be and "audit-style" assessment of the physical condition of the dam, operations, maintenance, surveillance, identification of dam safety deficiencies and recommendations for dam safety improvements. A dam decommissioning study is in progress and the DSR will only proceed if needed, as determined by the Dam Safety officer.

Project Number	Capital Project Title	Capital Project Description
22-08	Deception Dam Surveillance Improvements	Replace and supplement the Dam Safety Instrumentation at Deception Dam.

Project Rationale The latest engineering data review identified deficiencies with the existing piezometers and seepage weir. It is proposed to prepare a system improvement plan and thereafter complete repairs, improvmetn and install supplementary dam performance instrumentation.

Service:	2.670	Regional Water Supply

Project Number	Capital Project Title	Capital Project Description
23-01	Sooke Lake Dam Update Seismic Assessment	Conduct a seismic assessment of the Sooke Lake Dam as per the previous Dam Safety Reviews.

Project Rationale The Sooke Lake Dam requires periodic seismic assessment updates. Funds are required to retain a consultant to conduct an update to the Sooke Lake Dam Seismic Assessment.

Project Number	Capital Project Title	Capital Project Description
23-07	Sooke Lake Dam Spillway and Gates Retrofit	Detail and construct seismic retrofits for the existing structures initially focusing on the spillway and gates structures.

Project Rationale The siesmic assessment completed in 2017 included recommendations for siesmic retrofits for Sooke Lake Dam including siesmic anchoring of the spillway, gate structure and the intake tower bridge.

Project Number	Capital Project Title	Capital Project Description
23-08	Regional Watershed Dams – Flood Forecasting System	Update the existing flood forecasting system (WD4Cast) to a modern version including Standard Operating Procedures and training for staff.

Project Rationale The 2016 Dam Safety Review included a recommendation to improve the flood forecasting system, which is becoming more important with Climate Change. This item will update the existing flood forecasting system from WD4Cast to a modern version including Standard Operating Procedures and training for staff.

Project Number	Capital Project Title	Capital Project Description
23-09	Sooke Lake Dam - Dam Safety Review 2023 & Addressing Implications	Conduct a Dam Safety Review (recommended 10 year review cycle)

Project Rationale Sooke Lake Dam has a consequence classification of "extreme" and a dam safety review is required to be completed every seven years under the current B.C. Dam Safety Regulation. The last dam safety review was completed in 2016. The dam safety review is anticipated to be and "audit-style" assessment of the physical condition of the dam, operations, maintenance, surveillance, identification of dam safety deficiencies and recommendations for dam safety improvements. Project includes budget for subsequent years to complete recommended dam safety improvements.

Service:	2.670	Regional Water Supply

Project Number	25-01	**Capital Project Title**	Goldstream Dam - Dam Safety Review 2025 & Addressing Implications	**Capital Project Description**	Conduct a Dam Safety Review in 2023 (recommended 10 year review cycle)
Project Rationale	The Goldstream Watershed Dams have a consequence classification of "low" to "high" and a dam safety review is required to be completed every ten years under the current B.C. Dam Safety Regulation. The last dam safety review was completed in 2015. The dam safety review is anticipated to be and "audit-style" assessment of the physical condition of the dam, operations, maintenance, surveillance, identification of dam safety deficiencies and recommendations for dam safety improvements. Project includes budget for subsequent years to complete recommended dam safety improvements.				

Project Number	25-02	**Capital Project Title**	Probable Maximum Flood and Inflow Design Flood Updates	**Capital Project Description**	Update the previous edition from 2015 (recommended 10 year review cycle).
Project Rationale	The various Dam Safety Reviews and Canadian Dam Safety Guideline recommend updating the reservoir inflow design flood and freeboard analysis every ten years.				

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	This project consists of the following different phases: 2020/2021 Procurement/Rental of monitoring equipment to fill critical data gaps; 2022 Consulting contract to build the hydrodynamic lake model and calibrate it against existing data; 2022 Consulting contract to run the model for a North Basin intake scenario; 2023 Consulting Contract to run the model for investigating impacts of a diversion of Leech River water into Sooke Lake; 2024 Consulting Contract for investigating impacts of wind induced seiches in Sooke Lake.				

Project Number	21-13	**Capital Project Title**	Flowcam Imaging System	**Capital Project Description**	Utilize semi-automated algal analysis to meet increased demands without increasing FTEs
Project Rationale	Demand for algal monitoring of the watershed areas has increased due to the monitoring of the Leech Watershed Area and overall increased monitring due to the potential effects of climate change on the water supply for Greater Victoria. The Flowcam imaging system is a semiautomated flow cytometer imaging system that can increase sample analysis capacity substantially to meet the demand without increasing FTEs in an expert role. Water Quality also analyzes algal samples for CRD-operated local service area drinking water sources and recovers costs through internal charges back to RWS.				

Service:	2.670	Regional Water Supply

Project Number	Capital Project Title	Capital Project Description
21-29	Microbiological plate pourer	Automation of manual process to increase capacity/worker safety

Project Rationale Currently microbiological media is heated to melting on a hotplate and manually poured into Petri dishes, and sample workload has increased such that staff spend a significant amount of time on this potentially hazardous activity. This piece of equipment automates the process to eliminate the risk of burn injuries from handling hot, sterilized media in glassware.

Project Number	Capital Project Title	Capital Project Description
22-05	WQ Lab Capital Improvements	Building improvements in the lab

Project Rationale Replacement of floor covering and wooden cabinetry original to the building due to deterioration/ wear and tear.

Project Number	Capital Project Title	Capital Project Description
22-06	Sooke Lake Food Web Study	Assess the aquatic food web structure and create an inventory of fish and invertebrate species and distribution in Sooke Lake Reservoir - to be used as indicators of stream health

Project Rationale CRD has been using predominantly algal data as an indicator for stream health and condition assessment in the source waters. To gain a better understanding of the source water conditions and how they may change over time it is necessary to expand this indicator system for other trophic levels in the food web. Sooke Lake Reservoir is of particular interest as the primary and critical water source for the GVDWS and therefore a aquatic food web study will be commissioned on this lake.

Project Number	Capital Project Title	Capital Project Description
22-07	Bulk-Water Connection Backflow Protection Study	Investigate all bulk-water connections to CRD or municipal systems and identify the need for backflow protection

Project Rationale While the CRD has a new policy requiring backflow considerations for the design of new connections to CRD supply mains, there are a number of existing connections that are unprotected or that are unknown if protected. Also, there are numerous bulk-water connections to municipal mains (Stratas, First Nation lands, federal lands) that may be unprotected. This study is to create an inventory of all bulk-water connections to public water systems in the GVDWS and to assess the risk of backflow.

Service:	2.670	Regional Water Supply

Project Number	23-06	**Capital Project Title**	GVDWS Nitrification Study	**Capital Project Description**	Investigate nitrification occurrence and potential impacts on drinking water quality
Project Rationale	With the operation of the upgraded Goldstream disinfection process (liquid NH3 and hypo) the volatility of the residual products and potential for nitrification in the distribution systems needs to be studied to assess any potential impacts to the drinking water quality.				

Project Number	22-19	**Capital Project Title**	Microbiological Media Preparator	**Capital Project Description**	Microbiological media preparator for automation of manual/hazardous tasks
Project Rationale	Staff spend many manual hours preparing and pouring molten micriobiological media for use in water and waste water testing. In 2021, a plate pourer was added for safety reasons (to minimize staff exposure to handling hot liquids) and the preparator will provide further automation and safety benefits, greatly reducing potential for staff injury due to burns or musculoskeletal injuries.				

Project Number	24-02	**Capital Project Title**	Boat Motor Replacement with Electric Outboards (Sooke and Goldstream Boats)	**Capital Project Description**	50hp and 15hp motor replacement due to age and water quality concerns, large electric outboards are already available from Torqeedo for instance
Project Rationale	When the existing boat motors are due for replacement they shall be replaced with electric outboard motors to reduce emmissions and to provide clean propulsion of CRD boats on the drinking water source lakes. This will reduce the risk of fuels spills and eliminate combustion exhausts entering the water.				

Service:	2.670	Regional Water Supply

Project Number	17-27	**Capital Project Title**	Watershed Bridge and Culvert Replacement	**Capital Project Description**	Replacement of small culverts and bridges throughout the GVWSA.

Project Rationale This provides annual funding for the replacement of culverts and bridges 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.

Project Number	17-28	**Capital Project Title**	Watershed Security Infrastructure Upgrade and 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 Policy. Through monitoring, high incident areas are identified, security plans are developed, and security infrastructure (fencing, gates and signage) is installed or upgraded where required. The uplift in provisional funding requested in 2017 has been reduced given full integration of the Weeks Lake area within the GVWSA, completion of fencing and gates related to the Sooke Hills Wilderness Trail and with seperate capital projects for autogates.

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).

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.

Service:	2.670	Regional Water Supply

Project Number	Capital Project Title	Capital Project Description
17-31	Transmission System Components Replacement	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	Capital Project Title	Capital Project Description
17-33	Disinfection Equipment Parts Replacement	Replacement of incidental equipment and parts associated with the disinfection system.

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	Capital Project Title	Capital Project Description
17-34	Supply System Computer Model Update	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.

Project Number	Capital Project Title	Capital Project Description
19-16	Dam Improvements	Items not covered by Dam Safety Reviews, but brought up in Dam Safety Inspections and Dam Safety Reviews and address itesm in the dam safety database/risk registry

Project Rationale Dam Satey Inspections are carried out throughout the year and result in minor improvements at each dam annually. These improvements are minor in nature and are typically not covered in the Dam Safety Review. Funds are required to carry out the dam safety improvements resulting from Dam Safety Inspections.

Service:	2.670	Regional Water Supply

Project Number	Capital Project Title	Capital Project Description
19-22	SCADA Repairs & Equipment Replacement	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	Capital Project Title	Capital Project Description
21-15	Corrosion Protection	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.

Service:	2.670	Regional Water Supply

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				

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.				

Service:	2.670	Regional Water Supply

Project Number	Capital Project Title	Capital Project Description
20-22	Vehicle for the Dam Safety Program	New Transit Van

Project Rationale An additional pick up is required for the dam safety program. The request has been adjusted to align with the pricing for an electric Transit Van.

Project Number	Capital Project Title	Capital Project Description
20-23	Vehicle for the CSE Support Program	New Transit Van

Project Rationale A new Transit van is required to support the Confined Space Entry Support program. The request has been adjusted to align with the pricing for an electric Transit Van.

Project Number	Capital Project Title	Capital Project Description
21-30	Vehicle for Warehouse Operations	New pick up

Project Rationale For use of the warehouse worker to source supplies and materials in support of the remote sites.This warehouse worker will maintain wastewater stores and will travel and transport as required items between stores locations. A pickup truck will be required. The request has been aligned with the pricing for an electric Pick Up.

Project Number	Capital Project Title	Capital Project Description
22-18	Electric Vehicle Charging Stations	7 Dual charging stations at 479 Island Hwy and 1 Dual charging station at the Watershed Protection FOC

Project Rationale EV Charging Stations Are required at 479 Island Hwy and the Watershed Protection FOC in order to charge the EV's being purchased during 2021, 2022 and future budget periods. The installation costs per charger is reduced when more than one is installed at a time. There are grants available that will cover approx. 50% of all costs.

2.670 Regional Water Supply
Asset/ Reserve Schedule
2022 - 2026 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				
	2021	2022	2023	2024	2025	2026
Beginning Balance	2,364,344	2,730,476	2,267,545	2,242,910	2,323,284	2,274,195
Equipment purchases (Based on Capital Plan)	(15,871)	(914,250)	(406,000)	(290,000)	(450,000)	(200,000)
Transfer of assets intracompany	29,809					
Transfer from Operating Budget	297,540	314,181	320,465	326,874	333,411	340,080
Proceeds on disposals	38,185	137,138	60,900	43,500	67,500	30,000
Interest Income*	16,469					
Ending Balance $	**2,730,476**	**2,267,545**	**2,242,910**	**2,323,284**	**2,274,195**	**2,444,275**

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

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	2.670/2.680 Regional Water Supply & JDF Water Distribution Combo	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE								
Buildings		$0	$80,000	$80,000	$80,000	$80,000	$80,000	$400,000
Equipment		$800,000	$2,160,000	$330,000	$330,000	$330,000	$250,000	$3,400,000
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
		$800,000	**$2,240,000**	**$410,000**	**$410,000**	**$410,000**	**$330,000**	**$3,800,000**
SOURCE OF FUNDS								
Capital Funds on Hand		$800,000	$2,240,000	$410,000	$410,000	$410,000	$330,000	$3,800,000
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	$0	$0	$0	$0	$0	$0
		$800,000	**$2,240,000**	**$410,000**	**$410,000**	**$410,000**	**$330,000**	**$3,800,000**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 2.670/2.680

Service Name: Regional Water Supply & JDF Water Distribution Combo

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	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 and office layouts.	$320,000	B	WU	$0	$80,000	$80,000	$80,000	$80,000	$80,000	$400,000
17-01	Renewal	Voice Radio Upgrade	Replacement of end of life voice radio system repeaters, office, vehicle and handheld radios.	$1,560,000	E	WU	$600,000	$1,250,000	$0	$0	$0	$0	$1,250,000
20-01	New	Portable Pump Station	Portable pump station **and generator** to provide backup when a pump station is offline, in construction or to bypass a section of pipe.	**$750,000**	E	WU	$200,000	**$550,000**	$0	$0	$0	$0	$550,000
Sub-Total System Replacement and Upgrades That Benefit Regional Water Supply and Juan de Fuca Distribution				$2,630,000			$800,000	$1,880,000	$80,000	$80,000	$80,000	$80,000	$2,200,000
ANNUAL PROVISIONAL CAPITAL ITEMS													
17-03	Replacement	Office Equipment, Upgrades and Replacements	Upgrade and replacement of office equipment as required.	$225,000	E	WU	$0	$45,000	$45,000	$45,000	$45,000	$45,000	$225,000
17-04	Replacement	Computer Upgrades	Annual upgrade and replacement program for computers, copiers, printers, network equipment as required.	$850,000	E	WU	$0	$170,000	$170,000	$170,000	$170,000	$170,000	$850,000
17-05	New	Development of the Maintenance Management Systems	Develop maintenance management system.	$100,000	E	WU	$0	$50,000	$20,000	$20,000	$20,000	$20,000	$130,000
17-06	Replacement	Small Equipment & Tool Replacement (Water Operations)	Replacement of tools and small equipment for Water Operations as required.	$400,000	E	WU	$0	$80,000	$80,000	$80,000	$80,000	$0	$320,000
17-07	Replacement	Small Equipment & Tool Replacement (Corporate Fleet)	Replacement of tools and small equipment for Fleet as required.	$75,000	E	WU	$0	$15,000	$15,000	$15,000	$15,000	$15,000	$75,000
Sub-Total for Annual Provisional Capital Items				$1,650,000			$0	$360,000	$330,000	$330,000	$330,000	$250,000	$1,600,000
			GRAND TOTAL	**$4,280,000**			**$800,000**	**$2,240,000**	**$410,000**	**$410,000**	**$410,000**	**$330,000**	**$3,800,000**

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 and office layouts.

Project Rationale *The budget includes the following funds to upgrade and renew the buildings at 479 Island Highway:*
- *Repairs, upgrades and changes to the buildings (provisional $50,000)*
- *Painting of the buildings. (provisional $10,000 annually)*
- *Repair and replacement of carpets, floors and walls. (provisional $10,000 annually)*
- *Repair, refurbishment and replacement of equipment and property. (provisional $10,000 annually)*

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	20-01	**Capital Project Title**	Portable Pump Station	**Capital Project Description**	Portable pump station and generator to provide backup when a pump station is offline, in construction or to bypass a section of pipe.

Project Rationale *The RWS and JdF operation numerous water mains and pump stations. There are situations, when a pump station fails, construction of a pump station or bypassing a section of pipe, where a portable pump station* ***with a generator*** *is required to maintain the level of service. Funds will be used in 2020 to design and in 2021 to procure a portable pump station* ***and generator****.*

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	Capital Project Title	Capital Project Description
17-04	Computer Upgrades	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	Capital Project Title	Capital Project Description
17-05	Development of the Maintenance Management Systems	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	Capital Project Title	Capital Project Description
17-06	Small Equipment & Tool Replacement (Water Operations)	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.

Project Number	Capital Project Title	Capital Project Description
17-07	Small Equipment & Tool Replacement (Corporate Fleet)	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.

