

Appendix B-6: JDF Service Budgets

JUAN DE FUCA (JDF) - EA WIDE

1.109 Administration

1.114 Grants in Aid

1.317 JDF Building Numbering

1.319 Soil Deposit and Removal

1.325 Community Planning

1.340 Livestock Injury Compensation

1.370 JDF Emergency Program

1.377 JDF Search and Rescue

1.405 JDF Community Parks

1.924 Emergency Communications – CREST

LOCAL/SPECIFIED/DEFINED SERVICES

1.119 Vancouver Island Regional Library

1.129 Vancouver Island Regional Library-Debt

1.133 Greater Victoria Public Library

1.232 Port Renfrew Street Lighting

1.350 Willis Point Fire

1.353 Otter Point Fire

1.354 Malahat Fire

1.355 Durrance Road Fire

Appendix B-6:JDF Service Budgets

1.357 East Sooke Fire Protection

1.358 Port Renfrew Fire Protection

1.360 Shirley Fire Protection

1.369 Electoral Area Fire Services

1.408 JDF Community Recreation

1.523 Port Renfrew Refuse Disposal

2.650 Port Renfrew Water

2.691 Wilderness Mountain Water

3.850 Port Renfrew Sewer

CAPITAL REGIONAL DISTRICT

2025 Budget

Admin. Expenditures (JDF)

FINAL BUDGET

MARCH 2025

Service: 1.109 JDF Admin. Expenditures

Committee: Electoral Area

DEFINITION:

To establish, according to Section 800 of the Local Government Act, a service to provide funding for electoral area administrative expenditures.

SERVICE DESCRIPTION:

Electoral area administration funding pays for part of EA director remuneration (amount that exceeds Municipal Director amount included in Board expense) and alternate, Corporate services administration, telecommunications, travel, electoral area office space and other contractual support costs as needed by director.

PARTICIPATION:

Electoral Area of Juan de Fuca

MAXIMUM LEVY:

None Stated

FUNDING:

Requisition

1.109 - Admin. Expenditures (JDF)	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Director's Remuneration	49,586	49,136	50,825	-	-	50,825	51,840	52,880	53,940	55,020
Travel	5,825	932	6,000	(1,000)	-	5,000	5,100	5,200	5,300	5,410
Allocations	13,674	13,674	14,292	-	-	14,292	14,614	14,906	15,204	15,508
Other Operating Expenses	3,560	7,092	3,660	-	-	3,660	3,741	3,822	3,903	3,984
TOTAL OPERATING COSTS	72,645	70,834	74,777	(1,000)	-	73,777	75,295	76,808	78,347	79,922
*Percentage Increase over prior year			2.9%	-1.4%		1.6%	2.1%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	-	1,771	-	1,000	-	1,000	2,000	2,040	2,080	2,120
TOTAL CAPITAL / RESERVE	-	1,771	-	1,000	-	1,000	2,000	2,040	2,080	2,120
TOTAL COSTS	72,645	72,605	74,777	-	-	74,777	77,295	78,848	80,427	82,042
*Percentage Increase over prior year			2.9%			2.9%	3.4%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Revenue - Other	(246)	(206)	(260)	-	-	(260)	(260)	(260)	(260)	(260)
TOTAL REVENUE	(246)	(206)	(260)	-	-	(260)	(260)	(260)	(260)	(260)
REQUISITION	(72,399)	(72,399)	(74,517)	-	-	(74,517)	(77,035)	(78,588)	(80,167)	(81,782)
*Percentage increase over prior year Requisition			2.9%			2.9%	3.4%	2.0%	2.0%	2.0%

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

Service No.	1.109	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	JDF Admin. Expenditures							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$2,000	\$0	\$0	\$0	\$2,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$0	\$0	\$2,000	\$0	\$0	\$0	\$0	\$2,000
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SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$2,000	\$0	\$0	\$0	\$2,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$0	\$0	\$2,000	\$0	\$0	\$0	\$0	\$2,000
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Definitions for the 5-year Capital Plan

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

5 YEAR CAPITAL PLAN

Service #:	1.109
Service Name:	JDF Admin. Expenditures

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2025	2026	2027	2028	2029	5 - Year Total auto-populates
26-01	Replacement	Computer Replacement	Computer Replacement	\$ 2,000	E	ERF	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ -	\$ 2,000
													\$ -
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			Grand Total	\$ 2,000				\$ -	\$ 2,000	\$ -	\$ -	\$ -	\$ 2,000

Service: 1.109 JDF Admin. Expenditures

Project Number	26-01	Capital Project Title	Computer Replacement	Capital Project Description	Computer Replacement
Project Rationale	Computer replacement in keeping with CRD corporate schedule.				

Admin. Expenditures (JDF)
Reserve Summary Schedule
2025 - 2029 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Equipment Replacement Fund	15,536	15,536	13,536	13,536	13,536	13,536
Operating Reserve Fund	1,848	2,848	4,848	6,888	8,968	11,088
Total	17,384	18,384	18,384	20,424	22,504	24,624

Reserve Schedule

Reserve Fund: 1.109 Admin Expenditures (JDF) - Equipment Replacement Fund

ERF Group: JDFADMIN.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101839	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		15,452	15,536	15,536	13,536	13,536	13,536
Transfer from Ops Budget		-	-	-	-	-	-
Planned Purchase			-	(2,000)	-	-	-
Interest Income		84					
Ending Balance \$		15,536	15,536	13,536	13,536	13,536	13,536

Assumptions/Background:

Reserve Schedule

Reserve Fund: 1.109 Admin Expenditures (JDF) - Operating Reserve Fund

Bylaw No. 4584
Created in 2023

Reserve Cash Flow

Fund: Fund Centre:	1500 105556	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		74	1,848	2,848	4,848	6,888	8,968
Transfer from Ops Budget		1,771	1,000	2,000	2,040	2,080	2,120
Transfer to Ops Budget		-	-	-	-	-	-
Interest Income*		3					
Ending Balance \$		1,848	2,848	4,848	6,888	8,968	11,088

Assumptions/Background:

* Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2025 Budget

JDF Grants in Aid

FINAL BUDGET

MARCH 2025

Service: 1.114 JDF Grants in Aid

Committee: Electoral Area

DEFINITION:

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

* (District of Sooke incorporated from Sooke Electoral Area and Juan de Fuca Electoral Area created from the remainder along with addition of Langford Electoral Area).

SERVICE DESCRIPTION:

Provide Grants to support organizations that are outside the existing services in an electoral area. Each electoral area budgets their anticipated requirements separately.

PARTICIPATION:

Juan de Fuca Electoral Area.

MAXIMUM LEVY:

Greater of \$65,484 or \$0.05 / \$1,000 on basis of converted hospital assessed value of land and improvements.

COMMITTEE:

Electoral Areas Committee

FUNDING:

Requisition

1.114 - JDF Grants in Aid	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2025 ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Grants in Aid	27,822	10,000	10,290	-	18,516	28,806	20,000	20,000	20,000	20,000
Allocations	1,693	1,693	1,476	-	-	1,476	1,520	1,550	1,581	1,613
Other Operating Expenses	-	187,000	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	29,515	198,693	11,766	-	18,516	30,282	21,520	21,550	21,581	21,613
*Percentage Increase over prior year			-60.1%		62.7%	2.6%	-28.9%	0.1%	0.1%	0.1%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2024 to 2025	-	18,516	-	-	(18,516)	(18,516)	-	-	-	-
Balance c/fwd from 2023 to 2024	(29,225)	(29,225)	-	-	-	-	-	-	-	-
Other Income	(290)	(187,984)	(290)	-	-	(290)	(290)	(290)	(290)	(290)
TOTAL REVENUE	(29,515)	(198,693)	(290)	-	(18,516)	(18,806)	(290)	(290)	(290)	(290)
REQUISITION	-	-	(11,476)	-	-	(11,476)	(21,230)	(21,260)	(21,291)	(21,323)
*Requisition increase over prior year						100.0%	85.0%	0.1%	0.1%	0.2%

CAPITAL REGIONAL DISTRICT

2025 Budget

JDF Building Numbering

FINAL BUDGET

MARCH 2025

Service: 1.317 JDF Building Numbering

Committee: Electoral Area

DEFINITION:

To provide the extended service of implementing a civic addressing system for the Juan de Fuca Electoral Area.
Establishment Bylaw No. 2010, adopted September 1992. Amendment Bylaw No. 2093 (February 1993).

SERVICE DESCRIPTION:

Implementation and maintenance of a building numbering system with corresponding notification and mapped integration with departmental operations and emergency services.

PARTICIPATION:

Juan de Fuca Electoral Area.

MAXIMUM LEVY:

None stated

FUNDING:

Requisition

1.317 - JDF Building Numbering	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Building Inspection	12,830	12,830	13,211	-	-	13,211	13,480	13,740	14,010	14,300
Allocations	674	674	694	-	-	694	715	729	744	759
Other Operating Expenses	380	315	365	-	-	365	370	380	390	400
TOTAL COSTS	13,884	13,819	14,270	-	-	14,270	14,565	14,849	15,144	15,459
*Percentage Increase over prior year			2.8%			2.8%	2.1%	1.9%	2.0%	2.1%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2024 to 2025	-	52	(52)	-	-	(52)	-	-	-	-
Balance c/fwd from 2023 to 2024	(84)	(84)	-	-	-	-	-	-	-	-
Other Income	(50)	(37)	(49)	-	-	(49)	(70)	(70)	(70)	(70)
TOTAL REVENUE	(134)	(69)	(101)	-	-	(101)	(70)	(70)	(70)	(70)
REQUISITION	(13,750)	(13,750)	(14,169)	-	-	(14,169)	(14,495)	(14,779)	(15,074)	(15,389)
*Percentage increase over prior year Requisition			3.0%			3.0%	2.3%	2.0%	2.0%	2.1%

CAPITAL REGIONAL DISTRICT

2025 Budget

Soil Deposit and Removal

FINAL BUDGET

MARCH 2025

Service: **1.319 Soil Deposit and Removal**

Committee: Electoral Area

DEFINITION:

The regulation of the deposit or removal of soil, sand, gravel, rock or other material on land in the municipality or in any area in the municipality (see 930(d)(e) of the Municipal Act). Authority received under SLP issued February 12, 1973, and as amended by SLP August 25, 1986. This function is performed by CRD Bylaw Officers , who ensure that permits are purchased by any person who deposits or removes said materials.

SERVICE DESCRIPTION:

Administration and enforcement of the Soil Deposit and Removal Bylaw for the Juan de Fuca Electoral Area (JdF EA).

PARTICIPATION:

Juan de Fuca Electoral Area.

MAXIMUM LEVY:

Net cost of this function not to exceed \$50,000.

FUNDING:

Requisition

1.319 - Soil Deposit and Removal	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Allocations	1,290	1,290	1,347	-	-	1,347	1,393	1,431	1,466	1,502
Bylaw Enforcement Charges	4,860	17,465	5,010	19,827	-	24,837	27,521	25,820	29,710	30,300
Other Operating Expenses	30	354	110	-	-	110	111	112	113	114
TOTAL OPERATING COSTS	6,180	19,109	6,467	19,827	-	26,294	29,025	27,363	31,289	31,916
*Percentage Increase over prior year			4.6%	321%		325.5%	10.4%	-5.7%	14.3%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(80)	(13,049)	(185)	(15,000)	-	(15,185)	(13,485)	(7,170)	(7,065)	(2,856)
Interest Income	(40)	-	(40)	-	-	(40)	(40)	(40)	(40)	(40)
TOTAL REVENUE	(120)	(13,049)	(225)	(15,000)	-	(15,225)	(13,525)	(7,210)	(7,105)	(2,896)
REQUISITION	(6,060)	(6,060)	(6,242)	(4,827)	-	(11,069)	(15,500)	(20,153)	(24,184)	(29,020)
*Percentage increase over prior year Requisition			3.0%	79.7%		82.7%	40.0%	30.0%	20.0%	20.0%

Reserve Schedule

Reserve Fund: 1.319 Soil Deposit and Removal - Operating Reserve Fund

Reserve Cash Flow

Fund: 1500 Fund Centre: 105405	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	70,862	61,109	45,924	32,439	25,269	18,204
Transfer from Ops Budget	-	-	-	-	-	-
Deficit Recovery	(12,969)					
Transfer to Ops Budget	(80)	(15,185)	(13,485)	(7,170)	(7,065)	(2,856)
Interest Income*	3,297					
Ending Balance \$	61,109	45,924	32,439	25,269	18,204	15,348

Assumptions/Background:

*Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2025 Budget

Community Planning (JDF)

FINAL BUDGET

MARCH 2025

Service: 1.325 Community Planning

Committee: Electoral Area

DEFINITION:

To provide land use planning services at the community level for the JDF electoral area (Supplementary Letters Patent - January 1, 1970).

SERVICE DESCRIPTION:

Community Planning service involves preparation, review and amendment of five official community plans and two comprehensive community development plans.

Development Services involves preparation and administration of Land Use Bylaws, subdivision Bylaw, and process zoning amendments, development permits, development variance permits, soil deposit/removal permits, and review land and water referrals, subdivisions referrals, and ALR exclusions.

Administrative Services involves preparation of agendas, minutes and providing administrative support for the Juan de Fuca (JdF) Land Use Committee (LUC), six advisory planning commissions (APC), three board of variances, the Agricultural Advisory Planning Commission (AAPC), and the Economic Development Commission (EDC).

PARTICIPATION:

JDF Electoral Area on the basis of converted hospital assessments.

MAXIMUM LEVY:

None stated.

FUNDING:

Requisition and user fees.

1.325 - Community Planning (JDF)

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
OPERATING COSTS										
Salaries & Wages	520,818	495,784	540,445	25,455	-	565,900	582,085	598,720	615,824	633,408
Consultants	5,520	11,153	5,590	-	-	5,590	5,710	5,830	5,950	6,070
Legal Expenses	8,000	8,181	8,000	-	-	8,000	8,160	8,320	8,490	8,660
LIDAR Photography	-	16,688	-	-	17,000	17,000	-	18,000	-	20,000
Supplies	6,250	4,208	6,000	-	-	6,000	6,120	6,240	6,360	6,480
Land Use and Advisory Planning Cttees	16,710	10,572	17,160	-	-	17,160	17,500	17,860	18,220	18,590
Allocations	150,139	158,207	177,169	-	3,604	180,773	187,475	189,624	193,907	198,311
Bylaw & Real Estate Labour Charges	34,530	28,350	35,560	8,910	-	44,470	48,061	46,230	51,320	52,340
Other Operating Expenses	61,400	41,191	61,340	-	-	61,340	62,673	64,049	65,449	66,917
TOTAL OPERATING COSTS	803,367	774,334	851,264	34,365	20,604	906,233	917,784	954,873	965,520	1,010,776
*Percentage Increase over prior year			6.0%	4.3%	2.6%	12.8%	1.3%	4.0%	1.1%	4.7%
CAPITAL / RESERVES										
Transfer to Equipment Replacement Fund	5,000	5,000	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	-	31,536	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	5,000	36,536	-	-	-	-	-	-	-	-
Building Borrowing Repayment to Facilities Reserve	70,770	70,770	70,770	-	-	70,770	70,770	70,770	70,770	70,770
TOTAL COSTS	879,137	881,640	922,034	34,365	20,604	977,003	988,554	1,025,643	1,036,290	1,081,546
Internal Recoveries	(33,180)	(33,180)	(34,176)	-	-	(34,176)	(34,860)	(35,557)	(36,269)	(36,994)
OPERATING COSTS LESS INTERNAL RECOVERIES	845,957	848,460	887,858	34,365	20,604	942,827	953,694	990,086	1,000,021	1,044,552
FUNDING SOURCES (REVENUE)										
Transfer from Operating Reserve Fund	(55,016)	(55,016)	(56,670)	-	(20,604)	(77,274)	(57,514)	(62,366)	(39,831)	(50,932)
Processing Fee Revenue	(45,000)	(46,125)	(46,350)	-	-	(46,350)	(47,280)	(48,230)	(49,190)	(50,170)
Grants in Lieu of Taxes	(1,091)	(1,092)	(1,197)	-	-	(1,197)	(1,140)	(1,160)	(1,180)	(1,200)
Revenue - Other	(1,060)	(2,437)	(1,090)	-	-	(1,090)	(1,110)	(1,130)	(1,150)	(1,170)
TOTAL REVENUE	(102,167)	(104,670)	(105,307)	-	(20,604)	(125,911)	(107,044)	(112,886)	(91,351)	(103,472)
REQUISITION	(743,790)	(743,790)	(782,551)	(34,365)	-	(816,916)	(846,650)	(877,200)	(908,670)	(941,080)
*Percentage increase over prior year Requisition			5.2%	4.6%		9.8%	3.6%	3.6%	3.6%	3.6%
AUTHORIZED POSITIONS										
Salaried	3.7	3.7	3.7			3.7	3.7	3.7	3.7	3.7

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

Service No.	1.325 Community Planning	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$40,000	\$43,290	\$0	\$2,700	\$0	\$0	\$0	\$45,990
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$175,000	\$550,000	\$0	\$0	\$0	\$0	\$0	\$550,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$215,000	\$593,290	\$0	\$2,700	\$0	\$0	\$0	\$595,990
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SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$40,000	\$43,290	\$0	\$2,700	\$0	\$0	\$0	\$45,990
Grants (Federal, Provincial)	\$175,000	\$550,000	\$0	\$0	\$0	\$0	\$0	\$550,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$215,000	\$593,290	\$0	\$2,700	\$0	\$0	\$0	\$595,990
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Definitions for the 5-year Capital Plan

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

5 YEAR CAPITAL PLAN

Service Nar	Community Planning
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				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2025	2026	2027	2028	2029	5 - Year Total auto-populates
20-01	Replacement	Computer Equipment	Computer Replacement	\$ 10,845	E	ERF	\$ -	\$ 3,290	\$ -	\$ 2,700	\$ -	\$ -	\$ 5,990
22-01	Replacement	Vehicle	Vehicle Replacement	\$ 40,000	E	ERF	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
22-02	Study	Groundwater Study	Study of ground water availability to aid in land use decision making and support OCP policy	\$ 100,000	S	Grant	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
24-01	Study	Willis Point OCP	Willis Point Official Community Plan Review and Update	\$ 150,000	S	Grant	\$ 75,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
25-01	Study	Malahat OCP	Malahat Official Community Plan Review and Update	\$ 150,000	S	Grant	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
25-02	Study	JdF OCP Consolidation	Consolidate JdF EA OCP's	\$ 150,000	S	Grant	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 600,845				\$ 593,290	\$ -	\$ 2,700	\$ -	\$ -	\$ 595,990

Service:

1.325

Community Planning

Project Number	20-01	Capital Project Title	Computer Equipment	Capital Project Description	Computer Replacement
Project Rationale	Computer replacement in keeping with CRD corporate schedule.				

