

**REPORT TO SAANICH PENINSULA WASTEWATER COMMISSION
MEETING OF THURSDAY, OCTOBER 21, 2021**

SUBJECT Saanich Peninsula Wastewater Service - 2022 Operating and Capital Budget

ISSUE SUMMARY

To provide an overview of the 2022 Saanich Peninsula Wastewater Service operating and capital budget, highlighting the changes from the 2021 budget and the proposed 2022 budget figures. The report generally follows the sequence of information provided in the attached draft budget document (Appendix A).

BACKGROUND

The draft 2022 Saanich Peninsula Wastewater Service budget has been prepared for the Saanich Peninsula Wastewater Commission's (the Commission) consideration. The Commission will make budget recommendations to the Capital Regional District (CRD) Board through the Committee of the Whole in October. As in previous years, the draft 2022 budget has been prepared considering the CRD Board's 2022 service planning and financial expectations, which include identifying opportunities to realign or reallocate resources and seek potential efficiencies between departments and services, reviewing of service levels and adjustments related to regulatory compliance, and undertaking infrastructure improvements to maintain service levels across the service area. The following sets out the key components of the budget.

2021 Year-end Financial Projections

The estimated actual 2021 overall expense for trunk sewer and treatment plant operations is projected to be \$296,866 under budget primarily due to lower biosolids management expenditures resulting from Hartland Residuals Treatment Facility commissioning and operational challenges. This operating expense variance is offset by a shortfall in anticipated revenue from Panorama Recreation Center (PRC) due to reduced opportunities to provide adequate heat energy for the pool through the District Energy System (DES). The DES experienced some equipment failures this year and staff have been troubleshooting a temperature drop issue along the fluid loop. The District Energy System (DES) is projected to generate about \$52,874 in revenue from the sale of energy to the PRC for the year. This revenue is \$26,352 below the budgeted revenue of \$79,226. The net impact of these expense and revenue differences is \$142,454 and as such, the 2021 capital reserve fund transfer is projected to increase to \$479,367 to balance the year-end budget.

Operating Budget

A net increase in the 2022 operating expenses in the amount of \$241,830 is planned for trunk sewer and treatment plant operations which includes \$185,000 in cyclical maintenance expenses to undertake an outfall inspection and odour control system media replacement; the cyclical maintenance expenses are funded from a transfer from the Maintenance Reserve Fund. The balance of the increase results from non-discretionary expense adjustments such as wage/salary increases, departmental support service allocations, and adjustments to other operating expenses such as electricity and chemical costs.

Saanich Peninsula Wastewater Commission – October 21, 2021**Saanich Peninsula Wastewater Service - 2022 Operating and Capital Budget****2**

The 2022 Saanich Peninsula Liquid Waste Management Plan (LWMP) program budgets including the LWMP administration budget, the Saanich Peninsula Stormwater Quality Management Program budget, the Saanich Peninsula Stormwater Source Control budget, and the Peninsula Harbour Environmental Action budget, have also been prepared. The budgets are reflecting a 2% requisition increase, with the exception of the LWMP program budget which has a one-time requisition increase of \$65,000 to fund development of the Saanich Peninsula inflow and infiltration management program in order to meet the LWMP commitment and manage this risk proactively. The marine monitoring program costs are included in the overall conveyance and treatment operating budget.

The planned transfer to the maintenance reserve fund in 2022 is \$50,640. At year-end 2021, the maintenance reserve fund balance is estimated to be \$572,389, which is available to fund significant maintenance tasks that do not occur annually, such as odour control system carbon replacement, outfall inspections, and DES heat exchanger cleaning.

Operating Revenue

Although the operating expenses are almost entirely funded through requisition based on each participant's percentage of total wastewater input, the DES system is budgeted to generate \$80,810 in revenue in 2022 from the sale of energy to the PRC. This level of revenue is determined by annual energy rate adjustments based on prior year natural gas market rates and projected energy consumption. The rate used to determine the 2022 revenue is based on the 2021 natural gas rate and anticipated reduced demand.

2022 cost sharing percentages based on prior year flows will be finalized in October and are not expected to change significantly from the 2021 cost sharing figures. The overall requisition for Saanich Peninsula trunk sewers, treatment and disposal for 2022 has been set at \$4,336,038 which is a 5.3% increase over 2021.

Capital Budget

The planned capital expenditures for 2022 total \$3,137,500 and are funded from reserves. This includes \$1,320,000 in projects initiated in 2021 or prior, most of which are instream, multi-year projects. The 2022 capital program consists of instream projects and new projects related to replacement of equipment that is at the end of the service life and projects required to address operational issues. The major projects included in the 2022 budget are relining segments of the asbestos cement trunk sewer main and manhole replacements, and, at the wastewater treatment plant, concrete tank repairs and replacement of the odour control system biofilter.

The planned transfer to the capital reserve fund in 2022 is \$367,930. At year-end 2021, with a \$250,000 funding return for a capital project deferred to 2024, the capital reserve fund balance is estimated to be \$1,347,270, which is available to fund major capital projects. The planned transfer to the equipment replacement fund in 2022 is \$118,020. At year-end 2021, the equipment replacement fund balance is estimated to be \$498,677 which is available to fund minor capital and operating machinery and equipment replacements.

The value of the five year (2022 to 2026) capital plan is \$7,112,500. With the current capital reserve and equipment replacement fund balances, planned contributions, transfers, and expenditures, there is insufficient funding available for the five year capital plan. Although there

are projected funds remaining in the capital reserve after the application of the five year plan, there is a limited balance available for unplanned expenditures. Therefore, the budget assumes capital financing will be required beginning in 2024. A loan authorization process is anticipated in 2023, for a loan in the amount of approximately \$10 million to fund the 2024-2028 capital plan. There is currently no debt associated with the Saanich Peninsula Wastewater Service.

