

**CAPITAL REGIONAL DISTRICT BOARD sitting as
COMMITTEE OF THE WHOLE**

October 30, 2024

Board Room, 625 Fisgard Street, Victoria

BUDGET REVIEW

Part C

7. Planning and Protective Services

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- 7.2 **Regional Housing**
 - 7.2.1 Land Banking and Housing (Regional Housing)
 - 7.2.2 Regional Housing Trust Fund
- 7.3 **Hospital District, Health & Capital Planning Strategies**
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 - 7.5.3 Regional Growth Strategy

**CAPITAL REGIONAL DISTRICT BOARD sitting as
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October 30, 2024

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BUDGET REVIEW

Part C

8. Integrated Water Services

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CAPITAL REGIONAL DISTRICT

2025 BUDGET

PLANNING & PROTECTIVE SERVICES

COMMITTEE OF THE WHOLE

October 2024

COMMITTEE OF THE WHOLE
October 30, 2024
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COMMITTEE OF THE WHOLE
October 30, 2024
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CAPITAL REGIONAL DISTRICT

2025 BUDGET

GM - Planning & Protective Services

COMMITTEE OF THE WHOLE

October 2024

DEFINITION:

The oversight of planning and protective services for the Capital Regional District Board.

SERVICE DESCRIPTION:

The General Manager and Planning and Protective Services administration provides overall direction and supporting administrative oversight for 40 individual services and functions.

The department and its divisions report to the Board, Hospital District Board, Planning, Transportation and Protective Services Committee, Electoral Area Services Committee, Juan de Fuca Land Use Committee and also provide corporate administration for 17 commissions and the Capital Regional Housing Corporation.

Planning and Protective Services includes the administrative and operating responsibility for:

- Capital Regional Housing Corporation
- Capital Regional Hospital District
- Regional Planning and Information Services
- Emergency Management & Fire Protection
- Regional Housing
- Bylaw Services and Animal Control
- Building Inspection and Numbering
- Juan de Fuca Electoral Area Community Planning and Parks

PARTICIPATION:

All municipalities and electoral areas.

MAXIMUM LEVY:

N/A

COMMITTEE:

Planning, Transportation and Protective Services

FUNDING:

Requisition and internal allocation

1.024 - GM - Planning & Protective Services

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2025 ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries & Wages	470,434	448,401	492,037	-	-	492,037	506,254	520,872	535,904	551,359
Contract for Services	2,500	2,500	2,580	-	-	2,580	2,630	2,680	2,830	3,590
Internal Allocations	101,438	101,438	109,160	-	1,802	110,962	117,915	121,486	124,617	127,104
Operating Other	21,370	17,561	21,480	-	-	21,480	21,939	22,412	23,389	24,270
TOTAL OPERATING COSTS	595,742	569,900	625,257	-	1,802	627,059	648,738	667,450	686,740	706,323
*Percentage Increase over prior year						5.3%	3.5%	2.9%	2.9%	2.9%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	1,000	20,000	-	-	-	-	1,000	1,000	1,000	1,000
TOTAL CAPITAL / RESERVES	1,000	20,000	-	-	-	-	1,000	1,000	1,000	1,000
TOTAL COSTS	596,742	589,900	625,257	-	1,802	627,059	649,738	668,450	687,740	707,323
<u>FUNDING SOURCES (REVENUE)</u>										
Internal Recoveries	(285,898)	(285,898)	(302,126)	-	-	(302,126)	(313,079)	(322,981)	(332,286)	(341,733)
TOTAL REVENUES	(285,898)	(285,898)	(302,126)	-	-	(302,126)	(313,079)	(322,981)	(332,286)	(341,733)
NET COSTS	310,844	304,003	323,132	-	1,802	324,934	336,659	345,469	355,453	365,591
*Percentage increase over prior year Net Costs						4.5%	3.6%	2.6%	2.9%	2.9%
<u>AUTHORIZED POSITIONS:</u>										
Salaried	2.5	2.5		-	-	-				

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

Service No.	1.024	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	GM - Planning & Protective Service							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$2,125	\$3,836	\$1,918	\$1,918	\$1,918	\$9,797
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$2,125	\$3,836	\$1,918	\$1,918	\$1,918	\$9,797

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$2,125	\$3,836	\$1,918	\$1,918	\$1,918	\$9,797
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$2,125	\$3,836	\$1,918	\$1,918	\$1,918	\$9,797

Definitions for the 5-year Capital Plan

Asset Class	<p>Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150.</p> <p>L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment</p>
Capital Expenditure Type	<p>Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service.</p> <p>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</p>
Carryforward	<p>Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.</p>
Funding Source	<p>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</p> <p>If there is more than one funding source, additional rows are shown for the project.</p>

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.024

Service Name: GM - Planning & Protective Services

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
26-01	Replacement	Computer	Computer Replacement	\$ 2,125	E	ERF		\$ -	\$ 2,125	\$ -	\$ -	\$ -	\$ 2,125
27-01	Replacement	Computer	Computer Replacement	\$ 3,836	E	ERF		\$ -	\$ -	\$ 3,836	\$ -	\$ -	\$ 3,836
28-01	Replacement	Computer	Computer Replacement	\$ 1,918	E	ERF		\$ -	\$ -	\$ -	\$ 1,918	\$ -	\$ 1,918
29-01	Replacement	Computer	Computer Replacement	\$ 1,918	E	ERF		\$ -	\$ -	\$ -	\$ -	\$ 1,918	\$ 1,918
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 9,797				\$ -	\$ 2,125	\$ 3,836	\$ 1,918	\$ 1,918	\$ 9,797

Reserve Schedule

Reserve Fund: 1.024 - GM Planning & Protective Services

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Reserve Cash Flow

Fund: 1022 Fund Center: 101955 ERF Group: PLANPROT.ERF	Estimated	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	4,981	24,981	24,981	23,856	21,020	20,102
Actual Purchases	-					
Planned Purchase (Based on Capital Plan)	-	-	(2,125)	(3,836)	(1,918)	(1,918)
Transfer from Operating Budget	20,000	-	1,000	1,000	1,000	1,000
Interest Income	-	-	-	-	-	-
Ending Balance \$	24,981	24,981	23,856	21,020	20,102	19,184

Assumptions/Background:
 2026 - replacement of 1 ultra-portable laptop
 2027 - replacement of 2 standard laptops
 2028 - replacement of 1 standard laptop
 2029 - replacement of 1 standard laptop

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Land Banking and Housing (Regional Housing)

COMMITTEE OF THE WHOLE

October 2024

DEFINITION:

Service was established by Bylaw No. 3712 cited as "Land Assembly, Housing and Land Banking Service Establishment Bylaw No. 1, 2010". This Service provides strategic planning and administrative oversight of three functions:

- Housing Planning, Policy and Programs,
- Planning and Development, and
- the Capital Region Housing Corporation (CRHC)

SERVICE DESCRIPTION:

This Service empowers the CRD to undertake land assembly for the purpose of either public or private housing and to undertake the development and operation of public housing pursuant to the National and Provincial Housing Acts including all of the powers of a municipality. The Service also has the ability to take on debt to fund these activities.

The Housing Planning, Policy and Programs function receives grants from federal and provincial partner agencies, provides oversight, and deploys funds within the region. This function also administers housing affordability agreements with developers and owners in the region on behalf of municipalities.

The Planning and Development function identifies and pursues opportunities to develop or redevelop housing stock owned by the CRD/CRHC. This function receives grant and project recovery funding and prepares approved projects for implementation.

The Capital Region Housing Corporation (CRHC) is a wholly-owned subsidiary of the CRD, incorporated under authority of this Service. The CRHC owns, operates and maintains more than 2,000 affordable housing units and expects units to increase units into the future with the affordable housing development plan underway for the region.

PARTICIPATION: All member municipalities and electoral areas based on converted hospital assessment values.

MAXIMUM LEVY:

Greater of \$2,423,000 or \$0.031 per \$1,000 Hospital actual assessments for land and improvements.

MAXIMUM CAPITAL DEBT:

Authorized:	LA Bylaw No. 3715 (Jan. 12, 2011)	25,000,000
Borrowed:	SI Bylaw No. 4009 (Feb. 11, 2015) 10yr term	-9,413,000
Remaining:	Active via Temp. Borrowing Bylaw No. 3985 (nil expiry)	<u>\$ 15,587,000</u>
Authorized:	LA Bylaw No. 4327 (Mar. 11, 2020)	10,000,000
Borrowed:		-
Remaining:	Active	<u>\$ 10,000,000</u>

COMMITTEE: Hospitals and Housing

FUNDING: Requisition, internal recoveries, and external grants

Change in Budget 2024 to 2025			
Service:	1.310 Land Banking and Housing	Total Expenditure	Comments
2024 Budget		3,566,967	
Change in Salaries:			
	Base salary and benefit change	78,158	Inclusive of estimated collective agreement changes
	Step increase/paygrade change	21,466	
	Annualized 2024 positions	76,500	
	1.0 FTE Term J16 HIFIS coordinator	103,805	2025 IBC 5d-1.1 Regional Data System & HIFIS
	Total Change in Salaries	279,928	
Other Changes:			
	New Debt Costs (RHFP)	1,218,685	RHFP borrowed \$9.075M in Fall 2024. Another \$16.1M to be borrowed in spring 2025.
	New Debt Costs (Rural Housing Pilot)	5,000	1% DRF contribution for \$500,000 to be borrowed in Fall 2025
	Standard Overhead Allocation	2,873	Increase in 2025 operating costs
	Human Resources Allocation	10,075	Increase in 2025 salary budget; corporate safety resourcing
	Building Occupancy	32,020	Includes CRD-wide costs related to additional office space considerations
	Consulting costs	552,000	\$300,000 water drilling at Drake Road, \$252,000 Regional Housing priority
		(146,938)	One-time consulting costs in 2024
	New workstations	10,000	2025 IBC 5d-1.1 - 1.0 FTE HIFIS coordinator
	SGI Admin Allocation	(86,867)	Secondment ending in 2024
	Other costs	7,696	
	Total Other Changes	1,604,544	
2025 Budget		5,451,439	
Summary of % Expense Increase			
	2025 Base salary and benefit change	2.2%	
	IBC-related costs	3.2%	
	New debt costs	34.3%	
	Consultancy costs	11.4%	
	Balance of increase	1.8%	
	% expense increase from 2024:	52.8%	
	% Requisition increase from 2024:	79.1%	Requisition funding is 61% of service revenue

Overall 2024 Budget Performance
(expected variance to budget and surplus treatment)

There is an estimated one-time favourable variance of \$348,361 (10%) due mainly to higher recovery from Reaching Home Federal Grant (\$50,000), salary savings due to staff turnover (\$178,000), and consultant expenses deferred to 2025 (\$127,000). Of the estimated variance, the full \$348,000 will be added to the Operating Reserve to fund future development, planning, and consultancy work.

1.310 LAND BANKING AND HOUSING			BUDGET REQUEST							
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
<u>OPERATING COSTS:</u>										
Salaries and Wages	1,664,097	1,485,896	1,840,221	-	103,805	1,944,026	1,774,193	1,563,992	1,609,282	1,199,911
Allocation - Standard OH	106,963	106,963	109,836	-	-	109,836	113,130	115,394	117,700	120,055
Allocation - Building Occupancy	72,484	72,486	104,504	-	-	104,504	132,606	147,077	151,639	153,693
Allocation - Real Estate	40,000	40,000	40,000	-	-	40,000	40,000	40,000	40,000	40,000
Allocation - Human Resources	51,467	51,467	61,542	-	-	61,542	67,503	72,785	74,153	75,999
Allocation - GM Planning and Protective Services	41,661	41,661	43,342	-	-	43,342	42,490	43,340	44,210	45,090
Allocation - Secondment from SGI Admin	86,867	86,867	-	-	-	-	-	-	-	-
Consultants	304,430	177,880	57,000	-	652,492	709,492	57,540	58,091	58,653	59,226
Other Operating Expenses	89,025	65,018	94,980	-	10,000	104,980	97,102	99,287	101,524	103,839
TOTAL OPERATING COSTS	2,456,994	2,128,238	2,351,425	-	766,297	3,117,722	2,324,564	2,139,965	2,197,160	1,797,813
*Percentage Increase over prior year		-13.4%	-4.3%	0.0%	31.2%	26.9%	-25.4%	-7.9%	2.7%	-18.2%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Reserve	4,070	4,070	4,130	-	-	4,130	4,170	4,210	4,250	4,300
Transfer to Operating Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	4,070	4,070	4,130	-	-	4,130	4,170	4,210	4,250	4,300
Debt Expenditures	1,009,463	1,009,463	2,163,588	-	-	2,163,588	2,518,364	2,555,651	2,555,651	2,555,651
MFA Debt Reserve	96,440	96,440	0	-	166,000	166,000	5,000	5,000.00	-	-
TOTAL COSTS	3,566,967	3,238,211	4,519,142	-	932,297	5,451,439	4,852,098	4,704,827	4,757,062	4,357,764
*Percentage Increase over prior year		0.0%	26.7%	0.0%	26.1%	52.8%	-11.0%	-3.0%	1.1%	-8.4%
Transfer from Operating Reserve	(106,336)	(86,677)	-	-	(100,000)	(100,000)	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	3,460,631	3,151,534	4,519,142	-	832,297	5,351,439	4,852,098	4,704,827	4,757,062	4,357,764
Surplus / (Deficit)		348,361				0				
Balance C/F from Prior to Current year	(260,634)	(260,634)	-	-	-	0	-	-	-	-
Recovery - CRHC	(218,534)	(218,534)	(232,119)	-	-	(232,119)	(238,141)	(245,372)	(251,955)	(258,504)
Recovery - Capital Projects	(254,907)	(254,907)	(266,725)	-	-	(266,725)	(113,788)	-	-	-
Lease Revenue	(63,000)	(63,000)	(63,000)	-	-	(63,000)	(63,000)	(63,000)	(63,000)	(63,000)
Grant Revenue	(667,260)	(717,260)	(659,844)	-	(666,297)	(1,326,141)	(564,001)	(568,277)	(572,673)	(577,195)
Payments In Lieu of Taxes	(72,366)	(72,366)	(72,366)	-	-	(72,366)	(72,366)	(72,366)	(72,366)	(72,366)
Other Revenue	(62,533)	(51,797)	(57,593)	-	-	(57,593)	(15,000)	(15,000)	(15,000)	(15,000)
TOTAL REVENUE	(1,599,234)	(1,290,137)	(1,351,647)	-	(666,297)	(2,017,944)	(1,066,296)	(964,015)	(974,994)	(986,065)
REQUISITION	(1,861,397)	(1,861,397)	(3,167,495)	-	(166,000)	(3,333,495)	(3,785,802)	(3,740,811)	(3,782,068)	(3,371,699)
*Percentage Increase over prior year			70.2%	0.0%	8.9%	79.1%	13.6%	-1.2%	1.1%	-10.9%
PARTICIPANTS: All Municipalities and Electoral Areas										
AUTHORIZED POSITIONS:										
Salaried	7.00	7.00	7.00	0.00	1.00	8.00	8.00	8.00	8.00	8.00
Term	7.00	7.00	7.00	0.00	0.00	7.00	5.00	2.00	2.00	2.00

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

Service No.	1.310	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Land Banking and Housing							

EXPENDITURE

Buildings	\$0	\$18,678,000	\$500,000	\$0	\$0	\$0	\$19,178,000
Equipment	\$0	\$5,000	\$10,000	\$0	\$0	\$0	\$15,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$18,683,000	\$510,000	\$0	\$0	\$0	\$19,193,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$16,600,000	\$500,000	\$0	\$0	\$0	\$17,100,000
Equipment Replacement Fund	\$0	\$5,000	\$10,000	\$0	\$0	\$0	\$15,000
Grants (Federal, Provincial)	\$0	\$2,078,000	\$0	\$0	\$0	\$0	\$2,078,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$18,683,000	\$510,000	\$0	\$0	\$0	\$19,193,000

Definitions for the 5-year Capital Plan

Asset Class	<p>Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150.</p> <p>L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment</p>
Capital Expenditure Type	<p>Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service.</p> <p>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</p>
Carryforward	<p>Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.</p>
Funding Source	<p>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</p> <p>If there is more than one funding source, additional rows are shown for the project.</p>

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.310
 Service Name: Land Banking and Housing

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
18-03	New	RHFP Contribution	Village on the Green Redevelopment	\$ 12,300,000	B	Debt		\$ 10,300,000	\$ -	\$ -	\$ -	\$ -	\$ 10,300,000
18-03	New	RHFP Contribution	Campus View Redevelopment	\$ 7,800,000	B	Debt		\$ 5,800,000	\$ -	\$ -	\$ -	\$ -	\$ 5,800,000
													\$ -
24-01	Replacement	Office Equipment Replacement	Office equipment scheduled replacement	\$ 15,000	E	ERF		\$ 5,000	\$ 10,000	\$ -	\$ -	\$ -	\$ 15,000
24-02	New	GCF Contribution	Forest Homes Affordable Housing Project	\$ 2,078,000	B	Grant		\$ 2,078,000	\$ -	\$ -	\$ -	\$ -	\$ 2,078,000
25-01	New	Rural Housing Pilot Program	Rural Housing Pilot Program capital grants	\$ 500,000	B	Debt		\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ 1,000,000
													\$ -
													\$ -
			Grand Total	\$ 22,693,000				\$ 18,683,000	\$ 510,000	\$ -	\$ -	\$ -	\$ 19,193,000

Service: 1.310 Land Banking and Housing

Project Number 18-03 **Capital Project Title** RHFP Contribution **Capital Project Description** Village on the Green Redevelopment

Project Rationale In 2018 CMHC signed a definitive agreement with the CRD and BC Housing which created the Regional Housing First Program with a total of \$90 million to create new affordable housing units within the region. In 2020, each of the three partners increased their contribution by \$10 million to bring the total to \$120 million.

Project Number 24-01 **Capital Project Title** Office Equipment Replacement **Capital Project Description** Office equipment scheduled replacement

Project Rationale Computers and printers will be replaced based on equipment lifecycle assessment managed by IT department. Other office equipment at discretion of management and staffing needs.

Project Number 24-02 **Capital Project Title** GCF Contribution **Capital Project Description** Forest Homes Affordable Housing Project

Project Rationale Forest Homes is a proposed 20-unit housing project, formerly known as Galiano Green, on the recently acquired CRD property at 280 Georgeson Bay Road on Galiano Island. The CRD Board directed staff to use \$2.078M of approved Growing Communities Funds (GCF) to advance project development.

Project Number 25-01 **Capital Project Title** Rural Housing Pilot Program **Capital Project Description** Rural Housing Pilot Program capital grants

Project Rationale The Rural Housing Program is a pilot project for the Southern Gulf Islands and Salt Spring Island Electoral Areas, for consideration of regional expansion in the future. It will enable CRD responsiveness to the housing crisis across the capital region by prototyping various housing solutions that are better suited to the rural context. Funding in 2025 will enable program launch to fund incentives for the development of accessory dwelling units in the secondary housing market and to support non-profit housing providers with pre-development costs for smaller scale, multi-unit affordable housing projects.

**1.310 Land Bank & Housing
Asset and Reserve Summary
2025-2029 Financial Plan**

Asset Profile

Land Banking & Housing

Assets held by the Land, Banking and Housing service area consist of land, 6 building units, five apartment buildings, and office equipment. The equipment replacement funds set aside are for replacement of office equipment only. The building units are currently under operating and maintenance contract and do not require ongoing capital investment. Lifecycle replacement funding has not been set aside for the buildings.

Equipment Replacement Schedule - FC 102079

Equipment Replacement Schedule	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	25,469	16,724	15,854	10,024	14,234	18,484
Planned Purchase (Based on Capital Plan)	(10,000)	(5,000)	(10,000)	-	-	-
Actual Purchase	(3,055)					
Transfer from Operating Budget	4,070	4,130	4,170	4,210	4,250	4,300
Interest Income	240					
Total projected year end balance	16,724	15,854	10,024	14,234	18,484	22,784

Assumptions/Background:

2024 - 4 computers replaced
2025 - 2 computers replaced
2026 - 4 computers replaced

**1.310 Land Bank & Housing
Operating Reserve Summary
2025 - 2029 Financial Plan**

Profile

Land Banking & Housing

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

Operating Reserve Schedule - FC 105505

Operating Reserve Schedule	Actual	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	291,543	567,717	467,717	467,717	467,717	467,717
Transfer to Operating Budget	(84,187)	(100,000)	-	-	-	-
Transfer to Capital Fund	-					
Transfer from Operating Budget	348,361					
Interest Income	12,000					
Total projected year end balance	567,717	467,717	467,717	467,717	467,717	467,717

Assumptions/Background:

2024: Funding to off-set lost RHFP admin recovery from CRHD and CRHC.
2025: Funding for one-time housing development plan second year of work.

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Regional Housing Trust Fund

COMMITTEE OF THE WHOLE

October 2024

DEFINITION:

This service was established by Bylaw No. 3266 cited as "Capital Regional District Regional Housing Trust Fund Service Establishment Bylaw No. 1, 2005". Administered by Regional Housing, per Bylaw No.3294 cited as "Capital Regional District Housing Trust Fund Commission and Administrative Bylaw No. 1, 2005".

SERVICE DESCRIPTION:

The function enables the CRD to provide capital funding to:

- 1) assist in the acquisition, development and retention of housing that is affordable
- 2) facilitate social and economic investment in affordable housing
- 3) assist people in core housing need
- 4) facilitate achieving the strategic directions outlined in the CRD's Regional Growth Strategy / Housing Affordability Strategy

In 2016, the CRD Board approved the development of the Regional Housing First Program (RHFP) under service 1.310 Land Banking and Housing. As borrowing is undertaken in 2024 and 2025 for the RHFP, the Regional Housing Trust Fund will be wound-down and requisition capacity transferred from service 1.311 to service 1.310 to fund RHFP debt costs.

PARTICIPATION:

The member municipalities of Metchosin, North Saanich, Saanich, View Royal, Victoria, Salt Spring Island (2006), Sooke (2006), Central Saanich (2007), Esquimalt (2007), Oak Bay (2008), Sidney and Southern Gulf Islands (2010), Highlands (2014) based 50% on population and 50% on converted assessments.

MAXIMUM LEVY:

- 2014: \$925,300 (Highlands joined and includes 1.0% increase for inflation)
- 2015: \$934,500 (includes 1.0% increase for inflation)
- 2016: \$953,240 (includes 2.0% increase for inflation)
- 2017: \$967,540 (includes 1.5% increase for inflation)
- 2018: \$986,890 (includes 2.0% increase for inflation)
- 2019: \$1,000,000 (includes 1.3% increase for inflation)
- 2020: \$1,000,000 (includes 0% increase for inflation)
- 2021: \$1,000,000 (includes 0% increase for inflation)
- 2022: \$1,000,000 (includes 0% increase for inflation)
- 2023: \$1,000,000 (includes 0% increase for inflation)
- 2024: \$1,000,000 (includes 0% increase for inflation)

MAXIMUM CAPITAL DEBT:

Nil

COMMISSION:

Regional Housing Trust Fund

FUNDING:

Requisition

Change in Budget 2024 to 2025

Service: 1.311 - REGIONAL HOUSING TRUST FUND

Total Expenditure

Comments

2024 Budget

4,178,799

Change in Salaries:

Base salary and benefit change	-
Step increase/paygrade change	-
Other (explain as necessary)	-
<hr/>	
Total Change in Salaries	-

Other Changes:

Capital Grants - prior year carry-forward	1,061,291
Capital Grants - current year	(913,015)
Other costs	(4,461)
	-
<hr/>	
Total Other Changes	143,815

Increase in capital grants disbursed from prior year carry-forwards due to timing of capital projects.

Decrease in capital grants disbursed from current year funds due to service requisition capacity shifting to service 1.310.

2025 Budget

4,322,614

Summary of % Expense Increase

2025 Base salary and benefit change	0.0%
Capital Grants	3.5%
Balance of increase	-0.1%
% expense increase from 2024:	3.4%

% Requisition decrease from 2024 (if applicable): -100%

Requisition capacity is transferred to service 1.310.

Overall 2024 Budget Performance

(expected variance to budget and surplus treatment)

There is an estimated carry-forward of \$4.1M due to capital grant commitments for future years.

1.311 - REGIONAL HOUSING TRUST FUND	BUDGET REQUEST						2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL				
Note: Requisition phased out 2024 & Suspended 2025										
OPERATING COSTS:										
Prior Year Unallocated Capital Grants	3,226,193	-	4,287,484	-	-	4,287,484	-	-	-	-
Current Year Capital Grants	913,015	-	-	-	-	-	-	-	-	-
Housing Programs Administration Service Fee	33,130	33,130	33,130	-	-	33,130	-	-	-	-
Legal Costs	4,070	-	-	-	-	-	-	-	-	-
Other Costs	2,391	2,000	2,000	-	-	2,000	-	-	-	-
TOTAL OPERATING COSTS	4,178,799	35,130	4,322,614	-	-	4,322,614	-	-	-	-
*Percentage Increase over prior year		-99.2%	3.4%	0.0%	0.0%	3.4%	-	-	-	-
CAPITAL / RESERVE										
Transfer to Equipment Replacement Reserve	-	-	-	-	-	-	-	-	-	-
Transfer to Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	-	-	-	-	-	-	-	-	-
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	4,178,799	35,130	4,322,614	-	-	4,322,614	-	-	-	-
*Percentage Increase over prior year		-99.2%	3.4%	0.0%	0.0%	3.4%	-	-	-	-
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	4,178,799	35,130	4,322,614	-	-	4,322,614	-	-	-	-
*Percentage Increase over prior year	0.0%	-99.2%	3.4%	0.0%	0.0%	3.4%	-	-	-	-
Surplus / (Deficit)		4,140,469	0	-	-	0	-	-	-	-
Balance C/F from Prior to Current year	(3,226,193)	(3,226,193)	(4,140,469)	-	-	(4,140,469)	-	-	-	-
Revenue - Other Interest Income	(176,000)	(140,000)	(124,214)	-	-	(124,214)	-	-	-	-
Payments In Lieu of Taxes	(57,931)	(57,931)	(57,931)	-	-	(57,931)	-	-	-	-
Grants - Other	-	-	-	-	-	-	-	-	-	-
Donations	-	(32,800)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(3,460,124)	(3,456,924)	(4,322,614)	-	-	(4,322,614)	-	-	-	-
REQUISITION	(718,675)	(718,675)	-	-	-	-	-	-	-	-
*Percentage Increase over prior year		0.0%	-100.0%	0.0%	0.0%	-100.0%	0.0%	0.0%	0.0%	0.0%
PARTICIPANTS: Victoria, C.Saanich, Esquimalt, Saanich, Oak Bay, N. Saanich, Metchosin, View Royal, Sooke, Sidney, Highlands, SSI, SGI										
AUTHORIZED POSITIONS:										
Salaried	-	-	-	-	-	-	-	-	-	-
Hourly	-	-	-	-	-	-	-	-	-	-

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Health & Capital Planning Strategies

COMMITTEE OF THE WHOLE

October 2024

1.018 - HEALTH AND CAPITAL PLANNING STRATEGIES

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2025 ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
OPERATING COSTS:										
Salaries and Wages	436,723	315,380	325,880	-	-	325,880	335,322	345,032	355,018	365,288
Wages & Benefits - Capital Planner	-	-	-	93,943	-	93,943	137,190	150,290	38,660	-
Legal/Auditing Costs	27,200	27,200	28,240	-	-	28,240	29,260	29,850	30,450	31,060
Consultants	3,630	3,630	3,740	-	-	3,740	3,810	3,890	3,970	4,050
Allocations - Standard Overhead	140,671	140,671	145,126	-	-	145,126	149,480	152,469	155,519	158,629
Allocations - Building Occupancy	18,770	18,770	22,488	-	-	22,488	23,392	24,484	25,549	26,020
Allocations - Human Resources	15,287	15,287	16,151	-	-	16,151	18,181	19,790	20,237	20,741
Allocations - Others	62,629	62,629	68,864	-	3,604	72,468	76,073	74,984	77,309	79,834
Operating - Other Costs	20,720	14,908	21,350	3,700	11,800	36,850	25,550	26,060	26,590	27,130
TOTAL OPERATING COSTS	725,630	598,474	631,839	97,643	15,404	744,886	798,258	826,849	733,302	712,752
*Percentage Increase over prior year			-12.9%	13.5%	2.1%	2.7%	7.2%	3.6%	-11.3%	-2.8%
CAPITAL / RESERVE										
Transfer to Equipment Replacement Reserve	2,170	2,170	2,000	-	-	2,000	2,000	2,000	2,000	2,000
TOTAL CAPITAL / RESERVES	2,170	2,170	2,000	-	-	2,000	2,000	2,000	2,000	2,000
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	727,800	600,644	633,839	97,643	15,404	746,886	800,258	828,849	735,302	714,752
*Percentage Increase over prior year			-12.9%	13.4%	2.1%	2.6%	7.1%	3.6%	-11.3%	-2.8%
Recovery - Capital Regional Hospital District	(727,800)	(727,800)	(633,839)	(97,643)	(15,404)	(746,886)	(800,258)	(828,849)	(735,302)	(714,752)
OPERATING COSTS LESS INTERNAL RECOVERIES	-	(127,156)	-	-	-	-	-	-	-	-
*Percentage Increase over prior year			0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Surplus / (Deficit)		127,156								
Balance transferred to HD Section 20 Reserve		(127,156)								
TOTAL REVENUE	-	-	-	-	-	-	-	-	-	-
REQUISITION	-	-	-	-	-	-	-	-	-	-
*Percentage Increase over prior year			0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
PARTICIPANTS: all Municipalities and Electoral Areas										
AUTHORIZED POSITIONS:										
Salaried	2.0	2.0	2.0			2.0	2.0	2.0	2.0	2.0
Term Position - Capital Planner 3-year term (2025 IBC 5e-1.2)	1.0	1.0		1.0		1.0	1.0	1.0	0.0	

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

Service No.	1.018	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Health & Capital Planning Strategic							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$3,836	\$1,918	\$1,918	\$1,918	\$1,918	\$9,590
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$3,836	\$1,918	\$1,918	\$1,918	\$1,918	\$9,590

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$3,836	\$1,918	\$1,918	\$1,918	\$1,918	\$9,590
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$3,836	\$1,918	\$1,918	\$1,918	\$1,918	\$9,590

Definitions for the 5-year Capital Plan

Asset Class	<p>Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150.</p> <p>L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment</p>
Capital Expenditure Type	<p>Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service.</p> <p>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</p>
Carryforward	<p>Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.</p>
Funding Source	<p>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</p> <p>If there is more than one funding source, additional rows are shown for the project.</p>

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.018
 Service Name: Health & Capital Planning Strategies

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
26-01	Replacement	Computer	Replace Computers	\$ 3,836	E	ERF		\$ -	\$ 3,836	\$ -	\$ -	\$ -	\$ 3,836
27-01	Replacement	Computer	Replace Computers	\$ 1,918	E	ERF		\$ -	\$ -	\$ 1,918	\$ -	\$ -	\$ 1,918
28-01	Replacement	Computer	Replace Computers	\$ 1,918	E	ERF		\$ -	\$ -	\$ -	\$ 1,918	\$ -	\$ 1,918
29-01	Replacement	Computer	Replace Computers	\$ 1,918	E	ERF		\$ -	\$ -	\$ -	\$ -	\$ 1,918	\$ 1,918
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 9,590				\$ -	\$ 3,836	\$ 1,918	\$ 1,918	\$ 1,918	\$ 9,590

Reserve Schedule

Reserve Fund: 1.018 Health & Capital Planning Strategies

Assets held by the Health and Capital Planning Strategies are office equipment and office furniture.

Reserve Cash Flow

Fund: 1022 Fund Center: 101851
ERF Group: HP.ERF

	Estimated	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	5,336	6,006	8,006	6,170	6,252	6,334
Actual Purchase	(1,500)					
Planned Purchase (Based on Capital Plan)		-	(3,836)	(1,918)	(1,918)	(1,918)
Transfer from Operating Budget	2,170	2,000	2,000	2,000	2,000	2,000
Interest Revenue						
Ending Balance \$	6,006	8,006	6,170	6,252	6,334	6,416

Assumptions/Background:

2026 - 2 standard laptops
2027 - 1 standard laptop
2028 - 1 standard laptop
2029 - 1 standard laptop

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Community Health

COMMITTEE OF THE WHOLE

October 2024

Service: 1.224 Community Health

Committee: Hospitals and Housing Committee

SERVICE DESCRIPTION:

Build regional capacity to improve health and well-being through outcomes monitoring (Regional Outcomes Monitoring Collaborative), designing and implementing community health and wellbeing initiatives, and policy development. Addresses homelessness by funding the Greater Victoria Coalition to End Homelessness. Responsible for the public health bylaws (i.e. Clean Air, Idling, and Tanning Bylaws) and regularly engages with Island Health to ensure bylaws remain relevant and responsive to regional public health risks.