Project Number	24-01	Capital Project Title	Willis Point OCP	Capital Project Description	Willis Point Official Community Plan Review and Update
Project Rationale	Willis Point OCP requires review and upate to address emerging community needs.				

Project Number	25-01	Capital Project Title	Malahat OCP	Capital Project Description	Malahat Official Community Plan Review and Update
Project Rationale					

Project Number	25-02	Capital Project Title	JdF OCP Consolidation	Capital Project Description	Consolidate JdF EA OCPs
Project Rationale					

Service:	1.325	Community Planning
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Project Number	22-01	Capital Project Title	Vehicle	Capital Project Description	Vehicle Replacement
Project Rationale					

Project Number	22-02	Capital Project Title	Groundwater Study	Capital Project Description	Study of ground water availability to aid in land use decision making and support OCP policy
Project Rationale					

Community Planning (JDF)
Reserve Summary Schedule
2025 - 2029 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Operating Reserve Fund	392,411	315,137	257,623	195,257	155,426	104,494
Equipment Replacement Fund	197,126	153,836	153,836	151,136	151,136	151,136
Total	589,537	468,973	411,459	346,393	306,562	255,630

Reserve Schedule

Reserve Fund: 1.325 Community Planning - Operating Reserve Fund

Reserve Cash Flow

Fund: Fund Centre:	1500 105408	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		399,333	392,411	315,137	257,623	195,257	155,426
Transfer from Ops Budget		31,536	-	-	-	-	-
Transfer to Ops Budget - Core		(38,328)	(60,274)	(57,514)	(44,366)	(39,831)	(30,932)
Transfer to Ops Budget - Orthophotos		(16,688)	(17,000)	-	(18,000)	-	(20,000)
Interest Income*		16,558					
Ending Balance \$		392,411	315,137	257,623	195,257	155,426	104,494

Assumptions/Background:

For unforeseen legal expenses; ongoing air photo updates; election expenses

*Interest in planning years nets against inflation which is not included.

Reserve Schedule

Reserve Fund: 1.325 Community Planning - Equipment Replacement Fund

ERF Group: CMPLAN.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101428	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		200,730	197,126	153,836	153,836	151,136	151,136
Transfer from Ops Budget		5,000	-	-	-	-	-
Planned Purchase		(9,681)	(43,290)	-	(2,700)	-	-
Interest Income		1,077					
Ending Balance \$		197,126	153,836	153,836	151,136	151,136	151,136

Assumptions/Background:

Maintain balance sufficient to fund required asset replacements

CAPITAL REGIONAL DISTRICT

2025 Budget

JDF Livestock Injury Compensation

FINAL BUDGET

MARCH 2025

Service: 1.340 JDF Livestock Injury Compensation

Committee: Electoral Area

DEFINITION:

The service is established for payment of claims of the owners of livestock killed or injured by a dog over the age of four months, the owner of which is unknown and, after diligent inquiry, cannot be found, as permitted by the *Local Government Act*.
(Livestock Injury Compensation Service (Juan de Fuca) Bylaw 4417, No. 1, 2021)

PARTICIPATION:

Juan de Fuca Electoral Area.

MAXIMUM LEVY:

None stated

FUNDING:

Requisition

1.340 - JDF Livestock Injury Compensation	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2025 ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Allocations	158	158	158	-	-	158	163	166	169	173
Compensation Claim Payments	3,000	-	3,000	-	-	3,000	3,000	3,000	3,000	3,000
TOTAL COSTS	3,158	158	3,158	-	-	3,158	3,163	3,166	3,169	3,173
*Percentage Increase over prior year						0.0%	0.2%	0.1%	0.1%	0.1%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2024 to 2025	-	3,104	(3,104)	-	-	(3,104)	-	-	-	-
Balance c/fwd from 2023 to 2024	(3,145)	(3,145)	-	-	-	-	-	-	-	-
Other Income	-	(104)	(41)	-	-	(41)	(30)	(30)	(30)	(30)
TOTAL REVENUE	(3,145)	(145)	(3,145)	-	-	(3,145)	(30)	(30)	(30)	(30)
REQUISITION	(13)	(13)	(13)	-	-	(13)	(3,133)	(3,136)	(3,139)	(3,143)
*Percentage increase over prior year Requisition						0.0%	24000.0%	0.1%	0.1%	0.1%

CAPITAL REGIONAL DISTRICT

2025 Budget

Emergency Program (JDF)

FINAL BUDGET

MARCH 2025

Service: 1.370 JDF Emergency Program

Committee: Electoral Area

DEFINITION:

To provide an Emergency Program as an Extended Service under the Emergency Program Act.
Establishment Bylaw No. 2109 (April 28, 1993). Amended by Bylaw No. 2345 (January 10, 1996).
Order in Council #287 provides the CRD with the same powers as a local authority under the Emergency Program Act.

SERVICE DESCRIPTION:

Governed by Bylaw #3444, this service provides planning and management of an emergency response plan for the Juan de Fuca (JdF) Electoral Area, including Port Renfrew, Willis Point and the Malahat. The emergency response plan involves response to, and recovery from, a community disaster or emergency.

The Planning and Protective Services department has administrative responsibility for the service and the Senior Manager of Protective Services has immediate operational responsibility. The Juan de Fuca Emergency Management Commission (JDFEMC) administers the service.

PARTICIPATION:

Electoral Area of Juan de Fuca.

LEVY:

The annual costs of providing the Extended Service of Emergency Program, net of grants and other revenue, shall be recovered by requisition of money under Section 809.1 of the Municipal Act under Section 809.1 of the Municipal Act to be collected by a property value tax to be levied and collected under Section 810.1 (1) of the Municipal Act.

MAXIMUM LEVY:

None stated.

FUNDING:

Requisition

1.370 - Emergency Program (JDF)

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Travel Expense	3,570	1,000	3,570	-	-	3,570	3,640	3,710	3,780	3,860
Contract for Services	35,000	35,000	35,000	-	-	35,000	35,700	36,410	37,140	37,880
Wages & Honoraria	12,500	12,500	12,880	1,620	-	14,500	14,790	15,090	15,390	15,700
Staff Training & Development	3,100	1,500	2,000	-	-	2,000	2,040	2,080	2,120	2,160
Supplies	5,500	1,500	3,500	-	-	3,500	3,570	3,640	3,710	3,780
Allocations	14,901	14,901	19,692	-	-	19,692	20,165	20,598	21,043	21,497
Other Operating Expenses	17,844	15,670	19,265	-	-	19,265	19,691	20,149	20,616	21,100
TOTAL OPERATING COSTS	92,415	82,071	95,907	1,620	-	97,527	99,596	101,677	103,799	105,977
*Percentage Increase over prior year			3.8%	1.8%		5.5%	2.1%	2.1%	2.1%	2.1%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	1,000	1,000	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	-	10,343	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVE	1,000	11,343	-	-	-	-	-	-	-	-
Building Borrowing Repayment to Facilities Reserve	11,880	11,880	11,880	-	-	11,880	11,880	11,880	11,880	11,880
TOTAL COSTS	105,295	105,294	107,787	1,620	-	109,407	111,476	113,557	115,679	117,857
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(140)	(139)	(169)	-	-	(169)	(140)	(140)	(140)	(140)
Revenue - Other	(100)	(100)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(240)	(239)	(269)	-	-	(269)	(240)	(240)	(240)	(240)
REQUISITION	(105,055)	(105,055)	(107,518)	(1,620)	-	(109,138)	(111,236)	(113,317)	(115,439)	(117,617)
*Percentage increase over prior year Requisition			2.3%	1.5%		3.9%	1.9%	1.9%	1.9%	1.9%

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.370	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	JDF Emergency Program							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$4,100	\$0	\$0	\$0	\$0	\$4,100
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	\$4,100	\$0	\$0	\$0	\$0	\$4,100
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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	\$4,100	\$0	\$0	\$0	\$0	\$4,100
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	\$4,100	\$0	\$0	\$0	\$0	\$4,100
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Definitions for the 5-year Capital Plan

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

5 YEAR CAPITAL PLAN

Service Name: JDF Emergency Program

[illegible]

Service: 1.370 JDF Emergency Program

Project Number	24-01	Capital Project Title	InReach Devices	Capital Project Description	InReach Devices
Project Rationale	Replace 9 In-Reach satellite GPS devices				

Emergency Program (JDF)
Reserve Summary Schedule
2025 - 2029 Financial Plan

Reserve/Fund Summary						
	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Equipment Replacement Fund	127,911	123,811	123,811	123,811	123,811	123,811
Operating Reserve Fund	14,751	14,751	14,751	14,751	14,751	14,751
Total	142,662	138,562	138,562	138,562	138,562	138,562

Reserve Schedule

Reserve Fund: 1.370 Emergency Program (JDF) - Equipment Replacement Fund

ERF Group: JDFEMERG.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101785	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		126,223	127,911	123,811	123,811	123,811	123,811
Transfer from Ops Budget		1,000	-	-	-	-	-
Expenditures		-	(4,100)	-	-	-	-
Interest Income		689					
Ending Balance \$		127,911	123,811	123,811	123,811	123,811	123,811

Assumptions/Background:

Reserve for maintenance of equipment inventory

Reserve Schedule

Reserve Fund: 1.370 JDF Emergency Program - Operating Reserve Fund

Newly created in 2024

The establishment of operating reserves for the Juan de Fuca (JDF) Emergency Program will be used to fund one-time program costs and to mitigate future fluctuations in requisition.

Reserve Cash Flow

Fund: Fund Centre:	1500 105562	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		-	14,751	14,751	14,751	14,751	14,751
Transfer from Op Budget		14,751	-	-	-	-	-
Transfer to Op Budget		-	-	-	-	-	-
Interest Income*		-					
Ending Balance \$		14,751	14,751	14,751	14,751	14,751	14,751

Assumptions/Background:

* Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2025 Budget

Search and Rescue (JDF)

FINAL BUDGET

MARCH 2025

Service: 1.377 JDF Search and Rescue

Committee: Electoral Area

DEFINITION:

To establish the operation of a search and rescue service in the Juan de Fuca Electoral Area.
Establishment Bylaw No. 3101 (October 24, 2003).

SERVICE DESCRIPTION:

Governed by Bylaw #3128, the service provides Search and Rescue (SAR) for the Juan de Fuca (JdF) Electoral Area.

The Planning and Protective Services department has administrative responsibility for the service and the Senior Manager of Protective Services has immediate operational responsibility. The Juan de Fuca Search and Rescue Committee administers the service.

PARTICIPATION:

The Electoral Area of Juan de Fuca.

MAXIMUM LEVY:

Greater of \$62,000 or \$0.102 / \$1,000 on actual assessed value of land and improvements.

FUNDING:

Requisition

1.377 - Search and Rescue (JDF)	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Contract for Services	8,640	8,640	8,640	-	-	8,640	8,810	8,990	9,170	9,350
Building Rent	24,600	24,600	25,224	-	-	25,224	25,860	26,508	27,170	27,850
Staff Training & Development	12,449	7,000	12,000	-	-	12,000	12,082	12,211	12,328	12,450
Supplies	12,350	11,200	12,840	-	-	12,840	13,100	13,360	13,630	13,900
Allocations	4,403	4,403	4,438	-	-	4,438	4,571	4,662	4,755	4,850
Other Operating Expenses	35,810	38,930	28,408	-	-	28,408	29,007	29,619	30,257	30,910
TOTAL OPERATING COSTS	98,252	94,773	91,550	-	-	91,550	93,430	95,350	97,310	99,310
*Percentage Increase over prior year			-6.8%			-6.8%	2.1%	2.1%	2.1%	2.1%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	3,000	4,845	3,000	-	-	3,000	3,000	3,000	3,000	3,000
TOTAL CAPITAL / RESERVE	3,000	4,845	3,000	-	-	3,000	3,000	3,000	3,000	3,000
TOTAL COSTS	101,252	99,618	94,550	-	-	94,550	96,430	98,350	100,310	102,310
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2023 to 2024	(9,450)	(9,450)		-	-	-	-	-	-	-
Grants in Lieu of Taxes	(110)	(109)	(110)	-	-	(110)	(110)	(110)	(110)	(110)
Revenue - Other	(21,740)	(20,107)	(22,390)	-	-	(22,390)	(22,830)	(23,280)	(23,740)	(24,210)
TOTAL REVENUE	(31,300)	(29,666)	(22,500)	-	-	(22,500)	(22,940)	(23,390)	(23,850)	(24,320)
REQUISITION	(69,952)	(69,952)	(72,050)	-	-	(72,050)	(73,490)	(74,960)	(76,460)	(77,990)
*Percentage increase over prior year Requisition			3.0%			3.0%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.377	Carry						
	JDF Search and Rescue	Forward	2025	2026	2027	2028	2029	TOTAL
		from 2024						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$92,000	\$205,000	\$0	\$0	\$0	\$0	\$205,000
	\$92,000	\$205,000	\$0	\$0	\$0	\$0	\$205,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$92,000	\$92,000	\$0	\$0	\$0	\$0	\$92,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$113,000	\$0	\$0	\$0	\$0	\$113,000
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$92,000	\$205,000	\$0	\$0	\$0	\$0	\$205,000

Definitions for the 5-year Capital Plan

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

5 YEAR CAPITAL PLAN

Service Name:	JDF Search and Rescue
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				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2025	2026	2027	2028	2029	5 - Year Total auto-populates
23-01	Replacement	Vehicle Replacement	vehicle replacement	\$ 205,000	V	ERF	\$ 92,000	\$ 92,000	\$ -	\$ -	\$ -	\$ -	\$ 92,000
23-01	Replacement	Vehicle Replacement	vehicle replacement		V	Other		\$ 113,000	\$ -	\$ -	\$ -	\$ -	\$ 113,000
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 205,000				\$ 205,000	\$ -	\$ -	\$ -	\$ -	\$ 205,000

Service:

1.377

JDF Search and Rescue

Project Number

23-01

Capital Project Title

Vehicle Replacement

Capital Project Description

vehicle replacement

Project Rationale

Reserve Schedule

Reserve Fund: 1.377 Search and Rescue (JDF) - Equipment Replacement Fund

ERF Group: JDFSAR.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101986	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		97,474	105,242	16,242	19,242	22,242	25,242
Transfer from Ops Budget		7,229	3,000	3,000	3,000	3,000	3,000
Expenditures		-	(92,000)	-	-	-	-
Interest Income		539					
Ending Balance \$		105,242	16,242	19,242	22,242	25,242	28,242

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2025 Budget

EA - Community Parks (JDF)

FINAL BUDGET

MARCH 2025

Service: 1.405 JDF EA Community Parks & Recreation

Committee: Juan De Fuca Electoral Area Parks & Rec

DEFINITION:

To acquire, develop, operate and maintain community parks in the JDF Electoral Area.
(Letters Patent - August 28, 1975).

SERVICE DESCRIPTION:

This is a service for the provision of community parks for the Juan de Fuca Electoral Area. The services provide for ocean and lake beach/foreshore access, trails, right-of-ways, easements, playgrounds, sports fields, a tennis court and skate park.

PARTICIPATION:

Electoral Area of Juan de Fuca

MAXIMUM LEVY:

Greater of \$227,173 or \$0.15 / \$1,000 on actual assessed value of land and improvements.
(Bylaw 4087, Amend bylaw 245, March, 2016; Bylaw 4150, Juan de Fuca Community Parks Services Conversion Bylaw No. 1, 2017)

COMMISSION:

Continuation Bylaw #3763 (May 2011), an advisory commission for Community Parks and Recreation in the Juan de Fuca Electoral Area.
Original establishment Bylaw for this commission Dec 2004.

AUTHORITY:

Requires written approval of electoral area Director. Participating electoral areas must be designated by bylaw.