CAPITAL REGIONAL DISTRICT

2022 BUDGET

JDF Water Distribution

FINAL BUDGET

MARCH 2022

CAPITAL REGIONAL DISTRICT

Program Group: CRD-JDF Water Distribution

SUMMARY	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	**2022 BUDGET REQUEST** 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	TOTAL (COL 4, 5 & 6)	**FUTURE PROJECTIONS** 2023	2024	2025	2026
1	2	3	4	5	6	7	8	9	10	11
OPERATING EXPENDITURES										
ALLOCATION - OPERATIONS	4,539,881	4,305,840	4,851,535	-	-	4,851,535	4,948,557	5,047,485	5,148,388	5,251,343
OPERATING - OTHER COSTS	937,033	892,192	873,371	-	-	873,371	880,076	887,005	894,080	901,330
SALARIES AND WAGES	547,368	483,000	550,949	-	-	550,949	562,779	574,864	587,205	599,801
CONTRACT FOR SERVICES	435,935	388,450	306,485	-	-	306,485	311,607	316,832	322,169	327,610
ALLOCATION - STANDARD OVERHEAD	474,450	474,450	560,992	-	-	560,992	572,212	583,656	595,329	607,236
TOTAL OPERATING EXPENDITURES	6,934,667	6,543,932	7,143,332	-	-	7,143,332	7,275,231	7,409,842	7,547,171	7,687,320
Percentage increase over prior year's board budget			3.01%			3.01%	1.85%	1.85%	1.85%	1.86%
BULK WATER PURCHASE	6,361,720	6,720,000	6,818,760	-	-	6,818,760	7,100,760	7,461,300	7,932,480	8,313,870
BULK WATER EXPENDITURES	6,361,720	6,720,000	6,818,760	-	-	6,818,760	7,100,760	7,461,300	7,932,480	8,313,870
			7.18%			7.18%				
CAPITAL EXPENDITURES &TRANSFERS										
TRANSFER TO WATER CAPITAL FUND	5,278,916	6,665,810	6,374,922	-	-	6,374,922	6,980,000	7,740,000	8,310,000	8,910,000
TRANSFER TO DEBT RESERVE FUND	71,730	6,730	66,380	-	-	66,380	55,770	4,770	4,770	4,770
TRANSFER TO EQUIPMENT REPLACEMENT FUND	258,003	258,003	263,494	-	-	263,494	268,764	274,139	279,622	285,215
TOTAL CAPITAL EXPENDITURES & TRANSFERS	5,608,649	6,930,543	6,704,796	-	-	6,704,796	7,304,534	8,018,909	8,594,392	9,199,985
DEBT SERVICING										
DEBT - INTEREST & PRINCIPAL	1,888,336	1,868,836	1,893,503	-	-	1,893,503	2,408,604	2,747,525	2,747,525	2,747,525
TOTAL DEBT EXPENDITURES	1,888,336	1,868,836	1,893,503	-	-	1,893,503	2,408,604	2,747,525	2,747,525	2,747,525
TOTAL EXPENDITURES	20,793,372	22,063,311	22,560,391	-	-	22,560,391	24,089,129	25,637,576	26,821,568	27,948,700
SOURCES OF FUNDING										
REVENUE - SALES	(20,542,201)	(21,696,140)	(22,342,320)	-	-	(22,342,320)	(23,909,859)	(25,458,306)	(26,642,298)	(27,769,430)
REVENUE - OTHER	(181,230)	(297,230)	(187,475)	-	-	(187,475)	(179,270)	(179,270)	(179,270)	(179,270)
TOTAL SOURCE OF FUNDING FROM OPERATIONS	(20,723,431)	(21,993,370)	(22,529,795)	-	-	(22,529,795)	(24,089,129)	(25,637,576)	(26,821,568)	(27,948,700)
SOURCES OF OTHER FUNDING										
TRANSFER FROM DCC RESERVES TO FUND DCC DEBT	(69,941)	(69,941)	(30,596)	-	-	(30,596)	-	-	-	-
TRANSFER FROM PRIOR YEAR	-	-	-	-	-	-	-	-	-	-
TRANSFER TO FOLLOWING YEAR										
TOTAL SOURCES OF ALL FUNDING	(20,793,372)	(22,063,311)	(22,560,391)	-	-	(22,560,391)	(24,089,129)	(25,637,576)	(26,821,568)	(27,948,700)
Percentage increase over prior year's board budget			8.50%			8.50%	6.78%	6.43%	4.62%	4.20%

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No. 2.680 JDF Water Distribution	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE							
Buildings	$0	$0	$0	$0	$0	$0	$0
Equipment	$0	$0	$0	$0	$0	$0	$0
Land	$0	$0	$0	$0	$0	$0	$0
Engineered Structures	$19,591,000	$36,011,000	$10,880,000	$6,760,000	$6,555,000	$6,035,000	$66,241,000
Vehicles	$362,000	$1,060,000	$270,000	$400,000	$240,000	$124,000	$2,094,000
	$19,953,000	**$37,071,000**	**$11,150,000**	**$7,160,000**	**$6,795,000**	**$6,159,000**	**$68,335,000**
SOURCE OF FUNDS							
Capital Funds on Hand	$10,040,000	$13,485,000	$5,760,000	$6,740,000	$6,535,000	$6,035,000	$38,555,000
Debenture Debt (New Debt Only)	$0	$6,100,000	$5,100,000	$0	$0	$0	$11,200,000
Equipment Replacement Fund	$362,000	$1,060,000	$270,000	$400,000	$240,000	$124,000	$2,094,000
Grants (Federal, Provincial)	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding	$5,551,000	$5,751,000	$0	$0	$0	$0	$5,751,000
Reserve Fund	$4,000,000	$10,675,000	$20,000	$20,000	$20,000	$0	$10,735,000
	$19,953,000	**$37,071,000**	**$11,150,000**	**$7,160,000**	**$6,795,000**	**$6,159,000**	**$68,335,000**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or preliminmary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 2.680

Service Name: JDF Water Distribution

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
INFRASTRUCTURE ENGINEERING AND OPERATIONS													
Planning													
16-03	Renewal	Asset Management Plan	Combine past studies to plan out future capital expenditures.	$150,000	S	WU	$150,000	-	**$50,000**	**$100,000**	-	-	$150,000
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
Capital													
16-05	Renewal	Comprehensive Pump Station Upgrades (10 year Program)	Continue pump station condition assessments, plan and carry out upgrades.	$5,000,000	S	WU	$600,000	$700,000	$1,000,000	-	-	-	$1,700,000
18-02	Renewal	JDF Reservoir Upgrades	Reservoir improvements are required at Walfred, Peacock, and Helgesen Reservoirs. In 2018 a review of all three reservoirs was conducted including implementing improvements to Walfred.	$1,250,000	S	WU	$200,000	$650,000	-	-	-	-	$650,000
18-03	Renewal	JDF Site Decommissioning Program	Decommissioning of facilities that are no longer in use based on preliminary work from Annual Provisional	$1,050,000	S	WU	$350,000	$450,000	$350,000	$100,000	-	-	$900,000
18-05	Replacement	Rocky Point Upgrades	Replacement of Rocky Point P.S., additional storage at Rocky Point Reservoir & water main upgrades. Partnered with DND.	$9,314,000	S	WU	$3,320,000	$3,320,000	-	-	-	-	$3,320,000
18-05					S	Other	$5,551,000	$5,551,000	-	-	-	-	$5,551,000
18-06	New	Disaster Response Plan for Water Supply and Distribution	Determine and supply response equipment for disaster response.	**$400,000**	S	WU	-	$50,000	$50,000	$50,000	$50,000	**$50,000**	$250,000
19-06	Renewal	Corrosion Protection Program	Undertake a program to assess and prevent corrosion to existing steel pipe within the Juan du Fuca water system.	$50,000	S	WU	-	$5,000	$5,000	$5,000	-	-	$15,000
19-09	New	Distribution System Seismic Resiliency Improvements	Determine and commence improvements to the distribution system to provide seismic resiliency.	$1,750,000	S	WU	-	$150,000	$500,000	$500,000	$500,000	-	$1,650,000
20-03	Replacement	AC Pipe Replacement Program	Replacement of aging asbestos cement pipe as highlighted in the 2019 update report	**$27,000,000**	S	WU	-	$3,000,000	$3,000,000	$3,000,000	$3,000,000	**$3,000,000**	$15,000,000
20-04	Replacement	William Head & VGH Meter Replacement	Replacement of the meter and chambers at William Head & VGH with the possibility of resilient connections.	$700,000	S	WU	$300,000	$550,000	-	-	-	-	$550,000
20-06	Replacement	Sun River Reservoir Replacement	Replace the existing concrete tank with a steel tank for increased capacityand resilience.	**$1,675,000**	S	WU	$700,000	**$1,275,000**	-	-	-	-	$1,275,000
20-06	Replacement	Sun River Reservoir Replacement			S	Other	-	**$200,000**					$200,000
20-07	Replacement	Goldstream AC Replacement	Replacement of aging asbestos cement pipe within Goldstream Rd, fromVMP to Spencer.	**$5,800,000**	S	WU	**$4,300,000**	**$5,100,000**	-	-	-	-	$5,100,000
21-02	Replacement	Sooke Rd - 2,200m of 600m Pipe - VMP to Jacklin	Replacement of aged, large diameter water main from Jacklin Rd to VMP	**$3,000,000**	S	WU	-	$200,000	**$2,800,000**	-	-	-	$3,000,000
21-13	Replacement	SCADA Master Plan Update & Upgrades	Update the SCADA Master Plan in conjunction with the RWS, Saanich Peninsula and Core Area infrastructure.	$700,000	S	WU	-	$500,000	-	-	-	-	$500,000
22-01	New	**East Sooke Interconnect Water Main**	Construction approximately 430 m of watermain for system improvements.	**$500,000**	**S**	**WU**	-	**$500,000**	-	-	-	-	$500,000
22-02	New	**Microwave Radio Upgrades**	Installation of high-bandwidth microwave radio infrastructure to accommodate CRD infrastructure	**$150,000**	**S**	**WU**	-	**$150,000**	-	-	-	-	$150,000
Sub-Total System Infrastructure Engineering and Operations				**$58,609,000**			**$15,591,000**	**$22,351,000**	**$7,875,000**	**$3,755,000**	**$3,550,000**	**$3,050,000**	**$40,581,000**
CUSTOMER AND TECHNICAL SERVICES													
16-06	Replacement	Vehicle & equipment replacement (funding from replacement fund)	Vehicle and equipment replacement.	$2,094,000	V	ERF	$362,000	$1,060,000	$270,000	$400,000	$240,000	$124,000	$2,094,000
Sub-Total Customer and Technical Services				**$2,094,000**			**$362,000**	**$1,060,000**	**$270,000**	**$400,000**	**$240,000**	**$124,000**	**$2,094,000**

Service #: 2.680

Service Name: JDF Water Distribution

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
ANNUAL PROVISIONAL ITEMS													
17-07	New	Site Decommissioning - General	Planning for decommissioning of unused sites.	$50,000	S	WU	-	$10,000	$10,000	$10,000	$10,000	$10,000	$50,000
17-09	Replacement	Emergency Main Replacement	Major main replacement under emergencies.	$500,000	S	WU	-	$100,000	$100,000	$100,000	$100,000	$100,000	$500,000
17-12	Replacement	Large Meters/Meter Vaults Components Replacement	Replacement or repairs to components in large meters/vaults as required.	$1,250,000	S	WU	-	$250,000	$250,000	$250,000	$250,000	$250,000	$1,250,000
17-13	New	Site Security Upgrades	Upgrading and replacement of security systems for sites as required.	$200,000	S	WU	-	$40,000	$40,000	$40,000	$40,000	$40,000	$200,000
17-15	Renewal	Distribution System Improvements	Unplanned distribution system improvements.	$2,250,000	S	WU	-	$450,000	$450,000	$450,000	$450,000	$450,000	$2,250,000
17-16	New	Hydraulic Model Yearly Update	Annual hydraulic model update.	$300,000	S	WU	-	$60,000	$60,000	$60,000	$60,000	$60,000	$300,000
21-03	Replacement	Hydrant & Flush Replacement, Upgrades and Additions	Upgrade, replacement or installation of flushes and fire hydrants, and fire flow testing.	$1,125,000	S	WU	-	$225,000	$225,000	$225,000	$225,000	$225,000	$1,125,000
21-04	Replacement	Residential Service & Meter Replacement	Replacement of residential water meters as highlighted by the 2017 KWL Water Audit report.	$6,500,000	S	WU	-	$1,300,000	$1,300,000	$1,300,000	$1,300,000	$1,300,000	$6,500,000
21-05	Replacement	Pump Station Equipment Replacements	Unplanned pump station repairs and equipment replacement	$750,000	S	WU	-	$150,000	$150,000	$150,000	$150,000	$150,000	$750,000
21-06	Replacement	SCADA Equipment Replacement	Unplanned replacement of SCADA and electrical equipment.	$500,000	S	WU	-	$100,000	$100,000	$100,000	$100,000	$100,000	$500,000
21-07	Renewal	Reservoir Equipment Replacement	Replacement or repairs to components at reservoir sites.	$500,000	S	WU	-	$100,000	$100,000	$100,000	$100,000	$100,000	$500,000
21-09	Replacement	Valve Replacement	Unplanned replacement and repair of isolation and line valves, air valves, and pressure control valves.	$1,000,000	S	WU	-	$200,000	$200,000	$200,000	$200,000	$200,000	$1,000,000
Sub-Total for Annual Provisional Items				**$14,925,000**			**$0**	**$2,985,000**	**$2,985,000**	**$2,985,000**	**$2,985,000**	**$2,985,000**	**$14,925,000**
DEVELOPMENT COST CHARGE (DCC)													
16-07	New	Update DCC Bylaw (Comprehensive Update in 2022)	Planned update of the DCC Bylaw.	$255,000	S	Res	-	$175,000	$20,000	$20,000	$20,000	-	$235,000
20-02	New	Bear Mountain Parkway Extension Supply Mains	Supply mains installed by the City of Langford.	$2,000,000	S	Res	-	$1,500,000	-	-	-	-	$1,500,000
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
23-01	New	Tank 4 and McCallum Pump Station (2020-2021) and Pump Station 7 and remaining Supply Main to Skirt Mtn Reservoir (2022)	Upgrades to complete the South Skirt Water System	**$9,110,000**	S	Res	$4,000,000	**$8,000,000**	-	-	-	-	$8,000,000
Sub-Total for Development Cost Charges (DCC)				**$12,365,000**			**$4,000,000**	**$10,675,000**	**$20,000**	**$20,000**	**$20,000**	**$0**	**$10,735,000**
			GRAND TOTAL	**$87,993,000**			**$19,953,000**	**$37,071,000**	**$11,150,000**	**$7,160,000**	**$6,795,000**	**$6,159,000**	**$68,335,000**

Service:	2.680	JDF Water Distribution

Project Number	Capital Project Title	Capital Project Description
16-03	Asset Management Plan	Combine past studies to plan out future capital expenditures.

Project Rationale *Several studies have been completed and are in progress to assess the JDF assets and programs and the proposed Strategic Asset Management Plan will consolidate the findings of the previous studies in a comprehensive approach to identify and prioritizes future capital expenditures and programs.*

Project Number	Capital Project Title	Capital Project Description
21-14	Fire Storage Analysis	Assess and update the fire flow upgrade program to inform future capital works.

Project Rationale *In order to meet Fire Underwriters Survey recommendations for fire protection, it is necessary to provide certain volumes of water storage. It is proposed to assess fire storage volume requirements for different parts of the system and determine any required upgrades. Funding is required to retain a consultant to complete the analysis.*

Project Number	Capital Project Title	Capital Project Description
16-05	Comprehensive Pump Station Upgrades (10 year Program)	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. This study concluded that on average approximately $1.0M per year for the next ten years is needed to upgrade existing pump stations. Design and construction of the Ludlow Pump Station replacement was undertaken in 2020 and 2021. Funds in 2022 are for completion of design of and to start construction of the Coppermine PS.*

Project Number	Capital Project Title	Capital Project Description
18-02	JDF Reservoir Upgrades	Reservoir improvements are required at Walfred, Peacock, and Helgesen Reservoirs. In 2018 a review of all three reservoirs was conducted including implementing improvements to Walfred.

Project Rationale *Numerous deficiencies at the Walfred, Peacock and Helgesen reservoirs have been identified while operating the infrastructure. In 2021 planning and design of improvements like valve reconfiguration, site drainage and controls will be undertaken in 2022 at the Peacock and Skirt reservoirs.*

Service:	2.680	JDF Water Distribution

Project Number	Capital Project Title	Capital Project Description
18-03	JDF Site Decommissioning Program	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 complete decomission of the sites and then demolish them. In 2021 the Townsview tank and pump station planning and design, and Treanor pump station demolition were carried out. In 2022 the Townview tank and pump station will be addressed.*

Project Number	Capital Project Title	Capital Project Description
18-05	Rocky Point Upgrades	Replacement of Rocky Point P.S., additional storage at Rocky Point Reservoir & water main upgrades. Partnered with DND.

Project Rationale *Proposed work includes the design and construction of upgrades to the existing Rocky Point Pump Station, storage tank and associated water main upgrades. This work will improve the level of service to both the existing Metchosin water users and the expected increase in flow associated with the Spirit Bay Development in Beecher Bay. Cost sharing with DND for design and construction is underway with construction completing in 2022.*

Project Number	Capital Project Title	Capital Project Description
18-06	Disaster Response Plan for Water Supply and Distribution	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 th*

Project Number	Capital Project Title	Capital Project Description
19-06	Corrosion Protection Program	Undertake a program to assess and prevent corrosion to existing steel pipe within the Juan du Fuca water system.

Project Rationale *There are numerous steel pipes within the Juan du Fuca water distribution system. Some are located in corrosive conditions or connected to disimilar metals. Funds are required to undertake a program to assess and prevent corrossion to existing pipes. A study started in 2021 will inform future works.*

Service:	2.680	JDF Water Distribution

Project Number	Capital Project Title	Capital Project Description
19-09	Distribution System Seismic Resiliency Improvements	Determine and commence improvements to the distribution system to provide seismic resiliency.

Project Rationale *Determine and commence improvements to the distribution system to provide resiliency. In 2022, sites will be prioritized with design commencing in 2023 and construction starting in 2023.*

Project Number	Capital Project Title	Capital Project Description
20-03	AC Pipe Replacement Program	Replacement of aging asbestos cement pipe as highlighted in the 2019 update report

Project Rationale *This item is the 2021 to 2026 program for replacement of the water mains identified in the Water Main Upgrading and Replacement Program Update in 2021. All mains were assessed for such criteria as age, pipe material, record of leaks and hydraulic adequacy, and a long-term replacement program was developed. Planned works for 2022 include Dufour Road, Goldfinch Road, Lagoon Road, Milburn Drive, O'neil Road, Possession Point Road, Richview Road and Whiffin Spit Road.*

Project Number	Capital Project Title	Capital Project Description
20-04	William Head & VGH Meter Replacement	Replacement of the meter and chambers at William Head & VGH with the possibility of resilient connections.

Project Rationale *Identified through Statement of Works, the William Head and Victoria General Hospital meters require replacement and redundancy to maintain service to the two facilities. In 2021 funds will be utilized to complete design of the two new meters that will allow for construction of the meters while maintaining service. Construction is to start in winter of 2021 and be completed in 2022.*

Project Number	Capital Project Title	Capital Project Description
20-06	Sun River Reservoir Replacement	Replace the existing concrete tank with a steel tank for increased capacityand resilience.

Project Rationale *The Sun River reservoir is experiencing leakage through concrete form tie holes as a result of the original construction process. Funding is required to replace the existing concrete tank with a bolted steel tank.*

Service:	2.680	JDF Water Distribution

Project Number	Capital Project Title	Capital Project Description
20-07	Goldstream AC Replacement	Replacement of aging asbestos cement pipe within Goldstream Rd, fromVMP to Spencer.

Project Rationale *The existing water main within Goldstream Rd, from VMP to Spencer Rd, is aging asbestos cement and identified as a risk for failure. Due to the numerous large connections to the RWS transmission main and complexity replacement of this water main cannot be carried out within the AC Replacement Program. Funds are required to completed design and construct replacement of the water main in 2021.*

Project Number	Capital Project Title	Capital Project Description
21-02	Sooke Rd - 2,200m of 600m Pipe - VMP to Jacklin	Replacement of aged, large diameter water main from Jacklin Rd to VMP

Project Rationale *According to a 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. Due to increased material and construction costs, it is proposed to update the condition assessment to determin whether this project is still required or could be deferred.*

Project Number	Capital Project Title	Capital Project Description
21-13	SCADA Master Plan Update & Upgrades	Update the SCADA Master Plan in conjunction with the RWS, Saanich Peninsula and Core Area infrastructure.

Project Rationale *The 2015 SCADA Master Plan requires an update, additionally data radio and SCADA upgrades are required. Funds are required to update the joint SCADA Master Plan and conduct upgrades to pump stations, reservoirs and other communication sites.*

Project Number	Capital Project Title	Capital Project Description
22-01	East Sooke Interconnect Water Main	Construction approximately 430 m of watermain for system improvements.

Project Rationale ***Funds are required to design and construct approximatly 430 m of a new watermain interconnection in East Sooke. Interconnection will provide redundancy and improve flows in the area.***

Service:	2.680	JDF Water Distribution

Project Number	Capital Project Title	Capital Project Description
22-02	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	Capital Project Title	Capital Project Description
16-06	Vehicle & equipment replacement (funding from replacement fund)	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	Capital Project Title	Capital Project Description
17-07	Site Decommissioning - General	Planning for decommissioning of unused sites.

Project Rationale This is a provisional item to allow engineering and planning reviews of old facilities with a view to possible future site uses.

Project Number	Capital Project Title	Capital Project Description
17-09	Emergency Main Replacement	Major main replacement under emergencies.

Project Rationale This item is to fund the costs of responding to emergency major main breaks and conducting replacements.

Service:	2.680	JDF Water Distribution

Project Number	Capital Project Title	Capital Project Description
17-12	Large Meters/Meter Vaults Components Replacement	Replacement or repairs to components in large meters/vaults as required.