PARTICIPATION:

All member municipalities and electoral areas based on converted hospital assessment values

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

NIL

COMMITTEE:

Hospitals and Housing Committee

FUNDING:

Requisition

Change in Budget 2024 to 2025
Service: 1.224 - COMMUNITY HEALTH

Total Expenditure

Comments

2024 Budget

1,002,468

Change in Salaries:

Base salary change	3,815	Inclusive of estimated collective agreement changes
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Other Changes:

Alliance to End Homelessness in the Capital Region	(120,000)	IBC 5c-1.3: AEHCR Core Funding - additional one-time contribution in 2024
Consultants - Violence Prevention and Wellness Promotion	(50,000)	Board directed one-time increase in 2024 to support Community Safety Plan
Operating - Other Costs	34,123	Grant funded initiatives
Standard Overhead Allocation	9,380	Increased 2024 operating costs
Bylaw Enforcement Allocation	2,500	Allocation to support ongoing bylaw enforcement activity
Other	2,179	
Total Other Changes	(121,818)	

2025 Budget

884,465

Summary of % Expense Decrease

One-time items in 2024	-17.1%	
Grant funded initiatives	3.4%	
Balance of change	1.9%	
<i>% expense decrease from 2024:</i>	-11.8%	
<i>% Requisition decrease from 2024:</i>	-21.5%	<i>Requisition funding is 71.8% of service revenue</i>

Overall 2024 Budget Performance

(expected variance to budget and surplus treatment)

There is an estimated one-time favourable variance of \$23,998 (2.7%) due mainly to additional unrestricted grant revenue from Island Health and cost saving for meetings and workshops. This variance will be moved to Operating Reserve, which has an expected year end balance of \$152,812 before this transfer.

1.224 - COMMUNITY HEALTH

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS:</u>										
Salaries - Planner (Term)	113,880	113,880	117,695	-	-	117,695	121,105	31,153	-	-
Contract for Services - AEHCR	445,000	445,000	325,000	-	-	325,000	325,000	-	-	-
Contract for Services - Island Health	176,750	176,750	176,750	-	-	176,750	176,750	176,750	176,750	176,750
Contract for Services - ACEH	155,250	155,250	158,400	-	-	158,400	161,600	-	-	-
Consultants - Violence Prevention and Wellness Promotion	50,000	50,000	-	-	-	-	-	-	-	-
Meetings and Workshops	10,069	6,500	7,800	-	-	7,800	7,960	8,120	8,280	8,450
Operating - Other Costs	3,937	12,097	4,060	34,000	-	38,060	38,144	12,728	4,313	4,398
Allocation - Standard Overhead	40,743	40,743	50,123	-	-	50,123	51,627	52,660	53,713	54,787
Allocation - Bylaw Enforcement	-	-	-	2,500	-	2,500	2,500	2,500	2,500	2,500
Allocation - Building Occupancy	3,101	3,101	3,775	-	-	3,775	3,935	4,129	4,318	4,397
Allocation - Human Resources	3,738	3,738	4,212	-	-	4,212	4,741	5,161	5,277	5,409
Allocation - Field Operations Centre	-	-	-	150	-	150	430	580	580	590
TOTAL OPERATING COSTS	1,002,468	1,007,059	847,815	36,650	-	884,465	893,792	293,781	255,731	257,281
*Percentage Increase over prior year		0.5%	-15.4%	3.7%		-11.8%	1.1%	-67.1%	-13.0%	0.6%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	23,998	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	-	23,998	-	-	-	-	-	-	-	-
Debt Expenditures	-	-	-	-	-	-	-	-	-	-
MFA Debt Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	1,002,468	1,031,057	847,815	36,650	-	884,465	893,792	293,781	255,731	257,281
*Percentage Increase over prior year		2.9%	-15.4%	3.7%		-11.8%	1.1%	-67.1%	-13.0%	0.6%
Internal Recoveries	-	-	-	-	-	-	-	-	-	-
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	1,002,468	1,031,057	847,815	36,650	-	884,465	893,792	293,781	255,731	257,281
*Percentage Increase over prior year		2.9%	-15.4%	3.7%		-11.8%	1.1%	-67.1%	-13.0%	0.6%
Balance C/F from Prior to Current year	(2,500)	(2,500)	-	-	-	-	-	-	-	-
Payments In Lieu of Taxes	(30,478)	(30,478)	(30,478)	-	-	(30,478)	(30,478)	(30,478)	(30,478)	(30,478)
Grants - City of Victoria Contribution AEHCR Agreement	(100,000)	(100,000)	(100,000)	-	-	(100,000)	(100,000)	-	-	-
Grants - Island Health (Funding not guaranteed beyond March 2027)	(60,000)	(88,500)	(84,000)	(34,000)	-	(118,000)	(118,000)	(29,500)	-	-
Revenue - Other	(911)	(1,000)	(940)	-	-	(940)	(960)	(980)	(1,000)	(1,020)
TOTAL REVENUE	(193,889)	(222,478)	(215,418)	(34,000)	-	(249,418)	(249,438)	(60,958)	(31,478)	(31,498)
REQUISITION	808,579	808,579	632,397	2,650	-	635,047	644,354	232,823	224,253	225,783
*Percentage Increase over prior year			-21.8%	0.3%		-21.5%	1.5%	-63.9%	-3.7%	0.7%
PARTICIPANTS: all Municipalities and Electoral Areas										
AUTHORIZED POSITIONS:										
Salaried Position (Term)	1.0	1.0	1.0			1.0	1.0	1.0	0.0	0.0

Operating Reserve Schedule

Operating Reserve Fund: 1.224 Community Health

Established by Bylaw No. 4521, Bylaw No. 4102 Amendment No. 3 2022 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Cash Flow

Fund: 1500 Fund Center: 105551	Estimated	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	146,289	176,810	176,810	176,810	176,810	176,810
Actual Purchases	-					
Planned Purchases	-	-	-	-	-	-
Transfer from Operating Budget	23,998	-	-	-	-	-
Interest Income	6,523					
Ending Balance \$	176,810	176,810	176,810	176,810	176,810	176,810

Assumptions/Background:

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Corporate Emergency

COMMITTEE OF THE WHOLE

October 2024

Service: 1.025 Corporate Emergency

Committee: Planning, Transportation & Protective Services

DEFINITION:

Planning and coordination for disasters or emergencies.

SERVICE DESCRIPTION:

Coordinate and administer the Corporate Emergency Plan in accordance with the *Emergency Program Act* as a local authority and regional service provider and ensure integration with the three Electoral Area Emergency Plans to provide business continuity and CRD divisional coordination in the case of an emergency.

PARTICIPATION:

All municipalities and electoral areas.

MAXIMUM LEVY:

N/A

COMMITTEE:

Planning, Transportation & Protective Services

FUNDING:

Requisition

Change in Budget 2024 to 2025 Service: 1.025 Corporate Emergency	Total Expenditure	Comments
2024 Budget	426,270	
Change in Salaries:		
Step change/paygrade change	(3,208)	Step change due to staff turnover
1.0 FTE Emergency Coordinator	113,308	2025 IBC 9a-2.1 Resiliency and Recovery Coordinator
Total Change in Salaries	110,100	
Other Changes:		
Contract For Services	30,000	2025 IBC 9a-2.1 Resiliency and Recovery Coordinator. Ongoing costs
Contract For Services	(48,000)	Reduction for 2024 one-time \$48,000 costs related to EMCR Grant for EDMA Indigenous Engagement
Standard Overhead Allocation	1,702	Increase in 2024 operating costs
Building Occupancy Allocation	9,295	
Sharepoint Online Upgrade	3,604	Contribution to 2025 IBC 13a-3.1: M365 SharePoint Online Transition to IM
Supplies	10,000	Office costs associated with new ongoing FTEs
Software	(17,044)	Reduction for 2024 one-time costs for Emergency Management Software
Telecommunication	8,900	Realignment of budget with expected future expenses
Other Costs	1,884	Expenses such as staff training, insurance, payment to 3rd parties, supplies etc.
Total Other Changes	341	
2025 Budget	536,711	
Summary of % Expense Change		
2025 IBC Expense	36.0%	
Reduction in one-time contract for services	-11.3%	
Increase in allocations	3.4%	
Reduction in one-time software costs	-4.0%	
Balance of change	1.8%	
% expense increase from 2024:	25.9%	
% Requisition change from 2024 (if applicable):	63.4%	Requisition funding is 71.9% of service revenue

Overall 2024 Budget Performance
(expected variance to budget and surplus treatment)

There is an estimated one-time favourable variance of \$47,267 (11.1%) largely due to temporary staff vacancies (\$35,680) and the deferral of EDMA contract for services expenses (\$15,000). This variance will be carried forward to 2025 to partially offset increased service costs.

1.025 - Corporate Emergency	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	107,013	71,333	103,805	113,308	-	217,113	223,400	229,870	236,520	243,360
Contracts and Consulting Services	66,026	48,000	-	30,000	15,000	45,000	30,000	30,000	30,000	30,600
Allocations	180,567	180,567	195,734	-	3,604	199,338	207,386	210,373	215,575	219,888
Supplies	2,900	5,450	2,520	-	10,000	12,520	2,570	2,620	2,670	2,720
Licences and Fees	25,524	35,673	8,480	-	-	8,480	8,650	8,820	9,000	9,180
Other Operating Expenses	44,240	37,980	54,260	-	-	54,260	55,398	56,561	57,749	58,953
TOTAL OPERATING COSTS	426,270	379,003	364,799	143,308	28,604	536,711	527,404	538,244	551,514	564,701
*Percentage Increase over prior year			-14.4%	33.6%	6.7%	25.9%	-1.7%	2.1%	2.5%	2.4%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	426,270	379,003	364,799	143,308	28,604	536,711	527,404	538,244	551,514	564,701
Internal Recoveries	(107,013)	(107,013)	(103,805)	-	-	(103,805)	(106,810)	(109,900)	(113,080)	(116,350)
OPERATING COSTS LESS INTERNAL RECOVERIES	319,257	271,990	260,994	143,308	28,604	432,906	420,594	428,344	438,434	448,351
Estimated Balance c/fwd from 2024 to 2025	-	47,267	(18,663)	-	(28,604)	(47,267)	-	-	-	-
Balance c/fwd from 2023 to 2024	(35,320)	(35,320)	-	-	-	-	-	-	-	-
Grant Revenue	(48,000)	(48,000)	-	-	-	-	-	-	-	-
NET COSTS	235,937	235,937	242,331	143,308	-	385,639	420,594	428,344	438,434	448,351
*Percentage increase over prior year			2.7%	60.7%		63.4%	9.1%	1.8%	2.4%	2.3%
<u>AUTHORIZED POSITIONS</u>										
Salaried FTE	1	1	1	1		2	2	2	2	2

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

Service No.	1.025 Corporate Emergency	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$6,000	\$7,000	\$0	\$5,000	\$0	\$0	\$18,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$6,000	\$7,000	\$0	\$5,000	\$0	\$0	\$18,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$6,000	\$7,000	\$0	\$5,000	\$0	\$0	\$18,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$6,000	\$7,000	\$0	\$5,000	\$0	\$0	\$18,000

Definitions for the 5-year Capital Plan

Asset Class	<p>Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150.</p> <p>L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment</p>
Capital Expenditure Type	<p>Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service.</p> <p>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</p>
Carryforward	<p>Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.</p>
Funding Source	<p>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</p> <p>If there is more than one funding source, additional rows are shown for the project.</p>

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.025

Service Name: Corporate Emergency

				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
17-01	Replacement	EOC Laptop	EOC Equipment	\$ 22,000	E	ERF	\$ -	\$ 6,000	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 16,000
24-01	Replacement	Surface Pro	EOC Equipment	\$ 2,000	E	ERF	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ -	\$ 2,000
													\$ -
													\$ -
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													\$ -
			Grand Total	\$ 24,000				\$ 6,000	\$ 7,000	\$ -	\$ 5,000	\$ -	\$ 18,000

Service:

1.025

Corporate Emergency

Project Number	17-01	Capital Project Title	EOC Laptop	Capital Project Description	EOC Equipment
Project Rationale					

Project Number	24-01	Capital Project Title	Surface Pro	Capital Project Description	EOC Equipment
Project Rationale					

Reserve Schedule

Reserve Fund: 1.025 Corporate Emergency - Equipment Replacement Fund

- Capital Regional District Equipment Replacement Fund (ERF) was established in 1991 under Bylaw No. 945. This is a reserve fund pursuant to the provisions of Section 378(c) of the Municipal Act to be known as the "Equipment Replacement Fund"
- The monies in this reserve fund shall be expended only for the purchase of machinery and equipment.
- Monies set aside shall be deposited under separate account in the bank and until required to be used may be invested in the manner provided by Section 364(2) of the Municipal Act.
- User departments of the Capital Regional District vehicles and equipment may be charged for depreciation of their machinery and equipment and the amount of such depreciation shall be transferred to the equipment replacement fund.
- ERF Group: CRPEMERGE.ERF

Reserve Cash Flow

Fund:	1022	Estimated	Budget				
Fund Centre:	101978	2024	2025	2026	2027	2028	2029
Beginning Balance		52,322	44,322	38,322	31,322	31,322	26,322
Transfer from Op Budget		-	-	-	-	-	-
Expenditures		(8,000)	(6,000)	(7,000)	-	(5,000)	-
Interest Income							
Ending Balance \$		44,322	38,322	31,322	31,322	26,322	26,322

Assumptions/Background:

Maintain balance sufficient to meet lifecycle replacement needs and emergency needs.

CAPITAL REGIONAL DISTRICT

2025 Budget

Regional Emergency Program Support

COMMITTEE OF THE WHOLE

October 2024

Service: 1.374 Regional Emergency Program Support

Committee: Planning & Protective Services

DEFINITION:

An information and resource management system to coordinate with local emergency programs in support of local authorities and strengthen the capacity to manage a multi-jurisdictional emergency event or regional disaster.

SERVICE DESCRIPTION:

Under Bylaw 3530, this service was established in 2008 to provide an information and resource management system to coordinate with local emergency programs in support of local authorities and strengthen the capacity to manage a multi-jurisdictional emergency event or regional disaster.

This service also supports two advisory commissions, the Local Government Emergency Program Advisory Commission (LGEPAC – Bylaw 3531), consisting of municipal and electoral area representatives and the Regional Emergency Coordinators Advisory Commission (RECAC – Bylaw 3566), consisting of government, NGOs, education, utility and health representatives.

PARTICIPATION:

All municipalities and electoral areas.

FUNDING:

Requisition

1.374 - Regional Emergency Program Support

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries	113,935	113,935	117,520	-	-	117,520	120,925	124,427	128,028	131,732
Allocations	24,501	24,501	22,785	-	-	22,785	23,766	24,558	25,070	25,590
Other Operating Expenses	9,580	5,340	9,770	-	-	9,770	9,977	10,186	10,397	10,620
TOTAL OPERATING COSTS	148,016	143,776	150,075	-	-	150,075	154,668	159,171	163,495	167,942
*Percentage Increase over prior year			1.4%			1.4%	3.1%	2.9%	2.7%	2.7%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	4,240	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVE	-	4,240	-	-	-	-	-	-	-	-
TOTAL COSTS	148,016	148,016	150,075	-	-	150,075	154,668	159,171	163,495	167,942
<u>FUNDING SOURCES (REVENUE)</u>										
Grants in Lieu of Taxes	(7,070)	(7,070)	(7,270)	-	-	(7,270)	(7,410)	(7,550)	(7,700)	(7,850)
Revenue - Other	(220)	(220)	(230)	-	-	(230)	(230)	(230)	(230)	(230)
TOTAL REVENUE	(7,290)	(7,290)	(7,500)	-	-	(7,500)	(7,640)	(7,780)	(7,930)	(8,080)
REQUISITION	(140,726)	(140,726)	(142,575)	-	-	(142,575)	(147,028)	(151,391)	(155,565)	(159,862)
*Percentage increase over prior year Requisition			1.3%			1.3%	3.1%	3.0%	2.8%	2.8%
<u>AUTHORIZED POSITIONS</u>										
Salaried FTE	1	1	1			1	1	1	1	1

Reserve Schedule

Reserve Fund: 1.374 Regional Emergency Program - Operating Reserve Fund - Bylaw 4244

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

Reserve Cash Flow

Fund: Fund Centre:	1500 105538	Estimated	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		102,984	107,574	107,574	107,574	107,574	107,574
Transfer from Ops Budget		-	-	-	-	-	-
Transfer to Ops Budget		-	-	-	-	-	-
Interest Income*		4,590					
Ending Balance \$		107,574	107,574	107,574	107,574	107,574	107,574

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2025 Budget

Hazardous Material Incident Response

COMMITTEE OF THE WHOLE

October 2024

DEFINITION:

A service of preparation for a hazardous materials emergency and providing for a system of response to hazardous material emergency incidents in the Capital Regional District. Established by Bylaw No. 3322 (2006).

SERVICE DESCRIPTION:

This regional emergency response service was established in 2006 under Bylaw 3322. The service provides immediate response to hazardous spills or emergencies within the CRD.

The program provides a high level of professional expertise by providing specialized training and equipment to firefighters throughout the CRD to support the response by local fire departments to these events.

PARTICIPATION:

Electoral Area's of Juan de Fuca, Salt Spring Island and Southern Gulf Islands, the municipalities of North Saanich, Sidney, Central Saanich, Saanich, Victoria, Oak Bay, Esquimalt, View Royal, Colwood, Langford, Highlands, Metchosin, and Sooke.

MAXIMUM LEVY:

Greater of \$400,000 or \$0.007 / \$1,000

FUNDING:

Requisition

Change in Budget 2024 to 2025

Service: 1.375 Hazardous Material Incident Response

Total Expenditure

Comments

2024 Budget

405,611

Other Changes:

Emergency Planning Coordination Allocation	2,870	Increase in allocations from EA Emergency Program
Contract for Services	(25,000)	Reduction for 2024 one-time costs for service review
Contract for Services	100,000	2025 IBC 9a-2.3: Hazmat Team Readiness & Preparedness
Training and Development	15,000	2025 IBC 9a-2.3: Hazmat Team Readiness & Preparedness
Other Costs	7,879	
	100,749	

2025 Budget

506,360

Summary of % Expense Increase

Reduction in one-time contract for services	-6.2%
2025 IBC Expense	28.4%
Emergency planning allocation	0.7%
Balance of increase	1.9%
<i>% expense increase from 2024:</i>	24.8%

% Requisition increase from 2024 (if applicable): **35.0%**

Requisition funding is (95.0)% of service revenue

Overall 2024 Budget Performance

(expected variance to budget and surplus treatment)

There is an estimated one-time favourable variance of \$11,024 (2.7%) due to savings in staff training costs (\$21,090) and equipment maintenance costs (\$2,910) that were partially offset by higher than budgeted general operating expenses (\$12,926). This variance will be balanced to Operating Reserve, which has an expected year end balance of \$30,802 before this transfer.

1.375 - Hazardous Material Incident Response	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	102,000	102,000	79,310	100,000	-	179,310	182,900	186,560	190,290	194,100
Staff Training & Development	126,090	105,000	129,870	15,000	-	144,870	147,770	150,730	153,740	156,810
Purchased Maintenance - Equipment	13,910	11,000	14,330	-	-	14,330	14,620	14,910	15,210	15,510
Allocations	127,931	127,931	131,450	-	-	131,450	134,557	137,462	140,316	143,224
Other Operating Expenses	26,120	39,046	26,840	-	-	26,840	27,410	27,995	28,595	29,211
TOTAL OPERATING COSTS	396,051	384,977	381,800	115,000	-	496,800	507,257	517,657	528,151	538,855
*Percentage Increase over prior year			-3.6%	29.0%		25.4%	2.1%	2.1%	2.0%	2.0%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	9,560	9,560	9,560	-	-	9,560	9,560	21,685	33,100	50,625
Transfer to Operating Reserve Fund	-	11,024	-	-	-	-	6,895	10,000	15,000	15,000
TOTAL CAPITAL / RESERVES	9,560	20,584	9,560	-	-	9,560	16,455	31,685	48,100	65,625
TOTAL COSTS	405,611	405,561	391,360	115,000	-	506,360	523,712	549,342	576,251	604,480
*Percentage Increase over prior year			-3.5%	28.4%		24.8%	3.4%	4.9%	4.9%	4.9%
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(31,600)	(31,600)	(7,066)	-	-	(7,066)	-	-	-	-
Interest Income	(350)	(300)	(360)	-	-	(360)	(370)	(380)	(390)	(400)
Grants in Lieu of Taxes	(17,412)	(17,412)	(17,930)	-	-	(17,930)	(18,290)	(18,660)	(19,040)	(19,420)
TOTAL REVENUE	(49,362)	(49,312)	(25,356)	-	-	(25,356)	(18,660)	(19,040)	(19,430)	(19,820)
REQUISITION	(356,249)	(356,249)	(366,004)	(115,000)	-	(481,004)	(505,052)	(530,302)	(556,821)	(584,660)
*Percentage increase over prior year Requisition			2.7%	32.3%		35.0%	5.0%	5.0%	5.0%	5.0%

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

Service No.	1.375	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Hazardous Material Incident Respo							

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	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$300,000	\$0	\$0	\$0	\$300,000
	\$0	\$0	\$0	\$300,000	\$0	\$0	\$0	\$300,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$300,000	\$0	\$0	\$0	\$300,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$300,000	\$0	\$0	\$0	\$300,000

Definitions for the 5-year Capital Plan

Asset Class	<p>Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150.</p> <p>L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment</p>
Capital Expenditure Type	<p>Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service.</p> <p>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</p>
Carryforward	<p>Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.</p>
Funding Source	<p>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</p> <p>If there is more than one funding source, additional rows are shown for the project.</p>

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.375

Service Name Hazardous Material Incident Response

				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
27-01	Replacement	Command Vehicle	Replace command vehicle	\$ 300,000	V	ERF	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 300,000
													\$ -
													\$ -
													\$ -
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													\$ -
													\$ -
			Grand Total	\$ 300,000				\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 300,000

Service:

1.375

Hazardous Material Incident Response

Project Number 27-01

Capital Project Title

Command Vehicle

Capital Project Description

Replace command vehicle

Project Rationale

**Hazardous Material Incident Response
Reserve Summary Schedule
2025 - 2029 Financial Plan**

Reserve/Fund Summary

	Estimated	Budget				
	2024	2025	2026	2027	2028	2029
Equipment Replacement Fund	301,095	310,655	320,215	41,900	75,000	125,625
Operating Reserve Fund	30,802	23,736	30,631	40,631	55,631	70,631
Total	331,897	334,391	350,846	82,531	130,631	196,256

Reserve Schedule

Reserve Fund: 1.375 Hazardous Material Incident Response - Equipment Replacement Fund

ERF Group: HAZMAT.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101957	Estimated	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		366,535	301,095	310,655	320,215	41,900	75,000
Transfer from Ops Budget		9,560	9,560	9,560	21,685	33,100	50,625
Planned Puchase		(75,000)	-	-	(300,000)	-	-
Interest Income		-					
Ending Balance \$		301,095	310,655	320,215	41,900	75,000	125,625

Assumptions/Background:

Transfer as much as operating budget will allow in order to provide sufficient funds to replace expensive assets.

Reserve Schedule

Reserve Fund: 1.375 Hazardous Material Incident Response - Operating Reserve Fund

Operating Resrve Fund was created under bylaw No. 4147 (2016) to fund special projects, cover unforeseen opeating expenditures and stabilize revenue as required.

Reserve Cash Flow

Fund: Fund Centre:	1500 105506	Estimated	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		59,900	30,802	23,736	30,631	40,631	55,631
Transfer from Ops Budget		-	-	6,895	10,000	15,000	15,000
Transfer to Ops Budget		(31,600)	(7,066)	-	-	-	-
Interest Income*		2,502					
Ending Balance \$		30,802	23,736	30,631	40,631	55,631	70,631

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2025 Budget

911 Call Answer

COMMITTEE OF THE WHOLE

October 2024

Service: 1.911 911 Call Answer

Committee: Planning & Protective Services

DEFINITION:

To finance, install, operate and maintain a 911 Emergency Response Telephone Service within all or part of the participating member municipalities and all Electoral Areas (CRD Bylaw No. 2468 "Emergency Response Extended Service Establishment Bylaw No. 1, 1997". Amended by Bylaw 4123).

SERVICE DESCRIPTION:

To finance, install, operate and maintain a 911 emergency response telephone service within all or part of the Capital Region, and to provide primary call answer services (PSAP) at the Emergency Communications Vancouver Island Centre in Saanich operated by E-Comm.

PARTICIPATION:

On the basis of population as determined annually by the Regional Planning Services Department of the Capital Regional District.

MAXIMUM LEVY:

No stated limit in establishment bylaw on operating costs (limited by Municipal Act).

FUNDING:

Requisition, 911 call levy, and lease revenue

1.911 - 911 Call Answer	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Service Fees	129,791	124,646	122,153	-	-	122,153	119,710	117,316	114,970	112,670
Transfer to Municipalities	681,953	654,921	641,823	-	-	641,823	628,986	616,406	604,078	591,997
CRD Dispatch Centre Levy	480,606	480,606	504,640	-	-	504,640	529,870	556,360	584,180	613,390
Allocations	281,350	279,350	293,244	-	-	293,244	300,134	306,358	312,593	318,946
Other Operating Expenses	16,800	21,192	24,340	-	-	24,340	26,608	29,099	31,835	34,841
TOTAL OPERATING COSTS	1,590,500	1,560,715	1,586,200	-	-	1,586,200	1,605,308	1,625,539	1,647,656	1,671,844
*Percentage Increase over prior year			-0.3%			-0.3%	1.2%	1.3%	1.4%	1.5%
<u>DEBT / RESERVES</u>										
Transfer to Operating Reserve Fund	-	-	7,000	-	-	7,000	13,520	9,330	6,840	6,100
Transfer to Equipment Replacement Fund	1,000	1,000	1,000	-	-	1,000	1,000	1,000	1,000	1,000
Transfer to Capital Reserve Fund	1,000	-	1,000	-	-	1,000	1,000	1,000	1,000	1,000
Debt Servicing Costs	1,014,219	1,014,219	1,016,249	-	-	1,016,249	1,016,249	1,016,249	1,016,249	1,016,249
TOTAL DEBT / RESERVES	1,016,219	1,015,219	1,025,249	-	-	1,025,249	1,031,769	1,027,579	1,025,089	1,024,349
TOTAL COSTS	2,606,719	2,575,934	2,611,449	-	-	2,611,449	2,637,077	2,653,118	2,672,745	2,696,193
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2024 to 2025	-	(12,951)	12,951	-	-	12,951				
Transfer from Operating Reserve	(28,000)	(33,000)	-	-	-	-	-	-	-	-
Service Fees	(129,791)	(124,646)	(122,153)	-	-	(122,153)	(119,710)	(117,316)	(114,970)	(112,670)
CAL Revenue	(1,099,924)	(1,056,324)	(1,035,198)	-	-	(1,035,198)	(1,014,494)	(994,204)	(974,320)	(954,834)
Lease Revenue	(1,011,949)	(1,011,949)	(1,011,949)	-	-	(1,011,949)	(1,011,949)	(1,011,949)	(1,011,949)	(1,011,949)
Grants in Lieu of Taxes	(10,150)	(10,159)	(10,450)	-	-	(10,450)	(10,660)	(10,880)	(11,100)	(11,320)
Other Revenue	(18,070)	(18,070)	(27,610)	-	-	(27,610)	(29,858)	(32,329)	(35,045)	(38,031)
TOTAL REVENUE	(2,297,884)	(2,267,099)	(2,194,409)	-	-	(2,194,409)	(2,186,671)	(2,166,678)	(2,147,384)	(2,128,804)
REQUISITION	(308,835)	(308,835)	(417,040)	-	-	(417,040)	(450,406)	(486,440)	(525,361)	(567,389)
*Percentage increase over prior year Requisition			35.0%			35.0%	8.0%	8.0%	8.0%	8.0%

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

Service No.	1.911 911 Call Answer	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	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000

SOURCE OF FUNDS

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

Definitions for the 5-year Capital Plan

Asset Class	<p>Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150.</p> <p>L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment</p>
Capital Expenditure Type	<p>Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service.</p> <p>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</p>
Carryforward	<p>Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.</p>
Funding Source	<p>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</p> <p>If there is more than one funding source, additional rows are shown for the project.</p>

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.911

Service Name: 911 Call Answer

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
25-01	New	New Equipment	Next-Gen 911 Call Answer Technology-Placeholder	\$ 1,000,000	E	ERF	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,000,000
													\$ -
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			Grand Total	\$ 1,000,000				\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,000,000

Service: 1.911 911 Call Answer

Project Number	25-01	Capital Project Title	New Equipment	Capital Project Description	Next-Gen 911 Call Answer Technology-Placeholder
Project Rationale					

911 Call Answer
Reserves Summary Schedule
2025 - 2029 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2024	2025	2026	2027	2028	2029
Operating Reserve Fund	3,112	10,112	23,632	32,962	39,802	45,902
Equipment Replacement Fund	1,078,308	1,079,308	80,308	81,308	82,308	83,308
Capital Reserve Fund	123,102	124,102	125,102	126,102	127,102	128,102
Total	1,204,522	1,213,522	229,042	240,372	249,212	257,312

Reserve Schedule

Reserve Fund: 911 Call Answer - Operating Reserve Fund

To mitigate fluctuating Call Answer Levies

Reserve Cash Flow

Fund: Fund Centre:	1500 105508	Estimated	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		35,312	3,112	10,112	23,632	32,962	39,802
Transfer from Ops Budget		-	7,000	13,520	9,330	6,840	6,100
Transfer to Ops Budget - Core		(28,000)	-	-	-	-	-
Deficit Recovery		(5,000)					
Interest Income*		800					
Ending Balance \$		3,112	10,112	23,632	32,962	39,802	45,902

Assumptions/Background:

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

Reserve Schedule

Reserve Fund: 911 Call Answer - Equipment Replacement Fund

ERF Group: EMGTSV.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101460	Estimated	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		1,077,308	1,078,308	1,079,308	80,308	81,308	82,308
Transfer from Ops Budget		1,000	1,000	1,000	1,000	1,000	1,000
Expenditures		-	-	(1,000,000)	-	-	-
Interest Income		-					
Ending Balance \$		1,078,308	1,079,308	80,308	81,308	82,308	83,308

Assumptions/Background:

Reserve Schedule

Reserve Fund: 911 Call Answer - Capital Reserve Fund

To be created in 2024

Reserve Cash Flow

Fund:	TBD	Estimated	Budget				
		2024	2025	2026	2027	2028	2029
Fund Centre:	TBD						
Beginning Balance		-	123,102	124,102	125,102	126,102	127,102
Transfer from Ops Budget		-	1,000	1,000	1,000	1,000	1,000
Transfer from General Capital Fund		123,102		-	-	-	-
Interest Income*		-					
Ending Balance \$		123,102	124,102	125,102	126,102	127,102	128,102

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2025 Budget

912B Call Answer - Municipalities

COMMITTEE OF THE WHOLE

October 2024

Service: 1.912B - 911 Call Answer - Municipalities

Committee: Planning & Protective Services

DEFINITION:

To transfer Call Answer Levies received from the telecommunications service providers on behalf of the Victoria and Saanich PSAP participants to the municipalities (Saanich, Victoria, Central Saanich, Esquimalt, and Oak Bay). In Bylaw No. 2468 (adopted March, 1997). Amended by Bylaw No. 4123 (adopted December, 2016).

PARTICIPATION:

On the basis of population as determined annually by the Regional Planning Services Department of the Capital Regional District.