FUNDING:

Requisition

1.405 - EA - Community Parks (JDF)

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries & Wages	107,181	100,984	110,589	10,000	-	120,589	123,590	126,666	129,818	133,056
Contract for Services	22,120	16,762	22,780	-	6,000	28,780	23,240	23,700	24,170	24,650
Vehicles	10,720	6,500	11,040	-	-	11,040	11,260	11,490	11,720	11,950
Supplies	9,000	15,824	9,270	-	-	9,270	9,450	9,640	9,830	10,020
Allocations	34,184	31,533	36,656	-	3,604	40,260	41,521	38,980	39,770	40,593
Rentals	21,500	24,684	22,150	-	-	22,150	22,590	23,040	23,500	23,970
Other Operating Expenses	10,930	11,064	11,490	-	-	11,490	11,786	12,101	12,425	12,758
TOTAL OPERATING COSTS	215,635	207,351	223,975	10,000	9,604	243,579	243,437	245,617	251,233	256,997
*Percentage Increase over prior year			3.9%	4.6%	4.5%	13.0%	-0.1%	0.9%	2.3%	2.3%
<u>CAPITAL / RESERVES</u>										
Transfer to Capital Reserve Fund	10,250	14,806	10,560	-	(5,000)	5,560	10,770	14,600	14,890	15,190
Transfer to Equipment Replacement Fund	8,000	13,000	8,240	-	(1,000)	7,240	8,400	8,570	8,740	8,910
TOTAL CAPITAL / RESERVES	18,250	27,806	18,800	-	(6,000)	12,800	19,170	23,170	23,630	24,100
TOTAL COSTS	233,885	235,157	242,775	10,000	3,604	256,379	262,607	268,787	274,863	281,097
*Percentage Increase over prior year			3.8%	4.3%	1.5%	9.6%	2.4%	2.4%	2.3%	2.3%
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(302)	(302)	(375)	-	-	(375)	(320)	(330)	(340)	(350)
Revenue - Other	(610)	(1,882)	(630)	-	-	(630)	(640)	(650)	(660)	(670)
TOTAL REVENUE	(912)	(2,184)	(1,005)	-	-	(1,005)	(960)	(980)	(1,000)	(1,020)
REQUISITION	(232,973)	(232,973)	(241,770)	(10,000)	(3,604)	(255,374)	(261,647)	(267,807)	(273,863)	(280,077)
*Percentage increase over prior year Requisition			3.8%	4.3%	1.5%	9.6%	2.5%	2.4%	2.3%	2.3%
AUTHORIZED POSITIONS										
Salaried FTE	0.42	0.42	0.42			0.42	0.42	0.42	0.42	0.42

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.405	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	JDF EA Community Parks & Recre							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$9,000	\$45,000	\$0	\$0	\$0	\$0	\$45,000
Land	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
Engineered Structures	\$275,000	\$412,000	\$0	\$0	\$0	\$0	\$412,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$284,000	\$557,000	\$0	\$0	\$0	\$0	\$557,000

SOURCE OF FUNDS

Capital Funds on Hand	\$225,000	\$292,000	\$0	\$0	\$0	\$0	\$292,000
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)	\$59,000	\$265,000	\$0	\$0	\$0	\$0	\$265,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$284,000	\$557,000	\$0	\$0	\$0	\$0	\$557,000

Definitions for the 5-year Capital Plan

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

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

-

Service #:

1.405

Service Name

JDF EA Community Parks & Recreation

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2025	2026	2027	2028	2029	5 - Year Total auto-populates
21-01	Renewal	Wieland Trail	Develop 1.7km trail from William Simmons Park to Kemp Lake Road as part of an Otter Point alternate transportation route	\$ 150,000	L	Grant	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
22-02	New	Chubb Road Dock Installation	Install dock system at Chubb Road on Kemp Lake	\$ 86,000	E	Grant	\$ 9,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
23-01	New	Port Renfrew Playground Equipment	Installation of new playground equipment in Port Renfrew	\$ 160,000	S	Cap	\$ 140,000	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 140,000
23-02	New	Elrose Park trail construction	Construct a Multi-use trail and Parking Area at Elrose Park	\$ 65,000	S	Grant	\$ 35,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
23-03	New	Priest Cabin Park Trail Construction	Construct a trail at Priest Cabin connecting to Matterhorn Access Trail	\$ 50,000	S	Cap	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000
23-06	New	Trail Construction Admirals Forest Park	Construct/remediate trails at the recently purchased Admirals Forest Property	\$ 40,000	S	Cap	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
23-08	New	Trail and Park remediation Butler Park	Butler Park trail and park remediation	\$ 45,000	S	Cap	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
23-10	New	Lot 64 Trail Construction	Trail construction linking the tennis court with the Marina trail and improving parking lot	\$ 50,000	S	Cap	\$ 35,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000
24-02	New	Fish Boat Bay Improvements	Replace stairs and install viewing platform to improve accessibility	\$ 150,000	S	Grant	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
24-02	New	Fish Boat Bay Improvements	Replace stairs and install viewing platform to improve accessibility		S	Cap	\$ -	\$ 67,000	\$ -	\$ -	\$ -	\$ -	\$ 67,000
24-03	New	Active Transportation Network Plan (ATNP)	ATNP works towards improving active transportation opportunities and public safety within the communities of the Juan de Fuca Electoral Area, including those in proximity of West Coast Road, identified as the Highway 14 corridor.	\$ 60,000	S	Grant	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
25-01	New	Mt. Matheson Trail Fencing	Install new fencing along park/private property boundary	\$ 25,000	E	Grant	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 881,000				\$ 557,000	\$ -	\$ -	\$ -	\$ -	\$ 557,000

Service:

1.405

JDF EA Community Parks & Recreation

Project Number

21-01

Capital Project Title

Wieland Trail

Capital Project Description

Develop 1.7km trail from William Simmons Park to Kemp Lake Road as part of an Otter Point alternate transportation route

Project Rationale

Recreational Trail connecting communities and keeping pedestrians off the main roads

Project Number

23-01

Capital Project Title

Port Renfrew Playground Equipment

Capital Project Description

Installation of new playground equipment in Port Renfrew

Project Rationale

Playground requires updating

Project Number

23-02

Capital Project Title

Elrose Park trail construction

Capital Project Description

Construct a Multi-use trail and Parking Area at Elrose Park

Project Rationale

Public Trail access and safe pedestrian movement

Project Number

23-03

Capital Project Title

Priest Cabin Park Trail Construction

Capital Project Description

Construct a trail at Priest Cabin connecting to Matterhorn Access Trail

Project Rationale

Provide/enhance infrastructure public enjoyment

Service:

1.405

JDF EA Community Parks & Recreation

Project Number

23-06

Capital Project Title

Trail Construction Admirals Forest Park

Capital Project Description

Construct/remediate trails at the recently purchased Admirals Forest Property

Project Rationale

Provide and enhance infrastructure for public enjoyment

Project Number

23-08

Capital Project Title

Trail and Park remediation Butler Park

Capital Project Description

Butler Park trail and park remediation

Project Rationale

Local resident led volunteer project to enhance local park infrastructure and ecology

Project Number

23-10

Capital Project Title

Lot 64 Trail Construction

Capital Project Description

Trail construction linking the tennis court with the Marina trail and improving parking lot

Project Rationale

Improve public access for safety and enjoyment

Project Number

24-02

Capital Project Title

Fish Boat Bay Improvements

Capital Project Description

Replace stairs and install viewing platform to improve accessibility

Project Rationale

Service:

1.405

JDF EA Community Parks & Recreation

Project Number

24-03

Capital Project Title

Active Transportation Network Plan (ATNP)

Capital Project Description

ATNP works towards improving active transportation opportunities and public safety within the communities of the Juan de Fuca Electoral Area, including those in proximity of West Coast Road, identified as the Highway 14 corridor.

Project Rationale

Improve Active Transportation Planning

Project Number

25-01

Capital Project Title

Mt. Matheson Trail Fencing

Capital Project Description

Install new fencing along park/private property boundary

Project Rationale

Response to complaint of park users trespassing

Project Number

22-02

Capital Project Title

Chubb Road Dock Installation

Capital Project Description

Install dock system at Chubb Road on Kemp Lake

Project Rationale

EA - Community Parks (JDF)
Reserve Summary Schedule
2025 - 2029 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Land Reserve Fund	62,089	62,089	62,089	62,089	62,089	62,089
Capital Reserve Fund	213,893	219,453	230,223	244,823	259,713	274,903
Equipment Replacement Fund	65,550	72,790	81,190	89,760	98,500	107,410
Total	341,532	354,332	373,502	396,672	420,302	444,402

Reserve Schedule

Reserve Fund: 1.405 Community Parks (JDF) - Land Reserve Fund - Bylaw 1133

Pursuant to Section 686 of the Municipal Act the Regional District may, by by-law approved by the Minister of Municipal Affairs, dispose of any portion of land dedicated to the Public for the purpose of a park by subdivision plan deposited in the Land Titles Office, and provide that the proceeds shall be placed in a reserve fund for the purpose of acquiring other lands suitable for park purposes within the Sooke Electoral Area.

Reserve Cash Flow

Fund: Fund Centre:	1034 101378	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		229,445	62,089	62,089	62,089	62,089	62,089
Transfer from Ops Budget		-	-	-	-	-	-
Sale - Land		20,450					
Transfer to Cap Reserve Fund		(199,087)					
Transfer to Cap Fund		-	-	-	-	-	-
Surplus return back from Cap Fund		-					
Interest Income*		11,281					
Ending Balance \$		62,089	62,089	62,089	62,089	62,089	62,089

Assumptions/Background:

*Interest in planning years nets against inflation which is not included.

Reserve Schedule

Reserve Fund: 1.405 Community Parks (JDF) - Capital Reserve Fund - Bylaw 4633

Money in the Juan de Fuca Community Parks Service Capital Reserve Fund, including interest earned on it, must be used only to provide for: (a) the acquisition of new capital works; (b) the acquisition of machinery and equipment necessary for capital works; (c) the extension or renewal of existing capital works; (d) planning, study, design, construction of facilities, and land acquisition; and (e) debt servicing payments to finance expenditures under subsections (a) to (d).

Reserve Cash Flow

Fund: Fund Centre:	1096 102293	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		-	213,893	219,453	230,223	244,823	259,713
Transfer from Parks Ops Budget		14,806	5,560	10,770	14,600	14,890	15,190
Transfer from Land Reserve Fund		199,087					
Expenditures		-	-	-	-	-	-
Interest Income		-					
Ending Balance \$		213,893	219,453	230,223	244,823	259,713	274,903

Assumptions/Background:

Reserve Schedule

Reserve Fund: 1.405 Community Parks (JDF) - Equipment Replacement Fund

ERF Group: JDFEAPRK.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 102158	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		127,206	65,550	72,790	81,190	89,760	98,500
Transfer from Ops Budget		13,000	7,240	8,400	8,570	8,740	8,910
Expenditures		(75,177)	-	-	-	-	-
Interest Income		521					
Ending Balance \$		65,550	72,790	81,190	89,760	98,500	107,410

Assumptions/Background:

Transfer as much as operating budget will allow.

CAPITAL REGIONAL DISTRICT

2025 Budget

Emergency Comm - CREST (JDF)

FINAL BUDGET

MARCH 2025

Service: 1.924 JDF Emergency Comm. - CREST

Committee: Planning and Protective Services

DEFINITION:

A service established for emergency communications, including contributions towards the cost of an emergency communications service operated by another person or organization (Bylaw No. 2891, adopted July 17, 2001). Amended by Bylaw No. 3407 (adopted February, 2007).

PARTICIPATION:

The Electoral Area of Juan de Fuca.

MAXIMUM LEVY:

None stated.

FUNDING:

Requisition

1.924 - Emergency Comm - CREST (JDF)	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Payments to CREST	147,748	124,078	141,584	-	-	141,584	144,420	147,310	150,260	153,270
Allocations	2,875	2,875	3,206	-	-	3,206	3,303	3,369	3,436	3,505
Other Operating Expenses	9,700	9,511	9,990	-	-	9,990	10,190	10,390	10,590	10,810
TOTAL OPERATING COSTS	160,323	136,464	154,780	-	-	154,780	157,913	161,069	164,286	167,585
*Percentage Increase over prior year			-3.5%			-3.5%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance C/fwd from 2024 to 2025	-	24,787	-	-	(24,787)	(24,787)	-	-	-	-
Balance C/fwd from 2023 to 2024	(11,784)	(11,784)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(200)	(196)	(239)	-	-	(239)	(210)	(210)	(210)	(210)
Revenue-Other	(50)	(982)	(50)	-	-	(50)	(50)	(50)	(50)	(50)
TOTAL REVENUE	(12,034)	11,825	(289)	-	(24,787)	(25,076)	(260)	(260)	(260)	(260)
REQUISITION	(148,289)	(148,289)	(154,491)	-	24,787	(129,704)	(157,653)	(160,809)	(164,026)	(167,325)
*Percentage increase over prior year Requisition			4.2%		-16.7%	-12.5%	21.5%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2025 Budget

Vancouver Island Regional Library

FINAL BUDGET

MARCH 2025

Service: **1.119 Vancouver Island Regional Library**

Committee: Electoral Area

DEFINITION:

A local service within the Juan de Fuca Electoral Area under Part 3 of the Library Act.
Bylaw No. 2248 (November 23, 1994). Amended by Bylaw No. 2346 (February 12, 1997).

SERVICE DESCRIPTION:

This service provides the services of the Vancouver Island Regional Library (VIRL) to the westerly portion of Juan de Fuca Electoral Area (JDFEA). The VIRL delivers service to the JDFEA through its Sooke and Port Renfrew Branches. Under the Library Act, S.B.C. 1994, the CRD was required to take over the library responsibilities belonging to School District No. 62 (Sooke) to participate in the regional library district. The library district is the Vancouver Island Regional Library District (VIRL), headquartered in Nanaimo. The CRD provides the service by funding a budget set by the VIRL and appointing a member to the library board. Service began in 1994.

PARTICIPATION:

Westerly portion of Juan de Fuca Electoral Area.

MAXIMUM LEVY:

None stated

FUNDING:

Requisition

1.119 - Vancouver Island Regional Library	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Payments to Vancouver Island Regional Library	394,593	394,593	417,150	-	-	417,150	425,490	434,000	442,680	451,530
Allocations	6,835	6,835	8,054	-	-	8,054	8,295	8,461	8,630	8,803
Other Operating Expenses	1,250	1,608	1,290	-	-	1,290	1,320	1,350	1,380	1,410
TOTAL COSTS	402,678	403,036	426,494	-	-	426,494	435,105	443,811	452,690	461,743
*Percentage Increase over prior year			5.9%			5.9%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2024 to 2025	-	563	(563)	-	-	(563)	-	-	-	-
Balance c/fwd from 2023 to 2024	1,769	1,769	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(329)	(329)	(432)	-	-	(432)	(350)	(360)	(370)	(380)
Other Revenue	(300)	(1,221)	(310)	-	-	(310)	(320)	(330)	(340)	(350)
TOTAL REVENUE	1,140	782	(1,305)	-	-	(1,305)	(670)	(690)	(710)	(730)
REQUISITION	(403,818)	(403,818)	(425,189)	-	-	(425,189)	(434,435)	(443,121)	(451,980)	(461,013)
*Percentage increase over prior year Requisition			5.3%			5.3%	2.2%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2025 Budget

Vancouver Island Regional Library-Debt

FINAL BUDGET

MARCH 2025

CAPITAL REGIONAL DISTRICT

2025 Budget

Langford EA - GVPL

FINAL BUDGET

MARCH 2025

Service: 1.133 Langford EA - GVPL

Committee: Electoral Area

DEFINITION:

To establish a local service for the purpose of contributing to the cost of library services that are provided within the service area by the Greater Victoria Public Library District. Bylaw No. 2357 adopted February 1997.

SERVICE DESCRIPTION:

This service, established in 1997, provides the services of the Greater Victoria Public Library Board (GVPLB) to the Willis Point and Malahat areas within the Juan de Fuca Electoral Area. The service is on a contract basis because the service area is so small. The contract is annually renewed. Payment to the GVPLB is made in the form of a contribution to the GVLPB's budget. This service is one a number of services in which the CRD makes an annual contribution to a public library service.

PARTICIPATION:

A portion of the Electoral Area of Juan de Fuca.

MAXIMUM LEVY:

Greater of \$17,850 or \$0.33 / \$1,000 of actual assessed value of land and improvements.

FUNDING:

Requisition

1.133 - Langford EA - GVPL

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Payments to Greater Victoria Public Library	33,010	32,530	34,000	-	-	34,000	34,680	35,370	36,080	36,800
Allocations	651	651	673	-	-	673	694	707	722	736
Other Operating Expenses	10	-	10	-	-	10	10	10	10	10
TOTAL OPERATING COSTS	33,671	33,181	34,683	-	-	34,683	35,384	36,087	36,812	37,546
*Percentage Increase over prior year			3.0%			3.0%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2024 to 2025	-	723	(723)	-	-	(723)	-	-	-	-
Balance c/fwd from 2023 to 2024	(315)	(315)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(100)	(100)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
Interest Income	-	(233)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(415)	75	(823)	-	-	(823)	(100)	(100)	(100)	(100)
REQUISITION	(33,256)	(33,256)	(33,860)	-	-	(33,860)	(35,284)	(35,987)	(36,712)	(37,446)
*Percentage increase over prior year Requisition			1.8%			1.8%	4.2%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2025 Budget

Port Renfrew Street Lighting

FINAL BUDGET

MARCH 2025

Service: 1.232 Port Renfrew Street Lighting

Committee: Electoral Area

DEFINITION:

To provide, operate and maintain street lighting for the Port Renfrew Street Lighting Local Service Area.
Bylaw No. 1746, November 8, 1989; Bylaw No. 1986, January 29, 1992; Bylaw No. 3861, January 9, 2013.

PARTICIPATION:

Port Renfrew Local Service Area # 4, D-762.

MAXIMUM LEVY:

Greater of \$7,500 or \$3.42 / \$1,000 of actual assessed value of land and improvements.

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Port Renfrew Street Lighting Commission established by Bylaw No. 1770 in 1989.
Port Renfrew Utility Services Committee (Juan de Fuca EA) established by Bylaw No. 3281 (September 14, 2005).

USER CHARGE:

50% of operating cost to be imposed as an annual user fee to each connected property.

PARCEL TAX:

50% of operating costs are collected as a parcel tax to be charged to every parcel within the Local Service Area.

1.232 - Port Renfrew Street Lighting	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Electricity	7,580	6,489	7,810	-	-	7,810	7,970	8,130	8,290	8,460
Allocations	457	457	460	-	-	460	474	483	493	503
Contingency	1,062	-	1,090	-	1,632	2,722	1,110	1,130	1,150	1,170
Other Operating Expenses	100	56	100	-	-	100	100	100	100	100
TOTAL COSTS	9,199	7,002	9,460	-	1,632	11,092	9,654	9,843	10,033	10,233
*Percentage Increase over prior year			2.8%		17.7%	20.6%	-13.0%	2.0%	1.9%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2024 to 2025	-	2,274	(642)	-	(1,632)	(2,274)	-	-	-	-
Balance c/fwd from 2023 to 2024	(1,233)	(1,233)	-	-	-	-	-	-	-	-
User Charges	(3,892)	(3,892)	(4,310)	-	-	(4,310)	(4,400)	(4,490)	(4,580)	(4,670)
Grants in Lieu of Taxes	(82)	(82)	(80)	-	-	(80)	(80)	(80)	(80)	(80)
Revenue - Other	(270)	(347)	(280)	-	-	(280)	(290)	(300)	(310)	(320)
TOTAL REVENUE	(5,477)	(3,280)	(5,312)	-	(1,632)	(6,944)	(4,770)	(4,870)	(4,970)	(5,070)
REQUISITION - PARCEL TAX	(3,722)	(3,722)	(4,148)	-	-	(4,148)	(4,884)	(4,973)	(5,063)	(5,163)
*Percentage increase over prior year										
User Fee			10.7%			10.7%	2.1%	2.0%	2.0%	2.0%
Requisition			11.4%			11.4%	17.7%	1.8%	1.8%	2.0%
Combined			11.1%			11.1%	9.8%	1.9%	1.9%	2.0%

CAPITAL REGIONAL DISTRICT

2025 Budget

Willis Point Fire Protection & Recreation

FINAL BUDGET

MARCH 2025

Service: 1.350 Willis Point Fire

Committee: Electoral Area

DEFINITION:

A service area for the purposes of constructing a fire hall/community centre and to provide fire protection and emergency response services and recreational facilities in the Willis Point Section of the Juan de Fuca Electoral Area.