The DCC program represents \$50,000 of the capital plan which reflects the projects included in the 2018 DCC program update. At year-end in 2021 the DCC reserve fund balance is estimated to be \$209,109.

ALTERNATIVES

Alternative 1

The Saanich Peninsula Wastewater Commission recommends that the Committee of the Whole recommend the CRD Board:

1. Approve the 2022 Saanich Peninsula trunk sewers, treatment and disposal operating and capital budget and the 2022 Saanich Peninsula Liquid Waste Management Plan (LWMP) program budgets including the LWMP administration budget, the Saanich Peninsula Stormwater Quality Management Program budget and the Saanich Peninsula Stormwater Source Control budget; and
2. Direct staff to balance the 2021 actual revenue and expense on the transfer to capital reserve fund.

Alternative 2

The Saanich Peninsula Wastewater Commission recommends that the Committee of the Whole recommend the CRD Board:

1. Approve as amended, the 2022 Saanich Peninsula trunk sewers, treatment and disposal operating and capital budget and the 2022 Saanich Peninsula Liquid Waste Management Plan (LWMP) program budgets including the LWMP administration budget, the Saanich Peninsula Stormwater Quality Management Program budget and the Saanich Peninsula Stormwater Source Control budget; and
2. Direct staff to balance the 2021 actual revenue and expense on the transfer to capital reserve fund.

IMPLICATIONS

If the proposed budget is amended, the implications could vary depending on how the budget is amended and the impact on specific programs, on-going operations, or the capital work program. 'One-time' reductions in reserve fund contributions could be considered by the Commission to help mitigate the budget and rate increases, but additional capital financing could result in the longer term.

CONCLUSION

This 2022 Saanich Peninsula Wastewater Service budget has been prepared for the Saanich Peninsula Wastewater Committee's consideration. The Committee will make budget recommendations to the Capital Regional District Board through the Committee of the Whole. The 2022 budget reflects the operating costs of the Saanich Peninsula Wastewater Treatment Plant and the conveyance system, as well as the environmental program and capital costs. The financial implications of the 2022 operating and capital budget vary by participant, depending on the operating and capital cost apportionments associated with annual flow and allocated treatment capacity.

RECOMMENDATION

The Saanich Peninsula Wastewater Commission recommends that the Committee of the Whole recommend the CRD Board:

1. Approve the 2022 Saanich Peninsula trunk sewers, treatment and disposal operating and capital budget and the 2022 Saanich Peninsula Liquid Waste Management Plan (LWMP) program budgets including the LWMP administration budget, the Saanich Peninsula Stormwater Quality Management Program budget and the Saanich Peninsula Stormwater Source Control budget; and
2. Direct staff to balance the 2021 actual revenue and expense on the transfer to capital reserve fund.

Submitted by:	Ted Robbins, B.Sc., C.Tech., General Manager, Integrated Water Services
Concurrence:	Larisa Hutcheson, P. Eng., General Manager, Parks & Environmental Services
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

ATTACHMENT

Appendix A: 2022 Draft Budget Document

CAPITAL REGIONAL DISTRICT

2022 BUDGET

SAANCH PENINSULA WASTEWATER

COMMISSION REVIEW

OCTOBER 2021

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CAPITAL REGIONAL DISTRICT

2022 BUDGET

Saanich Peninsula Wastewater

COMMISSION REVIEW

OCTOBER 2021

Service: 3.718 Saanich Peninsula Wastewater

Commission: Saanich Peninsula Wastewater

DEFINITION:

Provision of sewage treatment and disposal through treatment plant facilities and outfall for member participants.

SERVICE DESCRIPTION:

This program is for the provision of wastewater collection and treatment to the Saanich Peninsula municipalities of Central Saanich, North Saanich, and Sidney. Although the largest component of the program budget is for the operation and maintenance of the systems, many other key programs are funded through and support these budgets including engineering (capital projects), odour control, and marine monitoring and protection.

PARTICIPATION:

Operating costs to be recovered by requisition to all participating members based on measured flow from previous year.

MAXIMUM LEVY:

Establishment Bylaw No. 2388/2439 - Greater of \$5,663,000 or \$1.56 / \$1,000 of actual assessed value of land and improvements.

MAXIMUM CAPITAL DEBT:

See Debt Budget 3.775 - debt fully retired in 2016

SPWWS SEWER SYSTEM:

<u>Location</u>	<u>Allocation for 2022</u>
Airport	1.96%
Sidney	39.57%
Pauquachin	0.84%
Central Saanich	41.89%
North Saanich	15.26%
Tseycum	0.36%
IOS	0.12%
Total	100.00%

FUNDING:

Requisition

RESERVE FUND:

Saanich Peninsula Wastewater Commission approved that operating surpluses be transferred to capital reserve fund, starting with 2009 budget (approved Nov 6, 2008).

Change in Budget 2021 to 2022**Service: 3.718 Saanich Peninsula Wastewater****Total Expenditure****Comments****2021 Budget****4,404,945****Change in Salaries:**

Base salary change	-
Step increase/paygrade change	-
Other (explain as necessary)	-
Total Change in Salaries	-

Other Changes:

Repairs and Maintenance	162,793	cyclical maintenance costs, offset with ops reserve funding
Reserve Contributions	34,820	increase of reserves to align with future replacement costs
Labour Allocation	31,880	IWS labour, RWS engineering
Standard Allocation	18,377	
Building Occupancy	13,500	FM providing maintenance services to treatment plant and conveyance
Environmental Programs	9,372	
Other	5,408	
Total Other Changes	276,150	

2021 Budget**4,681,095**

% expense increase from 2021:	6.3%
% Requisition increase from 2021 (if applicable):	5.3%

*Requisition funding is 95.8% of service revenue***Overall 2021 Budget Performance**

(expected variance to budget and surplus treatment)

There is a one time favourable variance of \$142k (3.2%) due mainly to tipping solids at Hartland instead of the Residual Treatment Facility. This variance will be moved to the Capital Reserve Fund, which has an expected year end balance of \$1.2M before this transfer.