MAXIMUM LEVY:

Negative requisition; no stated limit

1.912B Call Answer - Municipalities	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2025 ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>EXPENDITURES</u>										
Return Grants in Lieu of Taxes	43,435	43,435	44,740	-	-	44,740	45,640	46,560	47,490	48,440
*Percentage Increase over prior year			3.0%			3.0%	2.0%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Call Answer Levy Revenue	(681,953)	(654,921)	(641,823)	-	-	(641,823)	(628,986)	(616,406)	(604,078)	(591,997)
TOTAL REVENUE	(681,953)	(654,921)	(641,823)	-	-	(641,823)	(628,986)	(616,406)	(604,078)	(591,997)
EXCESS OF REVENUE OVER EXPENDITURES	(638,518)	(611,486)	(597,083)	-	-	(597,083)	(583,346)	(569,846)	(556,588)	(543,557)
Estimated Balance c/fwd from 2024 to 2025	-	(27,032)	27,032	-	-	27,032	-	-	-	-
Balance c/fwd from 2023 to 2024	20,030	20,030	-	-	-	-	-	-	-	-
NEGATIVE REQUISITION	618,488	618,488	570,051	-	-	570,051	583,346	569,846	556,588	543,557
*Percentage increase over prior year Requisition			-7.8%			-7.8%	2.3%	-2.3%	-2.3%	-2.3%

CAPITAL REGIONAL DISTRICT

2025 Budget

Fire Dispatch

COMMITTEE OF THE WHOLE

October 2024

DEFINITION:

To provide emergency communication dispatch service to participating member municipalities and all Electoral Areas.

CRD Bylaw No. 3854 "Emergency Communication Dispatch Service Establishment Bylaw No.1, 2012". Adopted December 12th, 2012.

CRD Bylaw No. 4426 " Emergency Communication Dispatch Service Establishment Bylaw No.1, 2012, Amendment Bylaw No.1, 2021". Adopted July 14th, 2021.

CRD Bylaw No. 4502 " Emergency Communication Dispatch Service Establishment Bylaw No.1, 2012, Amendment Bylaw No.2, 2022". Adopted February 8th, 2023

SERVICE DESCRIPTION:

The service has historically funded a contract with City of Langford to provide the dispatch service.

The City of Langford has withdrawn from participation in the service, effective January 01, 2022 through Bylaw No. 4426.

CRD has entered into the new contract with the District of Saanich to provide the dispatch service in replacement of City of Langford as service provider.

PARTICIPATION:

City of Langford (remove as of January 2022), District of Metchosin, District of Highland, District of Sooke, Juan de Fuca, Salt Spring Island and Southern Gulf Island

COST APPORTIONMENT:

Effective January 1st, 2023, the net annual cost attributable to this service shall be apportioned among the participating municipalities and electoral areas on the basis of their usage as indicated by call volume. Call volume, for the purpose of this section, is the number of calls for service attributed to the individual participant as determined annually by the Capital Regional District. The annual call volume will be determined for budgeting purposes using the last full year's call statistics as recorded by the dispatch service provider. (Bylaw No. 4502, an amend to cost apportionment of "The Emergency Communication Dispatch Service Establishment Bylaw No. 1, 2012", Bylaw No. 3854).

MAXIMUM LEVY:

None stated

FUNDING:

Requisition

1.913 - Fire Dispatch	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Contract for Services	255,860	255,860	279,358	-	-	279,358	287,438	312,569	321,646	348,827
Allocations	44,279	44,279	47,138	-	-	47,138	48,267	49,231	50,222	51,221
Other Operating Expenses	72,420	65,951	60,900	-	-	60,900	63,856	66,956	70,211	73,632
TOTAL OPERATING COSTS	372,559	366,090	387,396	-	-	387,396	399,561	428,756	442,079	473,680
*Percentage Increase over prior year			4.0%			4.0%	3.1%	7.3%	3.1%	7.1%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	-	6,169	-	-	-	-	12,280	15,355	28,220	24,370
Transfer to Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-
TOTAL COSTS	372,559	372,259	387,396	-	-	387,396	411,841	444,111	470,299	498,050
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(33,771)	(33,771)	(12,196)	-	-	(12,196)	-	-	-	-
Grants in Lieu of Taxes	(9,848)	(9,848)	(10,140)	-	-	(10,140)	(10,340)	(10,540)	(10,750)	(10,960)
Revenue - Other	(800)	(500)	(820)	-	-	(820)	(840)	(860)	(880)	(900)
TOTAL REVENUE	(44,419)	(44,119)	(23,156)	-	-	(23,156)	(11,180)	(11,400)	(11,630)	(11,860)
REQUISITION	(328,140)	(328,140)	(364,240)	-	-	(364,240)	(400,661)	(432,711)	(458,669)	(486,190)
*Percentage increase over prior year Requisition			11.0%			11.0%	10.0%	8.0%	6.0%	6.0%

Reserve Fund: 1.913 Fire Dispatch - Operating Reserve Fund - Bylaw 4585

For requisition rate stabilization during periods of fluctuating revenues.

Reserve Cash Flow

Fund: Fund Centre:	1500 105555	Estimated	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		67,741	36,110	23,914	36,194	51,549	79,769
Transfer from Ops Budget		-	-	12,280	15,355	28,220	24,370
Transfer to Ops Budget		(33,771)	(12,196)	-	-	-	-
Interest Income*		2,140					
Ending Balance \$		36,110	23,914	36,194	51,549	79,769	104,139

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2025 Budget

Regional CREST Contribution

COMMITTEE OF THE WHOLE

October 2024

Service: 1.921 Regional CREST Contribution

Committee: Planning & Protective Services

DEFINITION:

To collect funding for the RCMP Dispatch area's share of costs in the regional emergency communications network (CREST).

PARTICIPATION:

On the basis of population as determined annually by the Regional Planning Services Department of the Capital Regional District.

MAXIMUM LEVY:

No stated limit in establishment bylaw on operating costs (Limited by Municipal Act).

Funding:

Requisition

Change in Budget 2024 to 2025
Service: 1.921 Regional CREST

Total Expenditure

Comments

2024 Budget

1,911,008

Other Changes:

2025 Contribution to CREST-Regional

93,342

Increase in 2025 contribution to CREST as per the agreement

Other Costs

180

Total Other Changes

93,522

2025 Budget

2,004,530

Summary of % Expense Change

2025 Contribution to CREST

4.9%

Balance of change

0.0%

% expense increase from 2024:

4.9%

% Requisition increase from 2024 (if applicable):

3.7%

Requisition funding is 94.9% of service revenue

Overall 2024 Budget Performance

(expected variance to budget and surplus treatment)

Overall operating expenses are on plan with no notable surplus or deficit expected.

1.921 - Regional CREST Contribution	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2025 ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Payments to CREST	1,905,008	1,905,008	1,998,350	-	-	1,998,350	2,096,269	2,157,061	2,200,200	2,244,200
Internal Interest	6,000	14,000	6,180	-	-	6,180	6,300	6,430	6,560	6,690
TOTAL COSTS	1,911,008	1,919,008	2,004,530	-	-	2,004,530	2,102,569	2,163,491	2,206,760	2,250,890
*Percentage Increase over prior year			4.9%			4.9%	4.9%	2.9%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Balance c/fwd from 2023 to 2024	21,985	21,985	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(96,942)	(96,942)	(99,850)	-	-	(99,850)	(101,860)	(103,900)	(105,980)	(108,090)
Revenue-Other	(2,500)	(10,500)	(2,580)	-	-	(2,580)	(2,630)	(2,680)	(2,730)	(2,780)
TOTAL REVENUE	(77,457)	(85,457)	(102,430)	-	-	(102,430)	(104,490)	(106,580)	(108,710)	(110,870)
REQUISITION	(1,833,551)	(1,833,551)	(1,902,100)	-	-	(1,902,100)	(1,998,079)	(2,056,911)	(2,098,050)	(2,140,020)
*Percentage increase over prior year Requisition			3.7%			3.7%	5.0%	2.9%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2025 Budget

Animal Care Services

COMMITTEE OF THE WHOLE

October 2024

Service: 1.313 Animal Care Services

Committee: Planning and Protective Services

DEFINITION:

Care of domestic animals within all electoral areas of the Regional District (Letters Patent - February 16, 1979; Converted to Establishing Bylaw 4416 - September 2021). We provide service to the three electoral areas as well as Sidney, Saanich, Central Saanich, North Saanich, Highlands, View Royal, Colwood, Langford, Sooke, Metchosin, the Pauquachin, Songhees and Tsawout First nations. We also provide pound keeping services to Saanich, Sooke, Metchosin and Highlands are charged as if they were part of the service provided to the Electoral Areas. All other participants are levied by contract.

SERVICE DESCRIPTION:

Enforces the Animal Control Bylaw for three Electoral Areas, 10 Municipalities, and 3 First Nations. Also provides Pound Service for the District of Saanich and the areas listed above. Ensures public safety with person/animal contacts, quick return of lost animals, investigations or animal/person public education, re-homing of animals, quality care of animals.

PARTICIPATION:

Salt Spring Island Electoral Area, Southern Gulf Islands Electoral Area, and Juan de Fuca Electoral Area

MAXIMUM LEVY:

None stated.

FUNDING:

Sale of services, licences and dog tags, plus requisition

Change in Budget 2024 to 2025
Service: 1.313 Animal Care Services

Total Expenditure

Comments

2024 Budget

1,737,305

Change in Salaries:

Base salary and benefit change	31,652	Inclusive of estimated collective agreement changes
Step increase/paygrade change	39,048	Various planned step increases/paygrade changes
0.4 FTE transfer from Bylaw	36,623	0.4 FTE transfer from Bylaw to align with operational deployment
Increase in overtime salaries	14,200	Realignment of budget with historical and expected future expenses
Other	5,465	
Total Change in Salaries	126,988	

Other Changes:

Standard Overhead Allocation	4,185	Increase in 2024 operating costs
Human Resources Allocation	4,247	Increase in 2024 salary budget; corporate safety resourcing
Supplies-dog licences	8,800	Realignment of budget based on previous actual expenses
Reserve Transfers	2,062	ORF transfer reduce by \$8,093 and CRF transfer increase by \$10,155
Other	4,623	
Total Other Changes	23,917	

2025 Budget

1,888,210

Summary of % Expense Change

Base Salary increase	1.8%	
Step increase/paygrade change & overtime	3.1%	
0.4 FTE transfer-in	2.1%	
Supplies-dog licences	0.5%	
Balance of change	1.2%	
% expense increase from 2024:	8.7%	
% Requisition increase from 2024:	14.0%	<i>Requisition funding is 28.8% of service revenue</i>

Overall 2024 Budget Performance
 (expected variance to budget and surplus treatment)

Revenues are projected at \$17,678 (1.0%) higher than budget mainly due to higher sales and service fees. Operating costs are projected at \$25,054 (1.4%) higher than budget mainly due to higher vet services, uniforms, software licences and legal services. Therefore, there is an estimated one-time unfavourable variance of \$7,367 (0.4%). This variance will be recovered by reduction in transfers to Operating Reserve, which has an expected year end balance of \$60,024 before this transfer.

1.313 - Animal Care Services	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries & Wages	1,147,100	1,146,980	1,223,435	50,653	-	1,274,088	1,309,137	1,345,155	1,382,165	1,420,174
Vehicle Operating Expenses	48,780	48,780	50,240	-	-	50,240	51,240	52,260	53,310	54,380
Telecommunications	47,520	47,520	48,950	-	-	48,950	49,930	50,930	51,950	52,990
Supplies	41,200	47,156	50,000	-	-	50,000	51,000	52,010	53,050	54,110
Allocations	265,707	252,187	270,787	-	-	270,787	281,616	290,523	296,476	302,678
Other Operating Expenses	146,905	179,643	151,990	-	-	151,990	155,030	158,145	161,368	164,650
TOTAL OPERATING COSTS	1,697,212	1,722,266	1,795,402	50,653	-	1,846,055	1,897,953	1,949,023	1,998,319	2,048,982
*Percentage Increase over prior year			5.8%	3.0%		8.8%	2.8%	2.7%	2.5%	2.5%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	32,000	32,000	42,155	-	-	42,155	62,565	71,465	62,710	53,400
Transfer to Operating Reserve Fund	8,093	726	-	-	-	-	9,000	7,000	7,000	7,000
TOTAL CAPITAL / RESERVE	40,093	32,726	42,155	-	-	42,155	71,565	78,465	69,710	60,400
TOTAL COSTS	1,737,305	1,754,992	1,837,557	50,653	-	1,888,210	1,969,518	2,027,488	2,068,029	2,109,382
*Percentage Increase over prior year			5.8%	2.9%		8.7%	4.3%	2.9%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	-	-	-	-	(20,000)	(20,000)	-	-	-	-
Fees Charged	(28,330)	(46,000)	(53,090)	-	-	(53,090)	(54,150)	(55,230)	(56,330)	(57,460)
Sale of Goods and Services	(1,213,390)	(1,213,390)	(1,252,020)	-	-	(1,252,020)	(1,277,070)	(1,302,610)	(1,328,670)	(1,355,240)
Grants in Lieu of Taxes	(12,825)	(12,825)	(13,210)	-	-	(13,210)	(12,190)	(12,430)	(12,670)	(12,920)
Revenue - Other	(6,220)	(6,237)	(6,410)	-	-	(6,410)	(6,540)	(6,670)	(6,800)	(6,930)
TOTAL REVENUE	(1,260,765)	(1,278,452)	(1,324,730)	-	(20,000)	(1,344,730)	(1,349,950)	(1,376,940)	(1,404,470)	(1,432,550)
REQUISITION	(476,540)	(476,540)	(512,827)	(50,653)	20,000	(543,480)	(619,568)	(650,548)	(663,559)	(676,832)
*Percentage increase over prior year Requisition			7.6%	10.6%	-4.2%	14.0%	14.0%	5.0%	2.0%	2.0%
<u>AUTHORIZED POSITIONS</u>										
Salaried FTE	10.6	10.6	10.6	0.4		11.0	11.0	11.0	11.0	11.0

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

Service No.	1.313 Animal Care Services	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
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EXPENDITURE

Buildings	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$100,000
Equipment	\$10,000	\$23,000	\$5,000	\$13,000	\$5,000	\$13,000	\$59,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$45,000	\$45,000	\$0	\$0	\$0	\$0	\$45,000
Vehicles	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
	\$155,000	\$218,000	\$55,000	\$63,000	\$55,000	\$63,000	\$454,000

SOURCE OF FUNDS

Capital Funds on Hand	\$155,000	\$155,000	\$0	\$0	\$0	\$0	\$155,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$63,000	\$55,000	\$63,000	\$55,000	\$63,000	\$299,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$155,000	\$218,000	\$55,000	\$63,000	\$55,000	\$63,000	\$454,000

Definitions for the 5-year Capital Plan

Asset Class	<p>Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150.</p> <p>L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment</p>
Capital Expenditure Type	<p>Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service.</p> <p>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</p>
Carryforward	<p>Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.</p>
Funding Source	<p>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</p> <p>If there is more than one funding source, additional rows are shown for the project.</p>

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.313

Service Name: Animal Care Services

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2025	2026	2027	2028	2029	5 - Year Total auto-populates
23-01	Replacement	Computer Replacements	Replacement of computer equipment	\$ 24,000	E	ERF	\$ -	\$ 8,000	\$ -	\$ 8,000	\$ -	\$ 8,000	\$ 24,000
23-02	Replacement	Vehicle Replacements	Replacement of vehicles (shared with Bylaw)	\$ 250,000	V	ERF	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
23-03	Renewal	Animal Shelter Improvement	Updating CRD Animal Shelter Facility	\$ 200,000	B	Cap	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
23-04	Renewal	On-Line Payment Portal for Dog Licences	Purchase of Tempest on-line payment portal for CRD Dog Licence	\$ 30,000	S	Cap	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
23-05	Renewal	Network Upgrade and Security	Network Upgrade and addition of Security Cameras at CRD Animal Shelter	\$ 35,000	S	Cap	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
23-06	Renewal	Outreach	Implementing and enhancing Outreach programs	\$ 62,351	E	Cap	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
25-01	Replacement	Personal Protection Equipment PPE	Replacement of staff PPE - stab protection plates	\$ 25,000	E	ERF	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 25,000
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
			Grand Total	\$ 626,351				\$ 218,000	\$ 55,000	\$ 63,000	\$ 55,000	\$ 63,000	\$ 454,000

Service: **1.313** **Animal Care Services**

Project Number 23-01 **Capital Project Title** Computer Replacements **Capital Project Description** Replacement of computer equipment

Project Rationale Replace computers as required and requested by IT.

Project Number 23-02 **Capital Project Title** Vehicle Replacements **Capital Project Description** Replacement of vehicles (shared with Bylaw)

Project Rationale To replace vehicles used for Animal Control and Bylaw Enforcement.

Project Number 23-03 **Capital Project Title** Animal Shelter Improvement **Capital Project Description** Updating CRD Animal Shelter Facility

Project Rationale Create new reception area at front of Animal Shelter to ensure public are not entering the areas where animals are kept for the safety of the customers and welfare of the animals, provides Officers their own entrance to bring in lost or injured animals. New signage required to identify property and building from a busy highway and ensure they all meet corporate standards. Addition of cat impound room as current impound room will be changed into the front reception area as it is located at the front of the building. Painting of cement floors in building, painting of all spaces and new additions. Upgrade to outside dog area, addition of environment enriching activities and tasks to keep dogs properly exercised, metal pergola and cement picnic table for dog exercise area which creates shade for animals and a meet and greet area for potential animal adoptions, upgrade from current gravel to a rubber or turf on part of area with activities. Repair of fencing surrounding building and addition of entrance gate to back area off the side of the building for deliveries and adding an additional exit from the building in case of emergency. Mural for front of animal shelter with dedication to the bequeathment donor. Wired in generator to furnace and electrical in case of loss of power, to maintain heating and air flow for the animals.

Project Number 23-04 **Capital Project Title** On-Line Payment Portal for Dog Licences **Capital Project Description** Purchase of Tempest on-line payment portal for CRD Dog Licence

Project Rationale Purchase of Tempest online dog licence port for payment of CRD Dog Licences on-line resulting in reduction of phone calls, in-person and by mail renewals, resulting in efficiency, more up-to-date information and less staff time and resources.

Service: 1.313 Animal Care Services

Project Number 23-05

Capital Project Title Network Upgrade and Security

Capital Project Description Network Upgrade and addition of Security Cameras at CRD Animal Shelter

Project Rationale Animal Shelter network requires upgrade to allow wifi, a faster connection and Cisco phones, currently no option for wifi, connection is poor when it rains or snows, staff are unable to be integrated into the Cisco phone system with current connectivity. Once upgraded addition of Cisco phones, security cameras for security, tv display to monitor for safety of staff and lone worker checks.

Project Number 23-06

Capital Project Title Outreach

Capital Project Description Implementing and enhancing Outreach programs

Project Rationale Enhancement of Petiquette Program to include updated and new information regarding dog parks, dangerous dogs, responsible pet ownership, animal care, licencing and community involvement. Enhancement of Emergency Preparedness for Pets, information, outreach and develop more detailed CRD Grab 'n Go Bags for Pets. Addition of community outreach programs as well as training for outside agencies on how to deal with problem pets. Development of CRD Pets App - app designed by CRD staff that allows users to post their lost animal or found animal. Users would create a profile for their pet and if it becomes lost, they can choose an option to post 'lost' and drop a GIS pin where their pet was lost, all other users with the app will be notified and your dog could be returned to you in a timely fashion. Various volunteers are managing something similar by Facebook. The CRD would be the hub of where all lost and found pets are posted, which in turn will increase the numbers and rate of animals returned to their owners. In addition, the App will have a section for rules regarding dogs in all CRD Parks as well as municipal parks, can use CRD GIS to find areas that are off-leash, dog licence fees, leash laws per municipality and likes to the 13 municipal Animal Control Bylaws, CRD could use all to send out notifications regarding algae bloom so that dog owners don't allow their pets to drink the water at that CRD Regional Park etc.

Project Number 25-01

Capital Project Title Personal Protection Equipment PPE

Capital Project Description Replacement of staff PPE - stab protection plates

Project Rationale In 2023 all bylaw officers were outfitted with personal protective equipment in the form the stab vests. The inner plates have a 5 year life span so will require replacement therefore we require the funds by mid 2028 to order the replacement. The plates cost upwards of \$850 per staff member.

**Animal Care Services
Reserve Summary Schedule
2025 - 2029 Financial Plan**

Reserve/Fund Summary

	Estimated	Budget				
	2024	2025	2026	2027	2028	2029
Operating Reserve Fund	52,657	32,657	41,657	48,657	55,657	62,657
Equipment Replacement Fund	31,021	10,176	17,741	26,206	33,916	24,316
Total	83,679	42,834	59,399	74,864	89,574	86,974

Reserve Schedule

Reserve Fund: 1.313 Animal Control - Operating Reserve Fund

Capital Regional District Operating Reserve Fund was established in 2016 under Bylaw No. 4146. The funds in this reserve shall be expended for unforeseen legal expense or other operating costs. Monies set aside shall be deposited under separate account in the bank and until required to be used may be invested in the manner provided by Section 364(2) of the Municipal Act.

Reserve Cash Flow

Fund: Fund Centre:	1500 105407	Estimated	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		49,531	52,657	32,657	41,657	48,657	55,657
Transfer from Ops Budget		726	-	9,000	7,000	7,000	7,000
Transfer to Ops Budget - Core Budget		-	(20,000)	-	-	-	-
Interest Income*		2,400					
Ending Balance \$		52,657	32,657	41,657	48,657	55,657	62,657

Assumptions/Background:

Maintain balance at reasonable level to cover unexpected operating expenses such as legal.

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

Reserve Schedule

Reserve Fund: 1.313 Animal Control - Equipment Replacement Fund

For replacement of vehicles, computers and furnishings.

ERF Group: ANICON.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101424	Estimated	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		29,021	31,021	10,176	17,741	26,206	33,916
Transfer from Op Budget		32,000	42,155	62,565	71,465	62,710	53,400
Planned Purchases		(30,000)	(63,000)	(55,000)	(63,000)	(55,000)	(63,000)
Interest Income		-					
Ending Balance \$		31,021	10,176	17,741	26,206	33,916	24,316

Assumptions/Background:

Maintain level sufficient to fund required vehicle and computer replacements

CAPITAL REGIONAL DISTRICT

2025 Budget

Bylaw Enforcement

COMMITTEE OF THE WHOLE

October 2024

Service: 1.323 Bylaw Services

Committee: Planning and Protective Services

DEFINITION:

To provide Bylaw enforcement to functions of the Capital Regional District as required. The cost of this service is reallocated to functions that use Bylaw enforcement services, such as Regional Parks, Noise Control, Nuisances & Unsightly Premises, and others.

SERVICE DESCRIPTION:

Respond to complaints, seek voluntary compliance and use regulatory and legal enforcement options to enforce bylaws in the three electoral areas for Noise, Nuisance and Unsightly Premises as well as Soil Deposit and Removal in the JdF EA.

Bylaw Enforcement services in Metchosin and the Highlands by contract.

Enforce bylaws for internal customers including Hartland Landfill, Environmental Services, Integrated Water, Parks, Community Planning, Building Inspection and Vancouver Island Health Authority.

PARTICIPATION:

Method of cost allocation on the basis of prior year's estimated usage.

MAXIMUM LEVY:

None stated.

FUNDING:

Mainly from functions within the CRD that use Bylaw enforcement.

Change in Budget 2024 to 2025			
Service:	1.323 Bylaw Enforcement	Total Expenditure	Comments
2024 Budget		639,731	
Change in Salaries:			
	Base salary and benefit change	9,597	Inclusive of estimated collective agreement changes
	Step increase/paygrade change	4,839	
	1.5 FTE	152,410	2025 IBC 16g-3.4 (1.0 FTE); 2025 IBC 3a-1.3 Hartland (0.5 FTE)
	0.4 FTE transfer to Animal Control	(35,511)	0.4 FTE transfer to Animal Control to align with operational deployment
	2024 AUX wages and benefit	(50,000)	2024 one-time AUX wages to support Hartland
	2025 AUX wages and benefit	24,000	Ongoing AUX coverage for vacation/sick days for the bylaw officers and admin (IBC FTEs)
	Other	12,451	
	Total Change in Salaries	117,786	
Other Changes:			
	Standard Overhead Allocation	3,071	Increase in 2024 operating costs
	Human Resources Allocation	2,628	Increase in 2024 salary budget; corporate safety resourcing
	Vehicle operating costs	14,120	Realignment of budget with expected future expenses
	Supplies-setup costs	16,000	One-time setup costs for 1.5 FTE; 2025 IBC 16g-3.4 (1.0 FTE); 2025 IBC 3a-1.3 Hartland (0.5 FTE)
	Sharepoint Online Upgrade	7,207	Contribution to 2025 IBC 13a-3.1: M365 SharePoint Online Transition to IM
	Uniforms, Staff training & IT licence	5,180	Increase due to the addition of staffing count
	Telecommunication	3,740	Increase for annual cell, radio and surface book LTE charges
	Transfer to reserve	18,272	Increase in transfer to ERF for future vehicle/equipment purchases
	Other Costs	5,686	Other costs such as travel, meeting costs, operating supplies
	Total Other Changes	75,904	
2025 Budget		833,421	
Summary of % Expense Increase			
	2025 IBCs (1.5 FTEs)	23.8%	
	Base salary and step increase	2.3%	
	0.4 FTE transfer out	-5.6%	
	One-time Setup costs	2.5%	
	Transfer to reserve	2.9%	
	Vehicle operating costs	2.2%	
	Sharepoint Online Upgrade	1.1%	
	Balance of increase	1.1%	
	% expense increase from 2024:	30.3%	
	<i>% Requisition increase from 2024 (if applicable):</i>	NA	<i>Requisition funding is (0)% of service revenue</i>

Overall 2024 Budget Performance
(expected variance to budget and surplus treatment)

There is an estimated one-time favourable variance of \$4,790 (0.7%) due mainly to higher internal recovery of bylaw enforcement services. This variance will be balanced to Equipment Reserve, which has an expected year end balance of \$47,659 before this transfer.

1.323 - Bylaw Enforcement

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries & Wages	427,988	419,988	405,987	139,787	-	545,774	740,713	670,473	795,273	817,443
Vehicle Operating Expenses	25,880	35,000	30,000	10,000	-	40,000	40,800	41,620	42,450	43,300
Telecommunications	6,000	6,000	6,180	3,560	-	9,740	9,930	10,130	10,330	10,540
Supplies	3,500	3,500	5,000	-	12,500	17,500	10,100	5,200	10,300	5,410
Allocations	84,295	84,295	92,460	-	7,207	99,667	103,507	99,447	101,492	103,620
Other Operating Expenses	41,210	40,676	43,440	4,670	3,500	51,610	49,084	50,068	51,083	52,098
TOTAL OPERATING COSTS	588,873	589,459	583,067	158,017	23,207	764,291	954,134	876,938	1,010,928	1,032,411
*Percentage Increase over prior year			-1.0%	26.8%	3.9%	29.8%	24.8%	-8.1%	15.3%	2.1%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	50,858	55,648	69,130	-	-	69,130	66,975	90,325	86,715	87,280
TOTAL CAPITAL / RESERVE	50,858	55,648	69,130	-	-	69,130	66,975	90,325	86,715	87,280
TOTAL COSTS	639,731	645,107	652,197	158,017	23,207	833,421	1,021,109	967,263	1,097,643	1,119,691
*Percentage Increase over prior year			1.9%	24.7%	3.6%	30.3%	22.5%	-5.3%	13.5%	2.0%
<u>Internal Recoveries</u>	(603,101)	(575,384)	(608,311)	(158,017)	(23,207)	(789,535)	(976,418)	(921,673)	(1,051,157)	(1,072,283)
OPERATING COSTS LESS INTERNAL RECOVERIES	36,630	69,723	43,886	-	-	43,886	44,691	45,590	46,486	47,408
*Percentage Increase over prior year			19.8%			19.8%	1.8%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Sale of Goods and Services	(32,980)	(65,943)	(40,286)	-	-	(40,286)	(41,090)	(41,910)	(42,740)	(43,590)
Revenue - Other	(3,650)	(3,780)	(3,600)	-	-	(3,600)	(3,601)	(3,680)	(3,746)	(3,818)
TOTAL REVENUE	(36,630)	(69,723)	(43,886)	-	-	(43,886)	(44,691)	(45,590)	(46,486)	(47,408)
REQUISITION	-	-	-	-	-	-	-	-	-	-
AUTHORIZED POSITIONS: Salaried FTE	2.9		2.9	1.1		4.0	5.0	5.0	6.0	6.0

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

Service No.	1.323 Bylaw Services	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	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$20,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$0	\$25,000	\$75,000	\$25,000	\$75,000	\$25,000	\$25,000	\$225,000
	\$0	\$29,000	\$79,000	\$29,000	\$79,000	\$29,000	\$29,000	\$245,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$29,000	\$79,000	\$29,000	\$79,000	\$29,000	\$29,000	\$245,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$29,000	\$79,000	\$29,000	\$79,000	\$29,000	\$29,000	\$245,000

Definitions for the 5-year Capital Plan

Asset Class	<p>Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150.</p> <p>L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment</p>
Capital Expenditure Type	<p>Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service.</p> <p>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</p>
Carryforward	<p>Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.</p>
Funding Source	<p>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</p> <p>If there is more than one funding source, additional rows are shown for the project.</p>

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.323
 Service Name: Bylaw Services

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2025	2026	2027	2028	2029	5 - Year Total auto-populates
25-01	Replacement	Computers	Replacement of computer equipment	\$ 12,500	E	ERF	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 12,500
25-02	Replacement	Vehicle	Replacement of Bylaw vehicles	\$ 225,000	V	ERF	\$ -	\$ 25,000	\$ 75,000	\$ 25,000	\$ 75,000	\$ 25,000	\$ 225,000
25-03	Replacement	PPE	Replacement of Personal Protection Equipment	\$ 7,500	E	ERF	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 7,500
													\$ -
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			Grand Total	\$ 245,000				\$ 29,000	\$ 79,000	\$ 29,000	\$ 79,000	\$ 29,000	\$ 245,000

Service:

1.323

Bylaw Services

Project Number	25-01	Capital Project Title	Computers	Capital Project Description	Replacement of computer equipment
Project Rationale	Replacement of computer equipment				

Project Number	25-02	Capital Project Title	Vehicle	Capital Project Description	Replacement of Bylaw vehicles
Project Rationale	Replacement of Bylaw vehicles				

Project Number	25-03	Capital Project Title	PPE	Capital Project Description	Replacement of Personal Protection Equipment
Project Rationale	Personal protection equipment have a replacement schedule of 5 years. These are stab/spike resistant vests for our Bylaw staff, purchased in 2024.				

Reserve Schedule

Reserve Fund: 1.323 Bylaw Enforcement - Equipment Replacement Fund

ERF Group: BYLAW.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101426	Estimated	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		97,657	47,659	87,789	75,764	137,089	144,804
Transfer from Ops Budget		50,858	69,130	66,975	90,325	86,715	87,280
Proceed from Disposition		1,644					
Planned Purchase		(102,500)	(29,000)	(79,000)	(29,000)	(79,000)	(29,000)
Interest Income		-					
Ending Balance \$		47,659	87,789	75,764	137,089	144,804	203,084

Assumptions/Background:

Maintain level sufficient to fund required vehicle and computer replacements

CAPITAL REGIONAL DISTRICT

2025 Budget

Traffic Safety Commission

COMMITTEE OF THE WHOLE

October 2024

Service: 1.230 Traffic Safety

Commission: Traffic Safety

DEFINITION:

To establish a Traffic Safety Commission as an extended service to participants.
Establishment Bylaw No. 1828 (1990), Bylaw No. 1921 (1991), No. 3614 (2009), and No. 4166 (2017).

SERVICE DESCRIPTION:

This service provides funding and support for the Traffic Safety Commission, a CRD commission that advises the CRD Board on Traffic Safety problems and puts in place applicable Traffic Safety Programs. Representatives from about 14 organizations concerned with traffic safety, such as the BC Ambulance Service, make up the commission.

PARTICIPATION:

Participating municipalities and electoral areas on the basis of converted hospital assessment value of land and improvements.

MAXIMUM LEVY:

None stated

MAXIMUM CAPITAL DEBT:

N/A

1.230 - Traffic Safety Commission	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2025 ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Allocations	6,856	6,856	5,263	-	-	5,263	5,421	5,529	5,640	5,752
Insurance Costs	330	330	270	-	-	270	297	327	360	396
Advertising, Promotion and Meetings	70,000	25,000	94,000	-	-	94,000	55,000	56,100	57,220	58,370
Scholarships	18,000	2,000	18,000	-	-	18,000	2,000	2,000	2,000	2,000
Other Expenses	10,068	14,791	15,092	-	-	15,092	15,000	15,300	15,600	15,910
TOTAL COSTS	105,254	48,977	132,625	-	-	132,625	77,718	79,256	80,820	82,428
*Percentage Increase over prior year			26.0%			26.0%	-41.4%	2.0%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Estimated Balance c/fwd from 2024 to 2025	-	56,443	(56,443)	-	-	(56,443)	-	-	-	-
Balance c/fwd from 2023 to 2024	(29,182)	(29,182)	-	-	-	-	-	-	-	-
Grants in Lieu of Taxes	(3,360)	(3,351)	(3,460)	-	-	(3,460)	(3,530)	(3,600)	(3,670)	(3,740)
Other Revenue	(200)	(375)	(210)	-	-	(210)	(210)	(210)	(210)	(210)
TOTAL REVENUE	(32,742)	23,535	(60,113)	-	-	(60,113)	(3,740)	(3,810)	(3,880)	(3,950)
REQUISITION	(72,512)	(72,512)	(72,512)	-	-	(72,512)	(73,978)	(75,446)	(76,940)	(78,478)
*Percentage increase over prior year Requisition			0.0%			0.0%	2.0%	2.0%	2.0%	2.0%

CAPITAL REGIONAL DISTRICT

2025 Budget

Regional Planning Services

COMMITTEE OF THE WHOLE

October 2024

DEFINITION:

Regional Planning includes two service functions:

Regional Information – which maintains a regional information base and perspective on population, employment, economic development and land use trends. The service provides regional, sub-regional and municipal statistics, trend analysis and research tools to member municipalities and a wide variety of public, private and community clientele.