Local Service Establishment Bylaw No. 1951 (January 15, 1992). Amended by Bylaw 2296 (1995) & 3214 (2004).

PARTICIPATION:

Based on converted hospital assessments - Willis Point Local Service Area #15 - A(763).

COMMISSION:

Willis Point Fire Protection and Recreation Facilities Commission established by Bylaw to oversee this function (Bylaw No. 3654 - April 14, 2010, Amended by Bylaw 3707, June 9, 2010).

MAXIMUM LEVY:

Greater of \$41,000 or \$1.71 / \$1,000.

FUNDING:

Requisition

1.350 - Willis Point Fire Protection & Recreation
OPERATING COSTS
Fire Protection Costs

	2024 BOARD BUDGET	ESTIMATED ACTUAL	BUDGET REQUEST 2025				FUTURE PROJECTIONS			
			CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
Travel - Vehicles	14,700	19,489	15,140	-	-	15,140	15,590	16,060	16,540	16,870
Insurance	8,547	7,875	10,582	-	-	10,582	11,337	12,155	13,052	13,975
Utilities	12,890	8,974	8,680	-	-	8,680	8,850	9,030	9,210	9,390
Staff Development	25,190	15,668	25,950	-	-	25,950	26,730	27,530	28,360	28,920
Allocations	5,464	8,071	6,982	-	-	6,982	7,191	7,335	7,482	7,631
Operating - Other	41,840	42,735	43,100	-	-	43,100	44,390	45,720	47,080	48,030

TOTAL FIRE PROTECTION COSTS

108,631	102,812	110,434	-	-	110,434	114,088	117,830	121,724	124,816
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Recreation Costs

Recreation Expenses	31,006	23,960	19,298	-	-	19,298	19,870	20,460	21,070	21,500
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TOTAL OPERATING COSTS

139,637	126,772	129,732	-	-	129,732	133,958	138,290	142,794	146,316
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*Percentage Increase over prior year

-7.1%	-7.1%	3.3%	3.3%	3.3%	2.5%
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CAPITAL / RESERVES / DEBT

Capital Equipment Purchases	6,520	-	6,720	-	-	6,720	6,920	7,130	7,340	7,490
Transfer to Equipment Replacement Fund	57,639	126,326	59,177	-	-	59,177	60,950	62,780	64,660	65,950
Transfer to Capital Reserve Fund	-	12,500	-	-	-	-	-	-	-	-

TOTAL CAPITAL / RESERVES / DEBT

64,159	138,826	65,897	-	-	65,897	67,870	69,910	72,000	73,440
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TOTAL COSTS

203,796	265,598	195,629	-	-	195,629	201,828	208,200	214,794	219,756
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FUNDING SOURCES (REVENUE)

Balance c/fwd from 2023 to 2024	(16,086)	(16,086)	-	-	-	-	-	-	-	-
Rental Revenue	(37,000)	(73,427)	(35,000)	-	-	(35,000)	(36,030)	(37,090)	(38,180)	(38,940)
Other Revenue	(4,980)	(30,355)	-	-	-	-	-	-	-	-

TOTAL REVENUE

(58,066)	(119,868)	(35,000)	-	-	(35,000)	(36,030)	(37,090)	(38,180)	(38,940)
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REQUISITION

(145,730)	(145,730)	(160,629)	-	-	(160,629)	(165,798)	(171,110)	(176,614)	(180,816)
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*Percentage increase over prior year

Requisition	10.2%	10.2%	3.2%	3.2%	3.2%	2.4%
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CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.350	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Willis Point Fire							

EXPENDITURE

Buildings	\$15,000	\$20,000	\$0	\$0	\$0	\$0	\$20,000
Equipment	\$44,250	\$72,250	\$6,000	\$6,000	\$6,000	\$10,000	\$100,250
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

\$59,250	\$92,250	\$6,000	\$6,000	\$6,000	\$10,000	\$120,250
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SOURCE OF FUNDS

Capital Funds on Hand	\$40,250	\$40,250	\$0	\$0	\$0	\$0	\$40,250
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$4,000	\$10,000	\$6,000	\$6,000	\$6,000	\$10,000	\$38,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$15,000	\$42,000	\$0	\$0	\$0	\$0	\$42,000

\$59,250	\$92,250	\$6,000	\$6,000	\$6,000	\$10,000	\$120,250
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Definitions for the 5-year Capital Plan

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

5 YEAR CAPITAL PLAN

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2025	2026	2027	2028	2029	5 - Year Total auto-populates
21-01	Replacement	Turn Out Gear	Replace 10 sets every 5 years. Life span of 10 years. Total 20 sets budgeted for.	\$ 36,000	E	ERF	\$ -	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 30,000
22-03	Renewal	Paving entrance for hall	Paving apron in front of hall	\$ 40,000	E	Res	\$ -	\$ 22,000	\$ -	\$ -	\$ -	\$ -	\$ 22,000
22-03	Renewal	Paving entrance for hall	Paving apron in front of hall		E	Cap	\$ 15,250	\$ 15,250	\$ -	\$ -	\$ -	\$ -	\$ 15,250
24-01	Renewal	Washroom refresh	Washroom refresh	\$ 20,000	B	Res	\$ 15,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
24-02	Replacement	Willis Point Water Supply for Fire Fighting	Purchase and install water tank	\$ 144,000	E	Cap	\$ 25,000	\$ 25,000					\$ 25,000
24-04	Replacement	Computer	Replace 2 computers	\$ 8,000	E	ERF	\$ 4,000	\$ 4,000	\$ -	\$ -	\$ -	\$ 4,000	\$ 8,000
													\$ -
													\$ -
													\$ -
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													\$ -
													\$ -
			GRAND TOTAL	\$ 248,000				\$ 92,250	\$ 6,000	\$ 6,000	\$ 6,000	\$ 10,000	\$ 120,250

Service: 1.350 Willis Point Fire

Project Number	21-01	Capital Project Title	Turn Out Gear	Capital Project Description	Replace 10 sets every 5 years. Life span of 10 years. Total 20 sets budgeted for.
Project Rationale					

Project Number	22-03	Capital Project Title	Paving entrance for hall	Capital Project Description	Paving apron in front of hall
Project Rationale					

Project Number	24-01	Capital Project Title	Washroom refresh	Capital Project Description	Washroom refresh
Project Rationale					

Project Number	24-02	Capital Project Title	Willis Point Water Supply for Fire Fighting	Capital Project Description	Purchase and install water tank
Project Rationale					

Service:	1.350	Willis Point Fire
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Project Number	24-04	Capital Project Title	Computer	Capital Project Description	Replace 2 computers
Project Rationale					

Willis Point Fire Protection & Recreation
Reserves Summary Schedule
2025 - 2029 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Capital Reserve Fund	121,693	79,693	79,693	79,693	79,693	79,693
Equipment Replacement Fund	185,368	234,545	289,495	346,275	404,935	460,885
Total	307,060	314,237	369,187	425,967	484,627	540,577

Reserve Schedule

Reserve Fund: 1.350 Willis Point Fire Protection & Creation - Capital Reserve Fund - Bylaw 2189

Surplus money from the operation of the fire protection service and recreational facilities may be paid from time to time into the reserve fund.

Reserve Cash Flow

Fund: Fund Centre:	1014 101358	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		154,158	121,693	79,693	79,693	79,693	79,693
Transfer from Ops Budget		12,500	-	-	-	-	-
Transfer from Cap Fund		-					
Transfer to Cap Fund		(50,752)	(42,000)	-	-	-	-
Interest Income*		5,786					
Ending Balance \$		121,693	79,693	79,693	79,693	79,693	79,693

Assumptions/Background:

*Interest in planning years nets against inflation which is not included.

Reserve Schedule

Reserve Fund: 1.350 Willis Point Fire Protection & Creation - Equipment Replacement Fund

For replacement of firefighting equipment, fire trucks, tenders and pumpers.
ERF Group: WILLISPT.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101429	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		52,138	185,368	234,545	289,495	346,275	404,935
Transfer from Ops Budget		126,326	59,177	60,950	62,780	64,660	65,950
Proceeds of Disposal		7,735					
Expenditures		(1,346)	(10,000)	(6,000)	(6,000)	(6,000)	(10,000)
Interest Income		514					
Ending Balance \$		185,368	234,545	289,495	346,275	404,935	460,885

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2025 Budget

Otter Point Fire

FINAL BUDGET

MARCH 2025

Service: **1.353** **Otter Point Fire**

Committee: **Electoral Area**

DEFINITION:

A service area established to provide fire protection and emergency response on a volunteer basis in the Otter Point district of the Juan de Fuca Electoral Area. Fire department is operated by a Commission. Local Service Bylaw No. 2042 (September 9, 1992). Amended by Bylaws 2720, 3171 and 3215.

PARTICIPATION:

On taxable school assessments, excluding property that is taxable for school purposes only by Special Act.
Local Service Area #17 - G (762).

COMMISSION:

Otter Point Fire Protection and Emergency Response Service Commission established to oversee this function (Bylaw No.3654 -April 14, 2010, Amended by Bylaw 3707, June 9, 2010)

MAXIMUM LEVY:

Greater of \$125,000 or \$2.50 / \$1,000.

FUNDING:

Requisition

1.353 - Otter Point Fire	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Fire Chief Salary and Honorariums	296,230	337,390	304,560	-	-	304,560	310,650	316,860	323,190	329,660
Travel & Vehicles	25,570	26,469	26,340	-	-	26,340	26,860	27,390	27,940	28,500
Contract for Services	23,000	(19,787)	23,690	11,310	-	35,000	35,700	36,410	37,140	37,880
Insurance	11,817	11,748	14,452	-	-	14,452	15,412	16,456	17,602	18,851
Staff Training & Program Development	35,840	35,392	33,620	-	-	33,620	34,290	34,970	35,670	36,380
Recruiting and Retention	16,160	14,569	16,640	-	-	16,640	16,970	17,310	17,660	18,010
Maintenance	21,140	21,109	21,770	-	-	21,770	22,210	22,660	23,110	23,570
Internal Allocations	18,823	18,823	24,920	-	-	24,920	25,667	26,180	26,704	27,238
Operating - Supplies	20,240	17,024	20,840	3,120	-	23,960	24,440	24,930	25,430	25,930
Operating - Other	29,570	26,968	30,430	-	-	30,430	31,040	31,670	32,300	32,950
TOTAL OPERATING COSTS	498,390	489,705	517,262	14,430	-	531,692	543,239	554,836	566,746	578,969
*Percentage Increase over prior year			3.8%	2.9%		6.7%	2.2%	2.1%	2.1%	2.2%
<u>CAPITAL / RESERVES</u>										
Capital Equipment Purchases	5,870	5,381	6,050	-	8,097	14,147	6,170	6,290	6,420	6,550
Transfer to Capital Reserve Fund	42,000	42,000	43,260	-	-	43,260	44,130	45,010	45,910	46,830
Transfer to Equipment Replacement Fund	125,200	127,605	131,460	30,000	-	161,460	164,690	167,980	171,340	174,770
TOTAL CAPITAL / RESERVES	173,070	174,986	180,770	30,000	8,097	218,867	214,990	219,280	223,670	228,150
TOTAL COSTS	671,460	664,691	698,032	44,430	8,097	750,559	758,229	774,116	790,416	807,119
*Percentage Increase over prior year			4.0%	6.6%	1.2%	11.8%	1.0%	2.1%	2.1%	2.1%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2024 to 2025		8,097			(8,097)	(8,097)	-	-	-	-
Revenue - Other	(340)	(1,668)	(350)	-	-	(350)	(360)	(370)	(380)	(390)
TOTAL REVENUE	(340)	6,429	(350)	-	(8,097)	(8,447)	(360)	(370)	(380)	(390)
REQUISITION	(671,120)	(671,120)	(697,682)	(44,430)	-	(742,112)	(757,869)	(773,746)	(790,036)	(806,729)
*Percentage increase over prior year Requisition			4.0%	6.6%		10.6%	2.1%	2.1%	2.1%	2.1%

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

Service No.	1.353	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Otter Point Fire							

EXPENDITURE

Buildings	\$0	\$50,000	\$50,000	\$50,000	\$0	\$0	\$150,000
Equipment	\$0	\$15,000	\$20,000	\$20,000	\$20,000	\$20,000	\$95,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$300,000	\$0	\$600,000	\$0	\$900,000

\$0	\$65,000	\$370,000	\$70,000	\$620,000	\$20,000	\$1,145,000
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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	\$15,000	\$320,000	\$20,000	\$620,000	\$20,000	\$995,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$50,000	\$50,000	\$50,000	\$0	\$0	\$150,000

\$0	\$65,000	\$370,000	\$70,000	\$620,000	\$20,000	\$1,145,000
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Definitions for the 5-year Capital Plan

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

5 YEAR CAPITAL PLAN

[illegible]

Service: 1.353 Otter Point Fire

Project Number		Capital Project Title		Capital Project Description	
Project Rationale					

Project Number		Capital Project Title		Capital Project Description	
Project Rationale					

Project Number		Capital Project Title		Capital Project Description	
Project Rationale					

Project Number		Capital Project Title		Capital Project Description	
Project Rationale					

Service:1.353Otter Point Fire

Project Number	28-01	Capital Project Title	Replace E23	Capital Project Description	Replace E23 - triple combination engine pumper truck
Project Rationale					

Otter Point Fire
 Summary Schedule
 2025 - 2029 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Capital Reserve Fund	79,595	72,855	66,985	61,995	107,905	154,735
Equipment Replacement Fund	338,450	484,910	329,600	477,580	28,920	183,690
Total	418,045	557,765	396,585	539,575	136,825	338,425

Reserve Schedule

Reserve Fund: 1.353 Otter Point Fire Protection - Capital Reserve Fund - Bylaw 3995

For improvements, repairs and replacement of Firehall and training centre

Reserve Cash Flow

Fund: Fund Centre:	1090 102164	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		59,021	79,595	72,855	66,985	61,995	107,905
Transfer from Ops Budget		42,000	43,260	44,130	45,010	45,910	46,830
Transfer from Cap Fund		16,054					
Transfer to Cap Fund		(40,000)	(50,000)	(50,000)	(50,000)	-	-
Interest Income*		2,520					
Ending Balance \$		79,595	72,855	66,985	61,995	107,905	154,735

Assumptions/Background:

* Interest in planning years nets against inflation which is not included.

Reserve Schedule

Reserve Fund: 1.353 Otter Point Fire Protection - Equipment Replacement Fund

ERF Group: OTTERFIRE.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Fund Centre:	101432						
Beginning Balance		214,749	338,450	484,910	329,600	477,580	28,920
Transfer from Ops Budget		127,605	161,460	164,690	167,980	171,340	174,770
Expenditures		(5,471)	(15,000)	(320,000)	(20,000)	(620,000)	(20,000)
Interest Income		1,567					
Ending Balance \$		338,450	484,910	329,600	477,580	28,920	183,690

Assumptions/Background:

Transfer as much of operating budget will allow in order to provide sufficient funding for vehicles.

CAPITAL REGIONAL DISTRICT

2025 Budget

Malahat Fire Protection

FINAL BUDGET

MARCH 2025

Service: 1.354 Malahat Fire

Committee: Electoral Area

DEFINITION:

A specified area established to provide fire protection and emergency response in the Malahat district of the Juan de Fuca Electoral Area through an agreement with the Cowichan Valley Regional District:

Bylaw No. 1368 (July 24, 1985) (Repealed). Amended Bylaw No. 1375 (September 23, 1985) (Repealed)
Bylaw No. 2731 (November 24, 1999) as amended by Bylaw No. 3226.

ANNUAL LEVY:

On all lands and improvements on the basis of Section 794 of the Municipal Act within the Specified Area # 23 (F-762).

MAXIMUM LEVY:

Greater of \$22,400 or \$1.28 / \$1,000.

FUNDING:

Requisition

1.354 - Malahat Fire Protection	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Payment to Cowichan Valley Regional District	65,315	65,315	65,315	-	-	65,315	66,620	67,950	69,310	70,700
Other Operating Expenses	8,357	5,641	3,694	-	-	3,694	3,804	3,880	3,957	4,036
TOTAL COSTS	73,672	70,956	69,009	-	-	69,009	70,424	71,830	73,267	74,736
*Percentage Increase over prior year			-6.3%			-6.3%	2.1%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2024 to 2025	-	2,775	(2,775)	-	-	(2,775)	-	-	-	-
Balance c/fwd from 2023 to 2024	(617)	(617)	-	-	-	-	-	-	-	-
Other Revenue	-	(59)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(617)	2,099	(2,775)	-	-	(2,775)	-	-	-	-
REQUISITION	(73,055)	(73,055)	(66,234)	-	-	(66,234)	(70,424)	(71,830)	(73,267)	(74,736)
*Percentage increase over prior year Requisition			-9.3%			-9.3%	6.3%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2025 Budget

Durrance Road Fire Protection

FINAL BUDGET

MARCH 2025

Service: **1.355 Durrance Road Fire**

Committee: Electoral Area

DEFINITION:

A local service area established by Bylaw No. 2506 (July 9, 1997) to provide fire protection and emergency response to Durrance Road Fire Protection Area. Amended by Bylaw No. 3033 (2002) to increase rate and Bylaw No. 3216 (2004).