Project Rationale This is an annual provision for the replacement of obsolete and worn out large (greater than 2" diameter) meters, adding new meters and upgrading meter vaults.

Project Number	Capital Project Title	Capital Project Description
17-13	Site Security Upgrades	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	Capital Project Title	Capital Project Description
17-15	Distribution System Improvements	Unplanned distribution system improvements.

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	Capital Project Title	Capital Project Description
17-16	Hydraulic Model Yearly Update	Annual hydraulic model update.

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.

Service:	2.680	JDF Water Distribution

Project Number	Capital Project Title	Capital Project Description
21-03	Hydrant & Flush Replacement, Upgrades and Additions	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	Capital Project Title	Capital Project Description
21-04	Residential Service & Meter Replacement	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.

Project Number	Capital Project Title	Capital Project Description
21-05	Pump Station Equipment Replacements	Unplanned pump station repairs and equipment replacement

Project Rationale This is an annual provision for unplanned pump station repairs and equipment replacement.

Project Number	Capital Project Title	Capital Project Description
21-06	SCADA Equipment Replacement	Unplanned replacement of SCADA and electrical equipment.

Project Rationale This is an annual provision for unplanned SCADA and electrical equipment replacement.

Service:	2.680	JDF Water Distribution

Project Number	Capital Project Title	Capital Project Description
21-07	Reservoir Equipment Replacement	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	Capital Project Title	Capital Project Description
21-09	Valve Replacement	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	Capital Project Title	Capital Project Description
16-07	Update DCC Bylaw (Comprehensive Update in 2022)	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 was completed in 2017, with the next update scheduled for 2022 for $175,000.

Project Number	Capital Project Title	Capital Project Description
20-02	Bear Mountain Parkway Extension Supply Mains	Supply mains installed by the City of Langford.

Project Rationale The City of Langford has installed DCC eligible supply water mains as part of their 2017 Bear Mountain Parkway extension road project to avoid future pavement restoration and traffic disruption. It is proposed to pay back the eligible costs in 2022.

Service:	2.680	JDF Water Distribution

Project Number	Capital Project Title	Capital Project Description
21-01	Sooke Henlyn Supply & Distribution Mains	Construction of water mains based upon development predictions from the Helgesen Pump Station westwards.

Project Rationale Proposed work includes the continued installation of the supply and distribution water mains connected to the Helgesen pump station which was previously constructed in 2011 as part of the DCC program. The supply and distribution water mains will continue west as development proceeds towards the proposed Henlyn Tank.

Project Number	Capital Project Title	Capital Project Description
23-01	Tank 4 and McCallum Pump Station (2020-2021) and Pump Station 7 and remaining Supply Main to Skirt Mtn Reservoir (2022)	Upgrades to complete the South Skirt Water System

Project Rationale Design and construct Tank 4, Pump Station 7, McCallum Pump Station and remaining supply main to the Skirt Mountain Reservoir based upon development and demand.

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	2.670/2.680 Regional Water Supply & JDF Water Distribution Combo	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE								
Buildings		$0	$80,000	$80,000	$80,000	$80,000	$80,000	$400,000
Equipment		$800,000	$2,160,000	$330,000	$330,000	$330,000	$250,000	$3,400,000
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
		$800,000	**$2,240,000**	**$410,000**	**$410,000**	**$410,000**	**$330,000**	**$3,800,000**
SOURCE OF FUNDS								
Capital Funds on Hand		$800,000	$2,240,000	$410,000	$410,000	$410,000	$330,000	$3,800,000
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	$0	$0	$0	$0	$0	$0
		$800,000	**$2,240,000**	**$410,000**	**$410,000**	**$410,000**	**$330,000**	**$3,800,000**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 2.670/2.680

Service Name: Regional Water Supply & JDF Water Distribution Combo

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	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 and office layouts.	$320,000	B	WU	$0	$80,000	$80,000	$80,000	$80,000	$80,000	$400,000
17-01	Renewal	Voice Radio Upgrade	Replacement of end of life voice radio system repeaters, office, vehicle and handheld radios.	$1,560,000	E	WU	$600,000	$1,250,000	$0	$0	$0	$0	$1,250,000
20-01	New	Portable Pump Station	Portable pump station **and generator** to provide backup when a pump station is offline, in construction or to bypass a section of pipe.	**$750,000**	E	WU	$200,000	**$550,000**	$0	$0	$0	$0	$550,000
Sub-Total System Replacement and Upgrades That Benefit Regional Water Supply and Juan de Fuca Distribution				$2,630,000			$800,000	$1,880,000	$80,000	$80,000	$80,000	$80,000	$2,200,000
ANNUAL PROVISIONAL CAPITAL ITEMS													
17-03	Replacement	Office Equipment, Upgrades and Replacements	Upgrade and replacement of office equipment as required.	$225,000	E	WU	$0	$45,000	$45,000	$45,000	$45,000	$45,000	$225,000
17-04	Replacement	Computer Upgrades	Annual upgrade and replacement program for computers, copiers, printers, network equipment as required.	$850,000	E	WU	$0	$170,000	$170,000	$170,000	$170,000	$170,000	$850,000
17-05	New	Development of the Maintenance Management Systems	Develop maintenance management system.	$100,000	E	WU	$0	$50,000	$20,000	$20,000	$20,000	$20,000	$130,000
17-06	Replacement	Small Equipment & Tool Replacement (Water Operations)	Replacement of tools and small equipment for Water Operations as required.	$400,000	E	WU	$0	$80,000	$80,000	$80,000	$80,000	$0	$320,000
17-07	Replacement	Small Equipment & Tool Replacement (Corporate Fleet)	Replacement of tools and small equipment for Fleet as required.	$75,000	E	WU	$0	$15,000	$15,000	$15,000	$15,000	$15,000	$75,000
Sub-Total for Annual Provisional Capital Items				$1,650,000			$0	$360,000	$330,000	$330,000	$330,000	$250,000	$1,600,000
			GRAND TOTAL	**$4,280,000**			**$800,000**	**$2,240,000**	**$410,000**	**$410,000**	**$410,000**	**$330,000**	**$3,800,000**

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 and office layouts.

Project Rationale *The budget includes the following funds to upgrade and renew the buildings at 479 Island Highway:*
- *Repairs, upgrades and changes to the buildings (provisional $50,000)*
- *Painting of the buildings. (provisional $10,000 annually)*
- *Repair and replacement of carpets, floors and walls. (provisional $10,000 annually)*
- *Repair, refurbishment and replacement of equipment and property. (provisional $10,000 annually)*

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	20-01	**Capital Project Title**	Portable Pump Station	**Capital Project Description**	Portable pump station and generator to provide backup when a pump station is offline, in construction or to bypass a section of pipe.

Project Rationale *The RWS and JdF operation numerous water mains and pump stations. There are situations, when a pump station fails, construction of a pump station or bypassing a section of pipe, where a portable pump station* ***with a generator*** *is required to maintain the level of service. Funds will be used in 2020 to design and in 2021 to procure a portable pump station* ***and generator****.*

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	Capital Project Title	Capital Project Description
17-04	Computer Upgrades	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	Capital Project Title	Capital Project Description
17-05	Development of the Maintenance Management Systems	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	Capital Project Title	Capital Project Description
17-06	Small Equipment & Tool Replacement (Water Operations)	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.

Project Number	Capital Project Title	Capital Project Description
17-07	Small Equipment & Tool Replacement (Corporate Fleet)	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.

2.680 Juan de Fuca Water Distribution
Summary Schedule
2022 - 2026 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				
	2021	2022	2023	2024	2025	2026
DCC Reserve Account	13,147,386	4,641,790	6,821,790	9,001,790	11,181,790	13,381,790
Equipment Replacement Fund	585,011	255,205	294,469	228,608	304,230	484,045
Total	**13,810,003**	**4,974,603**	**7,193,869**	**9,308,010**	**11,563,634**	**13,943,451**

2.680 Juan de Fuca Water Distribution
Development Cost Charges
2022 - 2026 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**				
	2021	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	9,229,337	13,147,386	4,641,790	6,821,790	9,001,790	11,181,790
Transfer to Cap Fund to fund DCC projects	-	(10,675,000)	(20,000)	(20,000)	(20,000)	-
Payment of P&I on LA 3164	(68,191)	(30,596)		-	-	-
Payment of DCC liability						
DCC's received From Member Municipalities	3,799,748	2,200,000	2,200,000	2,200,000	2,200,000	2,200,000
Interest Income*	186,492					
Ending Balance $	**13,147,386**	**4,641,790**	**6,821,790**	**9,001,790**	**11,181,790**	**13,381,790**

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
2022 - 2026 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**				
	2021	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	556,248	585,011	255,205	294,469	228,608	304,230
Equipment purchases (Based on Capital Plan)	(232,664)	(698,000)	(270,000)	(400,000)	(240,000)	(124,000)
Transfer from Operating Budget	258,003	263,494	268,764	274,139	279,622	285,215
Proceeds on disposals		104,700	40,500	60,000	36,000	18,600
Interest Income*	3,424					
Ending Balance $	**585,011**	**255,205**	**294,469**	**228,608**	**304,230**	**484,045**

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

2022 BUDGET

Florence Lake Water System

FINAL BUDGET

MARCH 2022

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

COMMISSION:
Juan De Fuca Water Distribution

FUNDING:

Parcel Tax

RESERVE FUND:

N/A

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No. 2.681 Florence Lake Water System	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE							
Buildings	$0	$0	$0	$0	$0	$0	$0
Equipment	$0	$0	$0	$0	$0	$0	$0
Land	$0	$0	$0	$0	$0	$0	$0
Engineered Structures	$0	$300,000	$0	$0	$0	$0	$300,000
Vehicles	$0	$0	$0	$0	$0	$0	$0
	$0	**$300,000**	**$0**	**$0**	**$0**	**$0**	**$300,000**
SOURCE OF FUNDS							
Capital Funds on Hand	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)	$0	$300,000	$0	$0	$0	$0	$300,000
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
	$0	**$300,000**	**$0**	**$0**	**$0**	**$0**	**$300,000**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: **2.681**

Service Name: **Florence Lake Water System**

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
22-01	New	Florence Lake Inclusion Upgrades	Upgrades are required to the Florence Lake water system prior to including it into the JDF Water System.	$300,000	S	Debt	$0	$300,000	$0	$0	$0	$0	$300,000
			GRAND TOTAL	**$300,000**			**$0**	**$300,000**	**$0**	**$0**	**$0**	**$0**	**$300,000**

Service:	2.681	Florence Lake Water System

Project Number	Capital Project Title	Capital Project Description
22-01	Florence Lake Inclusion Upgrades	Upgrades are required to the Florence Lake water system prior to including it into the JDF Water System.

Project Rationale *Upgrades to the Florence Lake water system are required be before the system can be connected and included in the JDF Water System. Funding provided by the Florence Lake water system will be utilized to complete these upgrades.*

2.681 - Florence Lake Water System *- $0.3M Water System Upgrade*	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	BUDGET REQUEST 2022 ONGOING	BUDGET REQUEST 2022 ONE-TIME	BUDGET REQUEST 2022 TOTAL	FUTURE PROJECTIONS 2023	2024	2025	2026
DEBT										
Debt Reserve Fund	-	-	3,000	-	-	3,000	-	-	-	-
MFA Principal Payment	-	-	-	-	-	-	17,037	17,037	17,037	17,037
MFA Interest Payment	-	-	5,738	-	-	5,738	8,100	8,100	8,100	8,100
TOTAL DEBT	**-**	**-**	**8,738**	**-**	**-**	**8,738**	**25,137**	**25,137**	**25,137**	**25,137**
REQUISITION - PARCEL TAX	**-**	**-**	**(8,738)**	**-**	**-**	**(8,738)**	**(25,137)**	**(25,137)**	**(25,137)**	**(25,137)**
Percentage increase over prior year Requisition							187.7%	0.0%	0.0%	0.0%
	-	-	-	-	-	-	-	-	-	-

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Core Area Wastewater Operations

FINAL BUDGET

MARCH 2022

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

AUTHORIZATION:

N/A

FUNDING:

Requisition

RESERVE FUND:

N/A

Service: 3.717 Core Area Wastewater Operations **Committee: Core Area Liquid Waste Management**

COST SHARING ALLOCATION - ANNUAL FLOWS

	2021	2022	2023	2024	2025
Colwood	3.72%	3.38%			
Esquimalt	6.64%	6.75%			
Langford	8.65%	9.61%			
Oak Bay	9.24%	8.83%			
Saanich	29.11%	29.57%			
Victoria	38.88%	38.39%			
View Royal	2.61%	2.36%			
Esquimalt Nation	0.08%	0.08%			
Songhees Nation	0.67%	0.70%			
D.N.D.	0.40%	0.33%			
	100%	**100%**	**0%**	**0%**	**0%**

3.717 - Core Area Wasterwater Operations	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023	2024	2025	2026
OPERATING COSTS:										
Allocation - IWS Operations	7,113,781	7,195,315	7,611,585	-	-	7,611,585	7,698,805	7,851,975	8,008,230	8,167,642
Allocation - Standard Overhead	1,007,283	1,007,283	1,401,804	-	-	1,401,804	1,429,840	1,458,437	1,487,606	1,517,358
Allocation - Enviro Monitoring & Marine Protection Programs	2,020,558	1,664,143	2,107,831	-	167,346	2,275,177	2,233,568	2,192,824	2,236,684	2,281,417
Biotreatment and Disposal	5,957,505	6,138,950	5,686,208	-	-	5,686,208	5,799,940	5,915,940	6,034,260	6,154,950
Operating - Other	1,752,632	2,242,392	1,996,820	-	-	1,996,820	2,051,720	2,108,456	2,167,090	2,227,744
Repairs & Maintenance	1,822,892	791,000	1,585,851	-	-	1,585,851	1,319,020	1,603,141	2,689,270	1,586,401
Electricity & Utilities	4,349,026	2,569,936	3,476,850	-	-	3,476,850	3,528,700	3,581,370	3,634,890	3,689,260
Supplies - Chemical & Other	4,212,404	3,643,987	4,211,410	-	30,000	4,241,410	4,228,710	4,246,340	4,264,340	4,282,690
TOTAL OPERATING COSTS	**28,236,081**	**25,253,006**	**28,078,359**	**-**	**197,346**	**28,275,705**	**28,290,303**	**28,958,483**	**30,522,370**	**29,907,462**
*Percentage Increase over prior year		-10.56%	-0.56%	0.00%	0.70%	0.14%	0.05%	2.36%	5.40%	-2.01%
RESERVE:										
Transfer to Operating Reserve	1,026,086	2,276,885	1,028,086	-	-	1,028,086	1,028,086	1,028,086	1,028,086	1,028,086
Transfer to Equipment Replacement Fund	276,461	841,391	846,920	-	-	846,920	863,860	881,140	898,760	916,740
TOTAL RESERVES	**1,302,547**	**3,118,276**	**1,875,006**	**-**	**-**	**1,875,006**	**1,891,946**	**1,909,226**	**1,926,846**	**1,944,826**
TOTAL COSTS	29,538,628	28,371,282	29,953,365	-	197,346	30,150,711	30,182,249	30,867,709	32,449,216	31,852,288
*Percentage Increase over prior year		-3.95%	1.40%	0.00%	0.67%	2.07%	0.10%	2.27%	5.12%	-1.84%
Internal Recoveries	(1,100,000)	(200,000)	(1,122,000)	-	-	(1,122,000)	(1,144,440)	(1,167,330)	(1,190,670)	(1,214,480)
OPERATING COSTS LESS INTERNAL RECOVERIES	28,438,628	28,171,282	28,831,365	-	197,346	29,028,711	29,037,809	29,700,379	31,258,546	30,637,808
*Percentage Increase over prior year		-0.94%	1.38%	0.00%	0.69%	2.07%	0.03%	2.28%	5.25%	-1.99%
REVENUE;										
Estimated Balance C/F from 2021 to 2022	-	197,346	-	-	(197,346)	(197,346)	-	-	-	-
Grants in Lieu of Taxes	(750,223)	(750,223)	(876,129)	-	-	(876,129)	(750,223)	(750,223)	(750,223)	(750,223)
Transfer from Operating Reserve	(70,000)	-	(366,241)	-	-	(366,241)	(75,000)	(334,241)	(1,395,000)	(266,241)
TOTAL REVENUE	**(820,223)**	**(552,877)**	**(1,242,370)**	**-**	**(197,346)**	**(1,439,716)**	**(825,223)**	**(1,084,464)**	**(2,145,223)**	**(1,016,464)**
REQUISITION	**(27,618,405)**	**(27,618,405)**	**(27,588,995)**	**-**	**-**	**(27,588,995)**	**(28,212,586)**	**(28,615,915)**	**(29,113,323)**	**(29,621,344)**
*Percentage increase over prior year		0.00%	-0.11%	0.00%	0.00%	-0.11%	2.26%	1.43%	1.74%	1.74%
PARTICIPANTS: Victoria, Oak Bay, Esquimalt, Saanich, View Royal, Colwood, Langford, Esquimalt FN, Songhees FN										

3.717 Core Area Wasterwater Operations Asset and Reserve Summary
Summary Schedule
2022 - 2026 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	Actual	Budget				
Projected year end balance	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Operating Reserve Fund	7,698,621	8,360,466	9,313,552	10,007,397	9,640,483	10,402,328
Equipment Replacement Fund	5,590,716	5,609,636	6,311,496	7,062,636	7,931,396	8,838,136
Total	**13,289,337**	**13,970,102**	**15,625,048**	**17,070,033**	**17,571,879**	**19,240,464**

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	Actual	Budget				
Fund: 1500 Fund Center: 105543	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	-	7,698,621	8,360,466	9,313,552	10,007,397	9,640,483
Planned Purchase	-	(366,241)	(75,000)	(334,241)	(1,395,000)	(266,241)
Transfer from Ops Budget	4,558,888	1,028,086	1,028,086	1,028,086	1,028,086	1,028,086
Transfer from Ops reserve 3.710	1,121,229					
Transfer from Ops reserve 3.712	1,348,852					
Transfer from Ops reserve 3.713	148,720					
Transfer from Ops reserve 3.715	453,529					
Interest Income*	67,403					
Total projected year end balance	**7,698,621**	**8,360,466**	**9,313,552**	**10,007,397**	**9,640,483**	**10,402,328**

Assumptions/Background:

Transfer remaining balance from trunk budgets to fund amalgamated Core Area Wastewater service operating reserve fund.

* 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 SPWWTP

ERF: CAWW Fund for Equipment Replacement

ERF Reserve to fund replacement of equipment that lasts less than 15 years in the CAWW System. Example motors, pumps etc.

Equipment Replacement Fund Fund: 1022 Fund Center: 102229	Actual 2021	Budget 2022	2023	2024	2025	2026
Beginning Balance	700,163	5,590,716	5,609,636	6,311,496	7,062,636	7,931,396
Planned Purchase (Based on Capital Plan)	(21,989)	(828,000)	(162,000)	(130,000)	(30,000)	(10,000)
Transfer IN (from Ops Budget)	1,195,184	846,920	863,860	881,140	898,760	916,740
Transfer from ERF reserve 3.710	2,245,533					
Transfer from ERF reserve 3.712	970,102					
Transfer from ERF reserve 3.713	471,392					
Interest Income*	30,330					
Ending Balance $	**5,590,716**	**5,609,636**	**6,311,496**	**7,062,636**	**7,931,396**	**8,838,136**

Assumptions/Background:

Transfer remaining balance from trunk budgets to fund amalgamated Core Area Wastewater service equipment reserve fund.

* Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Debt - Core Area Wastewater Capital

FINAL BUDGET

MARCH 2022

3.798C - Debt - Core Area Wastewater Capital	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023	2024	2025	2026
CAPITAL / RESERVE										
Transfer to RTF Capital	5,529,745	4,548,660	5,529,745	-	-	5,529,745	5,529,745	5,529,745	5,529,745	5,529,745
Transfer to Capital Replacement Reserve	2,721,119	4,236,611	3,121,119	-	-	3,121,119	2,721,119	2,721,119	2,721,119	2,721,119
Transfer to WTP Debt Retirement Reserve	6,318,949	6,318,949	4,821,437	-	-	4,821,437	4,893,237	1,004,930	5,418,160	5,489,960
TOTAL CAPITAL / RESERVES	**14,569,813**	**15,104,220**	**13,472,301**	**-**	**-**	**13,472,301**	**13,144,101**	**9,255,794**	**13,669,024**	**13,740,824**
CAWTP Debt	6,277,610	5,975,913	7,181,063	-	-	7,181,063	7,109,313	10,997,670	6,584,490	6,512,740
CAWW Debt	-	-	78,818	-	-	78,818	1,360,383	1,903,459	2,789,513	4,047,147
Total Debt Expenditures	6,277,610	5,975,913	7,259,881	-	-	7,259,881	8,469,696	12,901,129	9,374,003	10,559,887
MFA Debt Reserve	432,710	200,000	192,380	-	-	192,380	85,230	128,730	190,730	32,230
TOTAL OPERATING COSTS	**21,280,133**	**21,280,133**	**20,924,562**	**-**	**-**	**20,924,562**	**21,699,027**	**22,285,653**	**23,233,757**	**24,332,941**
*Percentage Increase over prior year			-1.67%			-1.67%	3.70%	2.70%	4.25%	4.73%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Surplus Balance carry forward	(724,602)	(724,602)	-	-	-	-	-	-	-	-
Transfer from Own funds	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(556,193)	(556,193)	(721,430)	-	-	(721,430)	(556,193)	(556,193)	(556,193)	(556,193)
Revenue - Other	(20,220)	(20,220)	(21,740)	-	-	(21,740)	(21,740)	(21,740)	(21,740)	(21,740)
TOTAL REVENUE	**(1,301,015)**	**(1,301,015)**	**(743,170)**	**-**	**-**	**(743,170)**	**(577,933)**	**(577,933)**	**(577,933)**	**(577,933)**
REQUISITION	**(19,979,118)**	**(19,979,118)**	**(20,181,392)**	**-**	**-**	**(20,181,392)**	**(21,121,094)**	**(21,707,720)**	**(22,655,824)**	**(23,755,008)**
*Percentage increase over prior year			1.01%			1.01%	4.66%	2.78%	4.37%	4.85%
PARTICIPANTS: Victoria, Oak Bay, Esquimalt, Saanich View Royal, Colwood, Langford, Esquimalt FN, Songhees FN										

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	3.798C Debt - Core Area Wastewater Treati	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE								
Buildings	B	$0	$0	$0	$0	$0	$0	$0
Equipment	E	$120,000	$120,000	$0	$0	$0	$0	$120,000
Land	L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures	S	$27,045,000	$36,638,000	$8,030,100	$11,280,000	$17,380,000	$1,510,000	$74,838,100
Vehicles	V	$396,000	$133,000	$263,000	$0	$0	$0	$396,000
		$27,561,000	**$36,891,000**	**$8,293,100**	**$11,280,000**	**$17,380,000**	**$1,510,000**	**$75,354,100**
SOURCE OF FUNDS								
Capital Funds on Hand	Cap	$1,873,100	$1,610,100	$1,331,100	$0	$0	$0	$2,941,200
Debenture Debt (New Debt Only)	Debt	$10,695,000	$17,985,000	$6,800,000	$11,150,000	$17,350,000	$1,500,000	$54,785,000
Equipment Replacement Fund	ERF	$0	$828,000	$162,000	$130,000	$30,000	$10,000	$1,160,000
Grants (Federal, Provincial)	Grant	$14,992,900	$14,992,900	$0	$0	$0	$0	$14,992,900
Donations / Third Party Funding	Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund	Res	$0	$1,475,000	$0	$0	$0	$0	$1,475,000
		$27,561,000	**$36,891,000**	**$8,293,100**	**$11,280,000**	**$17,380,000**	**$1,510,000**	**$75,354,100**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numerical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: **3.798C**

Service Name: **Debt - Core Area Wastewater Treatment Program**

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
MCLOUGHLIN WASTEWATER TREATMENT PLANT													
The new McLoughlin WWTP is being commissioned and should be fully operational by December 31, 2020. This is a new facility and should not require any significant projects in the first several years, but some upgrades maybe required to improve operational performance and/or health and safety issues that may become known after the plant is in full operation.													
16-01a	New	CAWTP	Wastewater Treatment Project (including WWTP, RTF, Conveyance)	$462,000,000	S	Grant	$14,992,900	$14,992,900	$0	$0	$0	$0	$14,992,900
16-01b	New	CAWTP	Wastewater Treatment Project (including WWTP, RTF, Conveyance)	$101,100,000	S	Debt	$0	$0	$0	$0	$0	$0	$0
16-01c	New	CAWTP	Wastewater Treatment Project (including WWTP, RTF, Conveyance)	$211,900,000	S	Cap	$1,357,100	$1,357,100	$1,068,100	$0	$0	$0	$2,425,200
20-01a	New	IT Capital Purchases and Plant Optimization	IT hardware (monitors, computers, printers, etc.), software licenses, telephones, valves, meters etc.	$900,000	E	Cap	$120,000	$120,000	$0	$0	$0	$0	$120,000
20-02a	New	New Fleet Purchases	9 new vehicles (3 EIC, 3 mechanical trades, 3 operations); 1 spider crane; 1 scissor lift; 1 portable hotsy	$1,400,000	V	Cap	$396,000	$133,000	$263,000	$0	$0	$0	$396,000
PUMP STATIONS													
21-01	Renewal	Lang Cove Electrical and Building Upgrades	Renewals based upon Delcan's 2013 condition assessments and revised inspections. Work includes electrical (replace PLC, SCADApack, communications), and building upgrades.	$350,000	S	**Res**	$0	**$350,000**	$0	$0	$0	$0	$350,000
21-02	Renewal	Marigold Electrical and Building Upgrades	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.	$2,250,000	S	Debt	$2,200,000	$2,200,000	$0	$0	$0	$0	$2,200,000
21-03	Renewal	Currie Major Electrical and Siesmic Upgrades	Renewals based upon Delcan's 2013 condition assessments and revised inspections. Work includes electrical (replace VFDs, PLC, SCADApack, communications), siesmic upgrades and driveway repairs.	$2,300,000	S	Debt	$0	$400,000	$0	$1,900,000	$0	$0	$2,300,000
21-04	Renewal	Craigflower Odour Control Upgrade	Increasing flows and off-gassing from the cortex drop are generating higher odours than expected. Imrpovements are required to mitigate odours and address health and safety concerns.	$400,000	S	Debt	$400,000	$400,000	$0	$0	$0	$0	$400,000
21-05	Replacement	Harling PS - Complete Replacement	Replacement of Harling Point PS is based on Delcan's 2013 condition assessment.	$1,900,000	S	Debt	$200,000	$200,000	$1,700,000	$0	$0	$0	$1,900,000
22-01	Renewal	Odour Control HVAC Testing and Balancing	Based upon KWL's 2018 condition assessment review, upgrades are required to several odour control facilities (ie. carbon scrubbers, bioxide injection, etc). In addition, HVAC testing & balancing and process narratives are required.	$200,000	S	Debt	$0	$200,000	$0	$0	$0	$0	$200,000
22-05	**Replacement**	**Lang Cove Discharge Isolation Valves**	**Replace failed isolation valves on at the Lang Cove pump station.**	**$400,000**	**S**	**ERF**	$0	**$400,000**	$0	$0	$0	$0	$400,000
24-01	Renewal	Trent PLC Upgrade	The PLC needs to be upgraded to meet new software standards.	$250,000	S	Debt	$0	$0	$0	$250,000	$0	$0	$250,000
24-02	Renewal	Hood Mechanical and Electrical Renewal	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes pump replacement, installation of a new valve chamber, RTU upgrade, and site improvements.	$420,000	S	Debt	$0	$0	$0	$420,000	$0	$0	$420,000
24-03	Renewal	Currie Minor Mechanical and Electrical Renewal	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes pump and valve replacement.	$230,000	S	Debt	$0	$0	$0	$230,000	$0	$0	$230,000

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Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
24-04	Renewal	Humber Electrical and Mechanical Renewal	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes pump and valve replacements, PLC/RTU upgrade and site improvements.	$290,000	S	Debt	$0	$0	$0	$290,000	$0	$0	$290,000
24-05	Renewal	Rutland Electrical and Mechanical Renewal	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes pump and valve replacements, PLC/RTU upgrade and site improvements.	$290,000	S	Debt	$0	$0	$0	$290,000	$0	$0	$290,000
24-06	Renewal	Penrhyn Electrical and Mechanical Renewal	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes electrical (replace PLC and MCC), mechanical (replace pumps and upgrade HVAC), and structural/building upgrades.	$670,000	S	Debt	$0	$0	$0	$120,000	$550,000	$0	$670,000
22-06	Replacement	Pump Station Equipment Replacement	Replacement of pump station equipment at various locations. Equipment to replace includes power generators, variable frequency drives, and electrical upgrades	**$560,000**	S	**ERF**	$0	**$228,000**	**$162,000**	**$130,000**	**$30,000**	**$10,000**	$560,000
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.	$2,400,000	S	Debt	$200,000	$200,000	$2,000,000	$0	$0	$0	$2,200,000
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. Complete an options study in 2022 and detailed design/construction between 2026-2030.	$15,000,000	S	Debt	$400,000	$400,000	$0	$0	$0	$0	$400,000
21-08	Replacement	Boundary Odour Control Replacement	The Boundary UV odour control unit has failed. Based on the 2018 KWL Odour Control Assessment review, a new carbon scrubber located closer to Gorge Siphon inlet chamber maybe more effective.	$400,000	S	**Res**	$0	**$400,000**	$0	$0	$0	$0	$400,000
21-09	Renewal	Bowker Sewer Rehabilitation	Based on results of CCTV inspection about 1,685m of sewer from North Dairy to Richmond and 1,860m from Foul Bay to Currie PS needs to be relined.	$8,600,000	S	Debt	$4,175,000	$8,475,000	$0	$0	$0	$0	$8,475,000
21-10	Renewal	Sewer Cleaning and Inspection	Regional sewers should be cleaned and inspected on a 5-year cycle. The trunk sewers from Prospect to Currie PS and from Bushby to Clover PS will be inspected in 2022. The 5-year cycle will recommence in 2024.	**$600,000**	S	Debt	$75,000	$75,000	$0	$150,000	$150,000	**$150,000**	$525,000
21-11	Renewal	Manhole Repairs and Replacement	Based upon CCTV and staff inspections on manholes, high priority repairs and replacement of deteriorated MH's.	$1,500,000	S	Debt	$500,000	$500,000	$250,000	$250,000	$250,000	$250,000	$1,500,000
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.	$300,000	S	Debt	$0	$0	$300,000	$0	$0	$0	$300,000
PRESSURE PIPES AND APPURTENANCES													
21-12	Renewal	Gorge Siphon Inlet Chamber Upgrade	The control gates are seized on this chamber and they need to be replaced so that the individual siphons can be isolated or activated.	$500,000	S	**Res**	$0	**$475,000**	$0	$0	$0	$0	$475,000
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.	$9,600,000	S	Debt	$300,000	$300,000	**$300,000**	**$4,500,000**	**$4,500,000**	$0	$9,600,000
21-14	Renewal	Marigold Siphon Assessment	The Marigold Siphon section is a pressurized (pre-stressed concrete pipe), nearing 50 years old, and has never been assessed. Assessment and eventual replacement of the pipe is required.	$8,300,000	S	Debt	$400,000	$400,000	$0	$0	$7,900,000	$0	$8,300,000
22-02	Renewal	Gorge and Harriet Siphon Assessment	The Gorge and Harriet Siphons are ductile iron pipe, nearing 50 years old, and have never been flushed or assessed. Flushing and assessment of the pipe is required.	$250,000	S	**Res**	$0	**$250,000**	$0	$0	$0	$0	$250,000
23-02	Renewal	Penrhyn Siphon Assessment	The Penrhyn Siphon is PVC pipe, and has never been flushed or assessed. Flushing and assessment of the pipe is required.	$400,000	S	Debt	$0	$0	$400,000	$0	$0	$0	$400,000
24-07	Renewal	Parsons Siphon Assessment	The Parsons Siphons are PVC and steel pipe, and have never been flushed or assessed. Flushing and assessment of the pipe is required.	$400,000	S	Debt	$0	$0	$0	$400,000	$0	$0	$400,000
25-01	Renewal	Admirals Siphon Assessment	The Admirals Siphon is PVC pipe, and has never been flushed or assessed. Flushing and assessment of the pipe is required.	$400,000	S	Debt	$0	$0	$0	$0	$400,000	$0	$400,000
FLOW METERS													
21-15	Replacement	Parsons Meter Replacement	Based on KWL's 2018-19 Flow Meter Audit review, Parsons meter is to be replaced with two doppler meters and one magmeter on Wilfert PS (includes install of meters, kiosk and conduit).	$250,000	S	Debt	$225,000	$225,000	$0	$0	$0	$0	$225,000
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 Champman catchments. Includes installation of new metering manhole.	$130,000	S	Debt	$130,000	$130,000	$0	$0	$0	$0	$130,000
21-17	New	Esquimalt Nation Meter	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new custom weir, kisok and conduit to measure the unmetered Esquimalt Nation catchment.	$200,000	S	Debt	$200,000	$200,000	$0	$0	$0	$0	$200,000
21-18	New	Shoreline Trunk Meter	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flodar meter to measure the unmetered Shoreline catchment. Includes installation of FloDar meter, kiosk and conduit.	$240,000	S	Debt	$50,000	$240,000	$0	$0	$0	$0	$240,000
21-19	New	Selkirk Meter	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flume meter to measure the unmetered Selkirk catchment (install weir, kiosk and conduit).	$190,000	S	Debt	$190,000	$190,000	$0	$0	$0	$0	$190,000
21-20	Replacement	Haultain, Hereward, Langford Replacement	Based on KWL's 2018-19 Flow Meter Audit review, ultrasonic meters are to be replaced with new LUT-440 models.	$40,000	S	Debt	$40,000	$40,000	$0	$0	$0	$0	$40,000
21-21	Replacement	Penrhyn Meter	Based on KWL's 2018-19 Flow Meter Audit review, the ADFM insertion probe meter is damaged and needs to be replaced.	$90,000	S	Debt	$90,000	$90,000	$0	$0	$0	$0	$90,000
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	$0	$0	$0	$0	$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	$100,000	$200,000	$0	$0	$0	$0	$200,000

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Service Name: Debt - Core Area Wastewater Treatment Program

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	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.	**$600,000**	S	Debt	$50,000	$150,000	$100,000	$100,000	$100,000	**$100,000**	$550,000
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. Replacement will happen over many years commencing in 2022.	$3,150,000	S	Debt	$50,000	$800,000	$750,000	$750,000	$750,000	$0	$3,050,000
22-03	Renewal	Acquisition of Outstanding Right-of-Ways	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.	$1,200,000	S	Debt	$0	$200,000	$0	$0	$1,000,000	$0	$1,200,000
21-26	Replacement	Annual Provisional Emergency Repairs	Unforeseen and unplanned emergency repairs can occur which require immediate attention.	$5,000,000	S	Debt	$0	$1,000,000	$1,000,000	$1,000,000	$1,000,000	**$1,000,000**	$5,000,000
21-27	New	New Infrastructure Optimization	Unforeseen and unplanned optimization and capital	$500,000	S	Debt	$470,000	$470,000	$0	$0	$0	**$0**	$470,000
22-04	**New**	**Microwave Radio Upgrades**	**To provide a high bandwidth communications backbone to the CAWWT system, a microwave communications system will be installed.**	**$200,000**	**S**	**ERF**	$0	**$200,000**	$0	$0	$0	$0	$200,000
OUTFALLS													
24-08	Renewal	Clover Point Outfall Retrofit	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.	$500,000	S	Debt	$0	$0	$0	$500,000	$0	$0	$500,000
25-02	Renewal	Macaulay Point Outfall Retrofit	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.	$750,000	S	Debt	$0	$0	$0	$0	$750,000	$0	$750,000
RESIDUAL SOLIDS													
21-29	Renewal	Quonset removal	Demo old storage facility	**$100,000**	S	Debt	$0	**$50,000**	$0	$0	$0	$0	$50,000
22-07	New	RTF Infrastructure Optimization	Unforeseen and unplanned optimization and capital	**$294,000**	S	Debt	$0	**$294,000**	$0	$0	$0	$0	$294,000
			GRAND TOTAL	**$850,544,000**	**$0**	**$0**	**$27,561,000**	**$37,185,000**	**$8,293,100**	**$11,280,000**	**$17,380,000**	**$1,510,000**	**$75,648,100**

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Project Number	16-01a	**Capital Project Title**	CAWTP	**Capital Project Description**	Wastewater Treatment Project (including WWTP, RTF, Conveyance)

Project Rationale The Wastewater Treatment Project (WTP) will provide 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 being built to meet the provincial and federal regulations for treatment by December 31, 2020. The Project consists of three main elements.
1) McLoughlin Point Wastewater Treatment Plant, located at McLoughlin Point in Esquimalt, the treatment plant will provide tertiary treatment to the core area's wastewater.
2) Residuals Treatment Facility, residual solids from the wastewater treatment plant will be piped to a Residual Treatment Facility at Hartland Landfill, where they will be turned into what are known as "Class A" Biosolids such that it is safe for further use.
3) Conveyance System, includes the 'pumps and pipes' of the Wastewater Treatment Project. This system will carry wastewater from across the core area to the treatment plant, and residual solids to the Residuals Treatment Facility at Hartland Landfill.
The project will cost $775 million and the federal and provincial governments are assisting the Capital Regional District in funding this project.

Project Number	16-01b	**Capital Project Title**	CAWTP	**Capital Project Description**	Wastewater Treatment Project (including WWTP, RTF, Conveyance)

Project Rationale The Wastewater Treatment Project (WTP) will provide 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 being built to meet the provincial and federal regulations for treatment by December 31, 2020. The Project consists of three main elements.
1) McLoughlin Point Wastewater Treatment Plant, located at McLoughlin Point in Esquimalt, the treatment plant will provide tertiary treatment to the core area's wastewater.
2) Residuals Treatment Facility, residual solids from the wastewater treatment plant will be piped to a Residual Treatment Facility at Hartland Landfill, where they will be turned into what are known as "Class A" Biosolids such that it is safe for further use.
3) Conveyance System, includes the 'pumps and pipes' of the Wastewater Treatment Project. This system will carry wastewater from across the core area to the treatment plant, and residual solids to the Residuals Treatment Facility at Hartland Landfill.
The project will cost $775 million and the federal and provincial governments are assisting the Capital Regional District in funding this project.