Regional Transportation – manages and applies the regional transportation model. The service analyzes the impacts of actual and projected changes to the transportation system and conducts/commissions transportation-related studies and reports. Regional transportation provides advice and information to the CRD Board, other departments and other jurisdictions on policies and issues related to the Regional Transportation Plan.

SERVICE DESCRIPTION:

Regional Planning provides information and planning services including regional, sub-regional and municipal statistics, trend analysis, transportation, policy development, planning and modeling. The information also assists in preparation of indicators relating to the annual legislative reporting requirement for the Regional Growth Strategy and as an information base for the development of municipal and electoral area official community plans. The information and analysis also supports the regional transportation and urban growth models and assists municipalities and local and regional agencies in their planning work.

PARTICIPATION:

All member municipalities (Central Saanich; Colwood; Esquimalt; Highlands; Langford; Metchosin; North Saanich; Oak Bay; Saanich; Sidney; Sooke; Victoria; View Royal) and Electoral Areas within the CRD (Juan de Fuca, Southern Gulf Islands, Salt Spring Island).

MAXIMUM LEVY:

None stated

FUNDING:

Requisition

Change in Budget 2024 to 2025

Service: 1.324 Regional Planning & Growth Strategy

Total Expenditure

Comments

2024 Budget

2,227,436

Change in Salaries:

Base salary change	19,755	Inclusive of estimated collective agreement changes
Step change/paygrade change	(6,522)	Step change due to staff turnover
Other	800	
Total Change in Salaries	<u>14,033</u>	

Other Changes:

Program Development	332,148	One-time Transportation Model Update from 2022 IBC 2a-1.1 Transportation Data Collection, Modelling & Priority Implementation
Standard Overhead Allocation	3,666	Increase in 2024 operating costs
Building Occupancy	17,619	Allocations from facilities management services (HQ)
Field Operations Centre (HQ2) Allocation	3,850	Development of HQ2/FOC building - to cover estimated new debt and operating costs for the new building
SharePoint Online Upgrade	10,812	Contribution to 2025 IBC 13a-3.1: M365 Sharepoint Online Transition to IM
Travel expenses	(9,940)	Realignment of budget with expected future expenses
Other Costs	209	
Total Other Changes	<u>358,364</u>	

2025 Budget

2,599,833

Summary of % Expense Change

2025 Base salary and benefit change	0.9%	
Internal allocations	1.6%	
One time program development	14.9%	
Balance of change	-0.7%	
% expense increase from 2024:	16.7%	
% Requisition increase from 2024 (if applicable):	3.0%	Requisition funding is 52.2% of service revenue

Overall 2024 Budget Performance

(expected variance to budget and surplus treatment)

There is an estimated one-time favourable variance of \$126,702 (5.7%) due mainly to temporary staff vacancies (\$94,902) and reduced staff training and travel expense (\$15,220). The Island Corridor project was largely deferred (\$580,000) to 2025 resulting in a reduction of expenses and a corresponding reduced transfers from reserves. The surplus will be transferred to the Operating Reserve which has an expected year end balance of \$2,739,381 before this transfer.

1.324 - Regional Planning Services	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries & Wages	1,098,077	1,003,175	1,112,110	-	-	1,112,110	1,144,088	1,176,968	1,210,778	1,245,551
Contract for Services	74,620	74,620	74,000	-	-	74,000	76,110	76,110	76,110	76,110
Allocations	261,019	261,019	291,603	-	10,812	302,415	323,735	329,962	339,705	346,765
Program Development Costs	685,990	95,990	97,910	-	912,148	1,010,058	99,870	420,000	-	-
Other Operating Expenses	105,230	77,540	98,750	-	-	98,750	101,006	103,318	105,729	108,223
TOTAL OPERATING COSTS	2,224,936	1,512,344	1,674,373	-	922,960	2,597,333	1,744,809	2,106,358	1,732,322	1,776,649
*Percentage Increase over prior year			-24.7%		41.5%	16.7%	-32.8%	20.7%	-17.8%	2.6%
<u>CAPITAL / RESERVES</u>										
Transfer to Operating Reserve Fund	-	126,702	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	2,500	2,500	2,500	-	-	2,500	2,500	2,500	2,500	2,500
TOTAL CAPITAL / RESERVES	2,500	129,202	2,500	-	-	2,500	2,500	2,500	2,500	2,500
TOTAL COSTS	2,227,436	1,641,546	1,676,873	-	922,960	2,599,833	1,747,309	2,108,858	1,734,822	1,779,149
Internal Recoveries	(93,180)	(93,180)	(91,440)	-	-	(91,440)	(94,090)	(96,810)	(99,620)	(102,500)
TOTAL COSTS NET OF RECOVERIES	2,134,256	1,548,366	1,585,433	-	922,960	2,508,393	1,653,219	2,012,048	1,635,202	1,676,649
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	(799,617)	(214,617)	(210,753)	-	(922,960)	(1,133,713)	(211,757)	(500,510)	(50,122)	(14,398)
Grants in Lieu of Taxes	(59,838)	(59,838)	(61,640)	-	-	(61,640)	(62,880)	(64,140)	(65,430)	(66,740)
Revenue - Other	(3,090)	(2,790)	(3,180)	-	-	(3,180)	(3,250)	(3,320)	(3,390)	(3,460)
Recovery - Other	(590)	-	(610)	-	-	(610)	(620)	(630)	(640)	(650)
TOTAL REVENUE	(863,135)	(277,245)	(276,183)	-	(922,960)	(1,199,143)	(278,507)	(568,600)	(119,582)	(85,248)
REQUISITION	(1,271,121)	(1,271,121)	(1,309,250)	-	-	(1,309,250)	(1,374,712)	(1,443,448)	(1,515,620)	(1,591,401)
*Percentage increase over prior year Requisition			3.0%			3.0%	5.0%	5.0%	5.0%	5.0%
Salaried	7.5	7.5	7.5			7.5	7.5	7.5	7.5	7.5

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

Service No.	1.324 Regional Planning Services	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	\$4,000	\$8,000	\$3,000	\$4,000	\$72,000	\$91,000	
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	\$4,000	\$8,000	\$3,000	\$4,000	\$72,000	\$91,000	

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Equipment Replacement Fund	\$0	\$4,000	\$8,000	\$3,000	\$4,000	\$72,000	\$91,000	
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	\$4,000	\$8,000	\$3,000	\$4,000	\$72,000	\$91,000	

Definitions for the 5-year Capital Plan

Asset Class	<p>Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150.</p> <p>L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment</p>
Capital Expenditure Type	<p>Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service.</p> <p>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</p>
Carryforward	<p>Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.</p>
Funding Source	<p>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</p> <p>If there is more than one funding source, additional rows are shown for the project.</p>

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 1.324

Service Name Regional Planning Services

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2025	2026	2027	2028	2029	5 - Year Total auto-populates
18-01	Replacement	Computer Replacement	Computer Replacement	\$ 36,700	E	ERF	\$ -	\$ 4,000	\$ 8,000	\$ 3,000	\$ 4,000	\$ -	\$ 19,000
23-01	Replacement	Eco-Counter Replacement	Replacement of bike and pedestrian counters owned by CRD across the region	\$ 90,000	E	ERF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,000	\$ 72,000
													\$ -
													\$ -
													\$ -
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													\$ -
			Grand Total	\$ 126,700				\$ 4,000	\$ 8,000	\$ 3,000	\$ 4,000	\$ 72,000	\$ 91,000

Service: **1.324** **Regional Planning Services**

Project Number	18-01	Capital Project Title	Computer Replacement	Capital Project Description	Computer Replacement
Project Rationale	Planned computer replacement for RSP staff complement, per IT replacement schedule.				

Project Number	23-01	Capital Project Title	Eco-Counter Replacement	Capital Project Description	Replacement of bike and pedestrian counters owned by CRD across the region
Project Rationale	The Data Review Implementation program oversaw the installation of 30 on-trail bike and pedestrian counters across the region. Data from the counters is published to a website daily and is used to inform policy. The CRD transferred ownership of 16 counters to third-parties. The remaining counters will start reaching end of life starting in 2028 and will have to be replaced				

Regional Planning Services
 Reserve Summary Schedule
 2025 - 2029 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2024	2025	2026	2027	2028	2029
Equipment Replacement Fund	213,467	211,967	206,467	205,967	204,467	134,967
Operating Reserve Fund	2,739,381	970,668	758,911	258,401	208,279	193,881
Total	2,952,848	1,182,635	965,378	464,368	412,746	328,848

Reserve Schedule

Reserve Fund: 1.324 Regional Planning Services - Equipment Replacement Fund

ERF Group: RGPLAN.ERF

Reserve Cash Flow

Fund: Fund Centre:	1022 101427	Estimated	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		254,967	213,467	211,967	206,467	205,967	204,467
Transfer from Ops Budget		2,500	2,500	2,500	2,500	2,500	2,500
Planned Purchase		(44,000)	(4,000)	(8,000)	(3,000)	(4,000)	(72,000)
Interest Income		-					
Ending Balance \$		213,467	211,967	206,467	205,967	204,467	134,967

Assumptions/Background:

Maintain adequate funding for lifecycle replacement of computer equipment and furnishings.

Reserve Schedule

Reserve Fund: 1.324 Regional Planning Services - Operating Reserve Fund

Op Rsv Funds B#4102,03,4144,45,46,47

Reserve Cash Flow

Fund: Fund Centre:	1500 105501	Estimated	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		2,367,467	2,739,381	970,668	758,911	258,401	208,279
Transfer from Ops Budget		-	-	-	-	-	-
Return of Project Surplus		486,077	-	-	-	-	-
Transfer to Ops Budget - Program Development							
Ready Step Roll Program		(40,000)	(40,000)	(40,000)	-	-	-
Implementation of Data Review		(25,000)	(25,000)	(25,000)	-	-	-
Origin and Destination Survey		-	-	-	(420,000)	-	-
IBC 4a-1.2 Transportation Service Implementation		-	(635,000)	-	-	-	-
IBC 4b-2.1 - Island Corridor Consultation		(15,000)	(580,000)	-	-	-	-
Bike Map Refresh		(28,000)	-	(28,000)	-	(28,000)	-
Transportation Model			(332,148)				
Transfer to Ops Budget - Core Budget		(101,959)	(155,565)	(118,757)	(80,510)	(22,122)	(14,398)
Transfer to Ops Budget - Manager of Strategic Planning		(4,658)	(1,000)	-	-	-	-
Interest Income*		100,454					
Ending Balance \$		2,739,381	970,668	758,911	258,401	208,279	193,881

Assumptions/Background:

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

CAPITAL REGIONAL DISTRICT

2025 Budget

Regional Growth Strategy

COMMITTEE OF THE WHOLE

October 2024

Service: 1.330 Regional Growth Strategy

Committee: Planning and Protective Services

DEFINITION:

This service is responsible for developing, coordinating, monitoring and updating the Regional Growth Strategy (RGS). The service includes providing advice and information to the CRD Board and other departments on policies and issues related to the RGS including the ongoing monitoring of its implementation. The Regional Growth Strategy is contained within CRD Bylaw No.4017 (Adopted March 2018).

SERVICE DESCRIPTION:

The Regional Growth Strategy/Sustainability service is responsible for developing, coordinating, monitoring and updating the Regional Growth Strategy (RGS) pursuant to the legislative provisions of the *Local Government Act*. The RGS is contained within CRD Bylaw No.4017 (adopted March 2018). The service administers the RGS through the review and reporting on municipal regional context statements, assessment of compliance of regional district bylaws, and providing advice and information to the CRD Board and other departments on policies and issues related to the RGS including the ongoing monitoring of its implementation.

PARTICIPATION:

All member municipalities (Central Saanich; Colwood; Esquimalt; Highlands; Langford; Metchosin; North Saanich; Oak Bay; Saanich; Sidney; Sooke; Victoria; View Royal) and the Juan de Fuca Electoral Area.

MAXIMUM LEVY:

None stated

FUNDING:

Requisition

Change in Budget 2024 to 2025
Service: 1.330 Regional Growth Strategy

Total Expenditure

Comments

2024 Budget

331,880

Change in Salaries:

Base salary change

5,142

Inclusive of estimated collective agreement changes

Total Change in Salaries

5,142

Other Changes:

Contract for Services

80,862

Implementation of 2023 IBC: 11b-1 Foodlands Access Service studies and financial modelling

Contract for Services

75,000

UBMC grant funded Growth and Mobility Study

Contract for Services

275,000

2025 IBC 8a-2.1 Regional Growth Strategy Review and Update

Legal Expenses

20,000

2025 IBC 8a-2.1 Regional Growth Strategy Review and Update

Other Costs

4,830

Total Other Changes

455,692

2025 Budget

792,714

Summary of % Expense Change

2025 IBC Expense

88.9%

Increase one-time contract for services

47.0%

Balance of change

3.0%

% expense decrease from 2023:

138.9%

% Requisition increase from 2023 (if applicable):

3.0%

Requisition funding is (41.0%) of service revenue

Overall 2024 Budget Performance

(expected variance to budget and surplus treatment)

There is an estimated one-time favourable variance of \$82,295 (24.8%) mainly due to temporary staff vacancies (\$46,704), and lower than planned contract (\$24,830) and legal expenses (\$6,170). The variance will be transferred to the Operating Reserve Fund, which has an expected year end balance of \$2,043,017 before this transfer.

1.330 - Regional Growth Strategy	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries & Wages	158,204	111,500	163,346	-	-	163,346	167,808	172,391	177,097	181,938
Contract for Services	24,830	-	25,570	-	-	25,570	26,080	26,600	27,130	27,670
Special Projects	-	-	-	-	430,862	430,862	75,000	-	-	-
Allocations	123,766	123,766	122,906	-	-	122,906	127,136	131,106	134,703	138,392
Other Operating Expenses	15,080	4,299	16,530	-	20,000	36,530	16,830	17,150	17,470	17,790
TOTAL OPERATING COSTS	321,880	239,565	328,352	-	450,862	779,214	412,854	347,247	356,400	365,790
*Percentage Increase over prior year			2.0%		140.1%	142.1%	-47.0%	-15.9%	2.6%	2.6%
<u>CAPITAL / RESERVE</u>										
Transfer to Operating Reserve Fund	10,000	92,295	13,500	-	-	13,500	10,800	8,300	6,200	4,100
TOTAL CAPITAL / RESERVE	10,000	92,295	13,500	-	-	13,500	10,800	8,300	6,200	4,100
TOTAL COSTS	331,880	331,860	341,852	-	450,862	792,714	423,654	355,547	362,600	369,890
*Percentage Increase over prior year			3.0%		135.9%	138.9%	-46.6%	-16.1%	2.0%	2.0%
<u>FUNDING SOURCES (REVENUE)</u>										
Transfer from Operating Reserve Fund	-	-	-	-	(450,862)	(450,862)	(75,000)	-	-	-
Grants in Lieu of Taxes	(15,655)	(15,655)	(16,120)	-	-	(16,120)	(16,440)	(16,770)	(17,110)	(17,450)
Revenue - Other	(1,020)	(1,000)	(1,050)	-	-	(1,050)	(1,070)	(1,090)	(1,110)	(1,130)
TOTAL REVENUE	(16,675)	(16,655)	(17,170)	-	(450,862)	(468,032)	(92,510)	(17,860)	(18,220)	(18,580)
REQUISITION	(315,205)	(315,205)	(324,682)	-	-	(324,682)	(331,144)	(337,687)	(344,380)	(351,310)
*Percentage increase over prior year Requisition			3.0%			3.0%	2.0%	2.0%	2.0%	2.0%
<u>AUTHORIZED POSITIONS</u>										
Salaried	1.0	1.0	1.0			1.0	1.0	1.0	1.0	1.0

Reserve Schedule

Reserve Fund: 1.330 Regional Growth Strategy - Operating Reserve Fund

Op Rsv Funds B#4102,03,4144,45,46,47

Reserve Cash Flow

Fund: Fund Centre:	1500 105502	Estimated	Budget				
		2024	2025	2026	2027	2028	2029
Beginning Balance		1,797,033	2,043,017	1,605,655	1,541,455	1,549,755	1,555,955
Transfer from Ops Budget		10,000	13,500	10,800	8,300	6,200	4,100
Return of Project Surplus		155,862					
Transfer to Ops Budget		-	(450,862)	(75,000)	-	-	-
Interest Income*		80,122					
Ending Balance \$		2,043,017	1,605,655	1,541,455	1,549,755	1,555,955	1,560,055

Assumptions/Background:

2025 - \$81k - 2023 IBC 11b-1: Foodlands Access Service
 2025 - \$295k - IBC 8a-2.1 Regional Growth Strategy Review and Update
 2025 - \$75k - Growth and Mobility Study
 *Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

2025 BUDGET

INTEGRATED WATER SERVICES

COMMITTEE OF THE WHOLE

October 2024

COMMITTEE OF THE WHOLE
October 30, 2024
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CAPITAL REGIONAL DISTRICT

2025 BUDGET

Regional Water Supply

COMMITTEE OF THE WHOLE

October 2024

DEFINITION:

To finance, install, operate and maintain a water supply local service in the Capital Regional District, as per the Water Supply Local Service Establishment Bylaw No. 2537.

The establishment and operation of a Regional Water Supply Commission is done by Bylaw No. 2539.

SERVICE DESCRIPTION:

Regional Water Supply is responsible for the water supply, treatment and transmission system for the Greater Victoria region, providing wholesale water to municipalities that operate municipal distribution systems. The service administration and operation is provided by the Integrated Water Services Department.

PARTICIPATION:

City of Victoria	Town of Sidney	District of Metchosin
District of Oak Bay	District of North Saanich	District of Sooke
District of Saanich	Town of View Royal	Juan de Fuca Electoral Area
Township of Esquimalt	City of Colwood	District of Highlands
District of Central Saanich	City of Langford	

MAXIMUM LEVY:

No stated limit in establishment bylaw and no ability to requisition.

MAXIMUM CAPITAL DEBT:

Authorized: Pre Consolidated MFA Loan Authorizations - Regional Water Supply Water Works Facilities		\$137,700,000
Borrowed:		<u>\$91,400,000</u>
Remaining: Expired		<u><u>\$46,300,000</u></u>
Authorized: LA Bylaw No. 3451 - Regional Water Supply Land Acquisition		\$60,000,000
Borrowed:		<u>\$60,000,000</u>
Remaining:		<u><u>\$0</u></u>
Authorized: LA Bylaw No. 3902 - Regional Water Supply Water Works Facilities	2014	\$12,500,000
Borrowed:		<u>\$9,500,000</u>
Remaining: Expired		<u><u>\$3,000,000</u></u>
Authorized: LA Bylaw No. 4382 - Regional Water Supply Water Works Facilities	2021	\$46,000,000
Borrowed:		<u>\$4,000,000</u>
Remaining: Active		<u><u>\$42,000,000</u></u>

FUNDING:

Costs are recovered through the sale of bulk water.

Change in Budget 2024 to 2025

Service: 2.670 Regional Water Supply

Total Expenditure

Comments

2024 Budget

42,114,204

Change in Salaries:

Salaries and Benefits		400,300	Inclusive of estimated collective agreement changes
IBCs:			
2.0 FTE	Engineers - Dam Safety	301,000	2024 IBC 2b-1.1 Dam Safety Program (2025 start) - 2 Engineer (using existing budget)
1.0 FTE	Utility Operator	126,350	2024 IBC 2b-1.1 Dam Safety Program (2025 start) - 1 Utility Operator (RWS)
1.0 FTE	Capital Project Engineer	66,700	2025 IBC 2b-2.2 Capital Project Engineer - Q3 2025 start
1.5 FTE	Seasonal Watershed Operators	166,430	2025 IBC 2a-5.1 Watershed Protection - Seasonal Watershed Operator - 2 x 9 month positions
		(158,680)	Existing Operating budgets: Dam Safety Engineer; Seasonal Watershed Operators
		<u>(211,180)</u>	Funded through Capital Program: Capital Project Engineer; Dam Safety Engineers
		<u>290,620</u>	
Total Change in Salaries		690,920	

Other Changes:

Transfer to Capital		2,050,000	Increase in Capital Fund Transfers
Asset and Maintenance Management		145,260	Asset Management transferred from Corporate to IWS
		56,300	Additional maintenance trade support
Chemical Supplies		191,410	Increased cost of chemicals and increased budgeted demand
Contracts for Services		123,490	
Demand Management		98,570	Increased funding for Demand management public engagement
Agriculture Water Rate Funding		50,000	
Insurance Costs		35,940	Recognize growing insurance premiums
Principal & Interest Payments		(308,990)	Principal and Interest Savings for debt retirement of: LA3419-105 of \$9m; LA3419-106 of \$1m
Vehicle Recovery		(97,786)	Increased Vehicle recovery to fund growth of Reserve Transfers
Other Costs		(190,295)	
Total Other Changes		<u>2,153,899</u>	

2025 Budget

44,959,023

Summary of % Expense Increase

Change between capital and debt funding	4.1%
Change in labour costs	1.6%
Change in asset and maintenance management	0.5%
Change in chemical supplies	0.5%
Balance of increase	0.5%
% expense increase from 2024:	6.8%

Overall 2024 Budget Performance

(expected variance to budget and surplus treatment)

Water demand is forecasted in line with budget, while operational costs are forecasted below budget due to temporary vacancies (\$200k), partially offset by chemical supply costs expected to exceed budget (\$160k). The forecasted net surplus of \$500k will be transferred to the service's Water Capital Fund.

CAPITAL REGIONAL DISTRICT

Program Group: CRD-Regional Water Supply

SUMMARY	2025 BUDGET REQUEST						FUTURE PROJECTIONS			
	2024 BOARD BUDGET 2	2024 ESTIMATED ACTUAL 3	2025 CORE BUDGET 4	2025 ONGOING 5	2025 ONE-TIME 6	TOTAL (COL 4, 5 & 6) 7	2026 8	2027 9	2028 10	2029 11
GENERAL PROGRAM EXPENDITURES:										
WATERSHED PROTECTION	6,787,022	6,721,464	6,879,383	52,342	-	6,984,067	7,123,748	7,266,223	7,411,548	7,559,779
WATER OPERATIONS	7,385,305	7,568,379	7,842,702	295,839	-	8,138,541	8,322,590	8,533,263	8,753,440	8,979,453
WATER QUALITY	2,045,342	2,047,559	2,133,179	-	-	2,133,179	2,176,457	2,220,606	2,265,668	2,311,647
CROSS CONNECTION	800,530	797,456	836,509	-	-	836,509	862,038	886,837	913,347	939,791
DEMAND MANAGEMENT	761,302	763,011	859,872	-	-	859,872	878,943	900,088	923,930	946,867
INFRASTRUCTURE ENGINEERING	577,530	577,530	595,345	-	-	595,345	613,320	625,600	638,094	650,894
FLEET OPERATION & MAINTENANCE	(479,755)	(479,755)	(577,541)	-	-	(577,541)	(589,092)	(600,874)	(612,892)	(625,149)
ASSET & MAINTENANCE MANAGEMENT & GM SUPPORT *	602,891	437,017	807,882	-	-	807,882	828,617	849,363	871,169	893,602
TOTAL OPERATING EXPENDITURES	18,480,167	18,432,661	19,377,331	348,181	-	19,777,854	20,216,621	20,681,106	21,164,304	21,656,885
<i>Percentage increase over prior year's board budget</i>			4.85%			7.02%	2.22%	2.30%	2.34%	2.33%
CONVEYANCE FEE FOR SERVICE TO FIRST NATIONS	900,000	450,000	480,000	-	-	480,000	500,000	525,000	550,000	575,000
AGRICULTURAL WATER RATE FUNDING	1,800,000	1,800,000	1,850,000	-	-	1,850,000	1,900,000	1,950,000	2,000,000	2,050,000
			2.78%			2.78%	2.70%	2.63%	2.56%	2.50%
CAPITAL EXPENDITURES & TRANSFERS										
TRANSFER TO WATER CAPITAL FUND	17,450,000	18,213,025	19,500,000	-	-	19,500,000	21,000,000	23,000,000	25,000,000	27,000,000
TRANSFER TO EQUIPMENT REPLACEMENT FUND	479,755	479,755	577,541	-	-	577,541	589,092	600,874	612,892	625,149
TRANSFER TO DEBT RESERVE FUND	108,040	35,040	186,373	-	-	186,373	580,090	422,090	597,890	301,090
TOTAL CAPITAL EXPENDITURES & TRANSFERS	18,037,795	18,727,820	20,263,914	-	-	20,263,914	22,169,182	24,022,964	26,210,782	27,926,239
DEBT SERVICING										
DEBT - INTEREST & PRINCIPAL	2,896,242	2,874,791	2,587,255	-	-	2,587,255	4,809,274	9,166,280	13,256,825	17,889,131
TOTAL DEBT EXPENDITURES	2,896,242	2,874,791	2,587,255	-	-	2,587,255	4,809,274	9,166,280	13,256,825	17,889,131
DEFICIT TRANSFERRED TO FOLLOWING YR										
TRANSFER TO FOLLOWING YEAR DEFICIT CARRY FORWARD										
TOTAL EXPENDITURES	42,114,204	42,285,272	44,558,500	348,181	-	44,959,023	49,595,077	56,345,350	63,181,911	70,097,255
SOURCES OF FUNDING										
REVENUE - SALES	(41,278,152)	(41,522,220)	(43,842,409)	(348,181)	-	(44,190,590)	(48,432,927)	(55,341,200)	(62,001,961)	(69,214,105)
REVENUE - OTHER	(836,052)	(763,052)	(768,433)	-	-	(768,433)	(1,162,150)	(1,004,150)	(1,179,950)	(883,150)
TOTAL SOURCE OF FUNDING FROM OPERATIONS	(42,114,204)	(42,285,272)	(44,610,842)	(348,181)	-	(44,959,023)	(49,595,077)	(56,345,350)	(63,181,911)	(70,097,255)
TRANSFER FROM PRIOR YEAR	-	-	-	-	-	-	-	-	-	-
TRANSFER TO FOLLOWING YEAR SURPLUS CARRY FORWARD										
TOTAL SOURCES OF FUNDING	(42,114,204)	(42,285,272)	(44,610,842)	(348,181)	-	(44,959,023)	(49,595,077)	(56,345,350)	(63,181,911)	(70,097,255)
<i>Percentage increase over prior year's board budget</i>			5.93%			6.76%	10.31%	13.61%	12.13%	10.95%
Water Rate \$ per cu. m.	\$ 0.8094					\$ 0.8631	\$ 0.9441	\$ 1.0767	\$ 1.2039	\$ 1.3414
<i>Percentage increase over prior year</i>	5.14%					6.63%	9.39%	14.04%	11.82%	11.42%

2025 Demand Estimate

Wholesale Demand

<u>Years</u>	<u>Actual Demand cu.metre</u>	<u>Budgeted Demand cu.metre</u>
2019	47,734,121	46,500,000
2020	48,730,475	48,000,000
2021	51,797,082	48,000,000
2022	50,297,409	49,000,000
2023	51,886,834	49,500,000
2024	51,300,000 1	51,000,000
2025 Demand Estimate	<u>51,200,000</u>	

1. Projected consumption for 2024

Summary of Wholesale Water Rates

	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	Change	
						<u>\$ per cu.m.</u>	<u>%</u>
Wholesale water rate							
Unit cost per cu.m.	\$0.7148	\$0.7332	\$0.7698	\$0.8094	\$0.8631	\$0.0537	6.63%

Wholesale Water Rate Increase Impact on Residential Water Bill

Average Annual Consumption * : 239.0 cubic metres

<u>Charge for Twelve Months Consumption</u>			2025	
			<u>Annual Charge</u>	<u>Annual Change \$</u>
Average Consumption	2024 Year	\$	193.45	
	2025	\$	206.28	\$ 12.83
Half Average Consumption	2024 Year	\$	96.72	
	2025	\$	103.14	\$ 6.42
Twice Average Consumption	2024 Year	\$	386.89	
	2025	\$	412.56	\$ 25.67

* Average Annual Consumption based on 2.303 people per household, per BC Stats 2024 projection

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

Service No.	2.670	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Regional Water Supply							

EXPENDITURE

Buildings	\$8,000,000	\$11,050,000	\$500,000	\$0	\$0	\$0	\$11,550,000
Equipment	\$8,550,000	\$14,643,500	\$3,690,000	\$3,425,000	\$2,015,000	\$2,565,000	\$26,338,500
Land	\$320,000	\$33,580,000	\$4,080,000	\$975,000	\$2,645,000	\$865,000	\$42,145,000
Engineered Structures	\$14,785,000	\$44,875,000	\$35,980,000	\$57,585,000	\$76,510,000	\$50,020,000	\$264,970,000
Vehicles	\$881,000	\$1,926,250	\$773,000	\$855,000	\$495,000	\$355,000	\$4,404,250
	\$32,536,000	\$106,074,750	\$45,023,000	\$62,840,000	\$81,665,000	\$53,805,000	\$349,407,750

SOURCE OF FUNDS

Capital Funds on Hand	\$21,220,000	\$52,468,000	\$19,150,000	\$20,560,000	\$22,390,000	\$26,150,000	\$140,718,000
Debenture Debt (New Debt Only)	\$0	\$40,500,000	\$24,700,000	\$41,200,000	\$58,780,000	\$27,100,000	\$192,280,000
Equipment Replacement Fund	\$691,000	\$1,376,250	\$773,000	\$855,000	\$495,000	\$355,000	\$3,854,250
Grants (Federal, Provincial)	\$6,000,000	\$6,000,000	\$0	\$0	\$0	\$0	\$6,000,000
Donations / Third Party Funding	\$4,625,000	\$5,730,500	\$400,000	\$225,000	\$0	\$200,000	\$6,555,500
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$32,536,000	\$106,074,750	\$45,023,000	\$62,840,000	\$81,665,000	\$53,805,000	\$349,407,750

Definitions for the 5-year Capital Plan

Asset Class	<p>Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150.</p> <p>L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment</p>
Capital Expenditure Type	<p>Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service.</p> <p>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</p>
Carryforward	<p>Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.</p>
Funding Source	<p>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</p> <p>If there is more than one funding source, additional rows are shown for the project.</p>

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 2.670
 Service Name: Regional Water Supply