MAXIMUM LEVY:

Greater of **\$1,350** or **\$0.70 / \$1,000**.

FUNDING:

Parcel Tax

1.355 - Durrance Road Fire Protection	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Payment to District of Saanich	2,500	2,500	2,500	-	-	2,500	2,500	2,500	2,500	2,500
Other Operating Expenses	216	163	216	-	-	216	220	223	226	228
TOTAL OPERATING COSTS	2,716	2,663	2,716	-	-	2,716	2,720	2,723	2,726	2,728
*Percentage Increase over prior year			0.0%			0.0%	0.1%	0.1%	0.1%	0.1%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve	300	353	300	-	-	300	300	300	300	300
TOTAL COSTS	3,016	3,016	3,016	-	-	3,016	3,020	3,023	3,026	3,028
*Percentage Increase over prior year			0.0%			0.0%	0.1%	0.1%	0.1%	0.1%
<u>FUNDING SOURCES (REVENUE)</u>										
REQUISITION - PARCEL TAX	(3,016)	(3,016)	(3,016)	-	-	(3,016)	(3,020)	(3,023)	(3,026)	(3,028)
*Percentage increase over prior year Requisition			0.0%			0.0%	0.1%	0.1%	0.1%	0.1%

Reserve Schedule

Reserve Fund: 1.355 Durrance road Fire Protection - Operating Reserve Fund - Bylaw 4146

Reserve established to help offset fluctuations in operating revenues, special projects and cover operational expenditures as required.

Reserve Cash Flow

Fund: Fund Centre:	1500 105400	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		3,453	3,972	4,272	4,572	4,872	5,172
Transfer from Op Budget		353	300	300	300	300	300
Planned Payments		-	-	-	-	-	-
Interest Income*		166					
Ending Balance \$		3,972	4,272	4,572	4,872	5,172	5,472

Assumptions/Background:

To set aside funds for reimbursing District of Saanich for incident response, as per agreement between the CRD and Saanich

*Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2025 Budget

East Sooke Fire Protection

FINAL BUDGET

MARCH 2025

Service: **1.357** **East Sooke Fire**

Committee: **Electoral Area**

DEFINITION:

A service area established by Bylaw No. 3390 (January 10, 2007) to provide fire protection and emergency response on a volunteer basis in the East Sooke district of the Juan de Fuca Electoral Area. Fire department is operated by a committee.
Amended by Bylaw No. 3862.

PARTICIPATION:

On net taxable value of land and improvements on the basis of hospital district assessments.

MAXIMUM LEVY:

"Greater of \$550,000 or \$1.310 / \$1,000" of actual assessments.

COMMISSION:

East Sooke Fire Protection and Emergency Response Services Commission established to oversee this function
(Bylaw No.3654 - April 14, 2010, Amended by Bylaw 3707, June 9, 2010)

MAXIMUM CAPITAL DEBT:

Maximum Authorized: (Bylaw 3863)	\$ 2,120,000
Borrowed: 2014, 3.0%	\$ 1,800,000
Borrowed: 2016, 2.1%	\$ 150,000
Remaining Expired	\$ 170,000

1.357 - East Sooke Fire Protection

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries and Wages	80,614	76,437	92,530	-	-	92,530	94,380	96,270	98,200	100,160
Travel - Vehicles	37,996	36,923	39,140	-	-	39,140	39,920	40,720	41,540	42,370
Insurance	12,926	9,439	13,002	-	-	13,002	14,032	15,159	16,392	17,741
Contract for Service/Legal Expenses	12,399	8,570	12,770	-	-	12,770	13,030	13,290	13,560	13,830
Maintenance	12,926	15,171	17,500	-	-	17,500	17,850	18,200	18,570	18,940
Staff Training	26,750	29,825	28,620	-	-	28,620	29,190	29,770	30,370	30,980
Internal Allocations	15,367	15,367	16,504	-	-	16,504	16,999	17,339	17,686	18,039
Operating - Supplies	29,719	28,583	38,646	-	-	38,646	39,420	40,210	41,010	41,830
Contingency	15,000	-	82,450	-	-	82,450	84,100	85,780	87,500	89,250
Operating - Other	48,433	44,195	51,600	-	-	51,600	52,620	53,680	54,750	55,830
TOTAL FIRE DEP OPERATING COSTS	292,130	264,510	392,762	-	-	392,762	401,541	410,418	419,578	428,970
*Percentage Increase over prior year			34.4%			34.4%	2.2%	2.2%	2.2%	2.2%
TOTAL COMMUNITY HALL OPERATING COSTS	37,566	29,527	35,985	-	-	35,985	27,880	28,568	29,271	29,990
TOTAL OPERATING COSTS	329,696	294,037	428,747	-	-	428,747	429,421	438,986	448,849	458,960
Percentage Increase over prior year										
<u>CAPITAL / RESERVE</u>										
Transfer to Capital Reserve Fund	5,000	5,000	5,150	-	-	5,150	5,250	5,360	5,470	5,580
Transfer to Equipment Replacement Fund	96,121	129,573	99,000	10,000	-	109,000	111,180	113,400	115,670	117,980
TOTAL CAPITAL / RESERVES	101,121	134,573	104,150	10,000	-	114,150	116,430	118,760	121,140	123,560
<u>DEBT SERVICING</u>										
MFA Debt Reserve Fund	380	5,069	720	-	-	720	720	720	720	720
Principal Payment	97,959	97,959	101,324	-	-	101,324	101,324	101,324	101,324	101,324
Interest Payment	57,150	57,150	76,950	-	-	76,950	76,950	76,950	76,950	76,950
TOTAL DEBT SERVICING	155,489	160,178	178,994	-	-	178,994	178,994	178,994	178,994	178,994
TOTAL COSTS	586,306	588,788	711,891	10,000	-	721,891	724,845	736,740	748,983	761,514
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2024 to 2025	-	8,781	(8,781)	-	-	(8,781)	-	-	-	-
Balance c/fwd from 2023 to 2024	(11,043)	(11,043)	-	-	-	-	-	-	-	-
District of Sooke (for Silver Spray)	(69,350)	(77,166)	(71,430)	-	-	(71,430)	(72,860)	(74,320)	(75,810)	(77,330)
MFA Debt Reserve Fund Earning	(380)	(837)	(720)	-	-	(720)	(720)	(720)	(720)	(720)
Rental Revenue	(26,323)	(26,779)	(26,994)	-	-	(26,994)	(27,670)	(28,358)	(29,061)	(29,780)
Other Income	(1,260)	(3,794)	(1,300)	-	-	(1,300)	(1,320)	(1,340)	(1,360)	(1,380)
TOTAL REVENUE	(108,356)	(110,838)	(109,225)	-	-	(109,225)	(102,570)	(104,738)	(106,951)	(109,210)
REQUISITION	(477,950)	(477,950)	(602,666)	(10,000)	-	(612,666)	(622,275)	(632,002)	(642,032)	(652,304)
*Percentage increase over prior year Requisition			26.1%	2.1%		28.2%	1.6%	1.6%	1.6%	1.6%

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

Service No.	1.357	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	East Sooke Fire							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$6,800	\$52,500	\$65,160	\$34,227	\$94,102	\$19,484	\$265,473	
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$300,000	\$450,000	\$0	\$625,000	\$0	\$0	\$1,075,000	
	\$306,800	\$502,500	\$65,160	\$659,227	\$94,102	\$19,484	\$1,340,473	

SOURCE OF FUNDS

Capital Funds on Hand	\$3,300	\$0	\$3,300	\$0	\$0	\$0	\$3,300	
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$303,500	\$502,500	\$53,860	\$651,227	\$94,102	\$19,484	\$1,321,173	
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$8,000	\$8,000	\$0	\$0	\$16,000	
	\$306,800	\$502,500	\$65,160	\$659,227	\$94,102	\$19,484	\$1,340,473	

Definitions for the 5-year Capital Plan

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

5 YEAR CAPITAL PLAN

[illegible]

Service: 1.357 East Sooke Fire

Project Number	17-05	Capital Project Title	Turn out Gear	Capital Project Description	Turn out Gear
Project Rationale	Replacement of 4 sets of turnout gear. Turnout gear expires after 10 years.				

Project Number	18-01	Capital Project Title	Tender 2	Capital Project Description	Tender 2 Replacement
Project Rationale	Replacement for our 1998 Tender 2 . The plan is to replace the vehicle with a used 10-year old truck.				

Project Number	21-03	Capital Project Title	Extrication gear	Capital Project Description	Replacement of extrication gear (jaws of life)
Project Rationale	Replacement of extrication gear (jaws of life)				

Project Number	21-05	Capital Project Title	Roof seal replacement	Capital Project Description	Roof seal replacement
Project Rationale	Replacement of Roof seals (recommended every 5 years)				

Service: 1.357 East Sooke Fire

Project Number 22-01 Capital Project Title Pagers Capital Project Description Replacement of old pagers

Project Rationale

Project Number 22-02 Capital Project Title Hoses Capital Project Description Replacement of structure fire hoses

Project Rationale Replacement of structure fire hoses

Project Number 23-01 Capital Project Title Tablet trial Capital Project Description Equip trucks with tablets

Project Rationale

Project Number 24-02 Capital Project Title Training Centre Capital Project Description Finishing the training center

Project Rationale

Service: 1.357 East Sooke Fire

Project Number 27-01

Capital Project Title

Rope for Rope Rescue

Capital Project Description

Replacement of Ropes and other Rope Rescue Equipment

Project Rationale

Project Number 19-01

Capital Project Title

Squad Car

Capital Project Description

Replace 1999 Squad Vehicle

Project Rationale

**East Sooke Fire Protection
Reserve Summary Schedule
2025 - 2029 Financial Plan**

Reserve/Fund Summary

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Capital Reserve Fund-Fire Dep	37,748	42,898	40,148	37,508	42,978	48,558
Capital Reserve Fund-Comm Hall	13,523	13,523	13,523	13,523	13,523	13,523
Equipment Replacement Fund	1,031,939	638,439	695,759	157,932	179,500	277,996
Total	1,083,210	694,860	749,430	208,963	236,001	340,077

Reserve Schedule

Reserve Fund: 1.357 East Sooke Fire Protection - Capital Reserve Fund - Bylaw 3400

Reserve established for expenditures for or in respect of capital projects, construction, land purchases, machinery or equipment necessary for them and extension or renewal of existing capital works or payment of debt.

Reserve Cash Flow

Fund: Fund Centre:	1079 101309	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		44,125	37,748	42,898	40,148	37,508	42,978
Transfer from Ops Budget		5,000	5,150	5,250	5,360	5,470	5,580
Transfer from Cap Fund		-	-	-	-	-	-
Transfer to Cap Fund		(13,000)	-	(8,000)	(8,000)	-	-
Interest Income*		1,623					
Ending Balance \$		37,748	42,898	40,148	37,508	42,978	48,558

Assumptions/Background:

*Interest in planning years nets against inflation which is not included.

Reserve Schedule

Reserve Fund: 1.357 East Sooke Community Hall - Capital Reserve Fund - Bylaw 3400

Reserve established for expenditures for or in respect of capital projects, construction, land purchases, machinery or equipment necessary for them and extension or renewal of existing capital works or payment of debt.

Reserve Cash Flow

Fund: Fund Centre:	1079 102246	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		12,921	13,523	13,523	13,523	13,523	13,523
Transfer from Ops Budget		-	-	-	-	-	-
Planned Purchase		-					
Interest Income*		602					
Ending Balance \$		13,523	13,523	13,523	13,523	13,523	13,523

Assumptions/Background:

Reserve intended for Capital projects in Community Hall

*Interest in planning years nets against inflation which is not included.

Reserve Schedule

Reserve Fund: 1.357 East Sooke Fire Protection - Equipment Replacement Fund

ERF Group: ESOOKFIRE.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101948	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		829,133	1,031,939	638,439	695,759	157,932	179,500
Transfer from Ops Budget		129,573	109,000	111,180	113,400	115,670	117,980
Planned Purchase		(30,582)	(502,500)	(53,860)	(651,227)	(94,102)	(19,484)
Proceeds of Disposal		99,000	-	-	-	-	-
Interest Income		4,815					
Ending Balance \$		1,031,939	638,439	695,759	157,932	179,500	277,996

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2025 Budget

Port Renfrew Fire

FINAL BUDGET

MARCH 2025

Service: 1.358 Port Renfrew Fire

Committee: Electoral Area

DEFINITION:

To provide, operate and maintain a Fire Protection Service for local service area in the Port Renfrew District of the Juan de Fuca Electoral Area Establishment Bylaw No. 1743 (November, 1989). Amended by Bylaw 3223 (2005)

Local Service Area #1 of Electoral Area of Juan de Fuca (A-762). Tax levy based on hospital assessments for land and improvements.

MAXIMUM LEVY:

Greater of \$10,000 or \$2.52 / \$1,000 of actual assessment.

COMMISSION:

Port Renfrew Fire Protection and Emergency Response Services Commission established to oversee this function (Bylaw No.3654 - April 14, 2010, Amended by Bylaw 3707, June 9, 2010)

MAXIMUM CAPITAL DEBT:

Bylaw 3456 (Nov 2007) - Authorized to borrow \$40,000 - \$0 issued

AUTHORIZED:	LA Bylaw No. 3456 (Nov. 2007)	\$	40,000
BORROWED:	Bylaw 3456 - 106 (2009 - 2.25%)		(40,000)
REMAINING AUTHORIZATION		<u>\$</u>	<u>-</u>

FUNDING:

User fee and requisition.

1.358 - Port Renfrew Fire

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries, Wages, Benefits	73,360	85,622	75,560	-	-	75,560	77,070	78,610	80,180	81,780
Materials and Supplies	18,760	14,360	19,330	-	-	19,330	19,720	20,110	20,510	20,920
Repairs and Maintenance	2,520	7,521	2,600	-	-	2,600	2,650	2,700	2,760	2,820
Utilities	14,560	12,930	14,980	-	-	14,980	15,280	15,590	15,900	16,210
Allocations	6,729	6,729	8,709	-	-	8,709	8,971	9,150	9,333	9,520
Other Operating Expense	58,247	61,207	60,872	20,000	-	80,872	82,782	84,748	86,794	88,904
TOTAL OPERATING COSTS	174,176	188,369	182,051	20,000	-	202,051	206,473	210,908	215,477	220,154
*Percentage Increase over prior year			4.5%	11.5%		16.0%	2.2%	2.1%	2.2%	2.2%
<u>CAPITAL / RESERVES</u>										
Transfer to Capital Reserve Fund	1,854	1,854	1,910	-	-	1,910	1,950	1,990	2,030	2,070
Transfer to Equipment Replacement Fund	23,500	13,132	24,210	-	-	24,210	24,690	25,180	25,680	26,190
TOTAL CAPITAL / RESERVES	25,354	14,986	26,120	-	-	26,120	26,640	27,170	27,710	28,260
TOTAL FIRE OPERATING COSTS	199,530	203,355	208,171	20,000	-	228,171	233,113	238,078	243,187	248,414
Debt Charges	2,908	2,720	-	-	-	-	-	-	-	-
TOTAL COSTS	202,438	206,075	208,171	20,000	-	228,171	233,113	238,078	243,187	248,414
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(1,110)	(1,096)	(1,268)	-	-	(1,268)	(1,160)	(1,180)	(1,200)	(1,220)
User Charge	(80,698)	(80,698)	(83,604)	(8,000)	-	(91,604)	(93,508)	(94,760)	(96,833)	(99,072)
Other Revenue	(230)	(3,881)	(230)	-	-	(230)	(230)	(230)	(230)	(230)
TOTAL REVENUE	(82,038)	(85,675)	(85,102)	(8,000)	-	(93,102)	(94,898)	(96,170)	(98,263)	(100,522)
REQUISITION	(120,400)	(120,400)	(123,069)	(12,000)	-	(135,069)	(138,215)	(141,908)	(144,924)	(147,892)
*Percentage increase over prior year Requisition			2.2%	10.0%		12.2%	2.3%	2.7%	2.1%	2.0%

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

Service No.	1.358	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Port Renfrew Fire							

EXPENDITURE

Buildings	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000
Equipment	\$31,000	\$47,000	\$16,000	\$16,000	\$16,000	\$0	\$95,000
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
	\$31,000	\$57,000	\$16,000	\$16,000	\$16,000	\$0	\$105,000

SOURCE OF FUNDS

Capital Funds on Hand	\$15,000	\$15,000	\$0	\$0	\$0	\$0	\$15,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$16,000	\$32,000	\$16,000	\$16,000	\$16,000	\$0	\$80,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000
	\$31,000	\$57,000	\$16,000	\$16,000	\$16,000	\$0	\$105,000

Definitions for the 5-year Capital Plan

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

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

-

Service #: 1.358

Service Name: Port Renfrew Fire

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2025	2026	2027	2028	2029	5 - Year Total auto-populates
24-05	Renewal	Overhead Door Motors	Overhead Door Motors	\$ 15,000	B	Res	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
24-06	Replacement	Fire Hose	Replace Fire Hose	\$ 25,000	E	ERF	\$ 5,000	\$ 10,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 25,000
25-01	Replacement	SCBA Replacements	SCBA Replacements	\$ 55,000	E	ERF	\$ 11,000	\$ 22,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ -	\$ 55,000
24-03	Replacement	Electrical Upgrade	Security	\$ 20,000	E	Cap	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
			GRAND TOTAL	\$ 115,000				\$ 57,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ -	\$ 105,000

Service: 1.358 Port Renfrew Fire

Project Number	24-05	Capital Project Title	Overhead Door Motors	Capital Project Description	Overhead Door Motors
Project Rationale					
Project Number	24-06	Capital Project Title	Fire Hose	Capital Project Description	Replace Fire Hose
Project Rationale					
Project Number	25-01	Capital Project Title	SCBA Replacements	Capital Project Description	SCBA Replacements
Project Rationale					
Project Number	24-03	Capital Project Title	Electrical Upgrade	Capital Project Description	Security
Project Rationale					

Port Renfrew Fire
Reserve Summary Schedule
2025 - 2029 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Capital Reserve Fund	14,488	6,398	8,348	10,338	12,368	14,438
Equipment Replacement Fund	198,333	190,543	199,233	208,413	218,093	244,283
Total	212,821	196,941	207,581	218,751	230,461	258,721

Reserve Schedule

Reserve Fund: 1.358 Port Renfrew Fire - Capital Reserve Fund - Bylaw 2702

Surplus money from the operation may be paid from time to time into this reserve fund.