Project Number	16-01c	**Capital Project Title**	CAWTP	**Capital Project Description**	Wastewater Treatment Project (including WWTP, RTF, Conveyance)

Project Rationale The Wastewater Treatment Project (WTP) will provide 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 being built to meet the provincial and federal regulations for treatment by December 31, 2020. The Project consists of three main elements.
1) McLoughlin Point Wastewater Treatment Plant, located at McLoughlin Point in Esquimalt, the treatment plant will provide tertiary treatment to the core area's wastewater.
2) Residuals Treatment Facility, residual solids from the wastewater treatment plant will be piped to a Residual Treatment Facility at Hartland Landfill, where they will be turned into what are known as "Class A" Biosolids such that it is safe for further use.
3) Conveyance System, includes the 'pumps and pipes' of the Wastewater Treatment Project. This system will carry wastewater from across the core area to the treatment plant, and residual solids to the Residuals Treatment Facility at Hartland Landfill.
The project will cost $775 million and the federal and provincial governments are assisting the Capital Regional District in funding this project.

Project Number	20-01a	**Capital Project Title**	IT Capital Purchases and Plant Optimization	**Capital Project Description**	IT hardware (monitors, computers, printers, etc.), software licenses, telephones, valves, meters etc.

Project Rationale Capital purchases for radio systems and other IT related costs required for integration with CRD operations and wastewater treatment system start-up.

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Project Number	20-02a	**Capital Project Title**	New Fleet Purchases	**Capital Project Description**	9 new vehicles (3 EIC, 3 mechanical trades, 3 operations); 1 spider crane; 1 scissor lift; 1 portable hotsy
Project Rationale	Capital purchases required for integration with CRD operations and wastewater treatment system start-up. Purchases include vehicles and equipment.				

Project Number	21-01	**Capital Project Title**	Lang Cove Electrical and Building Upgrades	**Capital Project Description**	Renewals based upon Delcan's 2013 condition assessments and revised inspections. Work includes electrical (replace PLC, SCADApack, communications), and building upgrades.
Project Rationale	Renewals based upon Delcan's 2013 condition assessments and revised inspections. Work includes electrical (replace PLC, SCADApack, 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 2013 condition assessments and revised 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.				

Project Number	21-03	**Capital Project Title**	Currie Major Electrical and Siesmic Upgrades	**Capital Project Description**	Renewals based upon Delcan's 2013 condition assessments and revised inspections. Work includes electrical (replace VFDs, PLC, SCADApack, communications), siesmic upgrades and driveway repairs.
Project Rationale	Renewals based upon Delcan's 2013 condition assessments and revised inspections. Work includes electrical (replace VFDs, PLC, SCADApack, communications), siesmic upgrades and driveway repairs. Assessment and VFD replacement in 2021 and other upgrades in 2022.				

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Project Number	21-04	**Capital Project Title**	Craigflower Odour Control Upgrade	**Capital Project Description**	Increasing flows and off-gassing from the cortex drop are generating higher odours than expected. Imrpovements are required to mitigate odours and address health and safety concerns.
Project Rationale	Increasing flows and off-gassing from the cortex drop are generating higher odours than expected. Imrpovements are required to mitigate odours and address health and safety concerns.				

Project Number	21-05	**Capital Project Title**	Harling PS - Complete Replacement	**Capital Project Description**	Replacement of Harling Point PS is based on Delcan's 2013 condition assessment.
Project Rationale	Replacement of Harling Point PS is based on Delcan's 2013 condition assessment. The preliminary design was completed in 2018. Detailed Design will be completed in 2021 and construction in 2022.				

Project Number	22-01	**Capital Project Title**	Odour Control HVAC Testing and Balancing	**Capital Project Description**	Based upon KWL's 2018 condition assessment review, upgrades are required to several odour control facilities (ie. carbon scrubbers, bioxide injection, etc). In addition, HVAC testing & balancing and process narratives are required.
Project Rationale	Based upon KWL's 2018 condition assessment review, upgrades are required to several odour control facilities (ie. carbon scrubbers, bioxide injection, etc). In addition, HVAC testing & balancing and process narratives are required.				

Project Number	22-05	**Capital Project Title**	Lang Cove Discharge Isolation Valves	**Capital Project Description**	Replace failed isolation valves on at the Lang Cove pump station.
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	24-01	**Capital Project Title**	Trent PLC Upgrade	**Capital Project Description**	The PLC needs to be upgraded to meet new software standards.
Project Rationale	The PLC needs to be upgraded to meet new software standards and maintain reliability.				

Project Number	24-02	**Capital Project Title**	Hood Mechanical and Electrical Renewal	**Capital Project Description**	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes pump replacement, installation of a new valve chamber, RTU upgrade, and site improvements.
Project Rationale	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes pump replacement, installation of a new valve chamber, RTU upgrade, and site improvements.				

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Project Number	24-03	**Capital Project Title**	Currie Minor Mechanical and Electrical Renewal	**Capital Project Description**	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes pump and valve replacement.
Project Rationale	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes pump and valve replacement.				

Project Number	24-04	**Capital Project Title**	Humber Electrical and Mechanical Renewal	**Capital Project Description**	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes pump and valve replacements, PLC/RTU upgrade and site improvements.
Project Rationale	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes pump and valve replacements, PLC/RTU upgrade and site improvements.				

Project Number	24-05	**Capital Project Title**	Rutland Electrical and Mechanical Renewal	**Capital Project Description**	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes pump and valve replacements, PLC/RTU upgrade and site improvements.
Project Rationale	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes pump and valve replacements, PLC/RTU upgrade and site improvements.				

Project Number	24-06	**Capital Project Title**	Penrhyn Electrical and Mechanical Renewal	**Capital Project Description**	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes electrical (replace PLC and MCC), mechanical (replace pumps and upgrade HVAC), and structural/building upgrades.
Project Rationale	Upgrades are based upon Delcan's 2013 condition assessments and revised inspections. The work includes electrical (replace PLC and MCC), mechanical (replace pumps and upgrade HVAC), and structural/building upgrades.				

Project Number	22-06	**Capital Project Title**	Pump Station Equipment Replacement	**Capital Project Description**	Replacement of pump station equipment at various locations. Equipment to replace includes power generators, variable frequency drives, and electrical upgrades
Project Rationale	Replacement schedule for various pump station equipment. These pump station and conveyance related equipment have been identified as requiring replacement when nearing the end of their useful life.				

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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.
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. Complete an options study in 2022 and detailed design/construction between 2026-2030.
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. Complete an options study in 2021/22 and detailed design/construction between 2026-2030.				

Project Number	21-08	**Capital Project Title**	Boundary Odour Control Replacement	**Capital Project Description**	The Boundary UV odour control unit has failed. Based on the 2018 KWL Odour Control Assessment review, a new carbon scrubber located closer to Gorge Siphon inlet chamber maybe more effective.
Project Rationale	The Boundary UV odour control unit has failed. Based on the 2018 KWL Odour Control Assessment review, a new carbon scrubber located closer to Gorge Siphon inlet chamber maybe more effective.				

Project Number	21-09	**Capital Project Title**	Bowker Sewer Rehabilitation	**Capital Project Description**	Based on results of CCTV inspection about 1,685m of sewer from North Dairy to Richmond and 1,860m from Foul Bay to Currie PS needs to be relined.
Project Rationale	Based on results of CCTV inspection about 1,685m of sewer from North Dairy to Richmond and 1,860m from Foul Bay to Currie PS needs to be relined.				

Service: 3.798C Debt - Core Area Wastewater Treatment Program

Project Number	21-10	**Capital Project Title**	Sewer Cleaning and Inspection	**Capital Project Description**	Regional sewers should be cleaned and inspected on a 5-year cycle. The trunk sewers from Prospect to Currie PS and from Bushby to Clover PS will be inspected in 2022. The 5-year cycle will recommence in 2024.
Project Rationale	Regional sewers should be cleaned and inspected on a 5-year cycle. The trunk sewers from Prospect to Currie PS and from Bushby to Clover PS will be inspected in 2021. The 5-year cycle will recommence in 2024.				

Project Number	21-11	**Capital Project Title**	Manhole Repairs and Replacement	**Capital Project Description**	Based upon CCTV and staff inspections on manholes, high priority repairs and replacement of deteriorated MH's.
Project Rationale	Based upon CCTV and staff inspections on manholes, high priority repairs and replacement of deteriorated MH's will start in 2021.				

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.				

Project Number	21-12	**Capital Project Title**	Gorge Siphon Inlet Chamber Upgrade	**Capital Project Description**	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 siezed 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.
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.				

Service: 3.798C Debt - Core Area Wastewater Treatment Program

Project Number	21-14	**Capital Project Title**	Marigold Siphon Assessment	**Capital Project Description**	The Marigold Siphon section is a pressurized (pre-stressed concrete pipe), nearing 50 years old, and has never been assessed. Assessment and eventual replacement of the pipe is required.
Project Rationale	The Marigold Siphon section is a pressurized (pre-stressed concrete pipe), nearing 50 years old, and has never been assessed. Assessment and eventual replacement of the pipe is required.				

Project Number	22-02	**Capital Project Title**	Gorge and Harriet Siphon Assessment	**Capital Project Description**	The Gorge and Harriet Siphons are ductile iron pipe, nearing 50 years old, and have never been flushed or assessed. Flushing and assessment of the pipe is required.
Project Rationale	The Gorge and Harriet Siphons are ductile iron pipe, nearing 50 years old, and have never been flushed or assessed. Flushing and assessment of the pipe is required.				

Project Number	23-02	**Capital Project Title**	Penrhyn Siphon Assessment	**Capital Project Description**	The Penrhyn Siphon is PVC pipe, and has never been flushed or assessed. Flushing and assessment of the pipe is required.
Project Rationale	The Penrhyn Siphon is PVC pipe, and has never been flushed or assessed. Flushing and assessment of the pipe is required.				

Project Number	24-07	**Capital Project Title**	Parsons Siphon Assessment	**Capital Project Description**	The Parsons Siphons are PVC and steel pipe, and have never been flushed or assessed. Flushing and assessment of the pipe is required.
Project Rationale	The Parsons Siphons are PVC and steel pipe, and have never been flushed or assessed. Flushing and assessment of the pipe is required.				

Project Number	25-01	**Capital Project Title**	Admirals Siphon Assessment	**Capital Project Description**	The Admirals Siphon is PVC pipe, and has never been flushed or assessed. Flushing and assessment of the pipe is required.
Project Rationale	The Admirals Siphon is PVC pipe, and has never been flushed or assessed. Flushing and assessment of the pipe is required.				

Service: 3.798C Debt - Core Area Wastewater Treatment Program

Project Number	21-15	**Capital Project Title**	Parsons Meter Replacement	**Capital Project Description**	Based on KWL's 2018-19 Flow Meter Audit review, Parsons meter is to be replaced with two doppler meters and one magmeter on Wilfert PS (includes install of meters, kiosk and conduit).
Project Rationale	Based on KWL's 2018-19 Flow Meter Audit review, Parsons meter is to be replaced with two doppler meters and one magmeter on Wilfert PS (includes install of meters, kiosk and conduit).				

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 flodar meter to measure the unmetered Gorge and Champman catchments. Includes installation of new metering manhole.
Project Rationale	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flodar meter to measure the unmetered Gorge and Champman catchments. Includes installation of new metering manhole.				

Project Number	21-17	**Capital Project Title**	Esquimalt Nation Meter	**Capital Project Description**	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new custom weir, kisok and conduit to measure the unmetered Esquimalt Nation catchment.
Project Rationale	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new custom weir, kisok and conduit to measure the unmetered Esquimalt Nation catchment.				

Project Number	21-18	**Capital Project Title**	Shoreline Trunk Meter	**Capital Project Description**	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flodar meter to measure the unmetered Shoreline catchment. Includes installation of FloDar meter, kiosk and conduit.
Project Rationale	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flodar meter to measure the unmetered Shoreline catchment. Includes installation of FloDar meter, kiosk and conduit.				

Project Number	21-19	**Capital Project Title**	Selkirk Meter	**Capital Project Description**	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flume meter to measure the unmetered Selkirk catchment (install weir, kiosk and conduit).
Project Rationale	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flume meter to measure the unmetered Selkirk catchment (install weir, kiosk and conduit).				

Service: 3.798C Debt - Core Area Wastewater Treatment Program

Project Number	21-20	**Capital Project Title**	Haultain, Hereward, Langford Replacement	**Capital Project Description**	Based on KWL's 2018-19 Flow Meter Audit review, ultrasonic meters are to be replaced with new LUT-440 models.
Project Rationale	Based on KWL's 2018-19 Flow Meter Audit review, ultrasonic meters are to be replaced with new LUT-440 models.				

Project Number	21-21	**Capital Project Title**	Penrhyn Meter	**Capital Project Description**	Based on KWL's 2018-19 Flow Meter Audit review, the ADFM insertion probe meter is damaged and needs to be replaced.
Project Rationale	Based on KWL's 2018-19 Flow Meter Audit review, the ADFM insertion probe meter is damaged and needs to be replaced.				

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.				

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.				

Service: **3.798C** **Debt - Core Area Wastewater Treatment Program**

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. Replacement will happen over many years commencing in 2022.
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. 2022 expenditures include $150,000 for Microwave Radio Upgrades.				

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 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 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	21-26	**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	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.				

Service: 3.798C Debt - Core Area Wastewater Treatment Program

Project Number	24-08	**Capital Project Title**	Clover Point Outfall Retrofit	**Capital Project Description**	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.
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.				

Project Number	25-02	**Capital Project Title**	Macaulay Point Outfall Retrofit	**Capital Project Description**	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 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	21-29	**Capital Project Title**	Quonset removal	**Capital Project Description**	Demo old storage facility
Project Rationale	Hartland expansion planned in storage facility location				

Project Number	22-07	**Capital Project Title**	RTF Infrastructure Optimization	**Capital Project Description**	Unforeseen and unplanned optimization and capital
Project Rationale	Currently being reviewed for optimization at the RTF is a permanent delumper and macerator are to give confidence that all dried biosolids pellets will be less than 10 mm in grain size. The less than 10 mm grain size is a specifiic requirement from the Lafarge cement plant that receives the dried pellets as part of CRD's Biosolids Beneficial Use Strategy. A macerator would be provided on the centrifuge feed line to minimize pellets from linking together. A delumper would also be provided on the loadout silo discharge after the silo and before the loading chute to break up any enlarged pellets and multiple pellets that have linked or bound together before final discharge into the biosolids loading truck.				

3.798C Debt - Core Area Wastewater Capital Asset and Reserve Summary
Summary Schedule
2022 - 2026 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				
	2021	2022	2023	2024	2025	2026
Capital Reserve Fund	3,913,637	5,559,756	8,280,875	11,001,994	13,723,113	16,444,232
Debt Reserve Fund	6,389,959	11,211,396	16,104,633	12,768,133	18,186,293	23,676,253
Total	**10,303,596**	**16,771,152**	**24,385,508**	**23,770,127**	**31,909,406**	**40,120,485**

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	**Actual**	**Budget**				
Fund Centre: 102227	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	2,776	3,913,637	5,559,756	8,280,875	11,001,994	13,723,113
Planned Purchase (Based on Capital Plan)	-	(1,475,000)	-	-	-	-
Transfer IN (from Ops Budget)	3,863,346	3,121,119	2,721,119	2,721,119	2,721,119	2,721,119
Transfer IN (North East Trunk CRF)	29,583					
Interest Income*	17,931					
Ending Balance $	**3,913,637**	**5,559,756**	**8,280,875**	**11,001,994**	**13,723,113**	**16,444,232**

Assumptions/Background:

ERF Reserve to fund replacement of equipment, and vehicles of the Core Area Treatment Plant and Conveyance Infrastructure

* 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.

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**				
	2021	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	-	6,389,959	11,211,396	16,104,633	12,768,133	18,186,293
Debt Payment	-	-	-	(4,341,430)	-	-
Transfer from Ops Budget	6,318,949	4,821,437	4,893,237	1,004,930	5,418,160	5,489,960
Interest Income*	71,010	-	-	-	-	-
Ending Balance $	**6,389,959**	**11,211,396**	**16,104,633**	**12,768,133**	**18,186,293**	**23,676,253**

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

* 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

2022 BUDGET

Environmental Services - Operations

FINAL BUDGET

MARCH 2022

Service: 1.577 Environmental Services - Operations **Committee: Environmental Services**

DEFINITION:

To provide operations services to all water and wastewater functions of the Capital Regional District. Cost of this service is totally allocated to functions using 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 - Environmental Services - Operations	2021		BUDGET REQUEST 2022				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
OPERATING COSTS										
Salaries & Wages	8,904,117	8,368,651	9,373,508	-	-	9,373,508	9,573,998	9,778,752	9,987,873	10,201,446
Allocation - Standard Overhead	388,137	388,137	566,440	-	-	566,440	577,768	589,324	601,110	613,133
Allocation - Human Resources	226,414	226,414	264,242	-	-	264,242	269,527	274,918	280,416	286,024
Allocation - Operations	617,854	663,054	528,008	-	-	528,008	564,477	576,155	588,055	600,184
Operating - Other	1,192,271	1,257,834	1,216,131	-	-	1,216,131	1,240,450	1,265,260	1,290,560	1,316,380
TOTAL OPERATING COSTS	**11,328,793**	**10,904,090**	**11,948,329**	**-**	**-**	**11,948,329**	**12,226,220**	**12,484,409**	**12,748,014**	**13,017,167**
*Percentage Increase over prior year		-3.75%	5.47%			5.47%	2.33%	2.11%	2.11%	2.11%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Fund	297,623	1,058,406	303,560	-	-	303,560	306,370	309,240	312,160	315,140
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	**297,623**	**1,058,406**	**303,560**	**-**	**-**	**303,560**	**306,370**	**309,240**	**312,160**	**315,140**
Debt Expenditures										
MFA Debt reserve										
TOTAL COSTS	11,626,416	11,962,496	12,251,889	-	-	12,251,889	12,532,590	12,793,649	13,060,174	13,332,307
*Percentage Increase over prior year		2.89%	5.38%			5.38%	2.29%	2.08%	2.08%	2.08%
Internal Recoveries	(11,534,016)	(11,962,496)	(12,159,489)	-	-	(12,159,489)	(12,440,190)	(12,701,249)	(12,967,774)	(13,239,907)
OPERATING COSTS LESS INTERNAL RECOVERIES	92,400	-	92,400	-	-	92,400	92,400	92,400	92,400	92,400
*Percentage Increase over prior year		3.71%	5.42%			5.42%	2.31%	2.10%	2.10%	2.10%
SOURCES OF FUNDING (REVENUE)										
Surplus / (Defecit)										
Funds Carried Forward	-	-	-	-	-	-	-	-	-	-
Recovery other	(92,400)	-	(92,400)	-	-	(92,400)	(92,400)	(92,400)	(92,400)	(92,400)
TOTAL REVENUE	**(92,400)**	**-**	**(92,400)**	**-**	**-**	**(92,400)**	**(92,400)**	**(92,400)**	**(92,400)**	**(92,400)**
REQUISITION	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
*Percentage increase over prior year			5.42%			5.42%	2.31%	2.10%	2.10%	2.10%
PARTICIPANTS:Costs recovered internally										
AUTHORIZATED POSITIONS:	68.39	68.39	69.39	-	-	69.39	69.39	69.39	69.39	69.39
IWS Operations										