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
WATERSHED PROTECTION													
Planning													\$ -
25-01	Study	Forest Resilience Studies and Assessments	Modelling, studies and assessments of forest fuels, forest health and efficacy of forest treatments in promoting forest resilience.	\$ 495,000	L	WU	\$ -	\$ 160,000	\$ 100,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 395,000
25-02	New	Public Engagement for Regional Water Supply	Public engagement plans and products.	\$ 130,000	L	WU	\$ -	\$ 30,000	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 130,000
25-03	Study	GVWSA Risk Assessments & Procedures	Risk assessments and updating procedures for security, biosecurity, spills	\$ 200,000	L	WU		\$ 10,000	\$ 60,000	\$ -	\$ 70,000	\$ -	\$ 140,000
25-04	Study	North Basin Intake Siting Studies	Data collection and studying stream flows and water quality entering the North Basin to inform location of a North Basin Intake	\$ 450,000	S	WU	\$ -	\$ 145,000	\$ 150,000	\$ 155,000	\$ -	\$ -	\$ 450,000
25-05	Study	Forest Management Plan for the GVWSA	Development of a forest management plan for the GVWSA to enhance forest resilience and mitigate climate change.	\$ 180,000	S	WU	\$ -	\$ 20,000	\$ 55,000	\$ 55,000	\$ 50,000	\$ -	\$ 180,000
Capital													
17-01	Renewal	Historic Goldstream Powerhouse Building	Repairs of historic Goldstream Powerhouse building and work toward making the site accessible to the public	\$ 196,000	B	WU	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
25-06	New	Forest Resilience Treatments	Thinning, juvenile spacing, and forest fuel management treatments to mitigate climate change, reduce wildfire risk and enhance forest resilience.	\$ 2,000,000	L	WU	\$ -	\$ 400,000	\$ 200,000	\$ 400,000	\$ 200,000	\$ 400,000	\$ 1,600,000
25-06					L	Other	\$ -	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ 200,000	\$ 600,000
09-01	Renewal	Leech River Watershed Restoration	A 17 year project to restore the Leech WSA lands for water supply.	\$ 5,576,000	L	WU	\$ 220,000	\$ 40,000	\$ 180,000	\$ 200,000	\$ -	\$ -	\$ 420,000
16-06	Renewal	Goldstream IWS Field Office	Renewal of Water Quality field office/lab and equipment storage and Watershed Protection office, yard, training space and equipment storage, replacing longstanding temporary facilities.	\$ 12,500,000	B	WU	\$ 4,000,000	\$ 6,000,000	\$ 500,000	\$ -	\$ -	\$ -	\$ 6,500,000
16-06	Renewal				B	Other	\$ 4,000,000	\$ 5,000,000	\$ -	\$ -			\$ 5,000,000
25-07	New	Hydromet Upgrades	New and upgraded hydrological and weather sensors and stations.	\$ 872,000	E	WU	\$ -	\$ 300,000	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ 500,000
20-01	Replacement	Kapoor Main Mile 1 Bridge and Asphalt Upgrade	Replacement of the existing undersized culvert with a large bridge as well as subsequent 500 m road asphalt replacement.	\$ 1,140,000	S	WU	\$ 840,000	\$ 840,000	\$ 250,000	\$ -	\$ -	\$ -	\$ 1,090,000
25-08	Renewal	Road Improvements	Gravel crushing, road deactivation and road upgrades to service water supply and watershed protection infrastructure and activities in the GVWSA	\$ 1,670,000	L	WU	\$ -	\$ 260,000	\$ 460,000	\$ 110,000	\$ 260,000	\$ 150,000	\$ 1,240,000
25-09	New	Climate Change Mitigations	Equipment, infrastructure and upgrades to harden water supply infrastructure from climate related risks in the GVWSA	\$ 400,000	E	WU	\$ -	\$ 160,000	\$ -	\$ 80,000	\$ -	\$ 100,000	\$ 340,000
25-10	Renewal	Property Management - Assessments and Upgrades	Assessments, planning and implementation of upgrades aimed at newly acquired GVWSA lands.	\$ 658,000	E	WU	\$ -	\$ 258,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 658,000
25-11	Renewal	GVWSA Bridge Supply & Installation	Replacement of undersized culverts with climate ready bridges which allow for fish passage.	\$ 1,755,000	S	WU	\$ -	\$ 30,000	\$ 400,000	\$ 425,000	\$ 450,000	\$ 450,000	\$ 1,755,000
25-12	New	GVWSA Land Acquisition	Acquisition of priority lands for Regional Water Supply	\$ 33,300,000	L	Debt	\$ -	\$ 32,300,000	\$ -	\$ -	\$ -	\$ -	\$ 32,300,000
													\$ -
Watershed Protection Sub-Total				\$ 61,522,000			\$ 9,060,000	\$ 46,203,000	\$ 2,455,000	\$ 1,870,000	\$ 1,225,000	\$ 1,595,000	\$ 53,348,000
INFRASTRUCTURE ENGINEERING AND OPERATIONS													
Planning													
16-10	New	Post Disaster Emergency Water Supply	Identify and procure emergency systems for post disaster preparedness.	\$ 2,250,000	S	WU	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	\$ 800,000
17-13	New	Asset Management Plan	Development of a plan to inform future areas of study and highlight critical infrastructure improvements.	\$ 400,000	S	WU	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
19-04	Study	Seismic Assessment of Critical Facilities Phase 2	Second phase seismic assessment of critical facilities will now be undertaken.	\$ 275,000	S	WU	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
19-15	New	Hydraulic Capacity Assessment and Transient Pressure Analysis	Detailed level-of-service assessment for the RWSC transmission system and transient pressure analysis.	\$ 250,000	S	WU	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
20-08	Study	Regional Water DCC Program	Design of a Regional DCC Program	\$ 650,000	S	WU	\$ -	\$ 200,000	\$ 40,000	\$ -	\$ -	\$ 10,000	\$ 250,000
20-10	Study	Condition & Vulnerability Assessment	Conduct a condition assessment of critical supply infrastructure and assess its possibility of risk.	\$ 200,000	S	WU	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
21-05	Study	Level of Service and Transfer Agreements	Develop level-of-service agreements for participating municipalities to address hydraulic capacity of infrastructure.	\$ 400,000	S	WU	\$ 140,000	\$ 50,000	\$ 100,000	\$ 100,000	\$ 50,000	\$ -	\$ 300,000

Service #:

2.670

Service Name:

Regional Water Supply

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
22-14	Study	Sooke River Intake Feasibility	A feasibility study for an intake from Sooke River to replace the Main No. 15 salmon fishery contribution, for a variety of reasons.	\$ 50,000	S	WU	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
27-01	Study	Regional Water Master Plan Update	Future update to the Regional Water Master Plan	\$ 500,000	S	WU	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ 500,000
23-12	Study	Project Delivery Strategy and Planning Studies	Develop a strategy to deliver the identified projects from the 2022 RWS Master Plan.	\$ 700,000	S	WU	\$ 50,000	\$ 350,000	\$ 300,000	\$ -	\$ -	\$ -	\$ 650,000
23-13	Study	Filtration Plant Planning & Design	Conduct a siting, conceptual design and detailed design for a filtration plant (identified as T2, T4 & M2 in the 2022 Master Plan)	\$ 16,300,000	S	WU	\$ -	\$ -	\$ 400,000	\$ 500,000	\$ 5,400,000	\$ 10,000,000	\$ 16,300,000
23-24	New	East-West Connector (Filtration Plant to District of Sooke)	Planning and Conceptual Design of the East- West Supply Main from the proposed filtration plant to the District of Sooke (identified as M12 in the 2022 Master Plan)	\$ 400,000	S	WU	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 400,000
23-25	New	Deep Northern Intake and Sooke Lake Pump Station	Planning and Design of the Deep Northern Intake and Sooke Lake Pump Station (identified as S3 in the 2022 Master Plan)	\$ 12,200,000	S	WU	\$ -	\$ -	\$ 600,000	\$ 3,600,000	\$ 4,000,000	\$ 4,000,000	\$ 12,200,000
23-26	New	Transmission Main - Sooke Lake Pump Station to Head Tank	Planning and Design of the Transmission Main from the Sooke Lake Pump Station to Head Tank (identified as M3 in the 2022 Master Plan)	\$ 3,400,000	S	WU	\$ -	\$ -	\$ 200,000	\$ 1,000,000	\$ 1,200,000	\$ 1,000,000	\$ 3,400,000
23-27	New	Gravity Main - Sooke Lake to Head Tank	Planning and Design of a Gravity Transmission Main (redundancy) from Sooke Lake to Head Tank (identified as M4 in the 2022 Master Plan)	\$ 1,400,000	S	WU	\$ -	\$ 150,000	\$ 150,000	\$ 400,000	\$ 700,000	\$ -	\$ 1,400,000
23-28	New	Goldstream Reservoir Connector	Planning and Design of the Goldstream Reservoir Connector transmission main (identified as M3 & M6 in the 2022 Master Plan)	\$ 4,600,000	S	WU	\$ -	\$ -	\$ 400,000	\$ 2,000,000	\$ 2,200,000	\$ -	\$ 4,600,000
24-09	Study	Agricultural Water Rate Review	Phase 2	\$ 100,000	S	WU	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Capital													
18-07	New	Replacement of UV System and Controls Upgrades	Replacement of the UV system and other electrical upgrades at the Goldstream Water Treatment Plant	\$ 11,830,346	E	WU	\$ 5,000,000	\$ 5,500,000	\$ -	\$ -	\$ -	\$ -	\$ 5,500,000
18-07	New			\$ -	E	Other	\$ -	\$ 330,500	\$ -	\$ -	\$ -	\$ -	\$ 330,500
18-08	Replacement	Bulk Supply Meter Replacement and Backflow Prevention Program	Planned replacement of aging bulk meter replacement based upon a condition assessment and water audit.	\$ 3,700,000	E	WU	\$ 750,000	\$ 750,000	\$ 100,000	\$ 1,000,000	\$ 100,000	\$ 1,000,000	\$ 2,950,000
18-15	Renewal	Corrosion Protection Program	Study deficiencies in the current material protection and implement recommendations.	\$ 1,450,000	S	WU	\$ 100,000	\$ 250,000	\$ 150,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 700,000
18-18	Replacement	Main No.3 Segment Replacement	Replacement of segments of Main No. 3 based upon previous studies.	\$ 15,600,000	S	WU	\$ 650,000	\$ 650,000	\$ 500,000	\$ 10,590,000	\$ 3,000,000	\$ 200,000	\$ 14,940,000
19-05	Renewal	Repairs - Kapoor Shutdown	Repair items such as defects in the Kapoor tunnel, replacement of critical valves, intake exterior inspection and actuator replacement while the Kapoor tunnel is shutdown.	\$ 700,000	S	WU	\$ 100,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
19-23	New	Critical Spare Equipment Storage & Pipe Yard	Plan, design and construct a critical equipment storage building.	\$ 1,200,000	S	WU	\$ 100,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
20-16	Replacement	Cecelia Meter Replacement	Replacement of the Cecelia billing meter as well as its enclosure.	\$ 1,500,000	S	WU	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
20-17	Replacement	Decommission & Conceptual Design of the Smith Hill Site	Plan for decommission the conceptual design for the replacement of the Smith Hill reservoir site.	\$ 1,450,000	S	WU	\$ 400,000	\$ 400,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,400,000
21-09	New	Goldstream Water Chlorination Gas System Removal	Plan and construct provisions for removal of chlorination system	\$ 200,000	S	WU	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
21-10	Replacement	SCADA Masterplan and System Upgrades	Update the SCADA Master Plan in conjunction with the Juan de Fuca Water Distribution, Saanich Peninsula Water and Wastewater, and Core Area Wastewater Services.	\$ 2,150,000	E	WU	\$ 1,000,000	\$ 1,000,000	\$ 725,000	\$ 600,000	\$ 300,000	\$ -	\$ 2,625,000
21-11	Replacement	RWS Supply Main No. 4 Upgrade & Main No. 1 High Pressurizing	Upgrade vulnerable sections of the RWS Supply Main No. 4 and Main No. 1 to a resilient system to better able to withstand a seismic event. Vulnerable sections are Concrete Cylinder pipe material which is susceptible to failure during a seismic event. This is part of project partnered with the Saanich Peninsula Water system.	\$ 93,000,000	S	WU	\$ 2,750,000	\$ 2,750,000	\$ 14,000,000	\$ 35,000,000	\$ 40,000,000	\$ 400,000	\$ 92,150,000
22-15	New	Microwave Radio Upgrades	To provide a high bandwidth communications backbone to the RWS system, a microwave communications system will be installed.	\$ 1,300,000	S	WU	\$ 440,000	\$ 640,000	\$ 200,000	\$ 100,000	\$ 100,000	\$ -	\$ 1,040,000
23-16	Renewal	Humpback Channel Assessment and Upgrades	Hydraulically assess the Humpback Overflow channel and conduct a condition assessment of the culverts at the Gatehouse.	\$ 200,000	S	WU	\$ 125,000	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ 125,000
23-17	Replacement	Main No. 4 - Mt Newton to Highway 17 & Bear Hill Trunk Extension (RWS Contribution to SPWS Project)	Approximately 2.9km of Main No. 4 concrete cylinder transmission main to replacement from Mt Newton Cross Rd/Central Saanich Rd to Island View Rd and Lochside Drive. This project is also being expanded to partially fund the extension of the Bear Hill Trunk Sewer on East Saanich Road from Wallace Drive to Dean Lower Tank.	\$ 39,000,000	S	WU	\$ 1,750,000	\$ 21,750,000	\$ 10,200,000	\$ -	\$ -	\$ -	\$ 31,950,000
23-17	Replacement				S	Grant	\$ 6,000,000	\$ 6,000,000	\$ -	\$ -	\$ -	\$ -	\$ 6,000,000
28-01	Renewal	Transmission Main Upgrade Program	Identify, conceptually design, detail design and construct transmission main upgrades.	\$ 160,000,000	S	WU	\$ -	\$ -	\$ -	\$ -	\$ 10,000,000	\$ 30,000,000	\$ 40,000,000
24-11	Replacement	IT Core Infrastructure Replacement and cyber security upgrades.	Replacement and upgrades to Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life and cyber security upgrades. Includes IT equipment located at tower sites within the RWS system.	\$ 420,000	E	WU	\$ -	\$ 15,000	\$ -	\$ 130,000	\$ 250,000	\$ -	\$ 395,000
24-12	Renewal	Head Tank Valve & Main No. 4&5 Valve Replacement	Supply and installation of valves and actuators at Head Tank and Main #4&5. Includes flushing plan and coordination efforts.	\$ 950,000	E	WU	\$ 450,000	\$ 950,000	\$ -	\$ -	\$ -	\$ -	\$ 950,000

Service #:

2.670

Service Name:

Regional Water Supply

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
24-19	Renewal	Mount Tolmie Tank Improvements	Structural and infiltration improvements, as well as improvements to controls, piping and other deficiencies.	\$ 5,500,000	E	WU	\$ 200,000	\$ 3,200,000	\$ 1,500,000	\$ 150,000	\$ -	\$ -	\$ 4,850,000
Infrastructure Engineering and Operations Sub-Total				\$ 384,225,346			\$ 21,345,000	\$ 47,800,500	\$ 30,765,000	\$ 55,720,000	\$ 68,050,000	\$ 46,910,000	\$ 249,245,500
DAM SAFETY PROGRAM													
25-13	Study	Sooke Lake & Deception Water Supply Area Dams - Regulatory Compliance, Dam Safety Planning & Analyses	Ongoing projects involving studies, dam safety planning and regulatory requirements activities for the various dams within the Sooke Lake Watershed. Outcomes from the various studies will inform future capital improvements.	\$ 3,500,000	S	WU	\$ -	\$ 900,000	\$ 1,350,000	\$ 750,000	\$ 250,000	\$ 250,000	\$ 3,500,000
25-14	Renewal	Sooke Lake & Deception Water Supply Area Dams - Upgrades and Improvements Program	Ongoing program to complete dam upgrades and improvements from the Dam Safety Risk Register, which have been identified through the Sooke Lake Water Supply Area Dams - Regulatory, Planning & Analysis Program.	\$ 7,250,000	S	WU	\$ -	\$ 4,000,000	\$ 1,500,000	\$ 250,000	\$ 1,000,000	\$ 500,000	\$ 7,250,000
25-15	Study	Goldstream Water Supply Area Dams - Regulatory Compliance, Dam Safety Planning & Analyses	Ongoing projects involving studies, dam safety planning and regulatory requirements activities for the various dams within the Goldstream Watershed. Outcomes from the various studies will inform future capital improvements.	\$ 7,200,000	S	WU	\$ -	\$ 700,000	\$ 1,000,000	\$ 250,000	\$ 5,000,000	\$ 250,000	\$ 7,200,000
25-16	Renewal	Goldstream Water Supply Area Dams - Upgrades and Improvements Program	Ongoing program to complete dam upgrades and improvements from the Dam Safety Risk Register, which have been identified through the Goldstream Water Supply Area Dams - Regulatory, Planning & Analysis Program.	\$ 4,000,000	S	WU	\$ -	\$ 500,000	\$ 1,200,000	\$ 250,000	\$ 750,000	\$ 900,000	\$ 3,600,000
25-17	Study	Charters Dam - Regulatory Compliance, Dam Safety Planning & Analyses	Ongoing projects involving studies, dam safety planning and regulatory requirements activities for Charters Dam. Outcomes from the various studies will inform future capital improvements.	\$ 100,000	S	WU	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
25-18	Renewal	Charters Dam - Upgrades and Improvements Program	Ongoing program to complete dam upgrades and improvements from the Dam Safety Risk Register, which have been identified through the Charters Dam - Regulatory, Planning & Analysis Program.	\$ 200,000	S	WU	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 150,000	\$ 200,000
Dam Safety Program Sub-Total				\$ 22,250,000			\$ -	\$ 6,225,000	\$ 5,075,000	\$ 1,500,000	\$ 7,000,000	\$ 2,050,000	\$ 21,850,000
WATER QUALITY													
20-04	New	Sooke Lake HyDy Model Development	Critical data collection, model building+calibration, model utilization for 3 different scenarios	\$ 520,000	E	WU	\$ 100,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
25-19	Study	WQ Studies and Research Projects	Ongoing program budget for water quality studies and operation of Sooke Lake Hydrodynamic Model.	\$ 1,000,000	S	WU	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
25-20	Replacement	Lab and WQ Equipment Maintenance and Replacement	Ongoing program budget for water quality lab equipment and maintenance.	\$ 1,000,000	S	WU	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
Water Quality Sub-Total				\$ 2,520,000			\$ 100,000	\$ 600,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,200,000
ANNUAL PROVISIONAL													
17-27	Replacement	Watershed Culvert Replacement	Replacement of small culverts throughout the GVWSA.	\$ 1,300,000	S	WU	\$ -	\$ 260,000	\$ 260,000	\$ 260,000	\$ 260,000	\$ 260,000	\$ 1,300,000
17-28	Replacement	Watershed Security Infrastructure Upgrade & Replacement	New, upgrade and replacement of security infrastructure in the GVWSA.	\$ 1,500,000	E	WU	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,500,000
17-29	Replacement	Water Supply Area Equipment & Replacement	Hydrometeorological, fireweather and wildfire suppression equipment replacement.	\$ 720,000	E	WU	\$ -	\$ 180,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 740,000
17-30	Replacement	Transmission Main Repairs	Emergency repairs to the transmission mains.	\$ 1,000,000	S	WU	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
17-31	Replacement	Transmission System Components Replacement	Replacement and repair of transmission components.	\$ 400,000	S	WU	\$ -	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 400,000
17-33	Replacement	Disinfection Equipment and other Water Treatment Components and Parts Replacement	Replacement of incidental equipment and parts associated with the water treatment facilities.	\$ 1,000,000	E	WU	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
17-34	Renewal	Supply System Computer Model Update	Annual update of the regional hydraulic model.	\$ 100,000	S	WU	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 100,000
19-16	Replacement	Dam Improvements	Items not covered by Dam Safety Reviews, but brought up in Dam Safety Inspections and Dam Safety Reviews and address items in the dam safety database/risk registry and to support operations.	\$ 1,675,000	S	WU	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,500,000
19-22	Replacement	SCADA Repairs, Equipment Replacement and Comms upgrades	Items not covered by the SCADA Replacement and SCADA Master Plan, but integral in maintaining the SCADA System and revenue meter system.	\$ 750,000	E	WU	\$ -	\$ 200,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 800,000
21-15	Replacement	Corrosion Protection	Replace corrosion protection assets, such as coatings, for the transmission system when identified.	\$ 250,000	S	WU	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000
21-16	Replacement	Valve Chamber Upgrades	Replace failing valves and appurtenances along the RWS supply system.	\$ 1,500,000	S	WU	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,500,000
21-17	Replacement	Water Quality Equipment Replacement	Replacement of water quality equipment for the water quality lab and water quality operations	\$ 250,000	E	WU	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
21-18	Renewal	LIMS support	Support for LIMS database	\$ 125,000	E	WU	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000
23-20	Study	Land Exchange/Acquisition	Land surveys, appraisals to support decisions regarding land exchange to increase catchment area, buffer water supply areas and other possible land exchange and acquisition within the RWS system.	\$ 220,000	L	WU	\$ -	\$ 80,000	\$ 80,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 220,000
Annual Provisional Sub-Total				\$ 10,790,000			\$ -	\$ 2,195,000	\$ 2,155,000	\$ 2,095,000	\$ 2,095,000	\$ 2,095,000	\$ 10,635,000

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 Service Name: Regional Water Supply

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE										
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total	
CORPORATE ASSET AND MAINTENANCE MANAGEMENT (CAMM)														\$ -
														\$ -
17-35	Replacement	Vehicle & Equipment Replacement (Funding from Replacement Fund)	This is for replacement of vehicles and equipment used by CRD Water Services for the day-to-day operation and maintenance of the supply system.	\$ 4,169,250	V	ERF	\$ 691,000	\$ 1,376,250	\$ 773,000	\$ 855,000	\$ 495,000	\$ 355,000	\$ 3,854,250	
23-21	New	EV Charging Stations Electrical Infrastructure	Electrical System upgrades at 479 Island Hwy to power up 44 charging stations	\$ 1,255,000	E	WU	\$ 100,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	
23-22	New	Fuel Truck	Fuel tender truck	\$ 325,000	E	WU	\$ 325,000	\$ 325,000	\$ -	\$ -	\$ -	\$ -	\$ 325,000	
23-31	New	Purchase of land	Purchasing of land near 479 for future office space or other land acquisition opportunities relative to Regional Water Supply Service	\$ 6,500,000	L	WU	\$ 100,000	\$ 100,000	\$ 3,000,000	\$ -	\$ 2,000,000	\$ -	\$ 5,100,000	
24-17	New	Pool Vehicles	2 new EV Pickups	\$ 180,000	V	WU	\$ 90,000	\$ 90,000					\$ 90,000	
24-18	New	Vehicle for Watershed Hydrology Program	Replacement pickup truck for watershed hydrology program	\$ 100,000	V	WU	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000	
25-22	New	New Vehicles - Watershed & Water Operations	4 New Electric Vehicles for Watershed & Water Operations	\$ 360,000	V	WU	\$ -	\$ 360,000	\$ -	\$ -	\$ -	\$ -	\$ 360,000	
25-23	New	Enterprise Asset Management System	Development of EAM system, including software and process implementation, for services to maintain assets and report on asset performance.	\$ 4,600,000	E	WU	\$ -	\$ -	\$ -	\$ 375,000	\$ 400,000	\$ 400,000	\$ 1,175,000	
25-23	New	Enterprise Asset Management System			E	Other	\$ 625,000	\$ 200,000	\$ 400,000	\$ 25,000	\$ -	\$ -	\$ 625,000	
CAMM Sub-Total				\$ 12,529,250			\$ 1,406,000	\$ 3,051,250	\$ 4,173,000	\$ 1,255,000	\$ 2,895,000	\$ 755,000	\$ 12,129,250	
GRAND TOTAL				\$ 493,836,596			\$ 32,536,000	\$ 106,074,750	\$ 45,023,000	\$ 62,840,000	\$ 81,665,000	\$ 53,805,000	\$ 349,407,750.00	

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Project Number 25-01 Forest Resilience Studies and Assessments **Capital Project Description** Modelling, studies and assessments of forest fuels, forest health and efficacy of forest treatments in promoting forest resilience.

Project Rationale Watershed Protection is undertaking, or working collaboratively with academic institutions and federal and provincial agencies on a variety of assessments and research studies relating to the health of forests and other ecosystems in the GVWSA, how projected climate change could affect forest health and wildfire in the GVWSA, how forest management could reduce potential threats to forests, and the effects of existing forest thinning trials and fuel management activities. The results of these assessments and studies will be used to inform the forest management plan for the GVWSA (Project 25-02).

Project Number 25-02 **Capital Project Title** Public Engagement for Regional Water Supply **Capital Project Description** Public engagement plans and products.

Project Rationale The Watershed Protection division provides educational tours of the GVWSA and Regional Water Supply infrastructure and is seeking new ways to making this information available to a broader portion of the service area population. In future years, enhanced public engagement on the master plan will be undertaken.

Project Number 25-03 **Capital Project Title** GVWSA Risk Assessments & Procedures **Capital Project Description** Risk assessments and updating procedures for security, biosecurity, spills

Project Rationale Assessments relating to security, biosecurity, spill response are required to determine how best to reduce risks to water quality in supply reservoirs and facilitate effective emergency response. The results of these assessments will be used to develop and implement plans and procedures.

Project Number 25-04 **Capital Project Title** North Basin Intake Siting Studies **Capital Project Description** Data collection and studying stream flows and water quality entering the North Basin to inform location of a North Basin Intake

Project Rationale Determining the location of the North Basin water intake in Sooke Lake Reservoir requires an understanding of the quality and volumes of water inflows to the reservoir and how these inflows relate to reservoir circulation and water quality. This project will fast track the data collection and analyses needed to establish stream rating curves for inflow modelling and how water quality parameters vary with stream flow. These data will inform both the reservoir inflow and reservoir circulation models and how these models can be linked.

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25-01

Project Number	25-05	Capital Project Title	Forest Management Plan for the GVWSA	Capital Project Description	Development of a forest management plan for the GVWSA to enhance forest resilience and mitigate climate change.
Project Rationale	Development of a forest management plan for the GVWSA to enhance forest resilience and mitigate climate change based on modelling, risk assessment, input from subject matter experts, First Nations and the public.				

25-02

Project Number	17-01	Capital Project Title	Historic Goldstream Powerhouse Building	Capital Project Description	Repairs of historic Goldstream Powerhouse building and work toward making the site accessible to the public
Project Rationale	Located near the Goldstream Treatment Plant and the Sooke Hills Wilderness Trail (Trans Canada Trail), is an 1897 brick hydroelectric powerplant that served Victoria (notably the streetcars) for approx. 60 years. The Powerhouse has its own Wikipedia entry: http://en.wikipedia.org/wiki/Lubbe_Powerhouse and has captured public interest as a unique structure in BC history. An engineering condition assessment including engineered drawings, site plan and approximate cost of repairs was conducted in 2017. A major repair in the masonry on the north side of the building was completed in 2018. Further masonry and major crack repair was completed on the south side in 2019 (\$10,000). A successful grant application (\$76,000) was used in 2022 to replace the roof membrane/envelope. Future funds are to implement basic security around the facility until such time as future interpretation and access from the Sooke Hills Wilderness Trail can be secured in coordination with any planning for the siting of a filtration plant.				

Project Number	25-06	Capital Project Title	Forest Resilience Treatments	Capital Project Description	Thinning, juvenile spacing, and forest fuel management treatments to mitigate climate change, reduce wildfire risk and enhance forest resilience.
Project Rationale	This project will be used to fund a variety of forest and fuel management treatments to reduce risks and enhance the resilience of forests in the GVWSA in a changing climate. The specific approaches and methodologies will be informed by the results of a variety of landscape level inventories and assessments and learnings from the evaluation of the effectiveness and effects of forest and fuel management to date.				

Project Number	09-01	Capital Project Title	Leech River Watershed Restoration	Capital Project Description	A 17 year project to restore the Leech WSA lands for water supply.
Project Rationale	A 17 year project to restore the Leech WSA lands for water supply. An update of projects completed and planned was provided in June 2019 (RWSC Report #19-13). Recent years funding has been used predominantly to upgrade the permanent road network. A review will be undertaken and the final years of funding assigned to ensure substantial completion of the recommendations of the Leech River Watershed Assessment.				

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Project Number	16-06	Capital Project Title	Goldstream IWS Field Office	Capital Project Description	Renewal of Water Quality field office/lab and equipment storage and Watershed Protection office, yard, training space and equipment storage, replacing longstanding temporary facilities.
Project Rationale	Watershed Protection staff (27 FTE and 8 seasonal auxiliaries) are currently located in 2 trailers and a house at the Goldstream Gate entrance to the water supply area, and in office space at the Integrated Water Services office in View Royal. The trailers were considered temporary office space since their implementation over 15 years ago. The trailers are old, prone to leaks and a concern for mold. Water Quality field staff are located in another temporary facility, since their field office was on the gravel pit property that was sold to Langford. In addition, there are insufficient facilities for operational training, equipment storage, emergency management and public education. The separation of staff between various Goldstream facilities and the View Royal location causes inefficiencies and organizational difficulties. The IWS office is also above capacity and moving Watershed Protection staff out will extend the existing office space. 2024: A design build procurement process has been selected to deliver the project with a rough total project cost of \$12 million. Funding of \$ 5 million to the project is guaranteed through the completion of sale of the IWS gravel pit to Langford. Additional funding of \$5 million from other CRD service areas will fund an additional floor of the planned new building.				

Project Number	25-07	Capital Project Title	Hydromet Upgrades	Capital Project Description	New and upgraded hydrological and weather sensors and stations.
Project Rationale	Watershed Protection manages a network of nine (soon to be 10) weather stations and 22 hydro-metric (stream monitoring) stations in the GVWSA. Data from these stations are used to inform decision making relating to reservoir inflows, reservoir management, wildfire restrictions and wildfire response, flood and emergency response, and for assessments, modelling, analyses, and strategic and operational planning. The existing network has been building since 1995 and new standards, technologies, and data needs require new stations and the upgrade and expansion of existing stations and data download, management, and distribution capabilities for continual improvement.				

Project Number	20-01	Capital Project Title	Kapoor Main Mile 1 Bridge and Asphalt Upgrade	Capital Project Description	Replacement of the existing undersized culvert with a large bridge as well as subsequent 500 m road asphalt replacement.
Project Rationale	The existing culvert at Mile 1 on Kapoor Main (which is the primary access road to Sooke Lake Reservoir and Dam) is undersized, has evidence of buried organics in the fill material and has oversteepened, unstable banks. The culvert will be removed and a bridge installed to improve water carrying capacity at peak flows, fish passage and bank stability. The asphalt section uphill of the bridge will also be repaired or replaced as a component of the project. 2024: Consulting engineer design work indicates a total construction cost of \$868,000 for the bridge. A cost driver is the significant amount of fill to remove. The 2024 budget has been increased to reflect the engineered cost estimate and to move the asphalt budget forward to 2025.				

Project Number	25-08	Capital Project Title	Road Improvements	Capital Project Description	Gravel crushing, road deactivation and road upgrades to service water supply and watershed protection infrastructure and activities in the GVWSA
Project Rationale	The network of roads within the GVWSA provide access to water supply facilities and infrastructure and for emergency response, security patrols, watershed management activities as well as research and monitoring. It is important that these roads be upgraded to accommodate the increased intensity, frequency, duration of major rainfall events with projected climate change, that new roads are developed where needed, and that unnecessary an/or poorly located roads are deactivated to reduce maintenance costs and reduce environmental concerns.				

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Project Number 25-09 **Capital Project Title** Climate Change Mitigations **Capital Project Description** Equipment, infrastructure and upgrades to harden water supply infrastructure from climate related risks in the GVWSA

Project Rationale This fund consolidates a number of smaller projects to purchase equipment and develop or update infrastructure within the GVWSA to improve response to extreme weather events, adapt to increased variation in the level of Sooke Lake Reservoir, and reduce risk to key infrastructure.

Project Number 25-10 **Capital Project Title** Property Management - Assessments and Upgrades **Capital Project Description** Assessments, planning and implementation of upgrades aimed at newly acquired GVWSA lands.

Project Rationale When new properties are aquired, there are assessments that need to be carried out to determine the condition of roads and drainage structures, identify security needs, and other land/forest management issues, and then plan and implement improvements to meet CRD requirements and integrate these lands into Watershed Protection management programs.

Project Number 25-11 **Capital Project Title** GVWSA Bridge Supply & Installation **Capital Project Description** Replacement of undersized culverts with climate ready bridges which allow for fish passage.

Project Rationale Watershed Protection has inventoried all drainage structures (culverts) within the GVWSA and is systematically replacing undersized structures on major watercourses with bridges to meet current environmental and flow standards and accommodate the projected increases in stream flows with a changing climate. This fund will be used for the costs associated with assessments, engineering, construction and installation of bridge projects in the GVWSA.

Project Number 25-12 **Capital Project Title** GVWSA Land Acquisition **Capital Project Description** Acquisition of priority lands for Regional Water Supply

Project Rationale Funds in 2025 will be used for the purchase of a major property adjacent to the GVWSA. Reports on this property have been brought to the Regional Water Supply Commission *in camera*.

Project Number 16-10 **Capital Project Title** Post Disaster Emergency Water Supply **Capital Project Description** Identify and procure emergency systems for post disaster preparedness.

Project Rationale In the event of a disaster, it is proposed to have in place the ability to source, treat (if required) and distribute drinking water during the initial and sustained response and recovery phases to the public. This item will see the study of the issue in 2016 and 2017 with the anticipated purchase of one or more emergency distribution systems in 2017. Initial investigation has highlighted areas, such as having hardened hydrants/standpipes that the CRD should be investing in. Additional funds are required to continue implementing these additional works and equipment.