3.718 - Saanich Peninsula Wastewater

OPERATING COSTS

Operating
Labour Charges
Heat Recovery
Biosolids Mgmt.
Allocation - Standard Overhead

TOTAL OPERATING COSTS

*Percentage Increase over prior year

CAPITAL / RESERVE

Transfer to Operating Reserve Fund
Transfer to Equipment Replacement Fund
Transfer to Reserve Fund
Debt Reserve Fund
MFA Principal Payment
MFA Interest Payment

TOTAL CAPITAL / RESERVES**TOTAL COSTS**

*Percentage Increase over prior year

Internal Recovery - Other
Recovery - Other

OPERATING COSTS LESS INTERNAL RECOVERIES

*Percentage Increase over prior year

SOURCES OF FUNDING (REVENUE)**Surplus / (Defecit)**

Balance C/F from Prior to Current Year
Grants in Lieu of Taxes
Transfer from Own Funds

TOTAL REVENUE**REQUISITION**

*Percentage increase over prior year

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

	2021		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2023	2024	2025	2026
OPERATING COSTS										
Operating	2,511,037	2,617,869	2,728,416	-	-	2,728,416	2,621,987	2,743,122	2,746,263	2,884,693
Labour Charges	185,557	187,941	189,264	-	-	189,264	192,610	196,650	200,770	204,970
Heat Recovery	110,488	117,700	113,742	-	-	113,742	115,570	117,430	119,320	121,230
Biosolids Mgmt.	1,035,913	622,619	1,035,026	-	-	1,035,026	1,055,730	1,076,842	1,098,376	1,120,342
Allocation - Standard Overhead	59,680	59,680	78,057	-	-	78,057	79,615	81,207	82,831	84,488
TOTAL OPERATING COSTS	3,902,675	3,605,809	4,144,505	-	-	4,144,505	4,065,512	4,215,251	4,247,560	4,415,723
*Percentage Increase over prior year		-7.61%	6.20%	0.00%	0.00%	6.20%	-1.91%	3.68%	0.77%	3.96%
CAPITAL / RESERVE										
Transfer to Operating Reserve Fund	49,650	49,650	50,640	-	-	50,640	51,650	52,680	53,740	54,810
Transfer to Equipment Replacement Fund	115,708	115,708	118,020	-	-	118,020	125,390	133,270	141,700	150,730
Transfer to Reserve Fund	336,913	479,367	367,930	-	-	367,930	402,000	439,420	480,530	525,690
Debt Reserve Fund	-	-	-	-	-	-	-	20,150	3,500	2,500
MFA Principal Payment	-	-	-	-	-	-	-	-	114,429	134,305
MFA Interest Payment	-	-	-	-	-	-	-	14,609	60,973	70,398
TOTAL CAPITAL / RESERVES	502,270	644,725	536,590	-	-	536,590	579,040	660,129	854,872	938,433
TOTAL COSTS	4,404,945	4,250,534	4,681,095	-	-	4,681,095	4,644,552	4,875,380	5,102,432	5,354,156
*Percentage Increase over prior year		-3.51%	6.27%	0.00%	0.00%	6.27%	-0.78%	4.97%	4.66%	4.93%
Internal Recovery - Other	(153,310)	(126,958)	(156,380)	-	-	(156,380)	(159,500)	(162,690)	(165,950)	(169,270)
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	4,251,635	4,123,576	4,524,715	-	-	4,524,715	4,485,052	4,712,690	4,936,482	5,184,886
*Percentage Increase over prior year		-3.01%	6.42%	0.00%	0.00%	6.42%	-0.88%	5.08%	4.75%	5.03%
SOURCES OF FUNDING (REVENUE)										
Surplus / (Defecit)										
Balance C/F from Prior to Current Year										
Grants in Lieu of Taxes	(3,677)	(5,618)	(3,677)	-	-	(3,677)	(3,677)	(3,677)	(3,677)	(3,677)
Transfer from Own Funds	(130,000)	-	(185,000)	-	-	(185,000)	(30,000)	(100,000)	(50,000)	(135,000)
TOTAL REVENUE	(133,677)	(5,618)	(188,677)	-	-	(188,677)	(33,677)	(103,677)	(53,677)	(138,677)
REQUISITION	(4,117,958)	(4,117,958)	(4,336,038)	-	-	(4,336,038)	(4,451,375)	(4,609,013)	(4,882,805)	(5,046,209)
*Percentage increase over prior year		0.00%	5.30%	0.00%	0.00%	5.30%	2.66%	3.54%	5.94%	3.35%
PARTICIPANTS: C. Saanich, N. Saanich, Sidney, Airport, Pauquachin, Tseycum										

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026

Service No.	3.718	Carry						
	Saanich Peninsula Wastewater	Forward from	2022	2023	2024	2025	2026	TOTAL
		2021						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$50,000	\$67,500	\$0	\$1,180,000	\$0	\$0	\$0	\$1,247,500
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$1,270,000	\$3,070,000	\$550,000	\$1,285,000	\$560,000	\$400,000	\$0	\$5,865,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$1,320,000	\$3,137,500	\$550,000	\$2,465,000	\$560,000	\$400,000	\$0	\$7,112,500

SOURCE OF FUNDS

Capital Funds on Hand	\$100,000	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$100,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$2,015,000	\$350,000	\$250,000	\$0	\$2,615,000
Equipment Replacement Fund	\$0	\$417,500	\$150,000	\$150,000	\$150,000	\$150,000	\$0	\$1,017,500
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	\$1,220,000	\$2,670,000	\$350,000	\$300,000	\$60,000	\$0	\$0	\$3,380,000
	\$1,320,000	\$3,137,500	\$550,000	\$2,465,000	\$560,000	\$400,000	\$0	\$7,112,500