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	1.577 IW - Environmental Operations	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE								
Buildings	B	$0	$0	$0	$0	$0	$0	$0
Equipment	E	$0	$1,845,000	$663,500	$184,000	$705,000	$615,000	$4,012,500
Land	L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures	S	$0	$0	$0	$0	$0	$0	$0
Vehicles	V	$0	$0	$0	$0	$0	$0	$0
		$0	**$1,845,000**	**$663,500**	**$184,000**	**$705,000**	**$615,000**	**$4,012,500**
SOURCE OF FUNDS								
Capital Funds on Hand	Cap	$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)	Debt	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund	ERF	$0	$1,845,000	$663,500	$184,000	$705,000	$615,000	$4,012,500
Grants (Federal, Provincial)	Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding	Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund	Res	$0	$0	$0	$0	$0	$0	$0
		$0	**$1,845,000**	**$663,500**	**$184,000**	**$705,000**	**$615,000**	**$4,012,500**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 1.577

Service Name: IW - Environmental Operations

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
18-02	Replacement	Replace Computer Equipment	Computer replacements per IT cycle.	$100,000	E	ERF	$0	$20,000	$20,000	$20,000	$20,000	$20,000	$100,000
18-03	Replacement	Replace ERF Equipment	End of life replacement equipment; gas techs, mechanical, electrical, SCADA/Controls.	**$200,000**	E	ERF	$0	**$40,000**	$40,000	$40,000	$40,000	$40,000	$200,000
18-04	Replacement	SCADA Server Infrastructure Upgrade	Upgrade SCADA server to be under IT care/control	$80,000	E	ERF	$0	$80,000	$0	$0	$0	$0	$80,000
19-01	Replacement	Replace IWOps Vehicle FQS014	Vehicle replacement - end of life	**$140,000**	E	ERF	$0	**$140,000**	$0	$0	$0	$0	$140,000
19-02	Replacement	Replace IWOps Vehicle F00932	Vehicle replacement - end of life	**$150,000**	E	ERF	$0	**$150,000**	$0	$0	$0	$0	$150,000
19-03	Replacement	Replace IWOps Vehicle F00994	Vehicle replacement - end of life	**$90,000**	E	ERF	$0	$0	**$90,000**	$0	$0	$0	$90,000
19-05	Replacement	Replace IWOps Vehicle F01081	Vehicle replacement - end of life	$90,000	E	ERF	$0	$90,000	$0	$0	$0	$0	$90,000
19-07	Replacement	Furniture and Office Equipment Replacement	End of life replacement of furniture and office equipment	$75,000	E	ERF	$0	$15,000	$15,000	$15,000	$15,000	$15,000	$75,000
20-02	Replacement	Replace IWOps Vehicle F11030	Vehicle replacement - end of life	**$90,000**	E	ERF	$0	**$90,000**	$0	$0	$0	$0	$90,000
20-03	Replacement	Replace IWOps Vehicle F12006	Vehicle replacement - end of life	**$90,000**	E	ERF	$0	**$90,000**	$0	$0	$0	$0	$90,000
20-04	Replacement	Replace IWOps Vehicle F12009	Vehicle replacement - end of life	**$90,000**	E	ERF	$0	**$90,000**	$0	$0	$0	$0	$90,000
20-05	Replacement	Replace IWOps Vehicle F12024	Vehicle replacement - end of life	**$90,000**	E	ERF	$0	$0	**$90,000**	$0	$0	$0	$90,000
20-06	Replacement	Replace IWOps Vehicle F12002	Vehicle replacement - end of life	**$90,000**	E	ERF	$0	$0	**$90,000**	$0	$0	$0	$90,000
20-11	Replacement	Replace IWOps Vehicle F01080	Vehicle replacement - end of life	**$90,000**	E	ERF	$0	**$90,000**	$0	$0	$0	$0	$90,000
21-02	Replacement	Replace IWOps Vehicle F11033	Vehicle replacement - end of life	**$90,000**	E	ERF	$0	**$90,000**	$0	$0	$0	$0	$90,000
21-03	Replacement	Replace IWOps Vehicle F12029	Vehicle replacement - end of life	**$90,000**	E	ERF	$0	**$90,000**	$0	$0	$0	$0	$90,000
21-04	Replacement	Replace IWOps Vehicle F13002	Vehicle replacement - end of life	**$90,000**	E	ERF	$0	**$90,000**	$0	$0	$0	$0	$90,000
21-07	Replacement	Replace IWOps Vehicle (mini excavator) F01103	Vehicle replacement - end of life	**$60,000**	E	ERF	$0	$0	**$60,000**	$0	$0	$0	$60,000
21-12	Study	Operational Technology (SCADA) Security Review	Operational Technology (SCADA) Security Review	$50,000	E	ERF	$0	$50,000	$0	$0	$0	$0	$50,000
22-01	Replacement	SPWWTP - Skid Steer F18036	Vehicle replacement - end of life	$90,000	E	ERF	$0	$90,000	$0	$0	$0	$0	$90,000
22-02	Replacement	Burgoyne - Skid Steer F19005	Vehicle replacement - end of life	$90,000	E	ERF	$0	$90,000	$0	$0	$0	$0	$90,000

Service #: 1.577

Service Name: IW - Environmental Operations

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
22-03	Replacement	Replace IWOps Vehicle - Scissor Lift - F15018	Vehicle replacement - end of life	**$35,000**	E	ERF	$0	**$35,000**	$0	$0	$0	$0	$35,000
22-05	Replacement	Replace IWOps Vehicle F01028 2007 Kubota Tractor	Vehicle replacement - end of life	**$50,000**	E	ERF	$0	**$50,000**	$0	$0	$0	$0	$50,000
22-06	Replacement	Replace F14024 F550 Diesel Service Track - Crane/Lift truck	Vehicle replacement - end of life	**$220,000**	E	ERF	$0	**$220,000**	$0	$0	$0	$0	$220,000
22-07	Replacement	Replace Machine Shop Equipment	End of life replacement of equipment	**$8,000**	E	ERF	$0	**$8,000**	$0	$0	$0	$0	$8,000
22-08	Replacement	Replace Electrical Equipment	End of life replacement of equipment	**$67,500**	E	ERF	$0	**$32,500**	**$35,000**	$0	$0	$0	$67,500
22-09	Replacement	Replace Mechanical Equipment	End of life replacement of equipment	**$184,500**	E	ERF	$0	**$104,500**	**$80,000**	$0	$0	$0	$184,500
23-01	Replacement	Replace IWOps Vehicle F00444 1991 DDDG46 Generator Trailer	Vehicle replacement - end of life	**$40,000**	E	ERF	$0	$0	**$40,000**	$0	$0	$0	$40,000
23-02	Replacement	Replace IWOps Trailer F00753 1997 Generator Trailer	Vehicle replacement - end of life	**$60,000**	E	ERF	$0	$0	**$60,000**	$0	$0	$0	$60,000
23-03	Replacement	Replace IWOps Trailer F00793 1998 Trailerman Box Trailer	Vehicle replacement - end of life	**$24,000**	E	ERF	$0	$0	**$24,000**	$0	$0	$0	$24,000
23-05	Replacement	Replace IWOps Trailer F00953 2004 Trailtech Tandem Trailer	Vehicle replacement - end of life	**$12,000**	E	ERF	$0	$0	**$12,000**	$0	$0	$0	$12,000
23-06	Replacement	Replace IWOps Trailer F00976 2006 EZ Loader Boat Trailer	Vehicle replacement - end of life	**$7,500**	E	ERF	$0	$0	**$7,500**	$0	$0	$0	$7,500
23-07	Replacement	Replace IWOps Trailer F00981 2006 Trailtech Flat Deck trailer	Vehicle replacement - end of life	**$6,500**	E	ERF	$0	$0	$0	**$6,500**	$0	$0	$6,500
23-08	Replacement	Replace IWOps Trailer F01052 2008 Pace American Trailer	Vehicle replacement - end of life	**$12,500**	E	ERF	$0	$0	$0	**$12,500**	$0	$0	$12,500
24-01	Replacement	Replace IWOps Vehicle F13012	Vehicle replacement - end of life	**$90,000**	E	ERF	$0	$0	$0	**$90,000**	$0	$0	$90,000
25-02	Replacement	Replace IWOps Vehicle F17021 2017 Ford Transit 350 Cube Van	Vehicle replacement - end of life	**$100,000**	E	ERF	$0	$0	$0	$0	**$100,000**	$0	$100,000
25-03	Replacement	Replace IWOps Vehicle F17008 2017 Ford F150	Vehicle replacement - end of life	**$90,000**	E	ERF	$0	$0	$0	$0	**$90,000**	$0	$90,000
25-04	Replacement	Replace IWOps Vehicle F17009 2017 Ford F150	Vehicle replacement - end of life	**$90,000**	E	ERF	$0	$0	$0	$0	**$90,000**	$0	$90,000
25-05	Replacement	Replace IWOps Vehicle FQ7010 2017 Ford F150	Vehicle replacement - end of life	**$90,000**	E	ERF	$0	$0	$0	$0	**$90,000**	$0	$90,000
25-07	Replacement	Replace IWOps Vehicle F17022 2017 Chev Silverado 3500 W/Crane	Vehicle replacement - end of life	**$80,000**	E	ERF	$0	$0	$0	$0	**$80,000**	$0	$80,000
25-08	Replacement	Replace IWOps Vehicle F17019 2017 Toyota Rav4 Hybrid AWD	Vehicle replacement - end of life	**$90,000**	E	ERF	$0	$0	$0	$0	**$90,000**	$0	$90,000
26-01	Replacement	F17027 2018 Chevrolet Silverado 2500	Vehicle replacement - end of life	**$90,000**	E	ERF	$0	$0	$0	$0	$90,000	**$0**	$90,000
26-02	Replacement	F17029 2018 Chevrolet Silverado 3500	Vehicle replacement - end of life	**$90,000**	E	ERF	$0	$0	$0	$0	$0	**$90,000**	$90,000
26-03	Replacement	F18003 2018 Ford F150	Vehicle replacement - end of life	**$90,000**	E	ERF	$0	$0	$0	$0	$0	**$90,000**	$90,000
26-04	Replacement	F18012 2018 Chevrolet Colorado	Vehicle replacement - end of life	**$90,000**	E	ERF	$0	$0	$0	$0	$0	**$90,000**	$90,000
26-05	Replacement	F18010 2018 Ford Transit 250 Cargo Van	Vehicle replacement - end of life	**$90,000**	E	ERF	$0	$0	$0	$0	$0	**$90,000**	$90,000
26-06	Replacement	F18011 2018 Ford Transit 250 Cargo Van	Vehicle replacement - end of life	**$90,000**	E	ERF	$0	$0	$0	$0	$0	**$90,000**	$90,000
26-07	Replacement	F18014 2018 GMC Sierra 1500	Vehicle replacement - end of life	**$90,000**	E	ERF	$0	$0	$0	$0	$0	**$90,000**	$90,000
			GRAND TOTAL	**$4,012,500**			**$0**	**$1,845,000**	**$663,500**	**$184,000**	**$705,000**	**$615,000**	**$4,012,500**

Service:	1.577	IW - Environmental 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, mechanical, electrical, SCADA/Controls.
Project Rationale	Replace ERF Equipment - Gas Tech Replacements Core and Saan Pen				

Project Number	18-04	**Capital Project Title**	SCADA Server Infrastructure Upgrade	**Capital Project Description**	Upgrade SCADA server to be under IT care/control
Project Rationale	SCADA Server Infrastructure Upgrade - Upgrade SCADA server to be under IT care/control				

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	**Capital Project Description**	Vehicle replacement - end of life
Project Rationale	Replace IWOps Vehicle F00932 - Vehicle replacement - end of life				

Project Number	19-03	**Capital Project Title**	Replace IWOps Vehicle F00994	**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 F01081	**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				

Service: 1.577 IW - Environmental Operations

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				

Project Number	20-03	**Capital Project Title**	Replace IWOps Vehicle F12006	**Capital Project Description**	Vehicle replacement - end of life
Project Rationale	Replace IWOps Vehicle F12006 - Vehicle replacement - end of life				

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				

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	21-04	**Capital Project Title**	Replace IWOps Vehicle F13002	**Capital Project Description**	Vehicle replacement - end of life
Project Rationale	End of life replacement				

Service:	1.577	IW - Environmental Operations

Project Number	21-07	**Capital Project Title**	Replace IWOps Vehicle (mini excavator) F01103	**Capital Project Description**	Vehicle replacement - end of life
Project Rationale	End of life replacement				

Project Number	21-12	**Capital Project Title**	Operational Technology (SCADA) Security Review	**Capital Project Description**	Operational Technology (SCADA) Security Review
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	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 Track - Crane/Lift truck	**Capital Project Description**	Vehicle replacement - end of life
Project Rationale	End of life replacement				

Project Number	22-07	**Capital Project Title**	Replace Machine Shop Equipment	**Capital Project Description**	End of life replacement of equipment
Project Rationale	End of life replacement				

Project Number	22-08	**Capital Project Title**	Replace Electrical Equipment	**Capital Project Description**	End of life replacement of equipment
Project Rationale	End of life replacement				

Service:	1.577	IW - Environmental Operations

Project Number	Capital Project Title	Capital Project Description
22-09	Replace Mechanical Equipment	End of life replacement of equipment

Project Rationale End of life replacement

Project Number	Capital Project Title	Capital Project Description
23-01	Replace IWOps Vehicle F00444 1991 DDDG46 Generator Trailer	Vehicle replacement - end of life

Project Rationale End of life replacement

Project Number	Capital Project Title	Capital Project Description
23-02	Replace IWOps Trailer F00753 1997 Generator Trailer	Vehicle replacement - end of life

Project Rationale End of life replacement

Project Number	Capital Project Title	Capital Project Description
23-03	Replace IWOps Trailer F00793 1998 Trailerman Box Trailer	Vehicle replacement - end of life

Project Rationale End of life replacement

Project Number	Capital Project Title	Capital Project Description
23-05	Replace IWOps Trailer F00953 2004 Trailtech Tandem Trailer	Vehicle replacement - end of life

Project Rationale End of life replacement

Project Number	Capital Project Title	Capital Project Description
23-06	Replace IWOps Trailer F00976 2006 EZ Loader Boat Trailer	Vehicle replacement - end of life

Project Rationale End of life replacement

Project Number	Capital Project Title	Capital Project Description
23-07	Replace IWOps Trailer F00981 2006 Trailtech Flat Deck trailer	Vehicle replacement - end of life

Project Rationale End of life replacement

Project Number	Capital Project Title	Capital Project Description
23-08	Replace IWOps Trailer F01052 2008 Pace American Trailer	Vehicle replacement - end of life

Project Rationale End of life replacement

Service:	1.577	IW - Environmental Operations

Project Number	Capital Project Title	Capital Project Description
24-01	Replace IWOps Vehicle F13012	Vehicle replacement - end of life

Project Rationale End of life replacement

Project Number	Capital Project Title	Capital Project Description
25-02	Replace IWOps Vehicle F17021 2017 Ford Transit 350 Cube Van	Vehicle replacement - end of life

Project Rationale Replace IWOps Vehicle F13012 - Vehicle replacement - end of life

Project Number	Capital Project Title	Capital Project Description
25-03	Replace IWOps Vehicle F17008 2017 Ford F150	Vehicle replacement - end of life

Project Rationale End of life replacement

Project Number	Capital Project Title	Capital Project Description
25-04	Replace IWOps Vehicle F17009 2017 Ford F150	Vehicle replacement - end of life

Project Rationale End of life replacement

Project Number	Capital Project Title	Capital Project Description
25-05	Replace IWOps Vehicle FQ7010 2017 Ford F150	Vehicle replacement - end of life

Project Rationale End of life replacement

Project Number	Capital Project Title	Capital Project Description
25-07	Replace IWOps Vehicle F17022 2017 Chev Silverado 3500 W/Crane	Vehicle replacement - end of life

Project Rationale End of life replacement

Project Number	Capital Project Title	Capital Project Description
25-08	Replace IWOps Vehicle F17019 2017 Toyota Rav4 Hybrid AWD	Vehicle replacement - end of life

Project Rationale End of life replacement

Project Number	Capital Project Title	Capital Project Description
25-09	#N/A	#N/A

Project Rationale End of life replacement

Service:	1.577	IW - Environmental Operations

Project Number	Capital Project Title	Capital Project Description
26-01	F17027 2018 Chevrolet Silverado 2500	Vehicle replacement - end of life

Project Rationale End of life replacement

Project Number	Capital Project Title	Capital Project Description
26-02	F17029 2018 Chevrolet Silverado 3500	Vehicle replacement - end of life

Project Rationale End of life replacement

Project Number	Capital Project Title	Capital Project Description
26-03	F18003 2018 Ford F150	Vehicle replacement - end of life

Project Rationale End of life replacement

Project Number	Capital Project Title	Capital Project Description
26-04	F18012 2018 Chevrolet Colorado	Vehicle replacement - end of life

Project Rationale End of life replacement

Project Number	Capital Project Title	Capital Project Description
26-05	F18010 2018 Ford Transit 250 Cargo Van	Vehicle replacement - end of life

Project Rationale End of life replacement

Project Number	Capital Project Title	Capital Project Description
26-06	F18011 2018 Ford Transit 250 Cargo Van	Vehicle replacement - end of life

Project Rationale End of life replacement

Project Number	Capital Project Title	Capital Project Description
26-07	F18014 2018 GMC Sierra 1500	Vehicle replacement - end of life

Project Rationale End of life replacement

1.577 Environmental Services - Operations Asset and Reserve Summary
Summary Schedule
2022 - 2026 Financial Plan

Reserve Schedule Summary

IW Environmental Operations

Assets held by the IW Environmental Operations consist of vehicles and equipment including mechanical, electronic, gas detectors, flow monitors, radio equipment, SCADA hardware and computers.

Reserve/Fund Summary

	Actual	Budget				
	2021	2022	2023	2024	2025	2026
Equipment Replacement Fund	3,065,780	1,524,340	1,167,210	1,292,450	899,610	509,750
Operating Reserve Fund	979,879	979,879	979,879	979,879	979,879	979,879
Total	**4,045,659**	**2,504,219**	**2,147,089**	**2,272,329**	**1,879,489**	**1,489,629**

See attached reserve schedules for projected annual cash flows.