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Project Number 17-13 **Capital Project Title** Asset Management Plan **Capital Project Description** Development of a plan to inform future areas of study and highlight critical infrastructure improvements.

Project Rationale Asset Management Planning necessary to effectively manage asset life cycles and plan for future improvement works.

Project Number 19-04 **Capital Project Title** Seismic Assessment of Critical Facilities Phase 2 **Capital Project Description** Second phase seismic assessment of critical facilities will now be undertaken.

Project Rationale Initially identified as a priority from an earlier iteration of the Strategic Plan, a second phase seismic assessment of critical facilities will now be undertaken.

Project Number 19-15 **Capital Project Title** Hydraulic Capacity Assessment and Transient Pressure Analysis **Capital Project Description** Detailed level-of-service assessment for the RWSC transmission system and transient pressure analysis.

Project Rationale Determine the existing level-of-service for the RWSC transmission system and conduct a transient pressure analysis to better determine vulnerabilities and future upgrades.

Project Number 20-08 **Capital Project Title** Regional Water DCC Program **Capital Project Description** Design of a Regional DCC Program

Project Rationale Development and implementation of a Developer Cost Charge (DCC) program for the Regional Water Supply system. This program will help identify where projects are required for future growth and help fund those costs from developments.

Project Number 20-10 **Capital Project Title** Condition & Vulnerability Assessment **Capital Project Description** Conduct a condition assessment of critical supply infrastructure and assess its possibility of risk.

Project Rationale The RWSC is a large system with infrastructure of various ages and condition. Funding is required to conduct a condition assessment of critical infrastructure, assess their risk of failure, and provide a high level timeline for replacement/renewal.

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Project Number	21-05	Capital Project Title	Level of Service and Transfer Agreements	Capital Project Description	Develop level-of-service agreements for participating municipalities to address hydraulic capacity of infrastructure.
Project Rationale Develop level-of-service agreements for participating municipalities to address hydraulic capacity of infrastructure.					

Project Number	22-14	Capital Project Title	Sooke River Intake Feasibility	Capital Project Description	A feasibility study for an intake from Sooke River to replace the Main No. 15 salmon fishery contribution, for a variety of reasons.
Project Rationale A feasibility study for an intake from Sooke River to replace the Main No. 15 salmon fishery contribution, for a variety of reasons.					

Project Number	27-01	Capital Project Title	Regional Water Master Plan Update	Capital Project Description	Future update to the Regional Water Master Plan
Project Rationale Placeholder budget for 2027 update to the Regional Master Plan.					

Project Number	23-12	Capital Project Title	Project Delivery Strategy and Planning Studies	Capital Project Description	Develop a strategy to deliver the identified projects from the 2022 RWS Master Plan.
Project Rationale Funding for staff and consultant time in the initial efforts toward developing a project delivery strategy for the RWS Master Plan.					

Project Number	23-13	Capital Project Title	Filtration Plant Planning & Design	Capital Project Description	Conduct a siting, conceptual design and detailed design for a filtration plant (identified as T2, T4 & M2 in the 2022 Master Plan)
Project Rationale Identified in the 2022 Master Plan, planning, design and future construction of a Filtration Plant is required. Initial steps will include confirming site requirements, overview of integration with other system components, review of current and future technologies and preliminary engineering studies such as geotechnical once a site is confirmed.					

Service: 2.670 **Regional Water Supply**

Project Number	23-24	Capital Project Title	East-West Connector (Filtration Plant to District of Sooke)	Capital Project Description	Planning and Conceptual Design of the East- West Supply Main from the proposed filtration plant to the District of Sooke (identified as M12 in the 2022 Master Plan)
Project Rationale	Identified in the 2022 Master Plan, planning and conceptual design of an East- West Supply Main from the proposed filtration plant to the District of Sooke to maintain level of service and to account for growth.				

Project Number	23-25	Capital Project Title	Deep Northern Intake and Sooke Lake Pump Station	Capital Project Description	Planning and Design of the Deep Northern Intake and Sooke Lake Pump Station (identified as S3 in the 2022 Master Plan)
Project Rationale	Identified in the 2022 Master Plan, planning and design of the Deep Northern Intake and Sooke Lake Pump Station is required to provide water supply and transmission capability from currently inaccessible parts of Sooke Lake into the water supply and treatment systems.				

Project Number	23-26	Capital Project Title	Transmission Main - Sooke Lake Pump Station to Head Tank	Capital Project Description	Planning and Design of the Transmission Main from the Sooke Lake Pump Station to Head Tank (identified as M3 in the 2022 Master Plan)
Project Rationale	In the event of a disaster, it is proposed to have in place the ability to source, treat (if required) and distribute drinking water during the initial and sustained response and recovery phases to the public. This item will see the study of the issue in 2016 and 2017 with the anticipated purchase of one or more emergency distribution systems in 2017. Initial investigation has highlighted areas, such as having hardened hydrants/standpipes that the CRD should be investing in. Additional funds are required to continue implementing these additional works and equipment.				

Project Number	23-27	Capital Project Title	Gravity Main - Sooke Lake to Head Tank	Capital Project Description	Planning and Design of a Gravity Transmission Main (redundancy) from Sooke Lake to Head Tank (identified as M4 in the 2022 Master Plan)
Project Rationale	Identified in the 2022 Master Plan, planning and design of a gravity transmission main from Sooke Lake to the Head Tank to provide redundant water supply to the system.				

Project Number	23-28	Capital Project Title	Goldstream Reservoir Connector	Capital Project Description	Planning and Design of the Goldstream Reservoir Connector transmission main (identified as M3 & M6 in the 2022 Master Plan)
Project Rationale	Identified in the 2022 Master Plan, planning and design of a transmission main to connect the Goldstream Reservoir to the Sooke system to ensure transmission safety and reliability when using the Goldstream system to supplement flows to the Sooke system.				

Service: 2.670 **Regional Water Supply**

Project Number 24-09 **Capital Project Title** Agricultural Water Rate Review **Capital Project Description** Phase 2
Project Rationale Review of agricultural water rates.

Project Number 18-07 **Capital Project Title** Replacement of UV System and Controls Upgrades **Capital Project Description** Replacement of the UV system and other electrical upgrades at the Goldstream Water Treatment Plant
Project Rationale Replacement of UV Equipment at the Goldstream Water Treatment Plant with eight (8) new UV trains. Equipment being supplied are 8 TrojanUVSwift units designed for a combined 532 MLD flow rate with one unit out of service, minimum 85% UVT & 3.0-log inactivation of cryptosporidium and giardia. This project also includes electrical equipment replacements and controls upgrades for the entire disinfection facility. Design is complete, UV Equipment delivery is scheduled for Q3/Q4 2024 and installation and implementation works are scheduled to occur in the low demand period between Q4 2024 and Q1 2025, with the option to defer a portion of work to the subsequent winter if necessary.

Project Number 18-08 **Capital Project Title** Bulk Supply Meter Replacement and Backflow Prevention Program **Capital Project Description** Planned replacement of aging bulk meter replacement based upon a condition assessment and water audit.
Project Rationale This item is to replace, upgrade and install new bulk water meters and related equipment that measure flow and volumes of water delivered to the wholesale customers. Many of the meter stations are in need of upgrading. Funding is required to replace the flow meter and appurtenances.

Project Number 18-15 **Capital Project Title** Corrosion Protection Program **Capital Project Description** Study deficiencies in the current material protection and implement recommendations.
Project Rationale This item is to assess, design and implement cathodic protection for the various infrastructure, including steel pipes, that are susceptible to corrosion. The supply system has various implementations of cathodic protection ranging from interior/exterior coatings for pipe and passive anodes to impressed current systems with variable results and condition. Funding is required for ongoing improvements as recommended by a cathodic protection specialist.

Project Number 18-18 **Capital Project Title** Main No.3 Segment Replacement **Capital Project Description** Replacement of segments of Main No. 3 based upon previous studies.
Project Rationale The existing Main No. 3 is approximately 70 years old. Some section of the 22 km main are steel pipe in known potentially corrosive soils. It is proposed to eventually replace a segment or Main #3 on Wale Road, Island Hwy. and Adams Place in Colwood and View Royal. Conceptual design and options analysis will start in 2023 with detailed design and construction commencing in 2024 to 2027. Funding is required to retain a consultant to undertake design and to construct a replacement to Main No. 3.

Service: 2.670 Regional Water Supply

Project Number 19-05 **Capital Project Title** Repairs - Kapoor Shutdown **Capital Project Description** Repair items such as defects in the Kapoor tunnel, replacement of critical valves, intake exterior inspection and actuator replacement while the Kapoor tunnel is shutdown.

Project Rationale Project for ongoing inspections and repairs of the Kapoor tunnel. CRD is assessing future options for remove inspections that may reduce the frequency of dewatering the tunnel.

Project Number 19-23 **Capital Project Title** Critical Spare Equipment Storage & Pipe Yard **Capital Project Description** Plan, design and construct a critical equipment storage building.

Project Rationale Additional and accessible storage is required at the pipe yard for critical spare equipment such as repair bands and clamps. Funds are required to pland, design and construct an equipment storage building accessible by loading vehicles.

Project Number 20-16 **Capital Project Title** Cecelia Meter Replacement **Capital Project Description** Replacement of the Cecelia billing meter as well as its enclosure.

Project Rationale Project to replace Cecelia Water Meter, which was identified in a previous consultant report as in need of replacement for end of life and accuracy. This is RWS' largest billing meter.

Project Number 20-17 **Capital Project Title** Decommission & Conceptual Design of the Smith Hill Site **Capital Project Description** Plan for decommission the conceptual design for the replacement of the Smith Hill reservoir site.

Project Rationale The Smith Hill reservoir has not been in operation for many years. Consideration for decommissioning now has to be factored in with recent suggestions in the 2022 Master Plan.

Project Number 21-09 **Capital Project Title** Goldstream Water Chlorination Gas System Removal **Capital Project Description** Plan and construct provisions for removal of chlorination system

Project Rationale The Goldstream Water Treatment Plant has undergone numerous upgrades and updates, both large and small since its initial construction. There are numerous vestigial mechanical and electrical assets that require planned removal. Funds are required to plan and remove unused assets that affect maintenance of the system.

Project Number 21-10 **Capital Project Title** SCADA Masterplan and System Upgrades **Capital Project Description** Update the SCADA Master Plan in conjunction with the Juan de Fuca Water Distribution, Saanich Peninsula Water and Wastewater, and Core Area Wastewater Services

Project Rationale The SCADA and radio system utilized by the RWS comprises of components ranging from 2-25 years in age. A planned replacement of assets, to be coordinated with the Juan de Fuca Water Distribution and Saanich Peninsula Water & Wastewater Systems is required to create a more resilient and cohesive communications system

Service: **2.670** **Regional Water Supply**

Project Number	21-11	Capital Project Title	RWS Supply Main No. 4 Upgrade & Main No. 1 High Pressurizing	Capital Project Description	Upgrade vulnerable sections of the RWS Supply Main No. 4 and Main No. 1 to a resilient system to better able to withstand a seismic event. Vulnerable sections are Concrete Cylinder pipe material which is susceptible to failure during a seismic event. This is part of project partnered with the Saanich Peninsula Water system.
Project Rationale	Sections of RWS Supply Main No. 4 have been identified as being vulnerable due to age and material type during a seismic event and require replacement. To support replacement of the Goldstream section of Main No. 4, improvements to RWS Supply Main No. 1 are required, such as replacement of approximately 40 m of transmission Main #1 at Watkiss Way and upgrade of the Watkiss PRV, upgrade of the Millstream PRV, modifications to the Humpback PRV and construction of five new pressure control stations. This project is part of a project partnered with the Saanich Peninsula Water System to increase the resilience of the water system by replacing vulnerable sections of transmission mains. The budget breakdown of the works: Goldstream section of Main #4 \$21,975,000; Watkiss Way section of Main #1 \$950,000; Watkiss PRV \$1,250,000; Millstream PRV \$1,350,000; Humpback PRV improvements \$825,000; Five new PRVs \$9,050,000.				

Project Number	22-15	Capital Project Title	Microwave Radio Upgrades	Capital Project Description	To provide a high bandwidth communications backbone to the RWS system, a microwave communications system will be installed.
Project Rationale	To provide a high bandwidth communications backbone to the RWS system, a microwave communications system will be installed. Supports current and future fire detection cameras.				

Project Number	23-16	Capital Project Title	Humpback Channel Assessment and Upgrades	Capital Project Description	Hydraulically assess the Humpback Overflow channel and conduct a condition assessment of the culverts at the Gatehouse.
Project Rationale	Hydraulically assess the overflow system to determine what upgrades or alterations may be required to avoid system failure in extreme weather events. Previous system failures have resulted in damage to the adjacent roadway and significant erosion at the outlet, exposing main No. 4.				

Service: 2.670 **Regional Water Supply**

Project Number	23-17	Capital Project Title	Main No. 4 - Mt Newton to Highway 17 & Bear Hill Trunk Extension (RWS Contribution to SPWS Project)	Capital Project Description	Approximately 2.9km of Main No. 4 concrete cylinder transmission main to replacement from Mt Newton Cross Rd/Central Saanich Rd to Island View Rd and Lochside Drive. This project is also being expanded to partially fund the extension of the Bear Hill Tunk Sewer on East Saanich Road from Wallace Drive to Dean Lower Tank.
Project Rationale	<p>Main No. 4 project portion: Replacement of concrete cylinder pipe on Main No. 4 is deemed critical for resiliency of the water supply to the Saanich Peninsula. A Strategic Priorities Fund grant was approved to fund a portion of this work. CRD have since expanded the scope and adjusted the alignment so that approximately 450meters of additional concrete cylinder pipe can be removed under a single contract private property and environmental impacts can be better mitigated through alignment adjustment.</p> <p>Bear Hill Trunk project portion: This project portion is to be shared with Saanich Peninsula Water Supply but is proposed to be partially funded by RWS, since this will provide better water supply redundancy to the Saanich Peninsula and will also reduce some of the future scope requirements for RWS to proceed with Project M11 as identified in the Master Plan.</p>				

Project Number	28-01	Capital Project Title	Transmission Main Upgrade Program	Capital Project Description	Identify, conceptually design, detail design and construct transmission main upgrades.
Project Rationale	Transmission mains that are nearing end of life due to long service require condition assessments and then design and construction of replacement mains where needed. Budget is a future placeholder but project details and budgets will be further refined as the delivery year approaches.				

Project Number	24-11	Capital Project Title	IT Core Infrastructure Replacement and cyber security upgrades.	Capital Project Description	Replacement and upgrades to Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life and cyber security upgrades. Includes IT equipment located at tower sites within the RWS system.
Project Rationale	Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life. Includes IT equipment located at tower sites within the RWS system.				

Project Number	24-12	Capital Project Title	Head Tank Valve & Main No. 4&5 Valve Replacement	Capital Project Description	Supply and installation of valves and actuators at Head Tank and Main #4&5. Includes flushing plan and coordination efforts.
Project Rationale	Supply and installation of valves and actuators at Head Tank and Main #4&5. Includes flushing plan and coordination efforts.				

Service: 2.670 **Regional Water Supply**

Project Number	24-19	Capital Project Title	Mount Tolmie Tank Improvements	Capital Project Description	Structural and infiltration improvements, as well as improvements to controls, piping and other deficiencies.
Project Rationale	Initial budget for multiple improvements to Mount Tolmie Tank, including structural repairs to address leakage and structural repairs discovered at Mount Tolmie Tank in Q4 2023, control valve and piping upgrades, assessment of adjacent buried pipe work.				

Project Number	25-13	Capital Project Title	Sooke Lake & Deception Water Supply Area Dams - Regulatory Compliance, Dam Safety Planning & Analyses	Capital Project Description	Ongoing projects involving studies, dam safety planning and regulatory requirements activities for the various dams within the Sooke Lake Watershed. Outcomes from the various studies will inform future capital improvements.
Project Rationale	Capital funding will be used to resolve a prioritized list of issues from the Dam Safety Risk Register, identified during dam surveillance activities, Dam Safety audits, and legislated Dam Safety Reviews. The issues to be resolved relate to dam safety analyses, dam safety planning and program work, and regulatory compliance.				

Project Number	25-14	Capital Project Title	Sooke Lake & Deception Water Supply Area Dams - Upgrades and Improvements Program	Capital Project Description	Ongoing program to complete dam upgrades and improvements from the Dam Safety Risk Register, which have been identified through the Sooke Lake Water Supply Area Dams - Regulatory, Planning & Analysis Program.
Project Rationale	This is an ongoing program to be adaptable to addressing projects in the Sooke Lake Watershed Dams from the Dam Safety Risk Register. Some key projects in the near term include: Sooke Lake Dam (SLD) Instrumentation Improvements, SLD Spillway crack repairs (wet side), SLD Spillway crack repairs (Ogee/Wing Walls), Deception Dam Low Level Overflow Replacement, SLD Gate Controls/automation, SLD Stop Logs Replacements, SLD Log Booms (Narrows and Main Dam), future buttressing of Deception Dam and various other improvements that may be prioritized based on risk.				

Project Number	25-15	Capital Project Title	Goldstream Water Supply Area Dams - Regulatory Compliance, Dam Safety Planning & Analyses	Capital Project Description	Ongoing projects involving studies, dam safety planning and regulatory requirements activities for the various dams within the Goldstream Watershed. Outcomes from the various studies will inform future capital improvements.
Project Rationale	Capital funding will be used to resolve a prioritized list of issues from the Dam Safety Risk Register, identified during dam surveillance activities, Dam Safety audits, and legislated Dam Safety Reviews. The issues to be resolved relate to dam safety analyses, dam safety planning and program work, and regulatory compliance.				

Service: 2.670 Regional Water Supply

Project Number	25-16	Capital Project Title	Goldstream Water Supply Area Dams - Upgrades and Improvements Program	Capital Project Description	Ongoing program to complete dam upgrades and improvements from the Dam Safety Risk Register, which have been identified through the Goldstream Water Supply Area Dams - Regulatory, Planning & Analysis Program
Project Rationale	This is an ongoing program to be adaptable to addressing projects in the Goldstream Watershed Dams from the Dam Safety Risk Register. Some key projects in the near term include: Goldstream gates (High Level and 3 Low Level) being assessed and potentially replaced, Concrete repairs, instrumentation implementation and project management efforts at the program level to prioritize capital works as studies are being completed.				

Project Number	25-17	Capital Project Title	Charters Dam - Regulatory Compliance, Dam Safety Planning & Analyses	Capital Project Description	Ongoing projects involving studies, dam safety planning and regulatory requirements activities for Charters Dam. Outcomes from the various studies will inform future capital improvements.
Project Rationale	Capital funding will be used to resolve a prioritized list of issues from the Dam Safety Risk Register, identified during dam surveillance activities, Dam Safety audits, and legislated Dam Safety Reviews. The issues to be resolved relate to dam safety analyses, dam safety planning and program work, and regulatory compliance.				

Project Number	25-18	Capital Project Title	Charters Dam - Upgrades and Improvements Program	Capital Project Description	Ongoing program to complete dam upgrades and improvements from the Dam Safety Risk Register, which have been identified through the Charters Dam - Regulatory, Planning & Analysis Program.
Project Rationale	Budget to address capital improvements identified through the dam safety risk register.				

Project Number	20-04	Capital Project Title	Sooke Lake HyDy Model Development	Capital Project Description	Critical data collection, model building+calibration, model utilization for 3 different scenarios
Project Rationale					

Service: 2.670 **Regional Water Supply**

Project Number 25-19 **Capital Project Title** WQ Studies and Research Projects **Capital Project Description** Ongoing program budget for water quality studies and operation of Sooke Lake Hydrodynamic Model.
Project Rationale Managing WQ Studies and Research projects under a program will allow CRD more operational flexibility managing priorities and adapting to changing operational needs.

Project Number 25-20 **Capital Project Title** Lab and WQ Equipment Maintenance and Replacement **Capital Project Description** Ongoing program budget for water quality lab equipment and maintenance.
Project Rationale Managing lab and water quality equipment replacements under a program will allow CRD more operational flexibility managing priorities and adapting to changing operational needs.

Project Number 17-27 **Capital Project Title** Watershed Culvert Replacement **Capital Project Description** Replacement of small culverts throughout the GVWSA.
Project Rationale This provides annual funding for the replacement of culverts that have reached end of life and/or are undersized given present knowledge of potential peak water flows and anticipated climate change effects. With the completion of peak flow modelling of all major structures in the Sooke and Goldstream WSAs in 2017, additional funds are required beginning in 2018 to upgrade identified structures to current standards. Costs of upgrades have increased significantly in the last 5 years.

Project Number 17-28 **Capital Project Title** Watershed Security Infrastructure Upgrade & Replacement **Capital Project Description** New, upgrade and replacement of security infrastructure in the GVWSA.
Project Rationale The outer boundary of the Leech, Sooke and Goldstream Water Supply Areas is approximately 119 kilometers in length. Main access roads are gated and there are 11 kilometers of existing security fencing. A constant effort is needed to maintain a closed watershed. Through monitoring, high incident areas are identified, security plans are developed, and security infrastructure (fencing, gates and signage) is installed or upgraded where required. An uplift in provisional funding is requested due to increased costs of fencing and gates.

Project Number 17-29 **Capital Project Title** Water Supply Area Equipment & Replacement **Capital Project Description** Hydrometeorological, fireweather and wildfire suppression equipment replacement.
Project Rationale This provides annual funding for the replacement or upgrading of equipment for wildfire suppression and spill response, fire weather stations, hydro-meteorological monitoring and water quality sampling and monitoring equipment. Given an expansion of the hydrology and meteorology network of stations and sensors, an additional \$50,000 per year is added in 2020 and going forward. In 2021 and going forward, funding is reduced by \$20,000 as water quality equipment will be funded under a separate line item (21-17). A revised level of funding is requested beginning in 2023 that reflects forecasted needs.

Project Number 17-30 **Capital Project Title** Transmission Main Repairs **Capital Project Description** Emergency repairs to the transmission mains.
Project Rationale Each year a visual inspection of this critical supply tunnel is carried out by CRD staff. This capital item allows for minor repairs that are discovered during these inspections. This also allows for annual funding for repair of emergency breaks on large diameter supply mains.

Service: 2.670 **Regional Water Supply**

Project Number 17-31 **Capital Project Title** Transmission System Components Replacement **Capital Project Description** Replacement and repair of transmission components.
Project Rationale This is an annual allowance for the capital costs for the replacement and repair of supply system components that fail under normal operation and maintenance during the year.

Project Number 17-33 **Capital Project Title** Disinfection Equipment and other Water Treatment Components and Parts Replacement **Capital Project Description** Replacement of incidental equipment and parts associated with the water treatment facilities.
Project Rationale The annual work includes the replacement of the plastic gas feed piping that has become very brittle, installing air valves on the ammonia solution lines, installing and replacing shut off valves on the booster pumps supply piping, installing indicator stems on UV cooling water valves, relocating the UV cooling water feed pipes, improving the landscaping around the UV building to reduce dust and other minor upgrades.

Project Number 17-34 **Capital Project Title** Supply System Computer Model Update **Capital Project Description** Annual update of the regional hydraulic model.
Project Rationale This item is to allow for staff and consultant time each year to keep the hydraulic computer model current.

Project Number 19-16 **Capital Project Title** Dam Improvements **Capital Project Description** Items not covered by Dam Safety Reviews, but brought up in Dam Safety Inspections and Dam Safety Reviews and address items in the dam safety database/risk registry and to support operations.
Project Rationale Dam Safety Inspections are carried out throughout the year and result in minor improvements at each dam annually. This budget is intended for smaller scale improvements, typically to be completed by operations staff in a short duration and which are not captured under the larger "Term" programs.

Project Number 19-22 **Capital Project Title** SCADA Repairs, Equipment Replacement and Comms upgrades **Capital Project Description** Items not covered by the SCADA Replacement and SCADA Master Plan, but integral in maintaining the SCADA System and revenue meter system.
Project Rationale This item is to allow for unplanned SCADA repairs and equipment replacement not covered by the capital projects SCADA Replacement.

Project Number 21-15 **Capital Project Title** Corrosion Protection **Capital Project Description** Replace corrosion protection assets, such as coatings, for the transmission system when identified.
Project Rationale There are numerous assets with varying levels of corrosion protection throughout the RWS system. Funds are required to ensure that corrosion protection assets are replaced or rehabilitated when identified.

Service: 2.670 **Regional Water Supply**

Project Number 21-16 **Capital Project Title** Valve Chamber Upgrades **Capital Project Description** Replace failing valves and appurtenances along the RWS supply system.

Project Rationale The RWS system has numerous isolation and air valves along the transmission system, usually in underground chambers. Funds are required for replacement of valves and chamber upgrades as they are identified.

Project Number 21-17 **Capital Project Title** Water Quality Equipment Replacement **Capital Project Description** Replacement of water quality equipment for the water quality lab and water quality operations

Project Rationale This provides annual funding for the replacement or upgrading of equipment for the water quality lab, sampling, and operations. Of this provisional budget, \$20,000 was previously included in item 17-29 (Water Supply Area annual provisional budget)

Project Number 21-18 **Capital Project Title** LIMS support **Capital Project Description** Support for LIMS database

Project Rationale Provides for support for the laboratory information management system

Project Number 23-20 **Capital Project Title** Land Exchange/Acquisition **Capital Project Description** Land surveys, appraisals to support decisions regarding land exchange to increase catchment area, buffer water supply areas and other possible land exchange and acquisition within the RWS system

Project Rationale There are opportunities to increase the catchment and critical buffer areas of Sooke, Goldstream and the Leech WSA by purchase or land exchange with surrounding land owners. From time to time, the RWS System requires acquisition of lands for infrastructure purposes. Funds will be used when needed to undertake appraisals, legal surveys, and legal fees for work to develop agreements to purchase or exchange lands for the Regional Water Supply Area or System.

Project Number 17-35 **Capital Project Title** Vehicle & Equipment Replacement (Funding from Replacement Fund) **Capital Project Description** This is for replacement of vehicles and equipment used by CRD Water Services for the day-to-day operation and maintenance of the supply system.

Project Rationale This is for replacement of vehicles and equipment used by CRD Water Services for the day-to-day operation and maintenance of the supply system. The Equipment Replacement Fund is used to fund the expenditure. The requests have been adjusted to align with the pricing for electric vehicles.

Service: 2.670 **Regional Water Supply**

Project Number 23-21 **Capital Project Title** EV Charging Stations Electrical Infrastructure **Capital Project Description** Electrical System upgrades at 479 Island Hwy to power up 44 charging stations

Project Rationale In support of the CRD's Climate Action Strategy to reduce the corporate GHG emissions. The CRD Fleet of vehicles is one of the larger contributors to the generation of GHG's. Integrated Water Services identified 44 of the approx. 100 vehicles that operate out of the 479 Island location for replacement with Electrical Vehicles by 2030. In preparation for providing the proper charging network at 479 an Electric Vehicle Fleet Conversion Study was completed in 2021. The results of the study was to upgrade the electrical infrastructure to accommodate the power needs of 44 charging points. It is proposed that phase 1 is started in 2023 to upgrade the electrical distribution system and provide 17 charging points. The larger portion of the costs will be to upgrade the electrical system. Phase 2 to allow for a further 27 charging points can be planned to accommodate the balance of EV vehicles pending their purchasing and delivery.

Project Number 23-22 **Capital Project Title** Fuel Truck **Capital Project Description** Fuel tender truck

Project Rationale New fuel truck.

Project Number 23-31 **Capital Project Title** Purchase of land **Capital Project Description** Purchasing of land near 479 for future office space or other land acquisition opportunities relative to Regional Water Supply Service

Project Rationale Land acquisition required to address future needs for CRD to support the RWS.

Project Number 24-17 **Capital Project Title** Pool Vehicles **Capital Project Description** 2 new EV Pickups

Project Rationale Two new EV pickups.

Project Number 24-18 **Capital Project Title** Vehicle for Watershed Hydrology Program **Capital Project Description** Replacement pickup truck for watershed hydrology program

Project Rationale Replacement pickup truck for watershed hydrology.

Service: 2.670 Regional Water Supply

Project Number	25-22	Capital Project Title	New Vehicles - Watershed & Water Operations	Capital Project Description	4 New Electric Vehicles for Watershed & Water Operations
Project Rationale	1 New EV AWD SUV for water treatment ops 2 Replacement EV Pickup trucks for Watershed Prot. Ops, Security & Emerg Response 1 New EV Pickup truck for Watershed Prot. Resource Planning, Wildlife Program				

Project Number	25-23	Capital Project Title	Enterprise Asset Management System	Capital Project Description	Development of EAM system, including software and process implementation, for services to maintain assets and report on asset performance.
Project Rationale	Develop of EAM system, including software and process implementation, for services to maintain assets and report on asset performance.				

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

Service No.	2.670/2.680	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Regional Water Supply & JDF Wate							

EXPENDITURE

Buildings	\$0	\$250,000	\$80,000	\$200,000	\$80,000	\$80,000	\$690,000
Equipment	\$380,000	\$1,180,000	\$435,000	\$450,000	\$431,000	\$425,000	\$2,921,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$50,000	\$30,000	\$20,000	\$20,000	\$20,000	\$140,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$380,000	\$1,480,000	\$545,000	\$670,000	\$531,000	\$525,000	\$3,751,000

SOURCE OF FUNDS

Capital Funds on Hand	\$380,000	\$1,480,000	\$545,000	\$670,000	\$531,000	\$525,000	\$3,751,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$380,000	\$1,480,000	\$545,000	\$670,000	\$531,000	\$525,000	\$3,751,000

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #:

2.670/2.680

Service Name:

Regional Water Supply & JDF Water Distribution Combo

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
SYSTEM REPLACEMENT AND UPGRADES THAT BENEFIT REGIONAL WATER SUPPLY AND JUAN DE FUCA DISTRIBUTION													
16-01	Renewal	Upgrades to Buildings at 479 Island Highway	Maintenance and changes to buildings, office layouts, meeting rooms, yard improvements, lab improvements and technology upgrades.	\$ 1,330,000	B	WU	\$ -	\$ 250,000	\$ 80,000	\$ 200,000	\$ 80,000	\$ 80,000	\$ 690,000
17-01	Renewal	Voice Radio Upgrade	Replacement of end of life voice radio system repeaters, office, vehicle and handheld radios.	\$ 2,125,000	E	WU	\$ 380,000	\$ 430,000	\$ -	\$ -	\$ -	\$ -	\$ 430,000
24-01	Replacement	IT Core Infrastructure Replacement	Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life	\$ 250,000	E	WU		\$ 125,000	\$ 10,000	\$ 25,000	\$ 6,000	\$ -	\$ 166,000
25-XX	Replacement	Laboratory Upgrades	Improvements to water quality lab facilities	\$ 200,000	E	WU	\$ -	\$ 200,000.00					\$ 200,000.00
Sub-Total System Replacement and Upgrades That Benefit Regional Water Supply and Juan de Fuca Distribution				\$ 3,705,000				\$ 1,005,000	\$ 90,000	\$ 225,000	\$ 86,000	\$ 80,000	\$ 1,486,000
ANNUAL PROVISIONAL CAPITAL ITEMS													
17-03	Replacement	Office Equipment, Upgrades and Replacements	Upgrade and replacement of office equipment as required.	\$ 450,000	E	WU	\$ -	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 450,000
17-04	Replacement	Computer Upgrades	Annual upgrade and replacement program for computers, copiers, printers, network equipment as required.	\$ 950,000	E	WU	\$ -	\$ 190,000	\$ 190,000	\$ 190,000	\$ 190,000	\$ 190,000	\$ 950,000
17-05	New	Development of the Maintenance Management Systems	Develop maintenance management system.	\$ 150,000	E	WU	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000
17-06	Replacement	Small Equipment & Tool Replacement (Water Operations)	Replacement of tools and small equipment for Water Operations as required.	\$ 500,000	E	WU	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000
17-07	Replacement	Small Equipment & Tool Replacement (Corporate Fleet)	Replacement of tools and small equipment for Fleet as required.	\$ 85,000	E	WU	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 75,000
24-02	Study	Capital Projects Delivery Optimization	Ongoing internal improvement of templates, tools and processes used in the delivery of capital projects.	\$ 160,000	S	WU	\$ -	\$ 50,000	\$ 30,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 140,000
Sub-Total for Annual Provisional Capital Items				\$ 2,295,000				\$ 475,000	\$ 455,000	\$ 445,000	\$ 445,000	\$ 445,000	\$ 2,265,000
x			GRAND TOTAL	\$ 6,000,000				\$ 1,480,000	\$ 545,000	\$ 670,000	\$ 531,000	\$ 525,000	\$ 3,751,000
\$ -													

Service: 2.670/2.680 Regional Water Supply & JDF Water Distribution Combo

Project Number	16-01	Capital Project Title	Upgrades to Buildings at 479 Island Highway	Capital Project Description	Maintenance and changes to buildings, office layouts, meeting rooms, yard improvements, lab improvements and technology upgrades.
Project Rationale	<p>The budget includes the following funds to upgrade and renew the buildings at 479 Island Highway, including:</p> <ul style="list-style-type: none"> • Improvements, Repairs, upgrades and changes to the buildings • Painting of the buildings • Repair and replacement of carpets, floors and walls • Climate Action initiatives and feasibility studies • Improvements to Meeting Rooms, including technology upgrades 				

Project Number	17-01	Capital Project Title	Voice Radio Upgrade	Capital Project Description	Replacement of end of life voice radio system repeaters, office, vehicle and handheld radios.
Project Rationale	<p>Service Life and projected replacement:</p> <ul style="list-style-type: none"> • The service life of the mobile and portable units was forecast as 10 years at minimum, 15 years at maximum in 2005. • The present radio models used in the system have just been taken out of production by the manufacturer, there will be no new units available for purchase as of July 1, 2015. • Support for repairs and maintenance of the present radio will continue for the next 3 years at least. • There are no pressing issues with equipment maintenance or repairs, present repair rates suggest we can maintain the system for the next few years, and perhaps reach a 12-15 year lifespan on the present equipment. 				