Reserve Cash Flow

Fund: Fund Centre:	1089 102161	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		40,937	14,488	6,398	8,348	10,338	12,368
Transfer from Ops Budget		1,854	1,910	1,950	1,990	2,030	2,070
Transfer to Cap Fund		(30,000)	(10,000)	-	-	-	-
Interest Income*		1,698					
Ending Balance \$		14,488	6,398	8,348	10,338	12,368	14,438

Assumptions/Background:

*Interest in planning years nets against inflation which is not included.

Reserve Schedule

Reserve Fund: 1.358 Port Renfrew Fire - Equipment Replacement Fund

ERF Group: PTRENFIRE.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101434	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		210,713	198,333	190,543	199,233	208,413	218,093
Transfer from Ops Budget		14,204	24,210	24,690	25,180	25,680	26,190
Planned Purchase		(27,759)	(32,000)	(16,000)	(16,000)	(16,000)	-
Interest Income		1,174					
Ending Balance \$		198,333	190,543	199,233	208,413	218,093	244,283

Assumptions/Background:

Transfer as much as operating budget will allow in order to have funds sufficient to replace vehicles

CAPITAL REGIONAL DISTRICT

2025 Budget

Shirley Fire Protection

FINAL BUDGET

MARCH 2025

Service: 1.360 Shirley Fire Department

Committee: Electoral Area

DEFINITION:

A Specified Area to provide Fire Protection Service and Emergency Response on a volunteer basis in the Shirley District of the Juan de Fuca Electoral Areas local service. Establishment Bylaw No. 1927 (September 11, 1991). Amended by Bylaw 3220 (Feb 9, 2005).

MAXIMUM LEVY:

Greater of \$18,200 or \$1.31 / \$1,000 of actual assessment.

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

Shirley Fire Protection and Emergency Response Services Commission established to oversee this function (Bylaw No.3654 - April 14, 2010, Amended by Bylaw 3707, June 9, 2010)

FUNDING:

Requisition

1.360 - Shirley Fire Protection

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Honoraria	42,580	31,254	43,860	10,500	-	54,360	55,450	56,560	57,690	58,840
Travel - Vehicles	4,470	2,984	4,600	-	-	4,600	4,690	4,780	4,880	4,980
Insurance	7,887	8,036	9,272	-	-	9,272	9,817	10,419	11,070	11,777
Maintenance	12,620	15,583	13,000	-	-	13,000	13,250	13,520	13,790	14,060
Staff Development	8,000	4,815	8,240	-	-	8,240	8,400	8,570	8,740	8,910
Internal Allocations	6,017	6,017	6,282	-	-	6,282	6,470	6,600	6,732	6,866
Operating - Supplies	20,700	20,642	21,310	-	-	21,310	21,740	22,170	22,610	23,060
Contingency	3,000	-	3,090	-	-	3,090	3,150	3,210	3,270	3,340
Operating - Other	20,360	24,142	20,970	-	-	20,970	21,370	21,780	22,200	22,620
TOTAL OPERATING COSTS	125,634	113,473	130,624	10,500	-	141,124	144,337	147,609	150,982	154,453
*Percentage Increase over prior year			4.0%	8.4%		12.3%	2.3%	2.3%	2.3%	2.3%
<u>CAPITAL / RESERVES</u>										
Purchases - Equipment	10,000	1,964	10,300	-	1,430	11,730	10,510	10,720	10,930	11,150
Transfer to Equipment Replacement Fund	39,456	60,335	40,640	12,000	-	52,640	53,660	54,480	55,150	55,990
Transfer to Capital Reserve Fund	25,000	25,000	25,600	-	-	25,600	26,100	26,490	27,020	27,370
TOTAL CAPITAL / RESERVES	74,456	87,299	76,540	12,000	1,430	89,970	90,270	91,690	93,100	94,510
TOTAL COSTS	200,090	200,772	207,164	22,500	1,430	231,094	234,607	239,299	244,082	248,963
<u>FUNDING SOURCES (REVENUE)</u>										
Interest Income	(210)	(892)	(220)	-	-	(220)	(220)	(220)	(220)	(220)
TOTAL REVENUE	(210)	(892)	(220)	-	-	(220)	(220)	(220)	(220)	(220)
REQUISITION	(199,880)	(199,880)	(206,944)	(22,500)	(1,430)	(230,874)	(234,387)	(239,079)	(243,862)	(248,743)
*Percentage increase over prior year Requisition			3.5%	11.3%	0.7%	15.5%	1.5%	2.0%	2.0%	2.0%

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

Service No.	1.360	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Shirley Fire Department							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$10,000	\$12,380	\$10,000	\$10,000	\$12,380	\$54,760
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	\$10,000	\$12,380	\$10,000	\$10,000	\$12,380	\$54,760
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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	\$10,000	\$12,380	\$10,000	\$10,000	\$12,380	\$54,760
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	\$10,000	\$12,380	\$10,000	\$10,000	\$12,380	\$54,760
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Definitions for the 5-year Capital Plan

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

5 YEAR CAPITAL PLAN

[illegible]

Service: 1.360 Shirley Fire Department

Project Number	19-01	Capital Project Title	Firefighting Equipment	Capital Project Description	Firefighting Equipment
Project Rationale					

Project Number	25-01	Capital Project Title	Structural Firefighting Hose	Capital Project Description	Structural Firefighting Hose
Project Rationale					

Shirley Fire Protection
Summary Schedule
2025 - 2029 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Capital Reserve Fund	195,394	220,994	247,094	273,584	300,604	327,974
Equipment Replacement Fund	446,968	489,608	530,888	575,368	620,518	664,128
Total	642,362	710,602	777,982	848,952	921,122	992,102

Reserve Schedule

Reserve Fund: 1.360 Shirley Fire Protection - Capital Reserve Fund - Bylaw 2938

Surplus money from the operation may be paid from time to time into the reserve fund.

Reserve Cash Flow

Fund:	1062	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Fund Centre:	101701						
Beginning Balance		162,401	195,394	220,994	247,094	273,584	300,604
Transfer from Ops Budget		25,000	25,600	26,100	26,490	27,020	27,370
Transfer from Cap Fund		-	-	-	-	-	-
Interest Income*		7,993					
Ending Balance \$		195,394	220,994	247,094	273,584	300,604	327,974

Assumptions/Background:

Transfers in accordance with long term capital plan

*Interest in planning years nets against inflation which is not included.

Reserve Schedule

Reserve Fund: 1.360 Shirley Fire Protection - Equipment Replacement Fund

ERF Group: SHIRFIRE.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Fund Centre:	101436						
Beginning Balance		384,412	446,968	489,608	530,888	575,368	620,518
Transfer from Ops Budget		60,335	52,640	53,660	54,480	55,150	55,990
Planned Purchase		-	(10,000)	(12,380)	(10,000)	(10,000)	(12,380)
Interest Income		2,220					
Ending Balance \$		446,968	489,608	530,888	575,368	620,518	664,128

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2025 Budget

Electoral Area Fire Services

FINAL BUDGET

MARCH 2025

Service: 1.369 Electoral Area Fire Services

Committee: Electoral Area

DEFINITION:

Service may undertake or cause to be undertaken for one or more electoral areas or defined areas thereof a program of fire regulation and may fix the terms and conditions under which the program will be provided, and, without limiting the generality of the foregoing, may, by bylaw, undertake different programs for different electoral areas or defined areas thereof (Juan de Fuca and Southern Gulf Islands).

PARTICIPATION:

Fire Service Areas within Juan de Fuca and Southern Gulf Islands Electoral Areas

CAPITAL DEBT:

N/A

MAXIMUM LEVY:

Supplementary LP's dated July 7, 1983

FUNDING:

Requisition

1.369 - Electoral Area Fire Services

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Fire Services Compliance and Coordination	45,000	37,100	-	35,000	45,000	80,000	35,700	36,410	37,140	37,880
Wages & Salaries	194,602	187,750	230,877	29,433	-	260,310	276,599	283,229	290,013	296,956
Contract for Service	27,430	7,300	30,250	-	-	30,250	30,860	31,480	32,110	32,750
Staff Training & Development	5,560	1,275	5,500	-	-	5,500	5,610	5,720	5,830	5,950
Software Licenses	2,070	410	2,130	-	-	2,130	2,170	2,210	2,250	2,300
Allocations	90,712	90,712	104,248	-	3,604	107,852	110,126	108,658	110,823	113,045
Operating - Other	10,190	5,967	2,950	-	-	2,950	3,000	3,050	3,100	3,150
TOTAL OPERATING COSTS	375,564	330,514	375,955	64,433	48,604	488,992	464,065	470,757	481,266	492,031
*Percentage Increase over prior year			0.1%	17.2%	12.9%	30.2%	-5.1%	1.4%	2.2%	2.2%
<u>CAPITAL / RESERVE</u>										
Equipment Purchases	2,500	-	2,500	-	-	2,500	2,500	2,500	2,500	2,500
Transfer to Operating Reserve Fund	-	49,500	-	-	-	-	14,475	31,835	31,420	30,960
TOTAL CAPITAL / RESERVE	2,500	49,500	2,500	-	-	2,500	16,975	34,335	33,920	33,460
TOTAL COSTS	378,064	380,014	378,455	64,433	48,604	491,492	481,040	505,092	515,186	525,491
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(171,704)	(171,704)	(42,000)	-	(48,604)	(90,604)	-	-	-	-
Interest Income	(120)	(2,070)	(120)	-	-	(120)	(120)	(120)	(120)	(120)
TOTAL REVENUE	(171,824)	(173,774)	(42,120)	-	(48,604)	(90,724)	(120)	(120)	(120)	(120)
REQUISITION	(206,240)	(206,240)	(336,335)	(64,433)	-	(400,768)	(480,920)	(504,972)	(515,066)	(525,371)
*Percentage increase over prior year Requisition			63.1%	31.2%		94.3%	20.0%	5.0%	2.0%	2.0%
Salaried Positions FTE's	1.5		1.5	0.5		2.0	2.0	2.0	2.0	2.0

Reserve Schedule

Reserve Fund: 1.369 Electoral Area Fire Services - Operating Reserve Fund

For Consulting, FDM Upgrades, Training

Reserve Cash Flow

Fund: 1500 Fund Centre: 105404	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	219,930	121,461	30,857	45,332	77,167	108,587
Transfer from Ops Budget	49,508	-	14,475	31,835	31,420	30,960
Return of Project Surplus	18,684					
Transfer to Ops Budget	(171,704)	(90,604)	-	-	-	-
Interest Income*	5,044					
Ending Balance \$	121,461	30,857	45,332	77,167	108,587	139,547

Assumptions/Background:

*Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2025 Budget

EA - Community Recreation (JDF)

FINAL BUDGET

MARCH 2025

Service: 1.408 JDF EA Community Recreation

Committee: Juan De Fuca Electoral Area Parks & Rec

DEFINITION:

Supplementary Letters Patent - October 3, 1975, established to provide recreational programs in the JDF Electoral Area.

SERVICE DESCRIPTION:

This is a service for the provision of community recreation programs for the Juan de Fuca Electoral Area.

PARTICIPATION:

Electoral Area of Juan de Fuca

MAXIMUM LEVY:

\$0.063 / \$1,000 on actual assessed value of land and improvements.

COMMISSION:

Continuation Bylaw #3763 (May 2011), an advisory commission for Community Parks and Recreation in the Juan de Fuca Electoral Area.
Original establishment Bylaw for this commission Dec 2004.

FUNDING:

Requisition

1.408 - EA - Community Recreation (JDF)	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries & Wages	53,952	53,772	55,651	-	-	55,651	57,016	58,414	59,846	61,313
Recreation Programs	9,550	5,900	8,597	-	-	8,597	8,040	7,534	7,143	6,699
Maintenance	10,620	9,632	4,550	-	-	4,550	4,640	4,730	4,820	4,920
Utilities & fuel	6,630	5,122	6,830	-	-	6,830	6,960	7,100	7,240	7,380
Supplies	660	2,667	680	-	-	680	690	700	710	720
Allocations	13,870	13,870	14,462	-	-	14,462	15,012	15,467	15,782	16,110
Other Operating Expenses	3,530	3,297	4,610	-	-	4,610	4,932	5,285	5,669	6,088
TOTAL OPERATING COSTS	98,812	94,260	95,380	-	-	95,380	97,290	99,230	101,210	103,230
*Percentage Increase over prior year			-3.5%			-3.5%	2.0%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	-	10,057	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVE	-	10,057	-	-	-	-	-	-	-	-
TOTAL COSTS	98,812	104,317	95,380	-	-	95,380	97,290	99,230	101,210	103,230
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2023 to 2024	(6,200)	(6,200)	-	-	-	-	-	-	-	-
Rentals	(21,750)	(26,647)	(22,400)	-	-	(22,400)	(22,850)	(23,310)	(23,780)	(24,260)
Revenue - Other	(230)	(838)	(230)	-	-	(230)	(230)	(230)	(230)	(230)
TOTAL REVENUE	(28,180)	(33,685)	(22,630)	-	-	(22,630)	(23,080)	(23,540)	(24,010)	(24,490)
REQUISITION	(70,632)	(70,632)	(72,750)	-	-	(72,750)	(74,210)	(75,690)	(77,200)	(78,740)
*Percentage increase over prior year Requisition			3.0%			3.0%	2.0%	2.0%	2.0%	2.0%
AUTHORIZED POSITIONS										
Salaried FTE	0.18	0.18	0.18			0.18	0.18	0.18	0.18	0.18

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

Service No.	1.408	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	JDF EA Community Recreation							

EXPENDITURE

Buildings	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$50,000	\$25,000	\$0	\$0	\$0	\$0	\$25,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$50,000	\$125,000	\$0	\$0	\$0	\$0	\$125,000
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SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$50,000	\$125,000	\$0	\$0	\$0	\$0	\$125,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$50,000	\$125,000	\$0	\$0	\$0	\$0	\$125,000
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Definitions for the 5-year Capital Plan

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

2025 - 2029

Service #:	1.408
Service Name:	JDF EA Community Recreation

[illegible]

Service: 1.408 JDF EA Community Recreation

Project Number	24-01	Capital Project Title	Port Renfrew Hall, Condition Assessment and Repairs	Capital Project Description	Condition Assessment to Identify deficiencies and then repairs
Project Rationale					

Project Number	25-01	Capital Project Title	Otter Point Community Hall Development	Capital Project Description	Feasibility, design, project initiation
Project Rationale					

Reserve Schedule

Reserve Fund: 1.408 Community Recreation (JDF) - Equipment Replacement Fund

ERF Group: JDFCOMRES.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 102262	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		6,319	16,410	16,410	16,410	16,410	16,410
Transfer from Ops Budget		10,057	-	-	-	-	-
Planned Expenditures		-	-	-	-	-	-
Interest Income		34					
Ending Balance \$		16,410	16,410	16,410	16,410	16,410	16,410

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2025 Budget

Port Renfrew Refuse Disposal

FINAL BUDGET

MARCH 2025

Service: 1.523 Port Renfrew Refuse Disposal

Committee: Electoral Area

DEFINITION:

To provide, maintain, operate and regulate disposal facilities. Local Service Bylaw No. 1745 (November 8, 1989), latest amendment 3357 (February 19, 2007).

SERVICE DESCRIPTION:

Provision of recycling and solid waste transfer station operations in Port Renfrew.

PARTICIPATION:

Local Service Area #3 of the Electoral Area of Sooke B(762)

MAXIMUM LEVY:

\$15.18 / \$1,000 on actual assessed value of land and improvements.

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

Bylaw No. 3280, continues Port Renfrew Local Services Committee (September 14, 2005).
Bylaw No. 3707, discontinues Local Services Committee (June 9, 2010).
Bylaw No. 3745, continues under Port Renfrew Utility Committee (December 8, 2010).

RESERVE FUND:

Bylaw No. 2665 - Port Renfrew Solid Waste Removal and Disposal Capital Reserve Fund.