ERF Reserve Fund Schedule IWS Operations

Assets held by the IW Environmental Operations consist of vehicles and equipment including mechanical, electronic, gas detectors, flow monitors, radio equipment, SCADA hardware and computers. ent

Equipment Reserve Schedule

Equipment Replacement Fund Fund: 1022 Fund Center: 101451	Actual 2021	Budget 2022	2023	2024	2025	2026
Beginning Balance	2,505,158	3,065,780	1,524,340	1,167,210	1,292,450	899,610
Planned Purchase (Based on Capital Plan)	(494,621)	(1,845,000)	(663,500)	(184,000)	(705,000)	(705,000)
Transfer IN (from Ops Budget)	1,011,176	303,560	306,370	309,240	312,160	315,140
Proceeds of Disposal	28,269					
Interest Income*	15,798					
Ending Balance $	**3,065,780**	**1,524,340**	**1,167,210**	**1,292,450**	**899,610**	**509,750**

Assumptions/Background:

ERF Reserve to fund replacement of equipment, and vehicles of the IW 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

IW ES 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	Actual	Budget				
Fund: 1500 Fund Center: 105516	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	965,190	979,879	979,879	979,879	979,879	979,879
Planned Purchase	-	-	-	-	-	-
Transfer from Ops Budget	-	-	-	-	-	-
Interest Income*	14,689					
Ending Balance $	**979,879**	**979,879**	**979,879**	**979,879**	**979,879**	**979,879**

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

2022 BUDGET

Saanich Peninsula Water Supply

FINAL BUDGET

MARCH 2022

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	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	2022 BUDGET REQUEST: 2022 CORE BUDGET	2022 BUDGET REQUEST: 2022 ONGOING	2022 BUDGET REQUEST: 2022 ONE-TIME	2022 BUDGET REQUEST: TOTAL (COL 4, 5 & 6)	FUTURE PROJECTIONS: 2023	2024	2025	2026
1	2	3	4	5	6	7	8	9	10	11
OPERATING EXPENDITURES:										
ALLOCATION - OPERATIONS	1,059,266	1,045,380	1,080,447	-	-	1,080,447	1,091,705	1,113,185	1,135,096	1,157,449
UTILITIES	218,086	224,120	220,708	-	-	220,708	225,122	229,625	234,218	238,902
OPERATING - OTHER COSTS	172,795	159,445	182,041	-	-	182,041	187,073	192,279	197,660	203,214
ALLOCATION - STANDARD OVERHEAD	109,212	109,212	124,749	-	-	124,749	127,244	129,789	132,384	135,032
TOTAL OPERATING EXPENDITURES	1,559,359	1,538,157	1,607,945	-	-	1,607,945	1,631,144	1,664,878	1,699,358	1,734,597
*Percentage increase over prior year board budget			3.12%			3.12%	1.44%	2.07%	2.07%	2.07%
TOTAL BULK WATER EXPENDITURES	4,860,640	5,218,040	5,059,080	-	-	5,059,080	5,212,260	5,419,260	5,701,470	5,913,990
CAPITAL EXPENDITURES & TRANSFERS										
TRANSFER TO CAPITAL RESERVE FUND	700,000	885,083	800,000	-	-	800,000	850,000	700,000	400,000	400,000
TRANSFER TO EQUIPMENT REPLACEMENT FUND	50,000	50,000	50,000	-	-	50,000	50,000	50,000	50,000	50,000
TOTAL CAPITAL EXPENDITURES & TRANSFERS	750,000	935,083	850,000	-	-	850,000	900,000	750,000	450,000	450,000
DEBT SERVICING										
DEBT-INTEREST & PRINCIPAL	-	-	-	-	-	-	74,800	381,561	826,887	1,089,735
TOTAL DEBT EXPENDITURES	-	-	-	-	-	-	74,800	381,561	826,887	1,089,735
TOTAL EXPENDITURES	7,169,999	7,691,280	7,517,025	-	-	7,517,025	7,818,204	8,215,699	8,677,715	9,188,322
SOURCES OF FUNDING-OPERATIONS										
REVENUE -WATER SALES	(7,164,199)	(7,691,280)	(7,511,225)	-	-	(7,511,225)	(7,812,404)	(8,209,899)	(8,671,915)	(9,182,522)
REVENUE -OTHER	(5,800)	-	(5,800)	-	-	(5,800)	(5,800)	(5,800)	(5,800)	(5,800)
TOTAL SOURCES OF FUNDING FROM OPERATIONS	(7,169,999)	(7,691,280)	(7,517,025)	-	-	(7,517,025)	(7,818,204)	(8,215,699)	(8,677,715)	(9,188,322)
SOURCES OF FUNDING-REQUISITION										
PROPERTY TAX REQUSITION FOR DEBT	-	-	-	-	-	-	-	-	-	-
TOTAL REQUSITION	-	-	-	-	-	-	-	-	-	-
TRANSFER FROM PRIOR YEAR	-	-	-	-	-	-	-	-	-	-
TRANSFER TO FOLLOWING YEAR										
TOTAL CARRY FORWARD (SURPLUS)/ DEFICIT	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCES OF ALL FUNDING	(7,169,999)	(7,691,280)	(7,517,025)	-	-	(7,517,025)	(7,818,204)	(8,215,699)	(8,677,715)	(9,188,322)
Percentage increase over prior year's board budget			4.84%			4.84%	4.01%	5.08%	5.62%	5.88%

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	2.610 Saanich Peninsula Water Supply	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE								
Buildings		$0	$0	$0	$0	$0	$0	$0
Equipment		$20,000	$304,000	$0	$150,000	$0	$0	$454,000
Land		$0	$0	$0	$0	$0	$0	$0
Engineered Structures		$2,240,000	$4,068,028	$2,820,000	$5,770,000	$5,324,000	$510,000	$18,492,028
Vehicles		$0	$0	$0	$0	$0	$0	$0
		$2,260,000	**$4,372,028**	**$2,820,000**	**$5,920,000**	**$5,324,000**	**$510,000**	**$18,946,028**
SOURCE OF FUNDS								
Capital Funds on Hand		$0	$0	$0	$0	$0	$0	$0
Debenture Debt (New Debt Only)		$0	$0	$2,550,000	$5,550,000	$4,500,000	$300,000	$12,900,000
Equipment Replacement Fund		$0	$60,000	$60,000	$60,000	$60,000	$60,000	$300,000
Grants (Federal, Provincial)		$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding		$0	$0	$0	$0	$0	$0	$0
Reserve Fund		$2,260,000	$4,312,028	$210,000	$310,000	$764,000	$150,000	$5,746,028
		$2,260,000	**$4,372,028**	**$2,820,000**	**$5,920,000**	**$5,324,000**	**$510,000**	**$18,946,028**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: 2.610

Service Name: Saanich Peninsula Water Supply

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
SYSTEM UPGRADES AND REPLACEMENTS													
18-04	New	Post Disaster Emergency Water Supply	Identify and procure emergency systems for post disaster preparedeness	$1,050,000	S	Res	$50,000	$200,000	$150,000	$150,000	$150,000	$150,000	$800,000
19-01	Renewal	Corrosion Protection Program	Carry out an investigation and monitoring program in conjunction with other services to prevent infrastructure failure due to corrosion	$110,000	S	Res	$0	$10,000	$10,000	$10,000	$10,000	$0	$40,000
20-02	New	Hamsterly Pump Station Backup Power Generator	Addition of a backup power generator at the Hamsterly Pump Station	$335,000	S	Res	**$340,000**	**$815,000**	$0	$0	$0	$0	$815,000
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	$75,000	$0	$0	$0	$0	$75,000
21-02	Renewal	Stewart's Well Decommissioning	Decommission the well, and demolish the structures.	$175,000	S	Res	$0	$100,000	$0	$0	$0	$0	$100,000
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.	$350,000	E	Res	$20,000	$270,000	$0	$0	$0	$0	$270,000
21-05	Renewal	SPW System Upgrade and Expansion	Upgrade vulnerable sections of the SPW system to a resilient system better able to withstand a seismic event, and extend sections of the system to have dual feed redundancy. Vulnerable sections are cement pipe material which are susceptible to failure during a seismic event. This is part of a project in partner with the RWS system.	$14,700,000	S	Res	$1,775,000	$1,775,000	$0	$0	$0	$0	$1,775,000
21-05					S	Debt	$0	$0	$2,550,000	$5,550,000	$4,500,000	$300,000	$12,900,000
21-06	Renewal	Voice Radio Replacement	Replacement of the aging voice radio system with the Core Area, RWS, JDF and Saanich Peninsula Wastewater systems.	$67,000	E	Res	$0	$34,000	$0	$0	$0	$0	$34,000
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.**	**$150,000**	**E**	**Res**	$0	$0	$0	**$150,000**	$0	$0	$150,000
22-03	**New**	**Keating Cross Road Water Main**	**MoTI driven project, MoTI has expectation of CRD contributing (TBD), approximately 500m of 500mm DI, agreement not in place yet**	**$1,000,000**	**S**	**Res**	$0	**$1,000,000**	$0	$0	$0	$0	$1,000,000
23-01	New	DCC Program Update	5-year update of the DCC program.	$500	S	Res	$0	$0	**$500**				$500
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	$0	$0	$0	$0	**$6,040**	$0	$6,040
Sub-Total System Upgrades and Replacements				**$18,018,540**			**$2,260,000**	**$4,279,000**	**$2,710,500**	**$5,860,000**	**$4,666,040**	**$450,000**	**$17,965,540**
ANNUAL PROVISIONAL ITEMS													$0
17-02	Renewal	Provisional Equipment Replacements	Funds to conduct emergency and unplanned repairs outside of normal Operations.	$300,000	S	ERF	$0	$60,000	$60,000	$60,000	$60,000	**$60,000**	$300,000
DEVELOPMENT COST CHARGE (DCC) PROGRAM													$0
22-01	New	Water Strategic Plan Update	Update the strategic plan to inform future works and identify hydraulic deficiencies.	**$33,028**	S	Res	$0	**$33,028**	$0	$0	$0	$0	$33,028
23-01	New	DCC Program Update	5-year update of the DCC program.	**$49,500**	S	Res	$0	$0	**$49,500**	$0	$0	$0	$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	$0	$0	$0	$0	**$597,960**	$0	$597,960
Sub-Total Development Cost Charge (DCC) Program				**$680,488**			**$0**	**$33,028**	**$49,500**	**$0**	**$597,960**	**$0**	**$680,488**

Service #: 2.610

Service Name: Saanich Peninsula Water Supply

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
			GRAND TOTAL	$18,999,028			$2,260,000	$4,372,028	$2,820,000	$5,920,000	$5,324,000	$510,000	$18,946,028

Service:	2.610	Saanich Peninsula Water Supply

Project Number	Capital Project Title	Capital Project Description
18-04	Post Disaster Emergency Water Supply	Identify and procure emergency systems for post disaster preparedeness

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 2017 and 2018 with the anticipated purchase of one or more emergency distribution systems in 2018 and beyond.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	Capital Project Title	Capital Project Description
19-01	Corrosion Protection Program	Carry out an investigation and monitoring program in conjunction with other services to prevent infrastructure failure due to corrosion

Project Rationale The Saanich Peninsula Water System comprises of many material types including steel. An investigation and monitoring program will be developed to prevent infrastructure failure due to corrosion. Funds are required to retain a qualified corrosion specialist to assess and aid in developing a monitoring program.

Project Number	Capital Project Title	Capital Project Description
20-02	Hamsterly Pump Station Backup Power Generator	Addition of a backup power generator at the Hamsterly Pump Station

Project Rationale From the 2018 DCC Update, KWL identified that the addition of backup power at the Hamsterly Pump Station is required. Funds are required to design and construct backup power for the Hamsterly Pump Station.

Project Number	Capital Project Title	Capital Project Description
21-01	Level of Service Agreement	Determine and develop appropriate level of service agreements with the participating municipalities for water supply.

Project Rationale The SPW Service has numerous transfer points with the participating municipalities. Funding is required to determine the pressure and flow at transfer points with the participating municipalities for water suppply.

Service: **2.610** **Saanich Peninsula Water Supply**

Project Number	21-02	**Capital Project Title**	Stewart's Well Decommissioning	**Capital Project Description**	Decommission the well, and demolish the structures.

Project Rationale Stewart's Well site was previously used to provide potable water to the Elk Lake Main. The well has not been in use for a long time, with the accessory buildings long abandoned. The site located at the end of Cultra Ave in Central Saanich, situated between two residential properties. Funds are required in 2021 to conduct a hazardous soils test and prepare tender documents for demolition of the buildings and abandonment of the well

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.

Project Number	21-05	**Capital Project Title**	SPW System Upgrade and Expansion	**Capital Project Description**	Upgrade vulnerable sections of the SPW system to a resilient system better able to withstand a seismic event, and extend sections of the system to have dual feed redundancy. Vulnerable sections are

Project Rationale This project is for design and replacement of cement pipe sections that are susceptible to failure during a seismic event. Funds are required for detailed design and construction of the Bearhill section of transmission main from Mt Newton to the Dean Park Lower tank along East Saanich Road including a new PRV, detailed design of the transmission main from McTavish Tank to Mills Road.The budget breakdown of the works: Bearhill Section design and construction of new transmission main and PRV station $14,200,000; conceptual and detailed design of the transmission main from Mctavish Reservoir to Mills Road $500,000.

Project Number	21-06	**Capital Project Title**	Voice Radio Replacement	**Capital Project Description**	Replacement of the aging voice radio system with the Core Area, RWS, JDF and Saanich Peninsula Wastewater systems.

Project Rationale The Saanich Peninsula Water System uses handheld and vehicle mounted radios for communications during emergency events. Replacement of the aging radios is required to maintain consistancy with the Regional Water System, Core Area System, and Juan de Fuca Water Distribution system.

Service:	2.610	Saanich Peninsula Water Supply			
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	22-03	**Capital Project Title**	Keating Cross Road Water Main	**Capital Project Description**	MoTI driven project, MoTI has expectation of CRD contributing (TBD), approximately 500m of 500mm DI, agreement not in place yet
Project Rationale	MoTI driven project, MoTI has expectation of CRD contributing (TBD), approximately 500m of 500mm DI				

Project Number	23-01	**Capital Project Title**	DCC Program Update	**Capital Project Description**	5-year update of the DCC program.
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. This is for the Saanich Peninsula Water service's contribution to the DCC project. Funds are required for the design and construction of the additional pump.				

Service:	2.610	Saanich Peninsula Water Supply			
Project Number	17-02	**Capital Project Title**	Provisional Equipment Replacements	**Capital Project Description**	Funds to conduct emergency and unplanned repairs outside of normal Operations.
Project Rationale	Replace various system equipment that may fail during the year that is not specifically identified and funded through the operating and capital budgets.				

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	23-01	**Capital Project Title**	DCC Program Update	**Capital Project Description**	5-year update of the DCC program.
Project Rationale	Funds are required to retain a consultant to complete the 5-year updated of the DCC program.				

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. DCC funds are required for the design and construction of the additional pump.				

2.610 Saanich Peninsula Water
Summary Schedule
2022 - 2026 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				
	2021	2022	2023	2024	2025	2026
DCC Reserve Account	2,073,133	2,040,105	1,990,605	1,990,605	1,392,645	1,392,645
Equipment Replacement Fund	1,834,250	1,824,250	1,814,250	1,804,250	1,794,250	1,784,250
Capital Reserve	4,148,061	2,836,061	3,525,561	3,915,561	4,149,521	4,399,521
Total	**8,055,445**	**6,700,417**	**7,330,417**	**7,710,417**	**7,336,417**	**7,576,417**

2.610 Saanich Peninsula Water
Development Cost Charges
2022 - 2026 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**				
	2021	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	2,036,836	2,073,133	2,040,105	1,990,605	1,990,605	1,392,645
Transfers to Reserve						
Transfers from Reserve based on DCC-capital plan	-	(33,028)	(49,500)	-	(597,960)	-
DCC's received from Member Municipalities						
Interest Income*	36,297					
Ending Balance $	**2,073,133**	**2,040,105**	**1,990,605**	**1,990,605**	**1,392,645**	**1,392,645**

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 Municipalites.

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
2022 - 2026 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**				
	2021	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	1,809,620	1,834,250	1,824,250	1,814,250	1,804,250	1,794,250
Equipment purchases (Based on Capital Plan)	(37,080)	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)
Transfer from Operating Budget	50,000	50,000	50,000	50,000	50,000	50,000
Interest Income*	11,711					
Ending Balance $	**1,834,250**	**1,824,250**	**1,814,250**	**1,804,250**	**1,794,250**	**1,784,250**

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
2022 - 2026 Financial Plan

Capital Reserve Fund Schedule

Reserve Fund: Saanich Peninsula Water Capital Reserve Fund (Bylaw #1397)

Fund: 1009 Fund Center: 102159	**Actual**	**Budget**				
	2021	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	5,651,881	4,148,061	2,836,061	3,525,561	3,915,561	4,149,521
Transfers from Reserve based on capital plan	(2,793,000)	(2,112,000)	(160,500)	(310,000)	(166,040)	(150,000)
Transfer from Capital Reserve (Unspent)	-	-	-	-	-	-
Transfer from Other (MFA etc.)	12,658	-	-	-	-	-
Transfer unspent capital funds from LA funds						
Transfer from Operating Budget	1,205,590	800,000	850,000	700,000	400,000	400,000
Interest Income*	70,932					
Ending Balance $	**4,148,061**	**2,836,061**	**3,525,561**	**3,915,561**	**4,149,521**	**4,399,521**

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

2022 BUDGET

Saanich Peninsula Wastewater

FINAL BUDGET

MARCH 2022

3.718 - Saanich Peninsula Wastewater	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	BUDGET REQUEST 2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	FUTURE PROJECTIONS 2023	2024	2025	2026
OPERATING COSTS										
Operating	2,511,037	2,617,869	2,728,416	-	-	2,728,416	2,621,987	2,743,122	2,746,263	2,884,693
Labour Charges	185,557	187,941	189,264	-	-	189,264	192,610	196,650	200,770	204,970
Heat Recovery	110,488	117,700	113,742	-	-	113,742	115,570	117,430	119,320	121,230
Biosolids Mgmt.	1,035,913	622,619	1,035,026	-	-	1,035,026	1,055,730	1,076,842	1,098,376	1,120,342
Allocation - Standard Overhead	59,680	59,680	78,057	-	-	78,057	79,615	81,207	82,831	84,488
TOTAL OPERATING COSTS	**3,902,675**	**3,605,809**	**4,144,505**	**-**	**-**	**4,144,505**	**4,065,512**	**4,215,251**	**4,247,560**	**4,415,723**
*Percentage Increase over prior year		-7.61%	6.20%	0.00%	0.00%	6.20%	-1.91%	3.68%	0.77%	3.96%
CAPITAL / RESERVE										
Transfer to Operating Reserve Fund	49,650	49,650	50,640	-	-	50,640	51,650	52,680	53,740	54,810
Transfer to Equipment Replacement Fund	115,708	115,708	118,020	-	-	118,020	125,390	133,270	141,700	150,730
Transfer to Reserve Fund	336,913	479,367	367,930	-	-	367,930	402,000	439,420	480,530	525,690
Debt Reserve Fund	-	-	-	-	-	-	-	20,150	3,500	2,500
MFA Principal Payment	-	-	-	-	-	-	-	-	114,429	134,305
MFA Interest Payment	-	-	-	-	-	-	-	14,609	60,973	70,398
TOTAL CAPITAL / RESERVES	**502,270**	**644,725**	**536,590**	**-**	**-**	**536,590**	**579,040**	**660,129**	**854,872**	**938,433**
TOTAL COSTS	4,404,945	4,250,534	4,681,095	-	-	4,681,095	4,644,552	4,875,380	5,102,432	5,354,156
*Percentage Increase over prior year		-3.51%	6.27%	0.00%	0.00%	6.27%	-0.78%	4.97%	4.66%	4.93%
Internal Recovery - Other	(153,310)	(126,958)	(156,380)	-	-	(156,380)	(159,500)	(162,690)	(165,950)	(169,270)
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	4,251,635	4,123,576	4,524,715	-	-	4,524,715	4,485,052	4,712,690	4,936,482	5,184,886
*Percentage Increase over prior year		-3.01%	6.42%	0.00%	0.00%	6.42%	-0.88%	5.08%	4.75%	5.03%
SOURCES OF FUNDING (REVENUE)										
Surplus / (Defecit)										
Balance C/F from Prior to Current Year										
Grants in Lieu of Taxes	(3,677)	(5,618)	(5,295)	-	-	(5,295)	(3,677)	(3,677)	(3,677)	(3,677)
Transfer from Own Funds	(130,000)	-	(185,000)	-	-	(185,000)	(30,000)	(100,000)	(50,000)	(135,000)
TOTAL REVENUE	**(133,677)**	**(5,618)**	**(190,295)**	**-**	**-**	**(190,295)**	**(33,677)**	**(103,677)**	**(53,677)**	**(138,677)**
REQUISITION	**(4,117,958)**	**(4,117,958)**	**(4,334,420)**	**-**	**-**	**(4,334,420)**	**(4,451,375)**	**(4,609,013)**	**(4,882,805)**	**(5,046,209)**
*Percentage increase over prior year		0.00%	5.26%	0.00%	0.00%	5.26%	2.70%	3.54%	5.94%	3.35%
PARTICIPANTS: C. Saanich, N. Saanich, Sidney, Airport, Pauquachin, Tseycum										