Project Number	20-01	Capital Project Title	#N/A	Capital Project Description	#N/A
Project Rationale	<p>The RWS and JdF operation numerous water mains and pump stations. There are situations, when a pump station fails, construction of a pump station or bypassing a section of pipe, where a portable pump station with a generator is required to maintain the level of service. Portable PS was delivered in 2023 but some deficiencies, including the associated generator remain and may carry into 2024 to fully address.</p>				

Service: 2.670/2.680 Regional Water Supply & JDF Water Distribution Combo

Project Number	17-03	Capital Project Title	Office Equipment, Upgrades and Replacements	Capital Project Description	Upgrade and replacement of office equipment as required.
Project Rationale	Funds will be used for the replacement and upgrading of office equipment and furniture, as required.				

Project Number	17-04	Capital Project Title	Computer Upgrades	Capital Project Description	Annual upgrade and replacement program for computers, copiers, printers, network equipment as required.
Project Rationale	<p>This is an annual upgrading and replacement program of computers, photocopiers, network, monitoring and associated equipment, as required. This item has been increased from \$160,000 to \$170,000 annually to reflect actual costs.</p> <p>Capital Budget Network Switch Maintenance \$10,000 Additional Wireless Access Points and Maintenance \$15,000 Photocopier Replacement \$20,000 Additional Data Storage \$15,000 Replacement Computers \$75,000 Equipment Maintenance (contingency) \$23,000 Replace Access Control System - Gates/ Video Cameras \$12,000 Total Capital \$170,000</p>				

Project Number	17-05	Capital Project Title	Development of the Maintenance Management Systems	Capital Project Description	Develop maintenance management system.
Project Rationale	The maintenance management system needs further development to meet user needs and to facilitate reporting. It is proposed that funds be approved for the following projects:- Develop and Asset onboarding process and a fault code reporting process for the CMMS.				

Service: 2.670/2.680 Regional Water Supply & JDF Water Distribution Combo

Project Number 17-06 **Capital Project Title** Small Equipment & Tool Replacement (Water Operations) **Capital Project Description** Replacement of tools and small equipment for Water Operations as required.

Project Rationale Funds will be used for replacement of a variety of Operations and Welding equipment such as cutting saws, portable generators, gas detectors, Hilti drills, plasma cutter, wire welder, etc.

Project Number 17-07 **Capital Project Title** Small Equipment & Tool Replacement (Corporate Fleet) **Capital Project Description** Replacement of tools and small equipment for Fleet as required.

Project Rationale Funds will be used for replacement of a variety of Fleet small equipment and tools as required. This includes provision to replace the Vehicle OBD reader for reading engine codes and the shop air compressor.

Project Number 24-01 **Capital Project Title** IT Core Infrastructure Replacement **Capital Project Description** Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life

Project Rationale Ongoing end of life replacement program for IT Core Infrastructure, including servers, network switches, UPS, and other equipment.

Project Number 24-02 **Capital Project Title** Capital Projects Delivery Optimization **Capital Project Description** Ongoing internal improvement of templates, tools and processes used in the delivery of capital projects.

Project Rationale Ongoing program for small scale optimization of project delivery methods and tools.

**2.670 Regional Water Supply
 Asset/ Reserve Schedule
 2025 - 2029 Financial Plan**

Asset Profile

Regional Water Supply

System assets include the lands, dams and source water reservoirs within the water supply areas, intake and source conduits, two water treatment plants, pressure regulating facilities, nine supply mains, three balancing reservoirs and revenue water meters in the water transmission system.

Equipment Replacement Reserve Schedule

Reserve Fund: 2.670 Regional Water Supply Equipment Replacement Reserve (covered by CRD-ERF Bylaw)

Fund: 1022 Fund Center: 101454

	Estimated	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	2,647,394	2,572,649	1,980,378	1,912,420	1,786,544	1,978,686
Equipment purchases (Based on Capital Plan)	(670,000)	(1,376,250)	(773,000)	(855,000)	(495,000)	(355,000)
Transfer	-					
Transfer from Operating Budget	479,755	577,541	589,092	600,874	612,892	625,149
Proceeds on disposals	100,500	206,438	115,950	128,250	74,250	53,250
Interest Income*	15,000					
Ending Balance \$	2,572,649	1,980,378	1,912,420	1,786,544	1,978,686	2,302,085

General Comments:

Reserve Fund is used for the purpose of replacing fleet vehicles including heavy equipment and associated mobile components, as outlined in the capital plan. Proceeds from disposals are estimated at 15% of replacement equipment purchases. Note not all vehicles are sold within the year in which they are replaced.

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

CAPITAL REGIONAL DISTRICT

2025 BUDGET

JDF Water Distribution

COMMITTEE OF THE WHOLE

October 2024

Service: 2.680

JDF Water Distribution

Commission: Juan De Fuca Water Distribution

DEFINITION:

To finance the administration, development, maintenance, and operational expenses, of the Juan de Fuca Water Distribution local service in the Western Communities of the Capital Regional District, as per the Water Distribution Local Service Area Establishment Bylaw No. 2538.

The establishment and operation of a Juan de Fuca water Distribution Commission is done by Bylaw No. 2540.

SERVICE DESCRIPTION:

Juan de Fuca Water Distribution Service provides retail water distribution system to participants within the Western Communities. The service administration and operation is provided by the Integrated Water Services Department.

PARTICIPATION:

City of Colwood	District of Metchosin
City of Langford	District of Sooke
Town of View Royal	District of Highlands
Juan de Fuca Electoral Area	

MAXIMUM LEVY:

The maximum amount that may be requisitioned is NIL.

MAXIMUM CAPITAL DEBT:

Authorized: Pre Consolidated MFA Loan Authorizations - Juan de Fuca Water Distribution Facilities		\$19,000,000
Borrowed:		\$17,500,000
Remaining: Expired		<u>\$1,500,000</u>
Authorized: MFA Bylaw No. 3981 - Juan de Fuca Water Distribution Facilities		\$14,800,000
Borrowed:		\$10,100,000
Remaining: Expired		<u>\$4,700,000</u>
Authorized: MFA Bylaw No. 3164 - Juan de Fuca Water Distribution Facilities Development-DCC		\$10,000,000
Borrowed:		\$3,500,000
Remaining: Expired		<u>\$6,500,000</u>
Authorized: MFA Bylaw No. 4379 - Juan de Fuca Water Distribution Facilities	2021	\$14,800,000
Borrowed:		\$7,500,000
Remaining: Active		<u>\$7,300,000</u>

FUNDING:

Costs are recovered from Water Sales, and transfer from DCC reserves to service DCC debt.

Change in Budget 2024 to 2025			
Service:	2.680 Juan de Fuca Water Distribution	Total Expenditure	Comments
2024 Budget		26,026,524	
Change in Labour:			
	Labour charges	257,630	Labour charges: inclusive of collective agreement changes
	Utility Operator Team Lead	190,300	IBC 2b-2.1 Utility Operator Team Lead
	Total Change in Labour	447,930	
Other Changes:			
	Bulk Water Purchase	1,114,320	Increased bulk water rate and increased budgeted demand
	Transfers to Capital Fund	889,337	Increase as directed by the 5 year Capital Plan
	Principal & Interest Payments	358,530	New Debt Issue \$1.5m Fall 2024
	Asset and Maintenance Management	145,260	Asset Management transferred from Corporate to IWS
		96,118	Additional maintenance trade support
	Contract for Services	81,682	
	Supplies-Operating	51,496	
	Standard Overhead	24,500	Increase in 2024 operating costs
	Other Costs	78,300	
	Total Other Changes	2,839,543	
2025 Budget		29,313,997	
Summary of % Expense Increase			
	Transfer to Capital	3.4%	
	Increased cost due to bulk water rate	2.0%	
	Increased bulk water consumption	2.3%	
	Labour costs	1.7%	
	Principal and Interest Costs	1.4%	
	Asset and Maintenance Management	0.9%	
	Balance of increase	0.9%	
	% expense increase from 2024:	12.6%	

Overall 2024 Budget Performance
(expected variance to budget and surplus treatment)

Favourable revenue and water sales variance of \$2.6m due to higher than budgeted water demand largely a result of dry summer weather. The additional revenue will be partially offset by bulk water purchase overages (\$800k). The net surplus of \$1.7m will be transferred to the Service's Water Capital Fund.

CAPITAL REGIONAL DISTRICT

Program Group: CRD-JDF Water Distribution SUMMARY	2025						FUTURE PROJECTIONS			
	2024 BOARD BUDGET 1 2	2024 ESTIMATED ACTUAL 3	2025 CORE BUDGET 4	2025 ONGOING 5	2025 ONE-TIME 6	TOTAL (COL 4, 5 & 6) 7	2026 8	2027 9	2028 10	2029 11
OPERATING EXPENDITURES										
ALLOCATION - OPERATIONS	5,335,968	5,333,436	5,908,795	286,418	-	6,195,213	6,534,051	6,711,894	6,893,466	7,080,083
OPERATING - OTHER COSTS	789,205	743,096	823,799	-	-	823,799	819,323	825,472	860,734	859,637
SALARIES AND WAGES	590,220	539,460	495,089	-	-	495,089	510,248	524,820	539,687	555,088
CONTRACT FOR SERVICES	398,390	403,520	480,072	-	-	480,072	490,348	501,247	512,380	523,819
ALLOCATION - STANDARD OVERHEAD	768,670	768,670	793,173	-	-	793,173	816,968	833,308	849,974	866,974
TOTAL OPERATING EXPENDITURES	7,882,453	7,788,182	8,500,928	286,418	-	8,787,346	9,170,938	9,396,740	9,656,241	9,885,601
Percentage increase over prior year's board budget			7.85%			11.48%	4.37%	2.46%	2.76%	2.38%
BULK WATER PURCHASE	7,689,300	8,498,700	8,803,620	-	-	8,803,620	9,724,230	11,197,680	12,640,950	14,218,840
BULK WATER EXPENDITURES	7,689,300	8,498,700	8,803,620	-	-	8,803,620	9,724,230	11,197,680	12,640,950	14,218,840
			14.49%			14.49%				
CAPITAL EXPENDITURES & TRANSFERS										
TRANSFER TO WATER CAPITAL FUND	7,346,169	9,082,754	8,235,506	-	-	8,235,506	8,820,200	9,620,200	9,730,200	10,200,200
TRANSFER TO DEBT RESERVE FUND	49,280	19,280	55,620	-	-	55,620	49,620	62,620	8,620	18,620
TRANSFER TO EQUIPMENT REPLACEMENT FUND	647,507	647,507	661,564	-	-	661,564	619,796	628,192	636,755	645,490
TOTAL CAPITAL EXPENDITURES & TRANSFERS	8,042,956	9,749,541	8,952,690	-	-	8,952,690	9,489,616	10,311,012	10,375,575	10,864,310
DEBT SERVICING										
DEBT - INTEREST & PRINCIPAL	2,411,815	2,543,707	2,770,341	-	-	2,770,341	3,312,394	3,701,035	3,772,441	3,345,507
TOTAL DEBT EXPENDITURES	2,411,815	2,543,707	2,770,341	-	-	2,770,341	3,312,394	3,701,035	3,772,441	3,345,507
TOTAL EXPENDITURES	26,026,524	28,580,130	29,027,579	286,418	-	29,313,997	31,697,178	34,606,467	36,445,207	38,314,258
SOURCES OF FUNDING										
REVENUE - SALES	(25,580,244)	(28,273,350)	(28,676,549)	(286,418)	-	(28,962,967)	(31,336,730)	(34,233,557)	(36,130,777)	(37,997,026)
REVENUE - OTHER	(223,780)	(306,780)	(351,030)	-	-	(351,030)	(360,448)	(372,910)	(314,430)	(317,232)
TOTAL SOURCE OF FUNDING FROM OPERATIONS	(26,026,524)	(28,580,130)	(29,027,579)	(286,418)	-	(29,313,997)	(31,697,178)	(34,606,467)	(36,445,207)	(38,314,258)
SOURCES OF OTHER FUNDING										
TRANSFER FROM DCC RESERVES TO FUND DCC DEBT	-	-	-	-	-	-	-	-	-	-
TRANSFER FROM PRIOR YEAR	-	-	-	-	-	-	-	-	-	-
TRANSFER TO FOLLOWING YEAR	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCES OF ALL FUNDING	(26,026,524)	(28,580,130)	(29,027,579)	(286,418)	-	(29,313,997)	(31,697,178)	(34,606,467)	(36,445,207)	(38,314,258)
Percentage increase over prior year's board budget			11.53%			12.63%	8.13%	9.18%	5.31%	5.13%
Water Rate \$ per cu. m.	\$ 2.6927					\$ 2.8395				
Percentage increase	5.74%					5.45%				

2025 Demand Estimate

Retail Demand

Years	Actual Demand cu.metre	Budgeted Demand cu.metre	
2019	8,911,315	8,600,000	
2020	9,345,130	8,900,000	
2021	10,270,472	8,900,000	
2022	9,990,739	9,300,000	
2023	10,670,432	9,210,000	**
2024	10,500,000 *	9,500,000	
2025 Demand Estimate	<u>10,200,000</u>		

* Projected consumption for 2024

** 2023 Demand estimate reduction reflects First Nations becoming wholesale customers of Regional Water Supply

Summary of Retail Water Rates

	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>Change</u>	
Retail (direct) water rate							
Unit cost per cu.m.	\$2.3081	\$2.4024	\$2.5466	\$2.6927	\$2.8395	\$0.1468	5.45%

Retail Water Rate Increase Impact on Residential Water Bill

Average consumption per 2 month billing cycle: * 40.0 cubic meters (annual = 239.0 cu.m)

<u>Charge for Two Months Consumption</u>	<u>Year</u>	<u>Bi monthly Charge</u>	<u>Annual Charge</u>	<u>2025 Annual Change \$</u>
Average Consumption	2024	\$ 107.71	\$ 646.25	
	2025	\$ 113.58	\$ 681.48	\$ 35.23
Half Average Consumption	2024	\$ 53.85	\$ 323.12	
	2025	\$ 56.79	\$ 340.74	\$ 17.62
Twice Average Consumption	2024	\$ 215.42	\$ 1,292.50	
	2025	\$ 227.16	\$ 1,362.96	\$ 70.46

* Average Annual Consumption based on 2.303 people per household, per BC Stats 2024 projection

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

Service No.	2.680	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	JDF Water Distribution							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$7,485,000	\$20,538,000	\$13,561,000	\$14,431,000	\$9,790,000	\$11,266,000	\$69,586,000	
Vehicles	\$525,000	\$1,515,000	\$774,000	\$710,000	\$750,000	\$250,000	\$3,999,000	
	\$8,010,000	\$22,053,000	\$14,335,000	\$15,141,000	\$10,540,000	\$11,516,000	\$73,585,000	

SOURCE OF FUNDS

Capital Funds on Hand	\$6,485,000	\$14,331,000	\$8,504,000	\$8,924,000	\$9,513,000	\$10,159,000	\$51,431,000	
Debenture Debt (New Debt Only)	\$0	\$4,700,000	\$4,100,000	\$5,400,000	\$0	\$1,000,000	\$15,200,000	
Equipment Replacement Fund	\$525,000	\$1,430,000	\$774,000	\$710,000	\$750,000	\$250,000	\$3,914,000	
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Reserve Fund	\$1,000,000	\$1,592,000	\$957,000	\$107,000	\$277,000	\$107,000	\$3,040,000	
	\$8,010,000	\$22,053,000	\$14,335,000	\$15,141,000	\$10,540,000	\$11,516,000	\$73,585,000	

Definitions for the 5-year Capital Plan

Asset Class	<p>Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150.</p> <p>L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment</p>
Capital Expenditure Type	<p>Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service.</p> <p>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</p>
Carryforward	<p>Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.</p>
Funding Source	<p>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</p> <p>If there is more than one funding source, additional rows are shown for the project.</p>

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 2.680

Service Name: JDF Water Distribution

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE										
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total	
INFRASTRUCTURE ENGINEERING AND OPERATIONS														\$ -
Planning														\$ -
16-03	Renewal	Asset Management Plan	Combine past studies to plan out future capital expenditures.	\$ 400,000	S	WU	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000	
21-14	Renewal	Fire Storage Analysis	Assess and update the fire flow upgrade program to inform future capital works.	\$ 120,000	S	WU	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000	
25-01	Study	Water Meter Strategic Plan	Review of the existing meter program and strategic planning including replacement vs repair cost benefit analysis, review of meter technologies, implementation phasing and short term and long term planning.	\$ 200,000	S	WU	\$ -	\$ 200,000	\$ 50,000.00	\$ -	\$ -	\$ -	\$ 250,000.00	
Capital													\$ -	
16-05	Renewal	Comprehensive Pump Station Upgrades	Continue pump station condition assessments, plan and carry out upgrades.	\$ 11,300,000	S	WU	\$ 750,000	\$ 1,601,000	\$ 450,000	\$ 2,000,000	\$ 750,000	\$ 2,000,000	\$ 6,801,000	
18-03	Renewal	JDF Site Decommissioning Program	Decommissioning of facilities that are no longer in use based on preliminary work from Annual Provisional	\$ 1,000,000	S	WU	\$ 500,000	\$ 500,000	\$ 80,000	\$ 90,000	\$ 100,000	\$ 100,000	\$ 870,000	
18-06	New	Post Disaster Emergency Water Distribution	Determine and supply response equipment for disaster response.	\$ 600,000	S	WU	\$ 70,000	\$ 120,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 320,000	
20-03	Replacement	AC Pipe Replacement Program	Replacement of aging asbestos cement pipe year over year as outlined in the May 2023 staff report. Replacement is expected to be phased until 2055 to replace all AC pipe in the distribution network.	\$ 140,000,000	S	WU	\$ 3,000,000	\$ 8,600,000	\$ 3,600,000	\$ 3,800,000	\$ 4,000,000	\$ 4,200,000	\$ 24,200,000	
21-02	Replacement	Sooke Road W/M Replacement - VMP to Jacklin	Replacement of aged, large diameter water main and smaller diameter AC from Jacklin Rd to VMP. 1.100m of 600mm Pipe - VMP to Jacklin as well as the asbestos cement distribution main along the same alignment.	\$ 8,500,000	S	WU	\$ 150,000	\$ 400,000	\$ 4,000,000	\$ 4,050,000	\$ -	\$ -	\$ 8,450,000	
21-13	Replacement	SCADA Master Plan Update & Upgrades	Update the SCADA Master Plan in conjunction with the RWS, Saanich Peninsula and Core Area infrastructure.	\$ 1,900,000	S	WU	\$ 900,000	\$ 1,500,000	\$ 300,000	\$ -	\$ -	\$ -	\$ 1,800,000	
22-02	New	Microwave Radio Upgrades	Installation of high-bandwidth microwave radio infrastructure to accommodate CRD infrastructure	\$ 750,000	S	WU	\$ 230,000	\$ 330,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 630,000	
24-02	New	Hwy 14 Watermain Relocation	Relocation of CRD watermain in MOTI right of way. Project work to be bundled within MOTI's project.	\$ 2,000,000	S	WU	\$ 820,000	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	
25-06	Replacement	Large Meters & Pressure Control Stations Replacement Program	Ongoing program to upgrade billing meters and pressure control stations, including chambers as required.	\$ 5,000,000	S	WU	\$ -	\$ 400,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,400,000	
Sub-Total System Infrastructure Engineering and Operations				\$ 171,770,000			\$ 6,485,000	\$ 15,716,000	\$ 9,130,000	\$ 10,590,000	\$ 5,500,000	\$ 6,850,000	\$ 47,786,000	
CORPORATE ASSET AND MAINTENANCE MANAGEMENT (CAMM)													\$ -	
16-06	Replacement	Vehicle & equipment replacement (funding from replacement fund)	Vehicle and equipment replacement.	\$ 2,094,000	V	ERF	\$ 525,000	\$ 1,430,000	\$ 774,000	\$ 710,000	\$ 750,000	\$ 250,000.00	\$ 3,914,000	
23-02	New	Vehicle to support the meter replacement program	Purchase of a Transit Van equipped with tools and equipment to support the meter replacement program	\$ 200,000	V	WU	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
25-05	New	New Vehicle - Water System Ops	New EV Truck for Team Lead and expanding operational needs	\$ 85,000	V	WU	\$ -	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000	
Sub-Total CAMM				\$ 2,379,000			\$ 525,000	\$ 1,515,000	\$ 774,000	\$ 710,000	\$ 750,000	\$ 250,000	\$ 3,999,000	
ANNUAL PROVISIONAL ITEMS													\$ -	
17-09	Replacement	Emergency Main Replacement	Major main replacement under emergencies.	\$ 500,000	S	WU	\$ -	\$ 100,000	\$ 110,000	\$ 121,000	\$ 134,000	\$ 148,000	\$ 613,000	
17-13	New	Site Security Upgrades	Upgrading and replacement of security systems for sites as required.	\$ 200,000	S	WU	\$ -	\$ 40,000	\$ 44,000	\$ 49,000	\$ 54,000	\$ 60,000	\$ 247,000	
17-15	Renewal	Distribution System Improvements	Unplanned distribution system improvements or decommissioning.	\$ 2,250,000	S	WU	\$ -	\$ 450,000	\$ 495,000	\$ 545,000	\$ 600,000	\$ 660,000	\$ 2,750,000	
17-16	New	Hydraulic Model Yearly Update	Annual hydraulic model update and uni-directional flushing support.	\$ 300,000	S	WU	\$ -	\$ 65,000	\$ 72,000	\$ 80,000	\$ 88,000	\$ 97,000	\$ 402,000	
21-03	Replacement	Hydrant & Flush Replacement, Upgrades and Additions	Upgrade, replacement or installation of flushes and fire hydrants, and fire flow testing.	\$ 1,379,000	S	WU	\$ -	\$ 225,000	\$ 248,000	\$ 273,000	\$ 301,000	\$ 332,000	\$ 1,379,000	
21-04	Replacement	Residential Service & Meter Replacement	Replacement of residential water meters as highlighted by the 2017 KWL Water Audit report.	\$ 10,000,000	S	WU	\$ -	\$ 1,800,000	\$ 1,900,000	\$ 2,000,000	\$ 2,100,000	\$ 2,200,000	\$ 10,000,000	
21-05	Replacement	Pump Station Equipment Replacements	Unplanned pump station repairs and equipment replacement		S	WU	\$ -	\$ 150,000	\$ 165,000	\$ 182,000	\$ 201,000	\$ 222,000	\$ 920,000	
21-06	Replacement	SCADA Equipment Replacement	Unplanned replacement of SCADA and electrical equipment.	\$ 500,000	S	WU	\$ -	\$ 100,000	\$ 110,000	\$ 121,000	\$ 134,000	\$ 148,000	\$ 613,000	

Service #: 2.680
 Service Name: JDF Water Distribution

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
21-07	Renewal	Reservoir Equipment Replacement	Replacement or repairs to components at reservoir sites.		S	WU	\$ -	\$ 100,000	\$ 110,000	\$ 121,000	\$ 134,000	\$ 148,000	\$ 613,000
21-09	Replacement	Valve Replacement	Unplanned replacement and repair of isolation and line valves, air valves, and pressure control valves.		S	WU	\$ -	\$ 200,000	\$ 220,000	\$ 242,000	\$ 267,000	\$ 294,000	\$ 1,223,000
Sub-Total for Annual Provisional Items				\$ 15,129,000			\$ -	\$ 3,230,000	\$ 3,474,000	\$ 3,734,000	\$ 4,013,000	\$ 4,309,000	\$ 18,760,000
DEVELOPMENT COST CHARGE (DCC)													\$ -
16-07	New	Update DCC Bylaw (Comprehensive Update in 2028)	Planned update of the DCC Bylaw.	\$ 295,000	S	Res	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 200,000	\$ 30,000	\$ 320,000.00
21-01	New	Sooke Henlyn Supply & Distribution Mains	Construction of water mains based upon development predictions from the Helgesen Pump Station westwards.	\$ 1,000,000	S	Res	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000.00
25-02	New	Throup Road Watermain Installation	Future budget to install new watermain along Throup Road when District of Sooke completes connector road.	\$ 900,000	S	Res	\$ -	\$ 50,000	\$ 850,000	\$ -	\$ -	\$ -	\$ 900,000.00
25-03	New	VMP Pump Upgrades	The increased required capacity at the VMP pump station is driven by the high growth demands expected in the HGL 172 m zone.	\$ 435,000	S	Res	\$ -	\$ 435,000	\$ -	\$ -	\$ -	\$ -	\$ 435,000.00
25-04	New	Center Mountain	CRD project administration fee as calculated in the 2024 DCC program update	\$ 385,000	S	Res	\$ -	\$ 77,000	\$ 77,000	\$ 77,000	\$ 77,000	\$ 77,000	\$ 385,000.00
Sub-Total for Development Cost Charges (DCC)				\$ 2,630,000			\$ 1,000,000	\$ 1,592,000	\$ 957,000	\$ 107,000	\$ 277,000	\$ 107,000	\$ 3,040,000.00
GRAND TOTAL				\$ 191,908,000			\$ 8,010,000	\$ 22,053,000	\$ 14,335,000	\$ 15,141,000	\$ 10,540,000	\$ 11,516,000	\$ 73,585,000
													\$ -

Service: 2.680 JDF Water Distribution

Project Number 16-03 **Capital Project Title** Asset Management Plan **Capital Project Description** Combine past studies to plan out future capital expenditures.
Project Rationale Asset Management Planning necessary to effectively manage asset life cycles and plan for future improvement works.

Project Number 21-14 **Capital Project Title** Fire Storage Analysis **Capital Project Description** Assess and update the fire flow upgrade program to inform future capital works.
Project Rationale Assessing fire storage in the JDF system to inform future capital improvements.

Project Number 25-01 **Capital Project Title** Water Meter Strategic Plan **Capital Project Description** Review of the existing meter program and strategic planning including replacement vs repair cost benefit analysis, review of meter technologies, implementation phasing and short term and long term planning.
Project Rationale Review of the existing meter program and strategic planning including replacement vs repair cost benefit analysis, review of meter technologies, implementation phasing and short term and long term planning.

Project Number 16-05 **Capital Project Title** Comprehensive Pump Station Upgrades **Capital Project Description** Continue pump station condition assessments, plan and carry out upgrades.
Project Rationale A previous capital project was completed by Delcan Corp. in 2012 which assessed each existing pump station and identified building deficiencies. Funds in 2024/2025 are for design of and construction of the Coppermine PS. Subsequently, Bear Mountain PS #1 will be assessed or the prioritization changed based on finalization of the Asset Management Plan (Capital Project # 16-03).

Service: 2.680 JDF Water Distribution

Project Number 18-03 **Capital Project Title** JDF Site Decommissioning Program **Capital Project Description** Decommissioning of facilities that are no longer in use based on preliminary work from Annual Provisional

Project Rationale Numerous pump station and PRV facilities have been made redundant or have been decommissioned within the JDF system. Sites have been identified as part of the annual provisional project and funds are required to decommission of the sites and then demolish them. In 2021 the Treanor pump station demolition was carried out. The Townsview PS and Tank are under review for further decommissioning.

Project Number 18-06 **Capital Project Title** Post Disaster Emergency Water Distribution **Capital Project Description** Determine and supply response equipment for disaster response.

Project Rationale Proposed work includes developing a response plan to disasters to the Juan de Fuca water supply or distribution system. Funds are required to procure equipment and carry out works developed the in 2018 plan in conjunction with the Regional Water Supply disaster response Plan.

Project Number 20-03 **Capital Project Title** AC Pipe Replacement Program **Capital Project Description** Replacement of aging asbestos cement pipe year over year as outlined in the May 2023 staff report. Replacement is expected to be phased until 2055 to replace all AC pipe in the distribution network.

Project Rationale Asbestos Watermains within the JDF Water Distribution network are approaching end of life and becoming more prone to failure. Asset replacement prioritization is based on a number of factors, such as age, criticality, leak history, coordination with other municipal projects and synergies with development activities. As identified most recently in the May 2023 Staff Report, this AC Replacement Program is anticipated to continue until all AC pipe in the distribution system has been replaced. Current target deadline for complete replacement is 2055.

Service: 2.680 JDF Water Distribution

Project Number	21-02	Capital Project Title	Sooke Road W/M Replacement - VMP to Jacklin	Capital Project Description	Replacement of aged, large diameter water main and smaller diameter AC from Jacklin Rd to VMP. 1,100m of 600mm Pipe - VMP to Jacklin as well as the asbestos cement distribution main along the same alignment.
Project Rationale	According to corrosion assessment, a 2.2 kilometre section of an existing steel pipe along Sooke Road and Allendale Road (between Wishart to Jacklin) was unprotected and in need of replacement. In 2014, the design of both phases of the water main was completed by a consultant and construction of the main from Wishart to VMP was completed by CRD resources. The remaining 1.1km of 600mm steel pipe from Jacklin to Veterans Memorial Parkway still requires replacement and upgrades should also include replacement of the Asbestos Cement Pipe along this alignment.				

Project Number	21-13	Capital Project Title	SCADA Master Plan Update & Upgrades	Capital Project Description	Update the SCADA Master Plan in conjunction with the RWS, Saanich Peninsula and Core Area infrastructure.
Project Rationale	The SCADA and radio system utilized by JDF Water System comprises of components ranging from 2-25 years in age. A planned replacement of assets, to be coordinated with the Regional Water Supply and Saanich Peninsula Water & Wastewater Systems is required to create a more resilient and cohesive communications system				

Project Number	22-02	Capital Project Title	Microwave Radio Upgrades	Capital Project Description	Installation of high-bandwidth microwave radio infrastructure to accommodate CRD infrastructure
Project Rationale	Installation of high-bandwidth microwave radio infrastructure to accommodate CRD infrastructure				

Project Number	24-02	Capital Project Title	Hwy 14 Watermain Relocation	Capital Project Description	Relocation of CRD watermain in MOTI right of way. Project work to be bundled within MOTI's project.
Project Rationale	Schedule of project delivery is dictated by Ministry of Transportation project delivery.				

Service: 2.680 JDF Water Distribution

Project Number 25-06 **Capital Project Title** Large Meters & Pressure Control Stations Replacement Program **Capital Project Description** Ongoing program to upgrade billing meters and pressure control stations, including chambers as required.

Project Rationale This is an ongoing term program for the continued replacement of obsolete and worn out large (typically greater than 2" diameter) meters, adding new meters and upgrading meter vaults as well as for the ongoing replacement of Pressure Control Stations.

Project Number 16-06 **Capital Project Title** Vehicle & equipment replacement (funding from replacement fund) **Capital Project Description** Vehicle and equipment replacement.

Project Rationale This is for the replacement of vehicles and equipment used by CRD Integrated Water Services for the day-to-day operation and maintenance of the Juan De Fuca distribution system. These replacements are funded from the Juan De Fuca Vehicle and Equipment Replacement Fund.

Project Number 23-02 **Capital Project Title** Vehicle to support the meter replacement program **Capital Project Description** Purchase of a Transit Van equipped with tools and equipment to support the meter replacement program

Project Rationale Purchase of a Transit Van equipped with tools and equipment to support the meter replacement program

Project Number 25-05 **Capital Project Title** New Vehicle - Water System Ops **Capital Project Description** New EV Truck for Team Lead and expanding operational needs

Project Rationale New EV Trucks for Team Lead and expanding operational needs.