Service #:3.718

Service Name:Saanich Peninsula Wastewater

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
GENERAL													
19-03	Renewal	Corrosion Prevention Program	In conjunction with the RWS and JdF system a corrosion protection program to assess and monitor assets susceptible to corrosion	\$120,000	S	Res	\$20,000	\$20,000	\$0	\$0	\$60,000	\$0	\$80,000
19-06	Renewal	Odour Control Upgrades	Based upon the 2018 KWL Odour Control Program study, upgrades to odour control systems like the biofilter at SPWWTP will be undertaken.	\$575,000	S	Res	\$0	\$400,000	\$0	\$0	\$0	\$0	\$400,000
21-04	Replacement	Voice Radio Replacement	Replacement of the voice radios, in coordination with the RWS, SPW, JDF, and Core Area services.	\$35,000	E	ERF	\$0	\$17,500	\$0	\$0	\$0	\$0	\$17,500
18-10	Replacement	Equipment Replacement - Annual Provisional	Funds are required for emergency replacement of equipment that is unplanned and outside maintenance contingencies.	\$750,000	S	ERF	\$0	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$750,000
22-02	New	Microwave Radio Upgrades	To provide a high bandwidth communications backbone to the SPW/SPWW systems, a microwave communications system will be installed.	\$150,000	E	Debt	\$0	\$0	\$0	\$150,000	\$0	\$0	\$150,000
24-02	Replacement	Replace IWOps Trailer F00774 1998 G & M Generator Trailer	Vehicle replacement - end of life	\$230,000	E	Debt	\$0	\$0	\$0	\$230,000	\$0	\$0	\$230,000
GRAVITY SEWERS & MANHOLES													
20-03	Renewal	Trunk Sewer Relining	Based upon CCTV inspection, high priority relining of about 1,300m of 500mm dia asbestos cement sewer will start in 2020. Another 800m may need to be relined within the next 5 years.	\$2,200,000	S	Res	\$1,050,000	\$1,050,000	\$0	\$0	\$0	\$0	\$1,050,000
20-04	Renewal	Manhole Repairs and Replacement	Based upon inspections, high priority repairs and relining will start on some MH's in Central Saanich and Sidney 2020. Other repairs/relining will be scheduled in the next 5 years.	\$500,000	S	Debt	\$0	\$0	\$0	\$250,000	\$250,000	\$0	\$500,000
PRESSURE PIPES & APPERTUNANCES													
DEVELOPMENT COST CHARGE (DCC) PROJECTS													
23-01	Renewal	DCC Program - 5-year Update	5-year update of the DCC program.	\$50,000	S	Res	\$0	\$0	\$0	\$50,000	\$0	\$0	\$50,000
GRAND TOTAL				\$9,510,000			\$1,320,000	\$3,137,500	\$550,000	\$2,465,000	\$560,000	\$400,000	\$7,112,500

Service: 3.718 Saanich Peninsula Wastewater			
Project Number	16-06	Capital Project Title	Biosolids Treatment & Disposal Options Study
Capital Project Description	Study to determine viable options for treatment and disposal of biosolids from the SPWWTP.		
Project Rationale	A study to determine viable options for treatment and disposal of biosolids from the SPWWTP will be undertaken.		
Project Number	20-02	Capital Project Title	Replace Aerators in Oxidation Ditches
Capital Project Description	The existing 75hp aerators are at end of life and need to be upsized to 100hp to provide additional dissolved oxygen for future loading/increased strength of the wastewater.		
Project Rationale	The current aerators are at the end of life and are undersized necessitating replacement to maintain the treatment capacity of the existing WWTP. Funds are required to procure and install new aerators.		
Project Number	20-06	Capital Project Title	SPWWTP Road Upgrades & Repairs
Capital Project Description	The existing asphalt road at the SPWWTP requires some repairs and road extension around the clarifier tank.		
Project Rationale	The SPWWTP site's access road and existing bin loading area is having pavement failure, additionally, the gravel route around the facility is being used more often to alleviate traffic along the bin hauling route and it is creating dust. Funds are required to fix failed pavement and pave the route around the treatment plant.		
Project Number	21-01	Capital Project Title	SPWWTP Concrete Tank Repairs
Capital Project Description	Stantec completed an assessment and provided recommendations to repair significant internal corrosion in the clarifier, sludge tanks, and process drain sump and this project will implement the repairs.		
Project Rationale	required repairs for significant internal corrosion in the clarifier, sludge tank, and process drain sump and this project will implement the repairs.		
Project Number	21-03	Capital Project Title	SPWWTP Screenings Bin
Capital Project Description	Debris from the raw sewage screenings is being co-mingled with dewatered sludge. It must be separated into its own bin so that dewatered sludge can be beneficially re-used.		
Project Rationale	Debris from the raw sewage screenings is being co-mingled with dewatered sludge. It must be separated into its own bin so that dewatered sludge can be beneficially re-used.		

Service: 3.718 Saanich Peninsula Wastewater			
Project Number	21-05	Capital Project Title	SPWWTP HVAC Fan Replacements
		Capital Project Description	The HVAC Fan's were identified in Stantec's 2014 condition assessment as requiring replacement, funds are required to reassess the fans, design replacement and carry out replacement.
Project Rationale		The HVAC Fan's were identified in Stantec's 2014 condition assessment as requiring replacement, funds are required to reassess the fans, design replacement and carry out replacement.	
Project Number	23-04	Capital Project Title	Replace SCADA Servers and Ethernet Upgrades
		Capital Project Description	Existing servers are EOL and need to be replaced to meet current CRD specifications and standards
Project Rationale		SCADA Server Infrastructure Upgrade - Upgrade SCADA server to be under IT care/control	
Project Number	23-03	Capital Project Title	SPWWTP Solids Handling Equipment Removal
		Capital Project Description	The old RDP Lime Stabilization biosolids process equipment has not been used for many years and no longer is operable. This equipment should be removed and recycled making way for other solids handling upgrades pending the outcome of the Biosolids Options Study.
Project Rationale		The old RDP Lime Stabilization biosolids process equipment has not been used for many years and no longer is operable. This equipment should be removed and recycled making way for other solids handling upgrades pending the outcome of the Biosolids Options Study.	
Project Number	23-02	Capital Project Title	Bazan Bay Outfall Inspection
		Capital Project Description	Follow-up electromagnetic inspection of Bazan Bay Outfall based upon the 2018 inspection.
Project Rationale		Follow-up electromagnetic inspection of Bazan Bay Outfall based upon the 2018 inspection.	
Project Number	21-02	Capital Project Title	Sidney Pump Station Wet Well Upgrades
		Capital Project Description	The existing inlet gate to the wet well and the forcemain knife gate valves are seized and need to be replaced, and the catwalk in the wet well needs to be cleaned and painted to protect it from corrosion.
Project Rationale		The existing inlet gate to the wet well and the forcemain knife gate valves are seized and need to be replaced, and the catwalk in the wet well needs to be cleaned and painted to protect it from corrosion.	