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	3.718 Saanich Peninsula Wastewater	Carry Forward from 2021	2022	2023	2024	2025	2026	TOTAL
EXPENDITURE								
Buildings	B	$0	$0	$0	$0	$0	$0	$0
Equipment	E	$50,000	$67,500	$0	$1,180,000	$0	$0	$1,247,500
Land	L	$0	$0	$0	$0	$0	$0	$0
Engineered Structures	S	$1,270,000	$3,070,000	$550,000	$1,285,000	$560,000	$400,000	$5,865,000
Vehicles	V	$0	$0	$0	$0	$0	$0	$0
		$1,320,000	**$3,137,500**	**$550,000**	**$2,465,000**	**$560,000**	**$400,000**	**$7,112,500**
SOURCE OF FUNDS								
Capital Funds on Hand	Cap	$100,000	$50,000	$50,000	$0	$0	$0	$100,000
Debenture Debt (New Debt Only)	Debt	$0	$0	$0	$2,015,000	$350,000	$250,000	$2,615,000
Equipment Replacement Fund	ERF	$0	$417,500	$150,000	$150,000	$150,000	$150,000	$1,017,500
Grants (Federal, Provincial)	Grant	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding	Other	$0	$0	$0	$0	$0	$0	$0
Reserve Fund	Res	$1,220,000	$2,670,000	$350,000	$300,000	$60,000	$0	$3,380,000
		$1,320,000	**$3,137,500**	**$550,000**	**$2,465,000**	**$560,000**	**$400,000**	**$7,112,500**

CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number
Project number format is "yy-##"
"yy" is the last two digits of the year the project is planned to start.
"##" is a numberical value. For example, 22-01 is a project planned to start in 2022.

For projects in previous capital plans, use the same project numbers previously assigned.

Capital Expenditure Type
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

Capital Project Title
Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
Provide the total project budget, even if it extends beyond the 5 years of this capital plan.

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles

Funding Source Codes
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
STLoan = Short Term Loans
WU - Water Utility
If there is more than one funding source, use additional rows for the project.

Carryforward from 2021
Input the carryforward amount frin tge 2021 capital plan that is remaining to be spent Forecast this spending in 2022 to 2026.

Project Drivers
Maintain Level of Service = Project maintains existing or improved level of service.
Advance Board or Corporate Priority = Project is a Board or Corporate priority.
Emergency = Project is required for health or safety reasons.
Cost Benefit = Economic benefit to the organization.
Other = Project is not driven by one of the other options provided.

Long-term Planning
Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs.
Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts.
Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type.
Condition Assessment = Assessment that identifies asset replacements based on asset condition.

Cost Estimate Class
Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders.
Class B (±15-25%) = Estimate based on investigations, studies or prelimminary design; used for budget planning.
Class C (±25-40%) = Estimate based on limited site information; used for program planning.
Class D (±50%) = Estimate based on little/no site information; used for long-term planning.

Service #: **3.718**

Service Name: **Saanich Peninsula Wastewater**

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
WASTEWATER TREATMENT PLANT													
16-06	New	Biosolids Treatment & Disposal Options Study	Study to determine viable options for treatment and disposal of biosolids from the SPWWTP.	$100,000	S	Cap	$100,000	$50,000	$50,000	$0	$0	$0	$100,000
20-02	Renewal	Replace Aerators in Oxidation Ditches	The existing 75hp aerators are at end of life and need to be upsized to 100hp to provide additional dissolved oxygen for future loading/increased strength of the wastewater.	$200,000	E	**Res**	$50,000	$50,000	**$0**	$0	$0	$0	$50,000
20-02	Renewal	Replace Aerators in Oxidation Ditches	The existing 75hp aerators are at end of life and need to be upsized to 100hp to provide additional dissolved oxygen for future loading/increased strength of the wastewater.	$800,000	E	**Debt**	$0	$0	**$0**	**$800,000**	$0	$0	$800,000
20-06	Renewal	SPWWTP Road Upgrades & Repairs	The existing asphalt road at the SPWWTP requires some repairs and road extension around the clarifier tank.	$300,000	S	**Debt**	$0	$0	$0	**$285,000**	$0	$0	$285,000
21-01	Renewal	SPWWTP Concrete Tank Repairs	Stantec completed an assessment and provided recommendations to repair significant internal corrosion in the clarifier, sludge tanks, and process drain sump and this project will implement the repairs.	**$1,850,000**	S	Res	$100,000	**$1,100,000**	$0	$0	$0	$0	$1,100,000
21-03	Renewal	SPWWTP Screenings Bin	Debris from the raw sewage screenings is being co-mingled with dewatered sludge. It must be separated into its own bin so that dewatered sludge can be beneficially re-used.	$300,000	S	Res	$0	$0	$50,000	$250,000	$0	$0	$300,000
21-05	Renewal	SPWWTP HVAC Fan Replacements	The HVAC Fan's were identified in Stantec's 2014 condition assessment as requiring replacement, funds are required to reassess the fans, design replacement and carry out replacement.	$200,000	S	Res	$0	$50,000	$100,000	$0	$0	$0	$150,000
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**	$0	**$250,000**	$0	$0	$0	$0	$250,000
23-03	Renewal	SPWWTP Solids Handling Equipment Removal	The old RDP Lime Stabilization biosolids process equipment has not been used for many years and no longer is operable. This equipment should be removed and recycled making way for other solids handling upgrades pending the outcome of the Biosolids Options Study.	$400,000	S	**Debt**	$0	$0	$0	**$50,000**	**$100,000**	**$250,000**	$400,000
23-02	Study	Bazan Bay Outfall Inspection	Follow-up electromagnetic inspection of Bazan Bay Outfall based upon the 2018 inspection.	$200,000	S	Res	$0	$0	$200,000	$0	$0	$0	$200,000
PUMP STATIONS													
21-02	Renewal	Sidney Pump Station Wet Well Upgrades	The existing inlet gate to the wet well and the forcemain knife gate valves are seized and need to be replaced, and the catwalk in the wet well needs to be cleaned and painted to protect it from corrosion.	$250,000	S	**Debt**	$0	$0	$0	**$250,000**	$0	$0	$250,000

Service #: 3.718

Service Name: Saanich Peninsula Wastewater

Project List and Budget

Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
21-02	Renewal	Sidney Pump Station Wet Well Upgrades	The existing inlet gate to the wet well and the forcemain knife gate valves are seized and need to be replaced, and the catwalk in the wet well needs to be cleaned and painted to protect it from corrosion.	$50,000	S	Res	$0	$0	$0	$0	$0	$0	$0
GENERAL													
19-03	Renewal	Corrosion Prevention Program	In conjunction with the RWS and JdF system a corrosion protection program to assess and monitor assets susceptible to corrosion	$120,000	S	Res	$20,000	$20,000	$0	$0	$60,000	$0	$80,000
19-06	Renewal	Odour Control Upgrades	Based upon the 2018 KWL Odour Control Program study, upgrades to odour control systems like the biofilter at SPWWTP will be undertaken.	$575,000	S	**Res**	$0	**$400,000**	$0	$0	$0	$0	$400,000
21-04	Replacement	Voice Radio Replacement	Replacement of the voice radios, in coordination with the RWS, SPW, JDF, and Core Area services.	$35,000	E	ERF	$0	$17,500	$0	$0	$0	$0	$17,500
18-10	Replacement	Equipment Replacement - Annual Provisional	Funds are required for emergency replacement of equipment that is unplanned and outside maintenance contingencies.	$750,000	S	ERF	$0	$150,000	$150,000	$150,000	$150,000	$150,000	$750,000
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.**	**$150,000**	**E**	**Debt**	$0	$0	$0	**$150,000**	$0	$0	$150,000
24-02	**Replacement**	**Replace IWOps Trailer F00774 1998 G & M Generator Trailer**	**Vehicle replacement - end of life**	**$230,000**	**E**	**Debt**	$0	$0	$0	**$230,000**	$0	$0	$230,000
GRAVITY SEWERS & MANHOLES													
20-03	Renewal	Trunk Sewer Relining	Based upon CCTV inspection, high priority relining of about 1,300m of 500mm dia asbestos cement sewer will start in 2020. Another 800m may need to be relined within the next 5 years.	$2,200,000	S	Res	$1,050,000	$1,050,000	$0	$0	$0	$0	$1,050,000
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 2020. Other repairs/relining will be scheduled in the next 5 years.	$500,000	S	**Debt**	$0	$0	$0	**$250,000**	**$250,000**	$0	$500,000
PRESSURE PIPES & APPERTUNANCES													
DEVELOPMENT COST CHARGE (DCC) PROJECTS													
23-01	Renewal	DCC Program - 5-year Update	5-year update of the DCC program.	$50,000	S	Res	$0	$0	$0	$50,000	$0	$0	$50,000
			GRAND TOTAL	**$9,510,000**			**$1,320,000**	**$3,137,500**	**$550,000**	**$2,465,000**	**$560,000**	**$400,000**	**$7,112,500**

Service:	3.718	Saanich Peninsula Wastewater

Project Number	Capital Project Title	Capital Project Description
16-06	Biosolids Treatment & Disposal Options Study	Study to determine viable options for treatment and disposal of biosolids from the SPWWTP.

Project Rationale A study to determine viable options for treatment and disposal of biosolids from the SPWWTP will be undertaken.

Project Number	Capital Project Title	Capital Project Description
20-02	Replace Aerators in Oxidation Ditches	The existing 75hp aerators are at end of life and need to be upsized to 100hp to provide additional dissolved oxygen for future loading/increased strength of the wastewater.

Project Rationale The current aerators are at the end of life and are undersized necessitating replacement to maintain the treatment capacity of the existing WWTP. Funds are required to procure and install new aerators.

Project Number	Capital Project Title	Capital Project Description
20-06	SPWWTP Road Upgrades & Repairs	The existing asphalt road at the SPWWTP requires some repairs and road extension around the clarifier tank.

Project Rationale The SPWWTP site's access road and existing bin loading area is having pavment failure, additionally, the gravel route around the facility is being used more often to alleviate traffic along the bin hauling route and it is creating dust. Funds are required to fix failed pavement and pave the route around the treatment plant.

Project Number	Capital Project Title	Capital Project Description
21-01	SPWWTP Concrete Tank Repairs	Stantec completed an assessment and provided recommendations to repair significant internal corrosion in the clarifier, sludge tanks, and process drain sump and this project will implement the repairs.

Project Rationale required repairs for significant internal corrosion in the clarifier, sludge tank, and process drain sump and this project will implement the repairs.

Project Number	Capital Project Title	Capital Project Description
21-03	SPWWTP Screenings Bin	Debris from the raw sewage screenings is being co-mingled with dewatered sludge. It must be separated into its own bin so that dewatered sludge can be beneficially re-used.

Project Rationale Debris from the raw sewage screenings is being co-mingled with dewatered sludge. It must be separated into its own bin so that dewatered sludge can be beneficially re-used.

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

Project Number	21-05	**Capital Project Title**	SPWWTP HVAC Fan Replacements	**Capital Project Description**	The HVAC Fan's were identified in Stantec's 2014 condition assessment as requiring replacement, funds are required to reassess the fans, design replacement and carry out replacement.
Project Rationale	The HVAC Fan's were identified in Stantec's 2014 condition assessment as requiring replacement, funds are required to reassess the fans, design replacement and carry out replacement.				

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	SCADA Server Infrastructure Upgrade - Upgrade SCADA server to be under IT care/control				

Project Number	23-03	**Capital Project Title**	SPWWTP Solids Handling Equipment Removal	**Capital Project Description**	The old RDP Lime Stabilization biosolids process equipment has not been used for many years and no longer is operable. This equipment should be removed and recycled making way for other solids handling upgrades pending the outcome of the Biosolids Options Study.
Project Rationale	The old RDP Lime Stabilization biosolids process equipment has not been used for many years and no longer is operable. This equipment should be removed and recycled making way for other solids handling upgrades pending the outcome of the Biosolids Options Study.				

Project Number	23-02	**Capital Project Title**	Bazan Bay Outfall Inspection	**Capital Project Description**	Follow-up electromagnetic inspection of Bazan Bay Outfall based upon the 2018 inspection.
Project Rationale	Follow-up electromagnetic inspection of Bazan Bay Outfall based upon the 2018 inspection.				

Project Number	21-02	**Capital Project Title**	Sidney Pump Station Wet Well Upgrades	**Capital Project Description**	The existing inlet gate to the wet well and the forcemain knife gate valves are seized and need to be replaced, and the catwalk in the wet well needs to be cleaned and painted to protect it from corrosion.
Project Rationale	The existing inlet gate to the wet well and the forcemain knife gate valves are seized and need to be replaced, and the catwalk in the wet well needs to be cleaned and painted to protect it from corrosion.				

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

Project Number	19-03	**Capital Project Title**	Corrosion Prevention Program	**Capital Project Description**	In conjunction with the RWS and JdF system a corrosion protection program to assess and monitor assets susceptible to corrosion
Project Rationale	The Saanich Peninsula Wastewater system is comprised of numerous steel infrastructure among other materials. The Regional Water and Juan du Fuca water systems will be utartinga corrosion protection program in 2018 that the SPWW system can be assessed and monitored as well. Funds are required to retain a corrosion prevention specialist to produce a program for assessing and monitoring corrosion prevention within the Saanich Peninsula Wastewater system.				

Project Number	19-06	**Capital Project Title**	Odour Control Upgrades	**Capital Project Description**	Based upon the 2018 KWL Odour Control Program study, upgrades to odour control systems like the biofilter at SPWWTP will be undertaken.
Project Rationale	In 2017 KWL was retained to conduct an audit of the odour control systems in the Core Area and Saanich Peninsula Wastewater systems. KWL made recommendations on remediation, works include: SPWWTP odour control management study and Sidney and Keating PS ventilation study (2019); SPWWTP Odour Control Improvements Design (2020); SPWWTP Odour Control Improvements Construction (2021).				

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	End of life 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.				

Service:	3.718	Saanich Peninsula Wastewater

Project Number	Capital Project Title	Capital Project Description
24-02	Replace IWOps Trailer F00774 1998 G & M Generator Trailer	Vehicle replacement - end of life

Project Rationale Funds are required for replacement of an aging generator trailer

Project Number	Capital Project Title	Capital Project Description
20-03	Trunk Sewer Relining	Based upon CCTV inspection, high priority relining of about 1,300m of 500mm dia asbestos cement sewer will start in 2020. Another 800m may need to be relined within the next 5 years.

Project Rationale The trunk sewer mains were inspected in 2018-2019 resulting in approximately 1,300 m of 500 mm diameter asbestos cement sewer pipe requiring relining to maintain integrity. Funds are required

Project Number	Capital Project Title	Capital Project Description
20-04	Manhole Repairs and Replacement	Based upon inspections, high priority repairs and relining will start on some MH's in Central Saanich and Sidney 2020. Other 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	Capital Project Title	Capital Project Description
23-01	DCC Program - 5-year Update	5-year update of the DCC program.

Project Rationale This item is for a planned review and update of the DCC Program.

3.718 Saanich Peninsula Wastewater Asset and Reserve Summary
Summary Schedule
2022 - 2026 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				
	2021	2022	2023	2024	2025	2026
Sewer Capital Reserve Funds	1,812,916	900,846	1,122,846	1,432,266	2,022,796	2,718,486
Equipment Replacement Fund	646,794	347,314	322,704	305,974	297,674	298,404
Maintenance Reserve Fund	580,413	446,053	467,703	420,383	424,123	343,933
Total	**3,040,123**	**1,694,213**	**1,913,253**	**2,158,623**	**2,744,593**	**3,360,823**

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	**Actual**	**Budget**				
Fund Center: 101356	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	74,628	278,488	248,488	418,488	238,488	208,488
Planned Capital Expenditure (Based on Capital Plan)	-	-	-	(50,000)	-	-
Transfer OUT - To Capital Reserve	-	(200,000)	-	(300,000)	(200,000)	-
Transfer IN - DCC Funding	200,283	170,000	170,000	170,000	170,000	170,000
Interest Income	3,577	-	-	-	-	-
Ending Balance $	**278,488**	**248,488**	**418,488**	**238,488**	**208,488**	**378,488**

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	**Actual**	**Budget**				
Fund Center: 102022	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	1,862,129	1,534,428	652,358	704,358	1,193,778	1,814,308
Planned Capital Expenditure	(1,372,410)	(1,450,000)	(350,000)	(250,000)	(60,000)	-
Transfer from Ops Budget	710,178	367,930	402,000	439,420	480,530	525,690
Planned transfer from DCC Funds	-	200,000	-	300,000	200,000	-
Funding return	308,819					
Interest Income*	25,712	-	-	-	-	-
Ending Balance $	**1,534,428**	**652,358**	**704,358**	**1,193,778**	**1,814,308**	**2,339,998**

Saanich Peninsula Commission approved that operating surpluses be transferred to capital reserve fund each year, starting with 2009 budget.

* 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 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	**Actual**	**Budget**				
Fund Center: 101700	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	719,095	646,794	347,314	322,704	305,974	297,674
Planned Purchase (Based on Capital Plan)	(191,826)	(417,500)	(150,000)	(150,000)	(150,000)	(150,000)
Transfer IN (from Ops Budget)	115,708	118,020	125,390	133,270	141,700	150,730
Interest Income*	3,817					
Ending Balance $	**646,794**	**347,314**	**322,704**	**305,974**	**297,674**	**298,404**

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)

* 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	Actual	Budget				
Fund: 1500 Fund Center: 105204	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**
Beginning Balance	517,714	580,413	446,053	467,703	420,383	424,123
Planned Purchase	-	(185,000)	(30,000)	(100,000)	(50,000)	(135,000)
Transfer from Ops Budget	49,650	50,640	51,650	52,680	53,740	54,810
Interest Income*	13,049	-	-	-	-	-
Ending Balance $	**580,413**	**446,053**	**467,703**	**420,383**	**424,123**	**343,933**

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.