1.523 - Port Renfrew Refuse Disposal

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries and Wages	-	9,682	-	45,000	-	45,000	45,900	46,820	47,760	48,720
Contract - Operation	13,970	11,725	14,390	(14,390)	-	-	-	-	-	-
Contract for Services	69,810	79,891	71,910	21,090	-	93,000	94,860	96,750	98,690	100,670
Allocations	4,471	4,471	4,634	-	-	4,634	4,773	4,869	4,966	5,065
Electricity	1,210	2,050	1,250	-	-	1,250	1,280	1,310	1,340	1,370
Other Operating Expenses	3,220	2,682	2,891	-	-	2,891	2,951	3,012	3,074	3,137
TOTAL OPERATING COSTS	92,681	110,501	95,075	51,700	-	146,775	149,764	152,761	155,830	158,962
*Percentage Increase over prior year			2.6%	55.8%		58.4%	2.0%	2.0%	2.0%	2.0%
<u>CAPITAL / RESERVES</u>										
Transfer to Equipment Replacement Fund	2,000	-	2,000	-	-	2,000	2,040	2,080	2,120	2,160
Transfer to Capital Reserve Fund	15,950	4,471	16,000	-	-	16,000	16,320	16,650	16,980	17,320
TOTAL CAPITAL / RESERVES	17,950	4,471	18,000	-	-	18,000	18,360	18,730	19,100	19,480
TOTAL COSTS	110,631	114,972	113,075	51,700	-	164,775	168,124	171,491	174,930	178,442
Internal Recovery	(26,440)	(26,440)	(27,233)	-	-	(27,233)	(27,778)	(28,333)	(28,900)	(29,478)
NET COSTS	84,191	88,532	85,842	51,700	-	137,542	140,346	143,158	146,030	148,964
<u>FUNDING SOURCES (REVENUE)</u>										
Sale - Recyclables	(5,000)	(6,076)	(5,150)	(4,850)	-	(10,000)	(10,200)	(10,400)	(10,610)	(10,820)
Recovery Cost	(39,375)	(39,375)	(40,121)	(22,225)	-	(62,346)	(63,643)	(64,944)	(66,270)	(67,627)
Grants in Lieu of Taxes	(390)	(378)	(400)	-	-	(400)	(410)	(420)	(430)	(440)
Licencing Fees	-	(3,150)	-	(2,400)	-	(2,400)	(2,400)	(2,400)	(2,400)	(2,400)
Other Revenue	(50)	(177)	(50)	-	-	(50)	(50)	(50)	(50)	(50)
TOTAL REVENUE	(44,815)	(49,156)	(45,721)	(29,475)	-	(75,196)	(76,703)	(78,214)	(79,760)	(81,337)
REQUISITION	(39,376)	(39,376)	(40,121)	(22,225)	-	(62,346)	(63,643)	(64,944)	(66,270)	(67,627)
*Percentage increase over prior year Requisition			1.9%	56.4%		58.3%	2.1%	2.0%	2.0%	2.0%

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

Service No.	1.523	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Port Renfrew Refuse Disposal							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$304,500	\$334,500	\$27,500	\$0	\$0	\$0	\$0	\$362,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$304,500	\$334,500	\$27,500	\$0	\$0	\$0	\$0	\$362,000

SOURCE OF FUNDS

Capital Funds on Hand	\$292,500	\$292,500	\$0	\$0	\$0	\$0	\$0	\$292,500
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$12,000	\$42,000	\$27,500	\$0	\$0	\$0	\$0	\$69,500
	\$304,500	\$334,500	\$27,500	\$0	\$0	\$0	\$0	\$362,000

Definitions for the 5-year Capital Plan

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

5 YEAR CAPITAL PLAN

Service #:	1.523
Service Name:	Port Renfrew Refuse Disposal

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2025	2026	2027	2028	2029	5 - Year Total auto-populates
23-01	New	Covered recyclables storage	Required storage is needed in order to protect recyclables from the elements. It is also a contractual requirement under our agreement with Recycle BC.	\$ 12,000	S	Res	\$ 12,000	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ 12,000
24-01	New	Site efficiency upgrades	Costs for site upgrades funded through the growing communities fund including: two refuse compactors and compactor containers, electrical upgrades, construction of operator shed and entrance culvert. These upgrades will increase the volume of material receivable at site and reduce transportation costs of materials by up to 75%. (\$262,500 - GCF; \$30,000 - CWF)	\$ 350,000	S	Cap	\$ 262,500	\$ 262,500	\$ -	\$ -	\$ -	\$ -	\$ 262,500
24-01	New	Site efficiency upgrades			S	Res	\$ -	\$ 30,000	\$ 27,500	\$ -	\$ -	\$ -	\$ 57,500
24-01	New	Site efficiency upgrades			S	Cap	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
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Grand Total				\$ 362,000				\$ 334,500	\$ 27,500	\$ -	\$ -	\$ -	\$ 362,000

Service: 1.523 Port Renfrew Refuse Disposal

Project Number	23-01	Capital Project Title	Covered recyclables storage	Capital Project Description	Required storage is needed in order to protect recyclables from the elements. It is also a contractual requirement under our agreement with Recycle BC.
Project Rationale					

Project Number	24-01	Capital Project Title	Site efficiency upgrades	Capital Project Description	Costs for site upgrades funded through the growing communities fund including: two refuse compactors and compactor containers, electrical upgrades, construction of operator shed and entrance culvert. These upgrades will increase the volume of material receivable at site and reduce transportation costs of materials by up to 75%. (\$262,500 - GCF; \$30,000 - CWF)
Project Rationale					

Port Renfrew Refuse Disposal
Reserve Summary Schedule
2025 - 2029 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Capital Reserve Fund	61,466	35,466	24,286	40,936	57,916	75,236
Equipment Replacement Fund	41,848	43,848	45,888	47,968	50,088	52,248
Total	103,313	79,313	70,173	88,903	108,003	127,483

Reserve Schedule

Reserve Fund: 1.523 Port Renfrew Refuse Disposal - Capital Reserve Fund - Bylaw 2665

The capital Reserve Fund established to provide for capital expenditures for or in respect of capital projects and land, machinery or equipment necessary for them, and extension or renewal of existing capital works.

Surplus monies from the operation of the solid waste removal and disposal service may be paid from time to time into this reserve fund.

Reserve Cash Flow

Fund: Fund Centre:	1021 101365	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		44,414	61,466	35,466	24,286	40,936	57,916
Transfer from Ops Budget		4,471	16,000	16,320	16,650	16,980	17,320
Transfer from Cap Fund		10,239					
Transfer to Cap Fund		-	(42,000)	(27,500)	-	-	-
Interest Income*		2,342					
Ending Balance \$		61,466	35,466	24,286	40,936	57,916	75,236

Assumptions/Background:

*Interest in planning years nets against inflation which is not included.

Reserve Schedule

Reserve Fund: 1.523 Port Renfrew Refuse Disposal - Equipment Replacement Fund

The Equipment Replacement Fund established for the purpose of vehicle and equipment replacement. Surplus monies from the operation of the solid waste removal and disposal service may be paid from time to time into this reserve fund.
ERF Group: PTRENREF.ERF

Reserve Cash Flow

Fund:	1022	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Fund Centre:	101448						
Beginning Balance		41,618	41,848	43,848	45,888	47,968	50,088
Transfer from Ops Budget		-	2,000	2,040	2,080	2,120	2,160
Transfer from Cap Fund		-					
Planned Purchase		-					
Interest Income		230					
Ending Balance \$		41,848	43,848	45,888	47,968	50,088	52,248

CAPITAL REGIONAL DISTRICT

2025 Budget

Port Renfrew Water

FINAL BUDGET

MARCH 2025

Service: **2.650** **Port Renfrew Water**

Committee: Electoral Area

DEFINITION:

To establish, acquire, operate and maintain a water supply system for the Port Renfrew Water Area. The service is to supply, treat, convey, store and distribute water. Local Service Area Bylaw No.1747 (Nov 8, 1989). Amended Bylaw No. 1960 (Jan. 29, 1992).

PARTICIPATION:

Local Service Area #5, E(762)

MAXIMUM LEVY:

Greater of \$40,000 or \$18.28 / \$1,000 of actual assessed value of land and improvements.

COMMITTEE:

Port Renfrew Local Service Committee established by Bylaw No. 1770 (November 22, 1989).
Port Renfrew Utility Services Committee (Juan de Fuca EA) established by Bylaw No. 3281 (September 14, 2005).

FUNDING:

User Charge:

50% of operating cost to be collected by an annual user fee to be charged per single family equivalency actually connected to the system.

Parcel Tax:

50% of operating costs are collected as a parcel tax to be charged to every parcel within the local service area.

Connection Charges:

At cost - Bylaw No. 1803 (amended Bylaw 3892).

RESERVE FUND:

Approved by Bylaw No. 2138 (June 23, 1993); amended to sewer and water reserve fund by Bylaw No. 2577 (December 1997).

2.650 - Port Renfrew Water	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Repairs & Maintenance	8,610	3,167	8,870	-	-	8,870	17,040	9,210	9,380	9,570
Allocations - Operations	84,960	101,521	88,870	-	-	88,870	90,650	92,460	94,310	96,200
Allocations - Other	9,497	9,497	10,164	-	-	10,164	10,430	10,641	10,855	11,073
Electricity	5,440	7,115	6,000	-	-	6,000	6,120	6,240	6,360	6,490
Supplies	9,290	16,145	15,330	-	-	15,330	15,630	15,940	16,250	16,570
Water Testing	3,226	3,135	3,341	-	-	3,341	3,406	3,472	3,539	3,606
Other Operating Expenses	3,157	15,112	4,070	-	10,000	14,070	4,279	4,505	17,751	5,016
TOTAL OPERATING COSTS	124,180	155,692	136,645	-	10,000	146,645	147,555	142,468	158,445	148,525
*Percentage Increase over prior year			10.0%		8.1%	18.1%	0.6%	-3.4%	11.2%	-6.3%
<u>DEBT / RESERVES</u>										
Transfer to Operating Reserve Fund	5,000	-	15,000	-	-	15,000	20,000	20,000	20,000	20,000
Transfer to Capital Reserve Fund	15,000	-	15,000	-	-	15,000	40,450	48,140	22,586	18,780
MFA Debt Reserve Fund	-	-	-	-	-	-	-	9,167	6,000	3,500
Interest Payments	-	-	-	-	-	-	-	10,083	46,933	74,433
Principal Payments	-	-	-	-	-	-	-	-	23,223	38,423
TOTAL DEBT / RESERVES	20,000	-	30,000	-	-	30,000	60,450	87,390	118,742	155,136
TOTAL COSTS	144,180	155,692	166,645	-	10,000	176,645	208,005	229,858	277,187	303,661
*Percentage Increase over prior year			15.6%		6.9%	22.5%	17.8%	10.5%	20.6%	9.6%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2024 to 2025	-	(7,395)	7,395	-	-	7,395	-	-	-	-
Transfer from Operating Reserve Fund	-	(3,708)	-	-	(10,000)	(10,000)	(8,000)	-	(13,000)	-
User Charges	(70,830)	(70,838)	(85,550)	-	-	(85,550)	(98,383)	(113,139)	(130,110)	(149,627)
Other Revenue	(1,102)	(1,503)	(1,161)	-	-	(1,161)	(1,190)	(1,220)	(1,250)	(1,280)
TOTAL REVENUE	(71,932)	(83,444)	(79,316)	-	(10,000)	(89,316)	(107,573)	(114,359)	(144,360)	(150,907)
REQUISITION - PARCEL TAX	(72,248)	(72,248)	(87,329)	-	-	(87,329)	(100,432)	(115,499)	(132,827)	(152,754)
*Percentage increase over prior year										
User Fees			20.8%			20.8%	15.0%	15.0%	15.0%	15.0%
Requisition			20.9%			20.9%	15.0%	15.0%	15.0%	15.0%
Combined			20.8%			20.8%	15.0%	15.0%	15.0%	15.0%

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

Service No.	2.650 Port Renfrew Water	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$50,000	\$200,000	\$0	\$250,000	
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$175,000	\$185,000	\$30,000	\$2,100,000	\$400,000	\$350,000	\$3,065,000	
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$175,000	\$185,000	\$30,000	\$2,150,000	\$600,000	\$350,000	\$3,315,000	

SOURCE OF FUNDS

Capital Funds on Hand	\$175,000	\$175,000	\$0	\$0	\$0	\$0	\$175,000	
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$916,667	\$600,000	\$350,000	\$1,866,667	
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$1,233,333	\$0	\$0	\$1,233,333	
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$10,000	\$30,000	\$0	\$0	\$0	\$40,000	
	\$175,000	\$185,000	\$30,000	\$2,150,000	\$600,000	\$350,000	\$3,315,000	

Definitions for the 5-year Capital Plan

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

5 YEAR CAPITAL PLAN

Service Name:	Port Renfrew Water
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[illegible]

Service: 2.650 Port Renfrew Water

Project Number	22-01	Capital Project Title	Alternative Approval Process	Capital Project Description	Carry out an alternative approval process in order to borrow funds for required system renewal (one or multiple phases) to fund large scale capital works, including those identified in the Water Master Plan.
Project Rationale	Public engagement for authorization to develop a loan authorization bylaw.				

Project Number	23-01	Capital Project Title	Supply System Replacement	Capital Project Description	Replacement of the remainder of the asbestos cement supply system is required to maintain level of service.
Project Rationale	The 2017 project to replace a section of the aging asbestos supply pipe from the water treatment plant to the distribution system was complete. Funds are required to replace the remaining approximately 1.4 km of pipe so that service is maintained.				

Project Number	23-02	Capital Project Title	AC Pipe Replacement Program	Capital Project Description	Frequent asbestos cement distribution pipe failures necessitate their replacement to maintain the level of service.
Project Rationale	There have been frequent pipe breaks with the existing asbestos cement pipe, replacement is required to maintain the level of service. Funds are required to design and develop a replacement program and replace priority pipe, starting with pipe in the Beach Camp area and Queesto Drv and Tsonoqua Drv, approximately 1 km of pipe.				

Project Number	23-03	Capital Project Title	Miscellaneous Repairs & Replacements	Capital Project Description	Replacement of SCADA equipment before equipment failure, and replacement of the water treatment roof
Project Rationale	The SCADA equipment is nearing its end of life and requires replacement before the equipment fails. The water treatment roof has had some minor repairs to address leaks, but requires replacement.				

Service: 2.650 Port Renfrew Water

Project Number 24-01

Capital Project Title Water Master Plan Study

Capital Project Description

Master Planning study for the Port Renfrew service area to be delivered in parallel with Sewer Master Plan Study. (25% CWF, 75% GCF)

Project Rationale Master Planning study for the Port Renfrew service area - Existing, Future and Inclusion of Pacheedaht First Nation to be delivered in parallel with Sewer Master Plan Study. Based on recent application, anticipated 75% GCF and 25% CWF for grant funding.

Project Number 25-01

Capital Project Title

Service Line Replacements

Capital Project Description

Initial budget for replacement of problem service lines

Project Rationale Water service lines are beginning to show signs of concern. This initial budget is meant to assess and replace service lines that are demonstrating problems.

Project Number 28-01

Capital Project Title

System Renewal

Capital Project Description

Design Process for Facility system upgrades resulting from Master Plan recommendations. Placeholder budget while awaiting Master Plan completion and further study.

Project Rationale Design Process for Facility system upgrades resulting from Master Plan recommendations. Placeholder budget while awaiting Master Plan completion and further study.

Port Renfrew Water
Reserve Summary Schedule
2025 - 2029 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Operating Reserve Fund	2,894	7,894	19,894	39,894	46,894	66,894
Capital Reserve Fund	51,483	56,483	66,933	115,073	137,659	156,439
Total	54,377	64,377	86,827	154,967	184,553	223,333

Reserve Schedule

Reserve Fund: 2.650 Port Renfrew Water - Operating Reserve Fund - Bylaw 4242

The Operating Reserve Fund is used to undertake maintenance activities that typically do not occur on an annual basis.

Reserve Cash Flow

Fund: 1500 Fund Centre: 105536	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	6,286	2,894	7,894	19,894	39,894	46,894
Transfer from Ops Budget	-	15,000	20,000	20,000	20,000	20,000
Expenditures	-	(10,000)	(8,000)	-	(13,000)	-
Planned Maintenance Activity		Tree clearing for high voltage hydro lines	Reservoir Cleaning		Tree clearing for high voltage hydro lines	
Deficit Recovery	(3,708)					
Interest Income*	316					
Ending Balance \$	2,894	7,894	19,894	39,894	46,894	66,894

Assumptions/Background:

* Interest in planning years nets against inflation which is not included.

Reserve Schedule

Reserve Fund: 2.650 Port Renfrew Water - Capital Reserve Fund - Bylaw 2577

The Capital Reserve Fund established for general capital services and facilities in the Port Renfrew Water Supply to be used for capital expenditures for the utilities, and redemption of debentures issued for the utilities.

Reserve Cash Flow

Fund: Fund Centre:	1026 101370	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		44,275	51,483	56,483	66,933	115,073	137,659
Transfer from Ops Budget		-	15,000	40,450	48,140	22,586	18,780
Transfer from Cap Fund		5,076					
Transfer to Cap Fund		-	(10,000)	(30,000)	-	-	-
Interest Income*		2,132					
Ending Balance \$		51,483	56,483	66,933	115,073	137,659	156,439

Assumptions/Background:

-Transfer as much as operating budget will allow.

* Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2025 Budget

Wilderness Mountain Water

FINAL BUDGET

MARCH 2025

Service: 2.691 Wilderness Mountain Water Service

Committee: Electoral Area

DEFINITION:

To finance, operate and maintain the supply, conveyance, treatment, storage and distribution of water to the Wilderness Mountain Local Service area that is within the JDF Electoral Area. The service was established by Bylaw No. 3511, adopted on July 9, 2008.

PARTICIPATION:

Wilderness Mountain Local Service Area

MAXIMUM LEVY:

Greater of \$130,000 or \$3.27/ \$1,000 of actual assessed value of land and improvements.

MAXIMUM CAPITAL DEBT:

Maximum Authorized:	\$281,000 (MFA Bylaw No.3504, Wilderness Mountain Water Service adopted on May 14, 2008)
Borrowed:	\$281,000 (MFA Bylaw No.3504, Wilderness Mountain Water Service)

COMMISSION:

Wilderness Mountain Water Service Commission established by Bylaw No. 3511 (July 9, 2008).

FUNDING:

Consumption Charge:

Water Consumption charge will be collected from each Single Family Equivalent connected to the water system

User Charge:

Collected as a fixed user fee charged quarterly to each Single Family Equivalent connected to the system

Parcel Tax:

Charged to each taxable parcel in the service area whether connected or not.

RESERVE FUND # 1075:

Approved by Bylaw No. 3535 adopted on November 12, 2008.