Service: 3.718 Saanich Peninsula Wastewater			
Project Number	19-03	Capital Project Title	Corrosion Prevention Program
Capital Project Description	In conjunction with the RWS and JdF system a corrosion protection program to assess and monitor assets susceptible to corrosion		
Project Rationale	The Saanich Peninsula Wastewater system is comprised of numerous steel infrastructure among other materials. The Regional Water and Juan du Fuca water systems will be utilizing a corrosion protection program in 2018 that the SPWW system can be assessed and monitored as well. Funds are required to retain a corrosion prevention specialist to produce a program for assessing and monitoring corrosion prevention within the Saanich Peninsula Wastewater system.		
Project Number	19-06	Capital Project Title	Odour Control Upgrades
Capital Project Description	Based upon the 2018 KWL Odour Control Program study, upgrades to odour control systems like the biofilter at SPWWTP will be undertaken.		
Project Rationale	In 2017 KWL was retained to conduct an audit of the odour control systems in the Core Area and Saanich Peninsula Wastewater systems. KWL made recommendations on remediation, works include: SPWWTP odour control management study and Sidney and Keating PS ventilation study (2019); SPWWTP Odour Control Improvements Design (2020); SPWWTP Odour Control Improvements Construction (2021).		
Project Number	21-04	Capital Project Title	Voice Radio Replacement
Capital Project Description	Replacement of the voice radios, in coordination with the RWS, SPW, JDF, and Core Area services.		
Project Rationale	End of life replacement of the voice radios, in coordination with the RWS, SPW, JDF, and Core Area services.		
Project Number	18-10	Capital Project Title	Equipment Replacement - Annual Provisional
Capital Project Description	Funds are required for emergency replacement of equipment that is unplanned and outside maintenance contingencies.		
Project Rationale	Funds are required for emergency replacement of equipment that is unplanned and outside maintenance contingencies.		
Project Number	22-02	Capital Project Title	Microwave Radio Upgrades
Capital Project Description	To provide a high bandwidth communications backbone to the SPW/SPWW systems, a microwave communications system will be installed.		
Project Rationale	Multiple facilities throughout the CRD RWS system require additional bandwidth to allow for proper monitoring and control. This project will enable the initial design and preliminary installation of a high bandwidth microwave backbone that will be able to be leveraged by multiple CRD operational groups. The installation of this backbone will be coordinated with the other IWS service areas.		

Service:	3.718	Saanich Peninsula Wastewater
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Project Number	24-02	Capital Project Title	Replace IWOps Trailer F00774 1998 G & M Generator Trailer	Capital Project Description	Vehicle replacement - end of life
Project Rationale	Funds are required for replacement of an aging generator trailer				

Project Number	20-03	Capital Project Title	Trunk Sewer Relining	Capital Project Description	Based upon CCTV inspection, high priority relining of about 1,300m of 500mm dia asbestos cement sewer will start in 2020. Another 800m may need to be relined within the next 5 years.
Project Rationale	The trunk sewer mains were inspected in 2018-2019 resulting in approximately 1,300 m of 500 mm diameter asbestos cement sewer pipe requiring relining to maintain integrity. Funds are required to retain a contractor to conduct the pipe relining.				

Project Number	20-04	Capital Project Title	Manhole Repairs and Replacement	Capital Project Description	Based upon inspections, high priority repairs and relining will start on some MH's in Central Saanich and Sidney 2020. Other repairs/relining will be scheduled in the next 5 years.
Project Rationale	During the trunk sewer main inspections in 2018-2019, the manholes were inspected as well. A number of manholes were identified with major defects requiring repairs or relining, mostly in Central Saanich and Sidney. Funds are required to retain a contractor to carry out manhole repairs.				

Project Number	23-01	Capital Project Title	DCC Program - 5-year Update	Capital Project Description	5-year update of the DCC program.
Project Rationale	This item is for a planned review and update of the DCC Program.				

3.718 Saanich Peninsula Wastewater Asset and Reserve Summary
Summary Schedule
2022 - 2026 Financial Plan

Asset Profile						
Saanich Peninsula Wastewater Assets						
Construction of the Saanich Peninsula Wastewater Treatment Plant (SPWWTP) was completed in January 2000 to provide wastewater service for Central Saanich, North Saanich and Sidney, as well as the local First Nations, Victoria Airport Authority, and the Institute of Ocean Sciences Centre. Annually, the SPWWTP produces on average 3,600 tonnes of sludge which is currently hauled being treated at the Residuals Treatment Facility at Hartland. The SPWWTP heat recovery system was commissioned in February 2011 and has supplied treatment plant effluent waste heat to the Panorama Recreation Center for heating its swimming pools since then. Assets in the Saanich Peninsula Wastewater System include land, the SPWWTP and a secondary treatment plant, three pumping stations, thermal recovery and other buildings, 14 kilometres of collections and conveyance (gravity & pressure) mains, and a marine outfalls.						

Reserve/Fund Summary						
	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Sewer Capital Reserve Funds	1,556,289	644,219	866,219	1,175,639	1,766,169	2,461,859
Equipment Replacement Fund	498,677	199,197	174,587	157,857	149,557	150,287
Maintenance Reserve Fund	572,389	438,029	459,679	412,359	416,099	335,909
Total	2,627,355	1,281,445	1,500,485	1,745,855	2,331,825	2,948,055

See attached reserve schedules for projected annual cash flows.

Capital Reserve Fund Schedule - SPWWTP

Capital Reserve Fund SPWWTP - DCC Portion and Capital Reserve Portion

Bylaw 2760 established a Reserve Fund for the Saanich Peninsula Wastewater System. There are two portions in the Reserve Fund: Development Cost Charges is deposited in the DCC portion and expenditures are restricted. Surplus funds from the Operating budget are deposited to the Capital Reserve portion and expenditures provide for capital works.

DCC Portion

Fund: 1012

Fund Center: 101356

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	74,628	209,019	179,019	349,019	169,019	139,019
Planned Capital Expenditure (Based on Capital Plan)	-	-	-	(50,000)	-	-
Transfer OUT - To Capital Reserve	-	(200,000)	-	(300,000)	(200,000)	-
Transfer IN - DCC Funding	133,363	170,000	170,000	170,000	170,000	170,000
Interest Income	1,027	-	-	-	-	-
Ending Balance \$	209,019	179,019	349,019	169,019	139,019	309,019

Assumptions/Background:

Surplus funds from the Operating budget are deposited to the Capital Reserve portion and expenditures provide for capital works.
Approved capital expenditures to be funded by DCC to be determined, as under review.

Capital Reserve Portion

Fund: 1012

Fund Center: 102022

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	1,862,129	1,347,270	465,200	517,200	1,006,620	1,627,150
Planned Capital Expenditure	(1,272,410)	(1,450,000)	(350,000)	(250,000)	(60,000)	-
Transfer from Ops Budget	479,367	367,930	402,000	439,420	480,530	525,690
Planned transfer from DCC Funds	-	200,000	-	300,000	200,000	-
Funding return	250,000	-	-	-	-	-
Interest Income*	28,184	-	-	-	-	-
Ending Balance \$	1,347,270	465,200	517,200	1,006,620	1,627,150	2,152,840

Saanich Peninsula Commission approved that operating surpluses be transferred to capital reserve fund each year, starting with 2009 budget.

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

ERF Reserve Fund Schedule SPWWTP

ERF: SPWWTP ERF or PERS Fund for Equipment

ERF Reserve to fund replacement of equipment that lasts less than 15 years in the NWT System. Also called PERS (Priority Equipment Replacement). Example motors, pumps... There are 2 PERS, Trunks and Treatment Plant; and 1 ERF for SPWWTP Lab Equipment

Equipment Replacement Fund- SPWWTP

Fund: 1022

Fund Center: 101700

	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	719,095	498,677	199,197	174,587	157,857	149,557
Planned Purchase (Based on Capital Plan)	(342,500)	(417,500)	(150,000)	(150,000)	(150,000)	(150,000)
Transfer IN (from Ops Budget)	115,708	118,020	125,390	133,270	141,700	150,730
Interest Income*	6,374					
Ending Balance \$	498,677	199,197	174,587	157,857	149,557	150,287

Assumptions/Background:

The ERF funds the replacement or repair of equipment with a service life of 15 years or less. In the past the ERF has also been referred to as a Priority Equipment Replacement Strategy (PERS). There are three individual ERF funds; Wastewater Treatment Plant (E00561), Trunk Sewers (E00562) and Saanich Peninsula Laboratory Equipment (E00586)

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

Profile

Saanich Peninsula Wastewater

Starting in 2003, maintenance reserve accounts were established for operating and maintenance activities that typically do not occur annually. These maintenance activities are large expense and to and to avoid large swings in the operating budget, funds are set aside annually to undertake this maintenance. The maintenance activities are the replacement and disposal of the odour control carbon at the treatment plant approximately every 2 years, replacement and disposal of the odour control carbon at Keating Pump Station every 5 years, the regulatory inspection of the Bazan Bay marine outfall every 5 years and the cleaning and rebuild of the District Energy Sharing System heat exchanger every 5-8 years.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105204	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	517,714	572,389	438,029	459,679	412,359	416,099
Planned Purchase	-	(185,000)	(30,000)	(100,000)	(50,000)	(135,000)
Transfer from Ops Budget	49,650	50,640	51,650	52,680	53,740	54,810
Interest Income*	5,024	-	-	-	-	-
Ending Balance \$	572,389	438,029	459,679	412,359	416,099	335,909

Assumptions/Background:

Maintenance Reserve Account: Outfall Inspection, Odour Control Carbon Replacement, Heat Recovery Exchange System Cleaning

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

CAPITAL REGIONAL DISTRICT

2022 BUDGET

L.W.M.P. (Peninsula)

COMMISSION REVIEW

OCTOBER 2021

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

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

SERVICE DESCRIPTION:

- To manage the Saanich Peninsula Liquid Waste Management Plan (SPLWMP) and implement the commitments approved under the plan as required:
- planning, reporting, amendment preparation, implementation of commitments, biosolids management program, resource recovery development and inflow/infiltration enhancement program

MAXIMUM LEVY:

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

MAXIMUM CAPITAL DEBT:

Nil

COMMITTEE:

Parks & Environment

FUNDING:

Requisition

RESERVE FUND:

Bylaw No. 4144 Operating Reserve Fund

Service: 3.720 L.W.M.P. (Peninsula)	Committee: Environmental Services
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	<u>Operating</u>
Central Saanich	43.31%
North Saanich (*see note below)	15.78%
Sidney	40.91%
Total	<u><u>100.00%</u></u>