2.691 - Wilderness Mountain Water

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Contract for Services	4,960	4,807	990	-	10,000	10,990	5,010	11,030	5,050	11,070
Allocations	10,547	10,547	10,841	-	-	10,841	11,135	11,365	11,602	11,842
Electricity	7,090	4,094	7,300	-	-	7,300	7,450	7,600	7,750	7,910
Supplies	25,930	48,827	26,865	-	-	26,865	27,400	27,900	28,450	29,020
Labour Charges	74,780	65,722	79,110	-	-	79,110	80,690	82,310	83,960	85,640
Insurance	1,450	1,450	2,160	-	-	2,160	2,376	2,613	2,875	3,162
Water Testing	9,500	11,927	9,770	-	-	9,770	9,967	10,165	10,366	10,569
Other Operating Expenses	2,090	4,546	2,150	-	-	2,150	2,190	2,230	2,270	2,310
TOTAL OPERATING COSTS	136,347	151,920	139,186	-	10,000	149,186	146,218	155,213	152,323	161,523
*Percentage Increase over prior year			2.1%		7.3%	9.4%	-2.0%	6.2%	-1.9%	6.0%
<u>DEBT / RESERVES</u>										
Transfer to Capital Reserve Fund	-	-	4,540	-	-	4,540	21,000	15,000	7,000	5,500
Transfer to Operating Reserve Fund	6,000	6,000	11,000	-	-	11,000	15,450	12,000	6,570	9,175
MFA Debt Reserve Fund	60	133	110	-	-	110	510	7,442	110	110
MFA Debt Principal	16,138	16,138	16,138	-	-	16,138	16,138	17,151	19,588	19,588
MFA Debt Interest	9,526	9,526	9,526	-	-	9,526	9,966	14,588	34,021	34,021
TOTAL DEBT / RESERVES	31,724	31,797	41,314	-	-	41,314	63,064	66,181	67,289	68,394
TOTAL COSTS	168,071	183,717	180,500	-	10,000	190,500	209,282	221,394	219,612	229,917
*Percentage Increase over prior year			7.4%		5.9%	13.3%	9.9%	5.8%	-0.8%	4.7%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2024 to 2025	-	(15,000)	15,000	-	-	15,000	-	-	-	-
Balance c/fwd from 2023 to 2024	3,000	3,000	-	-	-	-	-	-	-	-
Transfer from Operating Reserve Fund	(4,000)	(4,301)	-	-	(10,000)	(10,000)	(4,000)	(10,000)	(4,000)	(10,000)
User Charges	(80,106)	(80,106)	(93,720)	-	-	(93,720)	(98,422)	(101,334)	(103,352)	(105,417)
Sale - Water	(19,360)	(19,360)	(22,650)	-	-	(22,650)	(23,780)	(24,490)	(24,980)	(25,480)
Other Revenue	(110)	(455)	(160)	-	-	(160)	(160)	(160)	(160)	(160)
TOTAL REVENUE	(100,576)	(116,222)	(101,530)	-	(10,000)	(111,530)	(126,362)	(135,984)	(132,492)	(141,057)
REQUISITION - PARCEL TAX	(67,495)	(67,495)	(78,970)	-	-	(78,970)	(82,920)	(85,410)	(87,120)	(88,860)
*Percentage increase over prior year										
User Charge			17.0%			17.0%	5.0%	3.0%	2.0%	2.0%
Water Sale			17.0%			17.0%	5.0%	3.0%	2.0%	2.0%
Requisition			17.0%			17.0%	5.0%	3.0%	2.0%	2.0%
Combined			17.0%			17.0%	5.0%	3.0%	2.0%	2.0%

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

Service No. 2.691	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
Wilderness Mountain Water Service							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$20,000	\$0	\$0	\$0	\$0	\$20,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$4,000	\$54,000	\$50,000	\$733,200	\$6,632,000	\$0	\$7,469,200
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$4,000	\$74,000	\$50,000	\$733,200	\$6,632,000	\$0	\$7,489,200

SOURCE OF FUNDS

Capital Funds on Hand	\$4,000	\$4,000	\$0	\$0	\$0	\$0	\$4,000
Debenture Debt (New Debt Only)	\$0	\$0	\$40,000	\$733,200	\$0	\$0	\$773,200
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$50,000	\$0	\$0	\$6,632,000	\$0	\$6,682,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$20,000	\$10,000	\$0	\$0	\$0	\$30,000
	\$4,000	\$74,000	\$50,000	\$733,200	\$6,632,000	\$0	\$7,489,200

Definitions for the 5-year Capital Plan

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

5 YEAR CAPITAL PLAN

Service Name: Wilderness Mountain Water Service

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2025	2026	2027	2028	2029	5 - Year Total auto-populates
24-03	New	Alternative Approval Process	Conduct public consultation to inform strategies for a referendum (AAP) to borrow necessary future capital funds, if grant does not provide full funding.	\$ 10,000	S	Res	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ 10,000
24-01	New	Wooden Intake Platform Replacement	The intake platform is in dangerous condition and needs to be replaced.	\$ 100,000	S	Grant	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
24-01	New	Wooden Intake Platform Replacement	The intake platform is in dangerous condition and needs to be replaced.		S	Cap	\$ 4,000	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000
25-01	New	New Floating Intake	Installation of new floating intake.	\$ 145,200	S	Debt	\$ -	\$ -	\$ -	\$ 13,200	\$ -	\$ -	\$ 13,200
25-01	New	New Floating Intake	Installation of new floating intake.	\$ -	S	Grant	\$ -	\$ -	\$ -	\$ -	\$ 132,000	\$ -	\$ 132,000
25-02	New	Treatment Plant Upgrades	Upgrades to achieve improve treatment plant	\$ 220,000	S	Grant	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ 200,000
25-02	New	Treatment Plant Upgrades	Upgrades to achieve improve treatment plant		S	Debt	\$ -	\$ -	\$ -	\$ 20,000		\$ -	\$ 20,000
25-03	Renewal	SCADA Communication Upgrade	Upgrade SCADA communication between Wildemess Mountain and Goldstream Water Treatment Plant.	\$ 20,000	E	Res	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
26-01	Study	Island Health Compliance - Assessment	Options analysis to re-evaluate the options available to bring the water service into compliance with Island Health Requirements	\$ 40,000	S	Debt	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ 40,000
27-01	New	Island Health Compliance - Capital Improvements	Tentative budget to carry out capital improvements to bring the water service into compliance with Island Health Requirements based on the recommendation of the Options Analysis.	\$ 700,000	S	Debt	\$ -	\$ -	\$ -	\$ 700,000	\$ -	\$ -	\$ 700,000
27-01	New	Island Health Compliance - Capital Improvements	Tentative budget to carry out capital improvements to bring the water service into compliance with Island Health Requirements based on the recommendation of the Options Analysis. (Assume 90% Grant)	\$ 6,300,000	S	Grant	\$ -	\$ -	\$ -	\$ -	\$ 6,300,000	\$ -	\$ 6,300,000
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 7,535,200			\$ 4,000	\$ 74,000	\$ 50,000	\$ 733,200	\$ 6,632,000	\$ -	\$ 7,489,200

Service: 2.691 Wilderness Mountain Water Service

Project Number	24-03	Capital Project Title	Alternative Approval Process	Capital Project Description	Conduct public consultation to inform strategies for a referendum (AAP) to borrow necessary future capital funds, if grant does not provide full funding.
Project Rationale	Public engagement for authorization to develop a loan authorization bylaw.				

Project Number	25-01	Capital Project Title	New Floating Intake	Capital Project Description	Installation of new floating intake.
Project Rationale					

Project Number	25-02	Capital Project Title	Treatment Plant Upgrades	Capital Project Description	Upgrades to achieve improve treatment plant
Project Rationale					

Project Number	25-03	Capital Project Title	SCADA Communication Upgrade	Capital Project Description	Upgrade SCADA communication between Wilderness Mountain and Goldstream Water Treatment Plant.
Project Rationale					

Service: 2.691 Wilderness Mountain Water Service

Project Number	26-01	Capital Project Title	Island Health Compliance - Assessment	Capital Project Description	Options analysis to re-evaluate the options available to bring the water service into compliance with Island Health Requirements
Project Rationale	Project to engage engineering consultants and reassess the options available to bring the water service into compliance with Island Health requirements.				

Project Number	27-01	Capital Project Title	Island Health Compliance - Capital Improvements	Capital Project Description	Tentative budget to carry out capital improvements to bring the water service into compliance with Island Health Requirements based on the recommendation of the Options Analysis
Project Rationale	Capital improvements to bring the water service into compliance with Island Health Requirements.				

Project Number	24-01	Capital Project Title	Wooden Intake Platform Replacement	Capital Project Description	The intake platform is in dangerous condition and needs to be replaced.
Project Rationale					

Wilderness Mountain Reserves
Summary Schedule
2025 - 2029 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Operating Reserve Fund	1,795	2,795	14,245	16,245	18,815	17,990
Capital Reserve Fund	43,494	28,034	39,034	54,034	61,034	66,534
Total	45,289	30,829	53,279	70,279	79,849	84,524

Reserve Schedule

Reserve Fund: 2.691 Wilderness Mountain - Operating Reserve Fund - Bylaw 4242

The Operating Reserve Fund is used to undertake maintenance activities that typically do not occur on an annual basis.

Reserve Cash Flow

Fund: Fund Centre:	1500 105540	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		53	1,795	2,795	14,245	16,245	18,815
Transfer from Ops Budget		6,000	11,000	15,450	12,000	6,570	9,175
Transfer to Ops for Core Budget		-					
Transfer to Ops Budget		(4,301)	(10,000)	(4,000)	(10,000)	(4,000)	(10,000)
Planned Maintenance Activity		Distribution System Flushing, Valve Exercising	Reservoir Cleaning and Inspection	Distribution System Flushing, Valve Exercising	Reservoir Cleaning and Inspection	Distribution System Flushing, Valve Exercising	Reservoir Cleaning and Inspection
Interest Income*		43					
Ending Balance \$		1,795	2,795	14,245	16,245	18,815	17,990

Assumptions/Background:

* Interest in planning years nets against inflation which is not included.

Reserve Schedule

Reserve Fund: 2.691 Wilderness Mountain Water - Capital Reserve Fund - Bylaw 3535

The capital Reserve Fund established to provide for capital expenditures for or in respect of capital projects, land purchases, machinery or equipment necessary for them and extension or renewal of existing capital works or related debt servicing payments.

Reserve Cash Flow

Fund: Fund Centre:	1075 101994	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		46,513	43,494	28,034	39,034	54,034	61,034
Transfer from Ops Budget		-	4,540	21,000	15,000	7,000	5,500
Transfer from Cap Fund		-					
Transfer to Cap Fund		(5,000)	(20,000)	(10,000)	-	-	-
Interest Income*		1,981					
Ending Balance \$		43,494	28,034	39,034	54,034	61,034	66,534

Assumptions/Background:

* Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2025 Budget

Port Renfrew Sewer

FINAL BUDGET

MARCH 2025

Service: 3.850 Port Renfrew Sewer

Committee: Electoral Area

DEFINITION:

To provide, operate and maintain sewage collection and disposal facilities for the Port Renfrew Sewerage System Specified Area - Bylaw No.1744, November 8, 1989. Amended Bylaw No. 1961, January 29, 1992.

PARTICIPATION:

Local Service Area C(762) LSA#2.

MAXIMUM LEVY:

Greater of \$40,000 or \$18.28 / \$1,000 on actual assessed value of land and improvements.

MAXIMUM CAPITAL DEBT:

Nil

COMMISSION:

Port Renfrew Local Services Committee established by Bylaw No. 1770, November 22, 1989.
Port Renfrew Utility Services Committee (Juan de Fuca EA) established by Bylaw No. 3281 (September 14, 2005).

FUNDING:

User Charge: 50% of operating cost to be imposed as an annual user fee to each connected property.

Parcel Tax: 50% of operating costs are collected as a parcel tax to be charged to every parcel within the local service area.

Connection Charge: Based on actual cost.

RESERVE FUND:

Port Renfrew Sewer System Capital Reserve Fund, Bylaw No. 2139 (June 23, 1993).

3.850 - Port Renfrew Sewer

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Grit Disposal	11,300	-	11,640	-	-	11,640	11,870	12,110	12,350	12,600
Electricity	7,300	6,101	7,520	-	-	7,520	7,670	7,820	7,980	8,140
Supplies	2,750	1,953	2,840	-	-	2,840	2,900	2,960	3,020	3,080
Allocations - Operations	62,431	74,107	65,281	-	-	65,281	66,592	67,933	69,295	70,687
Allocations - Other	18,107	13,156	18,747	-	-	18,747	19,180	19,560	19,946	20,338
Other Operating Expenses	12,140	23,897	12,700	-	-	12,700	13,001	13,310	13,647	13,994
TOTAL OPERATING COSTS	114,028	119,214	118,728	-	-	118,728	121,213	123,693	126,238	128,839
*Percentage Increase over prior year			4.1%			4.1%	2.1%	2.0%	2.1%	2.1%
<u>DEBT / RESERVES</u>										
Transfer to Capital Reserve	17,580	16,486	19,120	-	-	19,120	23,205	27,635	28,180	17,280
Transfer to Operating Reserve	4,000	-	4,500	-	-	4,500	5,000	5,500	6,000	6,500
MFA Debt Reserve Fund	-	-	-	-	-	-	-	-	2,000	3,000
MFA Debt Principal	-	-	-	-	-	-	-	-	-	5,070
MFA Debt Interest	-	-	-	-	-	-	-	-	2,200	12,100
TOTAL DEBT / RESERVES	21,580	16,486	23,620	-	-	23,620	28,205	33,135	38,380	43,950
TOTAL COSTS	135,608	135,700	142,348	-	-	142,348	149,418	156,828	164,618	172,789
*Percentage Increase over prior year			5.0%			5.0%	5.0%	5.0%	5.0%	5.0%
<u>FUNDING SOURCES (REVENUE)</u>										
User Charges	(66,999)	(66,999)	(70,349)	-	-	(70,349)	(73,869)	(77,558)	(81,439)	(85,509)
Grants in Lieu of Taxes	(1,490)	(1,497)	(1,530)	-	-	(1,530)	(1,560)	(1,590)	(1,620)	(1,650)
Other Revenue	(100)	(185)	(100)	-	-	(100)	(100)	(100)	(100)	(100)
TOTAL REVENUE	(68,589)	(68,681)	(71,979)	-	-	(71,979)	(75,529)	(79,248)	(83,159)	(87,259)
REQUISITION - PARCEL TAX	(67,019)	(67,019)	(70,369)	-	-	(70,369)	(73,889)	(77,580)	(81,459)	(85,530)
*Percentage increase over prior year										
User Fees						5.0%	5.0%	5.0%	5.0%	5.0%
Requisition						5.0%	5.0%	5.0%	5.0%	5.0%
Combined						5.0%	5.0%	5.0%	5.0%	5.0%

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

Service No.	3.850	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Port Renfrew Sewer							

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	\$175,000	\$190,000	\$0	\$20,000	\$200,000	\$300,000	\$710,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0

\$175,000	\$190,000	\$0	\$20,000	\$200,000	\$300,000	\$710,000
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SOURCE OF FUNDS

Capital Funds on Hand	\$175,000	\$175,000	\$0	\$0	\$0	\$0	\$175,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$200,000	\$300,000	\$500,000
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	\$15,000	\$0	\$20,000	\$0	\$0	\$35,000

\$175,000	\$190,000	\$0	\$20,000	\$200,000	\$300,000	\$710,000
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Definitions for the 5-year Capital Plan

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

5 YEAR CAPITAL PLAN

Service Name:	Port Renfrew Sewer
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[illegible]

Service:	3.850	Port Renfrew Sewer
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Project Number	22-02	Capital Project Title	Alternative Approval Process	Capital Project Description	Carry out an alternative approval process in order to borrow funds for required system renewal (one or multiple phases) to fund works identified in the Sewer Master Plan.
Project Rationale	Public engagement for authorization to develop a loan authorization bylaw.				

Project Number	24-01	Capital Project Title	Sewer Master Plan Study	Capital Project Description	Master Planning study for the Port Renfrew service area - existing, future and inclusion of Pacheedaht First Nation to be delivered in parallel with Water Master Plan Study. (25% CWF, 75% GCF)
Project Rationale	Master Planning study for the Port Renfrew service area - Existing, Future and Inclusion of Pacheedaht First Nation to be delivered in parallel with Water Master Plan Study. 75% to be funded by GCF, 25% funded by CWF if grant application is successful.				

Project Number	27-01	Capital Project Title	Sewer Outfall Repairs	Capital Project Description	Periodic inspections and repairs to extend the life of the WWTP Outfall.
Project Rationale	Failure of the outfall occurred in 2024, requiring operation mobilization and repairs. Issues expected to continue until permanent replacement can be done. This budget is for ongoing interim repairs.				

Project Number	28-01	Capital Project Title	System Renewal	Capital Project Description	Design Process for new Wastewater Treatment Plant, Pump Station and Outfall. Placeholder budget while awaiting Master Plan completion and further study.
Project Rationale	Design Process for new Wastewater Treatment Plant, Pump Station and Outfall. Placeholder budget while awaiting Master Plan completion and further study.				

Port Renfrew Sewer
Reserve Summary Schedule
2025 - 2029 Financial Plan

Reserve/Fund Summary

	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Operating Reserve Fund	9,056	13,556	18,556	24,056	30,056	36,556
Capital Reserve Fund	26,358	30,478	53,683	61,318	89,498	106,778
Total	35,413	44,033	72,238	85,373	119,553	143,333

Reserve Schedule

Reserve Fund: 3.850 Port Renfrew Sewer - Operating Reserve Fund - Bylaw 4242

The Operating Reserve Fund is used to undertake maintenance activities that typically do not occur on an annual basis.

Reserve Cash Flow

Fund: Fund Centre:	1500 105537	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		8,635	9,056	13,556	18,556	24,056	30,056
Transfer from Ops Budget		-	4,500	5,000	5,500	6,000	6,500
Transfer to Ops Budget		-	-	-	-	-	-
Interest Income*		420					
Ending Balance \$		9,056	13,556	18,556	24,056	30,056	36,556

Assumptions/Background:

* Interest in planning years nets against inflation which is not included.

Reserve Schedule

Reserve Fund: 3.850 Port Renfrew Sewer - Capital Reserve Fund - Bylaw 2139

Surplus money from the operation of the sewer system may be paid from time to time into the reserve fund.

Reserve Cash Flow

Fund: Fund Centre:	1044 101388	Actual	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		38,844	26,358	30,478	53,683	61,318	89,498
Transfer from Ops Budget		16,486	19,120	23,205	27,635	28,180	17,280
Transfer from Cap Fund		27					
Transfer to Cap Fund		(30,000)	(15,000)	-	(20,000)	-	-
Interest Income*		1,000					
Ending Balance \$		26,358	30,478	53,683	61,318	89,498	106,778

Assumptions/Background:

Transfer as much as operating budget will allow.

* Interest in planning years nets against inflation which is not included.