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

APPENDIX A

3.720 - LWMP (PENINSULA)			BUDGET REQUEST							
	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
<u>OPERATING COSTS:</u>										
Operating Expenditures	82,728	82,807	34,766	-	65,000	99,766	35,460	36,168	36,890	37,624
Contract For Services	-	-	-	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	82,728	82,807	34,766	-	65,000	99,766	35,460	36,168	36,890	37,624
*Percentage Increase over prior year	0.00%	0.10%	-57.98%	0.00%	78.57%	20.60%	-64.46%	2.00%	2.00%	1.99%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	-	-	19,361	-	-	19,361	19,750	20,146	20,550	20,965
TOTAL CAPITAL / RESERVES	-	-	19,361	-	-	19,361	19,750	20,146	20,550	20,965
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	82,728	82,807	54,127	-	65,000	119,127	55,210	56,314	57,440	58,589
*Percentage Increase over prior year	0.00%	0.10%	-34.57%	0.00%	78.57%	44.00%	-53.65%	2.00%	2.00%	2.00%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	82,728	82,807	54,127	-	65,000	119,127	55,210	56,314	57,440	58,589
*Percentage Increase over prior year	0.00%	0.10%	-34.57%	0.00%	78.57%	44.00%	-53.65%	2.00%	2.00%	2.00%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(200)	(200)	(200)	-	-	(200)	(204)	(208)	(212)	(216)
Transfer From Operating Reserve	(29,658)	(29,737)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(29,858)	(29,937)	(200)	-	-	(200)	(204)	(208)	(212)	(216)
REQUISITION	(52,870)	(52,870)	(53,927)	-	(65,000)	(118,927)	(55,006)	(56,106)	(57,228)	(58,373)
*Percentage Increase over prior year	0.00%	0.00%	2.00%	0.00%	122.94%	124.94%	-53.75%	2.00%	2.00%	2.00%
PARTICIPANTS: Central Saanich, North Saanich, Sidney										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Harbours Environmental Actions Service - Peninsula

COMMISSION REVIEW

OCTOBER 2021

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

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

	2021
Sidney	28.99%
District of North Saanich	28.15%
District of Central Saanich	42.86%
TOTAL	100.00%

MAXIMUM LEVY:

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

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

Saanich Peninsula Wastewater Commission

FUNDING:

Requisition

RESERVE FUND:

N/A

3.756 - HABOUR ENVIRONMENTAL ACTION PENINSULA

OPERATING COSTS:

Allocations
Consultant Expenses
Contract For Services
Operating - other costs

2021
BOARD
BUDGET

2021
ESTIMATED
ACTUAL

3,100
-
-
62,190

2,877
-
-
62,413

TOTAL OPERATING COSTS

*Percentage Increase over prior year

CAPITAL / RESERVE

Transfer to Equipment Replacement Fund
Transfer to Reserve Fund

TOTAL CAPITAL / RESERVES

Debt Expenditures
MFA Debt Reserve

TOTAL COSTS

*Percentage Increase over prior year

Internal Recoveries
Recovery - Other

OPERATING COSTS LESS INTERNAL RECOVERIES

*Percentage Increase over prior year

FUNDING SOURCES (REVENUE)**Surplus / (Deficit)**

Balance C/F from Prior to Current year
Revenue - Other
Grants In Lieu of Taxes

TOTAL REVENUE

REQUISITION

*Percentage Increase over prior year

PARTICIPANTS: Sidney, District of North Saanich, District of
Central Saanich

AUTHORIZED POSITIONS:

Salaried
Hourly

BUDGET REQUEST

2022
CORE
BUDGET

2022
ONGOING

2022
ONE-TIME

2022
TOTAL

46,856
11,000
4,300
4,440

-
-
-
-

-
-
-
-

46,856
11,000
4,300
4,440

66,596 - - 66,596

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2023
TOTAL

2024
TOTAL

2025
TOTAL

2026
TOTAL

47,794
11,220
4,390
4,524

48,750
11,440
4,480
4,617

49,724
11,670
4,570
4,708

50,718
11,900
4,660
4,807

67,928 69,287 70,672 72,085

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(67,928) (69,287) (70,672) (72,085)

2.00% 2.00% 2.00% 2.00%

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3.720 L.W.M.P. Peninsula
Operating Reserve Summary
2022 - 2026 Financial Plan

Profile

L.W.M.P. Peninsula

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

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105527	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Beginning Balance	40,947	11,597	30,958	50,708	70,854	91,404
Planned Purchase		-	-	-	-	-
Transfer from Ops Budget	(29,737)	19,361	19,750	20,146	20,550	20,965
Interest Income*	387	-	-	-	-	-
Total projected year end balance	11,597	30,958	50,708	70,854	91,404	112,369

Assumptions/Background:
Retain reserve balance for future LWMP planning projects.

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

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Saanich Peninsula - Stormwater Quality Management

COMMISSION REVIEW

OCTOBER 2021

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

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

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

MAXIMUM CAPITAL DEBT:

Nil

COMMITTEE:

Saanich Peninsula Wastewater Commission

FUNDING:

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

USER CHARGE:

N/A

Service: 1.537	Saanich Peninsula - Stormwater Quality Management	Commission: Saanich Peninsula Waste Water
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	<u>Stormwater</u>
Central Saanich	31.79%
North Saanich	33.30%
Sidney	24.33%
Tsawout Band	2.26%
Tsartlip Band	4.70%
Pauquachin Band	2.18%
Tseycum Band	1.44%
	<hr/>
Total	<u>100.00%</u>

Note:

* Service established effective 2010; previously provided by agreement

1.537 Saanich Peninsula - Stormwater Quality Mgmt			BUDGET REQUEST							
	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
<u>OPERATING COSTS:</u>										
Operating Expenditures	75,443	83,615	80,701	-	-	80,701	82,308	83,954	85,628	87,338
Contract For Services	22,500	17,500	22,000	-	-	22,000	22,440	22,890	23,350	23,820
Consultant Expenses	15,000	2,000	15,300	-	-	15,300	15,610	15,920	16,240	16,560
TOTAL OPERATING COSTS	112,943	103,115	118,001	-	-	118,001	120,358	122,764	125,218	127,718
*Percentage Increase over prior year	0.00%	-8.70%	4.48%	0.00%	0.00%	4.48%	2.00%	2.00%	2.00%	2.00%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	2,822	12,650	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	2,822	12,650	-	-	-	-	-	-	-	-
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	115,765	115,765	118,001	-	-	118,001	120,358	122,764	125,218	127,718
*Percentage Increase over prior year	0.00%	0.00%	1.93%	0.00%	0.00%	1.93%	2.00%	2.00%	2.00%	2.00%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	115,765	115,765	118,001	-	-	118,001	120,358	122,764	125,218	127,718
*Percentage Increase over prior year	0.00%	0.00%	1.93%	0.00%	0.00%	1.93%	2.00%	2.00%	2.00%	2.00%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(3,945)	(3,945)	(3,945)	-	-	(3,945)	(4,020)	(4,100)	(4,180)	(4,260)
Transfer From Operating Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(3,945)	(3,945)	(3,945)	-	-	(3,945)	(4,020)	(4,100)	(4,180)	(4,260)
REQUISITION	(111,820)	(111,820)	(114,056)	-	-	(114,056)	(116,338)	(118,664)	(121,038)	(123,458)
*Percentage Increase over prior year	0.00%	0.00%	2.00%	0.00%	0.00%	2.00%	2.00%	2.00%	2.00%	2.00%
PARTICIPANTS: Central Saanich, North Saanich, Sidney										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

1.537 Saanich Peninsula - Stormwater Quality Mgmt
Operating Reserve Summary
2022 - 2026 Financial Plan

Profile

Saanich Peninsula - Stormwater Quality Mgmt

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

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105520	Estimated	Budget				
	2021	2022	2023	2024	2025	2026
Projected year end balance						
Beginning Balance	27,632	40,543	40,543	40,543	40,543	40,543
Planned Purchase	-	-	-	-	-	-
Transfer from Ops Budget	12,650	-	-	-	-	-
Interest Income*	261	-	-	-	-	-
Total projected year end balance	40,543	40,543	40,543	40,543	40,543	40,543

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

CAPITAL REGIONAL DISTRICT

2022 BUDGET

Saanich Peninsula - Source Control Stormwater

COMMISSION REVIEW

OCTOBER 2021

Service: 1.538 Saanich Peninsula - Source Control Stormwater

Commission: Saanich Peninsula Waste Water

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

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

MAXIMUM CAPITAL DEBT:

Nil

COMMITTEE:

Saanich Peninsula Wastewater

FUNDING:

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

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

USER CHARGE:

N/A

Service:	1.538	Saanich Peninsula - Source Control Stormwater	Commission:	Saanich Peninsula Waste Water
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	<u>2021</u>
Central Saanich	43.05%
North Saanich	28.07%
Sidney	28.88%
Total	<u><u>100.00%</u></u>

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

1.538 San Pen - Source Control Stormwater			BUDGET REQUEST							
	2021 BOARD BUDGET	2021 ESTIMATED ACTUAL	2022 CORE BUDGET	2022 ONGOING	2022 ONE-TIME	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL	2026 TOTAL
<u>OPERATING COSTS:</u>										
Operating Expenditures	55,480	45,347	50,724	-	-	50,724	51,614	52,654	53,715	54,787
Contract For Services	7,000	2,500	5,000	-	-	5,000	5,190	5,290	5,390	5,500
TOTAL OPERATING COSTS	62,480	47,847	55,724	-	-	55,724	56,804	57,944	59,105	60,287
*Percentage Increase over prior year	0.00%	-23.42%	-10.81%	0.00%	0.00%	-10.81%	1.94%	2.01%	2.00%	2.00%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Operating Reserve Fund	-	6,817	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	6,817	-	-	-	-	-	-	-	-
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	62,480	54,664	55,724	-	-	55,724	56,804	57,944	59,105	60,287
*Percentage Increase over prior year	0.00%	-12.51%	-10.81%	0.00%	0.00%	-10.81%	1.94%	2.01%	2.00%	2.00%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	62,480	54,664	55,724	-	-	55,724	56,804	57,944	59,105	60,287
*Percentage Increase over prior year	0.00%	-12.51%	-10.81%	0.00%	0.00%	-10.81%	1.94%	2.01%	2.00%	2.00%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(1,514)	(1,514)	(1,514)	-	-	(1,514)	(1,514)	(1,544)	(1,575)	(1,607)
Transfer From Operating Reserve	(7,816)	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	(9,330)	(1,514)	(1,514)	-	-	(1,514)	(1,514)	(1,544)	(1,575)	(1,607)
REQUISITION	(53,150)	(53,150)	(54,210)	-	-	(54,210)	(55,290)	(56,400)	(57,530)	(58,680)
*Percentage Increase over prior year	0.00%	0.00%	1.99%	0.00%	0.00%	1.99%	1.99%	2.01%	2.00%	2.00%
PARTICIPANTS: Central Saanich, North Saanich, and Sidney										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

1.538 San Pen - Source Control Stormwater
Operating Reserve Summary
2022 - 2026 Financial Plan

Profile

San Pen - Source Control Stormwater

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

Operating Reserve Schedule

Operating Reserve Schedule (Fund: 1500 / FC: 105521)	Estimate	Budget				
	2021	2022	2023	2024	2025	2026
Projected year end balance						
Beginning Balance	50,680	57,975	57,975	57,975	57,975	57,975
Planned Purchase	-	-	-	-	-	-
Transfer from Ops Budget	6,817	-	-	-	-	-
Interest Income*	478	-	-	-	-	-
Total projected year end balance	57,975	57,975	57,975	57,975	57,975	57,975

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