Project Number 17-09 **Capital Project Title** Emergency Main Replacement **Capital Project Description** Major main replacement under emergencies.

Project Rationale This item is to fund the costs of responding to emergency major main breaks and conducting replacements.

Service: 2.680 JDF Water Distribution

Project Number 17-13 **Capital Project Title** Site Security Upgrades **Capital Project Description** Upgrading and replacement of security systems for sites as required.
Project Rationale This is an annual allowance for upgrading and maintaining equipment, security and control systems at distribution facilities such as pump stations, PRV chambers and reservoirs. Items such as access hatches, fencing, etc., will be modified to provide a larger degree of security.

Project Number 17-15 **Capital Project Title** Distribution System Improvements **Capital Project Description** Unplanned distribution system improvements or decommissioning.
Project Rationale Historically, opportunities to complete work arise during the year which were not specifically identified and budgeted. This item typically relates to coordinating work programs (i.e. JDF water main replacements and municipal paving programs) with the municipalities or development and taking advantage of opportunities during the year that were not specifically identified.

Project Number 17-16 **Capital Project Title** Hydraulic Model Yearly Update **Capital Project Description** Annual hydraulic model update and uni-directional flushing support.
Project Rationale This item is required to input the pipes installed that year into the hydraulic computer model, followed by calibration and testing in order to keep the model up to date for design and planning purposes.

Project Number 21-03 **Capital Project Title** Hydrant & Flush Replacement, Upgrades and Additions **Capital Project Description** Upgrade, replacement or installation of flushes and fire hydrants, and fire flow testing.
Project Rationale This is an annual provision for replacing old and outdated hydrants, flushes and associated works and access, as well as adding new hydrants to the system where requested by the municipalities or fire departments.

Project Number 21-04 **Capital Project Title** Residential Service & Meter Replacement **Capital Project Description** Replacement of residential water meters as highlighted by the 2017 KWL Water Audit report.
Project Rationale This is an annual provision for replacing failed residential services and meters, as well as proactively replacing services and meters in areas with historically large number of breaks.

Project Number 21-05 **Capital Project Title** Pump Station Equipment Replacements **Capital Project Description** Unplanned pump station repairs and equipment replacement
Project Rationale This is an annual provision for unplanned pump station repairs and equipment replacement.

Project Number 21-06 **Capital Project Title** SCADA Equipment Replacement **Capital Project Description** Unplanned replacement of SCADA and electrical equipment.
Project Rationale This is an annual provision for unplanned SCADA and electrical equipment replacement.

Service: 2.680 JDF Water Distribution

Project Number 21-07 **Capital Project Title** Reservoir Equipment Replacement **Capital Project Description** Replacement or repairs to components at reservoir sites.
Project Rationale This is an annual provisional for unplanned replacement of equipment, such as safety devices and mechanical fittings, at reservoir sites.

Project Number 21-09 **Capital Project Title** Valve Replacement **Capital Project Description** Unplanned replacement and repair of isolation and line valves, air valves, and pressure control valves.
Project Rationale This is an annual provisional for unplanned replacement of valves, including air valves and check valves.

Project Number 16-07 **Capital Project Title** Update DCC Bylaw (Comprehensive Update in 2028) **Capital Project Description** Planned update of the DCC Bylaw.
Project Rationale This is a provisional item to cover questions that arise and referred to our consultants for advice. Every 5 years a comprehensive update is required and the previous DCC update.

Project Number 21-01 **Capital Project Title** Sooke Henlyn Supply & Distribution Mains **Capital Project Description** Construction of water mains based upon development predictions from the Helgesen Pump Station westwards.
Project Rationale Construction of water mains based upon development predictions from the Helgesen Pump Station westwards.

Project Number 25-02 **Capital Project Title** Throup Road Watermain Installation **Capital Project Description** Future budget to install new watermain along Throup Road when District of Sooke completes connector road.
Project Rationale Budget allocated for future collaboration works to align with Sooke's Throup Road connector project. Schedule to be driven by District of Sooke project.

Service: **2.680** **JDF Water Distribution**

Project Number	25-03	Capital Project Title	VMP Pump Upgrades	Capital Project Description	The increased required capacity at the VMP pump station is driven by the high growth demands expected in the HGL 172 m zone.
Project Rationale	This project is to supply the 4th required pump to maximum the existing VMP station's capacity. The VMP pump station pumps out of zone HGL 116m to the Fulton Reservoir and services zone HGL 172m. The current firm capacity of the VMP pump station is 85 L/s, and the future firm capacity is 140 L/s (with proposed additional pump upgrade). An additional, separate, project for a new pump station (Pump Station 10) will still be required even with the pump upgrade at VMP to support the modeled required future pumped capacity of 243L/s (140L/s at full build out VMP and another 143L/s at new Pump Station 10). Overall, the increased required capacity at the VMP pump station and a future "new" Pump Station 10 is driven by the high growth demands expected in the HGL 172 m zone.				

Project Number	25-04	Capital Project Title	Center Mountain	Capital Project Description	CRD project administration fee as calculated in the 2024 DCC program update
Project Rationale	CRD project management for construction of watermains, pump stations and reservoir being delivered by development community.				

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

Service No.	2.670/2.680	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Regional Water Supply & JDF Wate							

EXPENDITURE

Buildings	\$0	\$250,000	\$80,000	\$200,000	\$80,000	\$80,000	\$690,000
Equipment	\$380,000	\$1,180,000	\$435,000	\$450,000	\$431,000	\$425,000	\$2,921,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$0	\$50,000	\$30,000	\$20,000	\$20,000	\$20,000	\$140,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$380,000	\$1,480,000	\$545,000	\$670,000	\$531,000	\$525,000	\$3,751,000

SOURCE OF FUNDS

Capital Funds on Hand	\$380,000	\$1,480,000	\$545,000	\$670,000	\$531,000	\$525,000	\$3,751,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$380,000	\$1,480,000	\$545,000	\$670,000	\$531,000	\$525,000	\$3,751,000

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #:

2.670/2.680

Service Name:

Regional Water Supply & JDF Water Distribution Combo

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
SYSTEM REPLACEMENT AND UPGRADES THAT BENEFIT REGIONAL WATER SUPPLY AND JUAN DE FUCA DISTRIBUTION													
16-01	Renewal	Upgrades to Buildings at 479 Island Highway	Maintenance and changes to buildings, office layouts, meeting rooms, yard improvements, lab improvements and technology upgrades.	\$ 1,330,000	B	WU	\$ -	\$ 250,000	\$ 80,000	\$ 200,000	\$ 80,000	\$ 80,000	\$ 690,000
17-01	Renewal	Voice Radio Upgrade	Replacement of end of life voice radio system repeaters, office, vehicle and handheld radios.	\$ 2,125,000	E	WU	\$ 380,000	\$ 430,000	\$ -	\$ -	\$ -	\$ -	\$ 430,000
24-01	Replacement	IT Core Infrastructure Replacement	Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life	\$ 250,000	E	WU		\$ 125,000	\$ 10,000	\$ 25,000	\$ 6,000	\$ -	\$ 166,000
25-XX	Replacement	Laboratory Upgrades	Improvements to water quality lab facilities	\$ 200,000	E	WU	\$ -	\$ 200,000.00					\$ 200,000.00
Sub-Total System Replacement and Upgrades That Benefit Regional Water Supply and Juan de Fuca Distribution				\$ 3,705,000				\$ 1,005,000	\$ 90,000	\$ 225,000	\$ 86,000	\$ 80,000	\$ 1,486,000
ANNUAL PROVISIONAL CAPITAL ITEMS													
17-03	Replacement	Office Equipment, Upgrades and Replacements	Upgrade and replacement of office equipment as required.	\$ 450,000	E	WU	\$ -	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 450,000
17-04	Replacement	Computer Upgrades	Annual upgrade and replacement program for computers, copiers, printers, network equipment as required.	\$ 950,000	E	WU	\$ -	\$ 190,000	\$ 190,000	\$ 190,000	\$ 190,000	\$ 190,000	\$ 950,000
17-05	New	Development of the Maintenance Management Systems	Develop maintenance management system.	\$ 150,000	E	WU	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000
17-06	Replacement	Small Equipment & Tool Replacement (Water Operations)	Replacement of tools and small equipment for Water Operations as required.	\$ 500,000	E	WU	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000
17-07	Replacement	Small Equipment & Tool Replacement (Corporate Fleet)	Replacement of tools and small equipment for Fleet as required.	\$ 85,000	E	WU	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 75,000
24-02	Study	Capital Projects Delivery Optimization	Ongoing internal improvement of templates, tools and processes used in the delivery of capital projects.	\$ 160,000	S	WU	\$ -	\$ 50,000	\$ 30,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 140,000
Sub-Total for Annual Provisional Capital Items				\$ 2,295,000				\$ 475,000	\$ 455,000	\$ 445,000	\$ 445,000	\$ 445,000	\$ 2,265,000
x			GRAND TOTAL	\$ 6,000,000				\$ 1,480,000	\$ 545,000	\$ 670,000	\$ 531,000	\$ 525,000	\$ 3,751,000
\$ -													

Service: **2.670/2.680** **Regional Water Supply & JDF Water Distribution Combo**

Project Number	16-01	Capital Project Title	Upgrades to Buildings at 479 Island Highway	Capital Project Description	Maintenance and changes to buildings, office layouts, meeting rooms, yard improvements, lab improvements and technology upgrades.
Project Rationale	<p>The budget includes the following funds to upgrade and renew the buildings at 479 Island Highway, including:</p> <ul style="list-style-type: none"> • Improvements, Repairs, upgrades and changes to the buildings • Painting of the buildings • Repair and replacement of carpets, floors and walls • Climate Action initiatives and feasibility studies • Improvements to Meeting Rooms, including technology upgrades 				

Project Number	17-01	Capital Project Title	Voice Radio Upgrade	Capital Project Description	Replacement of end of life voice radio system repeaters, office, vehicle and handheld radios.
Project Rationale	<p>Service Life and projected replacement:</p> <ul style="list-style-type: none"> • The service life of the mobile and portable units was forecast as 10 years at minimum, 15 years at maximum in 2005. • The present radio models used in the system have just been taken out of production by the manufacturer, there will be no new units available for purchase as of July 1, 2015. • Support for repairs and maintenance of the present radio will continue for the next 3 years at least. • There are no pressing issues with equipment maintenance or repairs, present repair rates suggest we can maintain the system for the next few years, and perhaps reach a 12-15 year lifespan on the present equipment. 				

Project Number	20-01	Capital Project Title	#N/A	Capital Project Description	#N/A
Project Rationale	<p>The RWS and JdF operation numerous water mains and pump stations. There are situations, when a pump station fails, construction of a pump station or bypassing a section of pipe, where a portable pump station with a generator is required to maintain the level of service. Portable PS was delivered in 2023 but some deficiencies, including the associated generator remain and may carry into 2024 to fully address.</p>				

Service: 2.670/2.680 **Regional Water Supply & JDF Water Distribution Combo**

Project Number	17-03	Capital Project Title	Office Equipment, Upgrades and Replacements	Capital Project Description	Upgrade and replacement of office equipment as required.
Project Rationale	Funds will be used for the replacement and upgrading of office equipment and furniture, as required.				

Project Number	17-04	Capital Project Title	Computer Upgrades	Capital Project Description	Annual upgrade and replacement program for computers, copiers, printers, network equipment as required.
Project Rationale	<p>This is an annual upgrading and replacement program of computers, photocopiers, network, monitoring and associated equipment, as required. This item has been increased from \$160,000 to \$170,000 annually to reflect actual costs.</p> <p>Capital Budget Network Switch Maintenance \$10,000 Additional Wireless Access Points and Maintenance \$15,000 Photocopier Replacement \$20,000 Additional Data Storage \$15,000 Replacement Computers \$75,000 Equipment Maintenance (contingency) \$23,000 Replace Access Control System - Gates/ Video Cameras \$12,000 Total Capital \$170,000</p>				

Project Number	17-05	Capital Project Title	Development of the Maintenance Management Systems	Capital Project Description	Develop maintenance management system.
Project Rationale	The maintenance management system needs further development to meet user needs and to facilitate reporting. It is proposed that funds be approved for the following projects:- Develop and Asset onboarding process and a fault code reporting process for the CMMS.				

Service: 2.670/2.680 Regional Water Supply & JDF Water Distribution Combo

Project Number 17-06 **Capital Project Title** Small Equipment & Tool Replacement (Water Operations) **Capital Project Description** Replacement of tools and small equipment for Water Operations as required.

Project Rationale Funds will be used for replacement of a variety of Operations and Welding equipment such as cutting saws, portable generators, gas detectors, Hilti drills, plasma cutter, wire welder, etc.

Project Number 17-07 **Capital Project Title** Small Equipment & Tool Replacement (Corporate Fleet) **Capital Project Description** Replacement of tools and small equipment for Fleet as required.

Project Rationale Funds will be used for replacement of a variety of Fleet small equipment and tools as required. This includes provision to replace the Vehicle OBD reader for reading engine codes and the shop air compressor.

Project Number 24-01 **Capital Project Title** IT Core Infrastructure Replacement **Capital Project Description** Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life

Project Rationale Ongoing end of life replacement program for IT Core Infrastructure, including servers, network switches, UPS, and other equipment.

Project Number 24-02 **Capital Project Title** Capital Projects Delivery Optimization **Capital Project Description** Ongoing internal improvement of templates, tools and processes used in the delivery of capital projects.

Project Rationale Ongoing program for small scale optimization of project delivery methods and tools.

**2.680 Juan de Fuca Water Distribution
Summary Schedule
2025 - 2029 Financial Plan**

Asset Profile

Juan de Fuca Water Distribution

Juan de Fuca assets include lands, office buildings, pump stations, pipe lines, meters, equipment, vehicles and other infrastructure.

Reserve/Fund Summary

	Estimated	Budget				
	2024	2025	2026	2027	2028	2029
DCC Reserve Account	16,421,235	17,829,235	19,872,235	22,765,235	25,488,235	28,381,235
Equipment Replacement Fund	704,757	150,821	112,717	137,409	136,664	569,654
Total	17,203,598	18,057,664	20,062,562	22,980,256	25,702,513	29,028,505

**2.680 Juan de Fuca Water Distribution
Development Cost Charges
2025 - 2029 Financial Plan**

Development Cost Charges Reserve Schedule

Reserve Fund: Development Cost Charges for Juan de Fuca Water Distribution (Bylaw # 2758)

Fund: 1055 Fund Center: 101532

	Estimated	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	13,141,235	16,421,235	17,829,235	19,872,235	22,765,235	25,488,235
Transfer to Cap Fund to fund DCC projects	(20,000)	(1,592,000)	(957,000)	(107,000)	(277,000)	(107,000)
Payment of P&I on LA 3164	-	-	-	-	-	-
Payment of DCC liability	-	-	-	-	-	-
DCC's received From Member Municipalities	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Interest Income*	300,000					
Ending Balance \$	16,421,235	17,829,235	19,872,235	22,765,235	25,488,235	28,381,235

General Comments:
Development Cost Charges Reserve Funds for Juan de Fuca Water Distribution was adopted in year 2000 for the purpose of providing funds for the capital costs of water facilities in the service areas.

These Reserve funds are received from Member Municipalities as Development Cost Charges (DCC's) to provide for the capital costs attributable to water sytem capacity improvements projects specified in the DCC capital expenditure program. Municipalities collect these DCC charges through building permits that are issued to developers for subdivision development.

Future years DCC's received from member municipalities are difficult to predict, due to unknown development activity in the Municipalities, influenced by market conditions. Estimates based on recent annual collections of DCCs, and the cyclical nature of property development.

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

**2.680 Juan de Fuca Water Distribution
Equipment Replacement Reserve
2025 - 2029 Financial Plan**

Equipment Replacement Reserve Schedule

Reserve Fund: Juan de Fuca Distribution Equipment Replacement Reserve (covered by CRD-ERF Bylaw)

Fund: 1022 Fund Center: 101630

	Estimated	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	596,250	704,757	150,821	112,717	137,409	136,664
Equipment purchases (Based on Capital Plan)	(640,000)	(1,430,000)	(774,000)	(710,000)	(750,000)	(250,000)
Transfer from Operating Budget	647,507	661,564	619,796	628,192	636,755	645,490
Proceeds on disposals	96,000	214,500	116,100	106,500	112,500	37,500
Interest Income*	5,000					
Ending Balance \$	704,757	150,821	112,717	137,409	136,664	569,654

General Comments:

Reserve Fund is used for the purpose of replacing fleet vehicles including heavy equipment and associated mobile components, as outlined in the capital plan. Proceeds from disposals are estimated at 15% of replacement equipment purchases. Note not all vehicles are sold within the year in which they are replaced.

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

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Florence Lake Water System

COMMITTEE OF THE WHOLE

October 2024

Service: 2.681 Florence Lake Water System

Commission: Juan De Fuca Water Distribution

DEFINITION:

Florence Lake Water System is a water distribution local service of the regional district.
Establishment Bylaw No. 4393, July 14, 2021

SERVICE DESCRIPTION:

The service is established for the purpose of upgrading the existing Florence Lake Water System, the operation of a water utility, and assuming responsibility for the administration, operation, and maintenance of the infrastructure providing water to the residences of Savory Road, Langford BC, in the area formerly known as the Florence Lake Improvement District.

PARTICIPATION:

Only the City of Langford includes a participating area for this service

MAXIMUM LEVY:

Greater of \$75,000 or \$6.3298 per \$1,000 of actual assessments

MAXIMUM CAPITAL DEBT:

Authorized: LA Bylaw No. 4394 Florence Lake Water System	2021	\$300,000
Borrowed:	2023	<u>\$204,000</u>
Remaining:		<u><u>\$96,000</u></u>

COMMISSION:

Juan De Fuca Water Distribution

FUNDING:

Parcel Tax

RESERVE FUND:

N/A

2.681 - Florence Lake Water System	BUDGET REQUEST						FUTURE PROJECTIONS			
	2024		2025				2026	2027	2028	2029
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL				
DEBT SERVICING										
Debt Reserve Fund	-	-	-	-	-	-	-	-	-	-
Accrued Debt Charges	-	-	-	-	-	-	-	-	-	-
MFA Principal Payment	10,572	10,572	10,572	-	-	10,572	10,572	10,572	10,572	10,572
MFA Interest Payment	8,466	8,466	8,466	-	-	8,466	8,466	8,466	8,466	8,466
Interest income		(153)								
Deficit (Surplus) carryforward	(7,288)	(7,135)	-			-				
Grant in Lieu	(37)	(37)	(37)			(37)	(37)	(37)	(37)	(37)
TOTAL DEBT	11,713	11,713	19,001	-	-	19,001	19,001	19,001	19,001	19,001
REQUISITION - PARCEL TAX	11,713	11,713	19,001	-	-	19,001	19,001	19,001	19,001	19,001
Percentage increase over prior year Requisition			62.2%			62.2%	0.0%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Seagirt Water System

COMMITTEE OF THE WHOLE

October 2024

Service: 2.682 Seagirt Water System

Commission: Juan De Fuca Water Distribution

DEFINITION:

Seagirt Water System is a water distribution local service of the regional district.
The establishment and operation of Seagirt Water System is done by Bylaw No. 4487, December 14, 2022

SERVICE DESCRIPTION:

The service is established for the purpose of upgrading the existing Seagirt Water System, the operation of a water utility, and assuming responsibility for the administration, operation, and maintenance of the infrastructure providing water to the residences of the area formerly known as the Seagirt Waterworks District.

PARTICIPATION:

Juan de Fuca Electoral Area

MAXIMUM LEVY:

Greater of \$320,000 or \$3.4824 per \$1,000 of actual assessments

MAXIMUM CAPITAL DEBT:

Authorized: LA Bylaw No. 4488 Seagirt Water System	2022	\$2,100,000
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COMMISSION:

Juan De Fuca Water Distribution

FUNDING:

Parcel Tax

RESERVE FUND:

N/A

Program Group:
CRD - Seagirt Water System
- \$2.35M Water System Upgrade

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>DEBT</u>										
Advertising										
Debt Reserve Fund	20,000	-	20,000	-	-	20,000	-	-	-	-
MFA Principal Payment	-	-	-	-	-	-	58,552	58,552	58,552	58,552
MFA Interest Payment	94,767	55,020	94,767	-	-	94,767	88,000	88,000	88,000	88,000
Transfer to Capital Fund		59,747	-			-	-	-		
TOTAL DEBT	114,767	114,767	114,767	-	-	114,767	146,552	146,552	146,552	146,552
REQUISITION - PARCEL TAX	(114,767)	(114,767)	(114,767)	-	-	(114,767)	(146,552)	(146,552)	(146,552)	(146,552)
Percentage increase over prior year Requisition						0.0%	27.7%	0.0%	0.0%	0.0%

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Core Area Wastewater - Combined View

COMMITTEE OF THE WHOLE

October 2024

Change in Budget 2024 to 2025

Service: 3.717 & 3.798C Core Area Wastewater

Total Expenditure

Comments

2024 Budget

55,267,326

Operation Changes:

	335,974	Labour charge-out rate increased, primarily due to salary benefits increases resulting from a collective agreement
Allocation - IWS Operations	145,262	Asset Management allocation transferred from Corporate to IWS
	82,478	2025 IBC 2b-2.3 Systems Maintenance Technologist
	5,406	SharePoint transition
Allocation - Standard Overhead	238,249	Allocation based on the percentage of the prior year's budget and the budgeted cost for 2025
Allocation - Other	202,000	2025 IBC 1b-4.2 Innovative Work Unit to support Biosolids Management Strategy
	183,157	Inflationary increases for Enviro Monitoring & Marine Protection, Infrastructure Engineering, Facilities Management
	300,000	Additional legal cost
RTF Operations and Biotreatment and Disposal	(640,759)	A significant reduction due to align with the biosolids strategy commitment
	174,150	Inflation increase
	500,000	One-time and ongoing cleaning backwash tank
Operating - Other	305,310	Recognize growing insurance premiums
	70,000	Annual host community impact to the Township of Esquimalt
	48,385	Inflationary increases for equipment contract services and other ongoing expenses
Repairs & Maintenance	439,127	Increase in cyclical maintenance cost due to inspection, maintenance and replacement of equipment
Electricity & Utilities	37,637	Inflationary increases
Supplies - Chemical & Other	478,120	A 15% increase on chemical increase
Reserve Transfers	100,000	Restore the planned contribution amounts

Capital/ Debt Changes:

Transfer to Capital Reserve	504,041	Restore the annual capital reserve contribution amount to its original plan
CAWW Debt	1,750,877	Increase debt servicing cost as some debt funded capital projects transition from planning stage to the construction phase
Other	167,124	Interest expense and debt reserve contribution increase

Total Other Changes

5,426,538

2025 Budget

60,693,864

% expense increase from 2024:

9.8%

Requisition funding is 96.3% of combined service revenue

% Requisition increase from 2024 (if applicable):

9.4%

Overall 2025 Budget Performance

(expected variance to budget and surplus treatment)

3.717 - Core Area Wastewater Operations

A deficit of \$800,000 (2.29%) is forecasted due to overspending on wasteludge disposal. The variance will be covered by Operating Reserve Fund

3.798C - Debt - Core Area Wastewater Capital

Breakeven

**3.717 & 3.798C - Core Area Wastewater
Combined Summary**

3.717 - OPERATING COSTS:

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
Allocation - IWS Operations	7,348,647	7,348,647	7,829,883	82,478	5,406	7,917,767	8,104,893	8,262,326	8,428,431	8,597,878
Allocation - Overhead	2,441,121	2,441,121	2,679,370	-	-	2,679,370	2,759,752	2,814,947	2,871,246	2,928,670
Allocation - EPRO, Engineer	4,711,501	4,711,501	4,894,658	202,000	-	5,096,658	5,204,906	5,314,665	5,426,692	5,541,052
RTF Operations and Biotreatment and Disposal	7,646,376	8,634,181	7,479,767	-	-	7,479,767	7,323,363	7,469,829	7,619,226	7,771,611
Operating - Other	2,284,275	2,237,883	2,637,970	220,000	350,000	3,207,970	3,340,459	3,482,429	3,634,712	3,798,347
Repairs & Maintenance	1,264,873	1,135,000	1,269,000	-	435,000	1,704,000	1,493,980	2,004,250	1,602,920	2,192,972
Electricity & Utilities	3,436,258	3,321,258	3,473,895	-	-	3,473,895	3,543,373	3,614,238	3,686,516	3,760,243
Supplies - Chemical & Other	4,359,080	4,446,080	4,837,200	-	-	4,837,200	4,933,940	5,032,620	5,133,280	5,235,940
TOTAL OPERATING COSTS	33,492,131	34,275,671	35,101,743	504,478	790,406	36,396,627	36,704,666	37,995,304	38,403,024	39,826,713

*Percentage Increase over prior year 29,635,016 2.34% 4.81% 1.51% 2.36% 8.67% 0.85% 3.52% 1.07% 3.71%

3.717 - RESERVE:

Transfer to Operating Reserve	700,000	700,000	700,000	-	-	700,000	900,000	900,000	1,000,000	1,000,000
Transfer to Equipment Replacement Fund	-	-	100,000	-	-	100,000	400,000	500,000	600,000	600,000

3.798C - CAPITAL OBLIGATION

Transfer to RTF Capital	5,529,745	5,529,745	5,529,745	-	-	5,529,745	5,529,745	5,529,745	5,529,745	5,529,745
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3.798C - RESERVE:

Transfer to Capital Replacement Reserve	1,617,078	1,617,078	2,121,119	-	-	2,121,119	3,121,119	3,121,119	4,121,119	5,521,119
Transfer to WTP Debt Retirement Reserve	5,346,360	5,346,360	5,418,160	-	-	5,418,160	5,489,960	5,561,760	5,633,560	5,994,778

TOTAL CAPITAL / RESERVES 13,193,183 13,193,183 13,869,024 - - 13,869,024 15,440,824 15,612,624 16,884,424 18,645,642

CAWTP Debt	6,698,640	6,782,582	6,722,164	-	-	6,722,164	6,640,040	6,568,240	6,496,440	4,735,222
CAWW Debt	1,711,709	1,627,678	3,457,939	-	-	3,457,939	4,661,985	5,918,164	6,959,381	8,190,010

3.798C - Total Debt Expenditures

	8,410,349	8,410,260	10,180,103	-	-	10,180,103	11,302,025	12,486,404	13,455,821	12,925,232
MFA Debt Reserve	171,663	171,663	248,110	-	-	248,110	104,860	135,110	149,360	60,860
Debt Repayment									10,283,553	41,134,212

TOTAL COSTS 55,267,326 56,050,777 59,398,980 504,478 790,406 60,693,864 63,552,375 66,229,442 79,176,181 112,592,659

*Percentage Increase over prior year 1.42% 7.48% 0.91% 1.43% 9.82% 4.71% 4.21% 19.55% 42.21%

Internal Recoveries	(212,240)	(212,240)	(216,480)	-	-	(216,480)	(216,480)	(220,810)	(225,226)	(229,731)
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TOTAL COSTS LESS INTERNAL RECOVERIES 55,055,086 55,838,537 59,182,500 504,478 790,406 60,477,384 63,335,895 66,008,632 78,950,955 112,362,928

*Percentage Increase over prior year 1.42%

FUNDING SOURCES (REVENUE)

Surplus Balance carry forward	-	-	-	-	-	-	-	-	-	-
Transfer from Own funds	-	-	-	-	-	-	-	-	(10,283,553)	(41,134,212)
Grants in Lieu of Taxes	(1,367,105)	(1,367,016)	(1,367,017)	-	-	(1,367,017)	(1,318,010)	(1,318,010)	(1,318,010)	(1,318,010)
Transfer from Operating Reserve	(420,849)	(420,849)	-	(70,000)	(790,406)	(860,406)	(150,000)	(365,000)	(95,000)	(640,000)
Revenue - Other	(20,870)	(20,870)	(20,870)	-	-	(20,870)	(20,870)	(20,870)	(20,870)	(20,870)

TOTAL REVENUE (1,808,824) (1,808,735) (1,387,887) (70,000) (790,406) (2,248,293) (1,488,880) (1,703,880) (11,717,433) (43,113,092)

REQUISITION (53,246,262) (54,029,802) (57,794,613) (434,478) - (58,229,091) (61,847,015) (64,304,752) (67,233,523) (69,249,836)

*Percentage increase over prior year 1.47% 8.54% 0.82% 0.00% 9.36% 6.21% 3.97% 4.55% 3.00%

PARTICIPANTS: Victoria, Oak Bay, Esquimalt, Saanich, View Royal, Colwood, Langford

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Core Area Wastewater Operations

COMMITTEE OF THE WHOLE

October 2024

Service: 3.717 Core Area Wastewater Operations

Committee: Core Area Liquid Waste Management

DEFINITION:

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

SERVICE DESCRIPTION:

This program is for the provision of sub-regional wastewater collection and treatment in the Core Area and Western Communities. Although the largest component of the program budget is for the operation and maintenance of the McLoughlin Point Wastewater Treatment and Residuals Treatment Plants and conveyance systems, many other key programs are funded through and support these budgets including engineering (capital projects), odour control, and marine monitoring and protection.

PARTICIPATION:

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

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

See Debt Budget 3.798C

FUNDING:

Requisition

RESERVE FUND:

Operating Reserve Fund
Equipment Replacement Reserve Fund

Service: 3.717 Core Area Wastewater Operations

Committee: Core Area Liquid Waste Management

COST SHARING ALLOCATION - ANNUAL WASTEWATER FLOWS

	2021	2022	2023	2024	2025
Colwood	3.72%	3.38%	3.30%	3.74%	
Esquimalt	6.64%	6.75%	6.71%	6.36%	
Langford	8.65%	9.61%	10.10%	11.63%	
Oak Bay	9.24%	8.83%	9.91%	8.30%	
Saanich	29.11%	29.57%	28.06%	28.62%	
Victoria	38.88%	38.39%	38.40%	37.50%	
View Royal	2.61%	2.36%	2.30%	2.61%	
Esquimalt Nation	0.08%	0.08%	0.08%	0.08%	
Songhees Nation	0.67%	0.70%	0.74%	0.74%	
D.N.D.	0.40%	0.33%	0.40%	0.42%	
	100%	100%	100%	100%	0%

Bylaw 4304

Change in Budget 2024 to 2025 Service: 3.717 Core Area Wastewater Operations	Total Expenditure	Comments
2024 Budget	34,192,131	
Operating Changes:		
Allocation - IWS Operations	335,974 145,262 82,478 5,406	Labour charge-out rate increased, primarily due to salary benefits increases resulting from a collective agreement Asset Management allocation transferred from Corporate to IWS 2025 IBC 2b-2.3 Systems Maintenance Technologist SharePoint transition
Allocation - Standard Overhead	238,249	Allocation based on the percentage of the prior year's budget and the budgeted cost for 2025
Allocation - Other	202,000 183,157	2025 IBC 1b-4.2 Innovative Work Unit to support Biosolids Management Strategy Inflationary increases for Enviro Monitoring & Marine Protection, Infrastructure Engineering, Facilities Management
RTF Operations and Biotreatment and Disposal	300,000 (640,759) 174,150	Additional legal cost A significant reduction due to align with the biosolids strategy commitment Inflation increase
Operating - Other	500,000 305,310 70,000 48,385	One-time and ongoing cleaning backwash tank Recognize growing insurance premiums Annual host community impact to the Township of Esquimalt Inflationary increases for equipment contract services and other ongoing expenses
Repairs & Maintenance	439,127	Increase in cyclical maintenance cost due to inspection, maintenance and replacement of equipment
Electricity & Utilities	37,637	Inflationary increases
Supplies - Chemical & Other	478,120	A 15% increase on chemical increase
Reserve Transfers	100,000	Gradually increasing ERF contribution amount
Total Other Changes	<u>3,004,496</u>	
2025 Budget	<u>37,196,627</u>	
Summary of % Expense Increase		
2025 IBC Expense	0.8%	
Increase reserve transfers	0.3%	
Support services	0.7%	
Operational expense	8.8%	
Balance of increase	0.0%	
% expense increase from 2023:	8.8%	
% Requisition increase from 2024 (if applicable):	7.8%	Requisition funding is 95.6% of service revenue

Overall 2024 Budget Performance
(expected variance to budget and surplus treatment)

A deficit of \$800,000 (2.29%) is forecasted due to overspending on wasteludge disposal. The variance will be covered by Operating Reserve Fund

3.717 - Core Area Wastewater Operations

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
OPERATING COSTS:										
Allocation - IWS Operations	7,348,647	7,348,647	7,829,883	82,478	5,406	7,917,767	8,104,893	8,262,326	8,428,431	8,597,878
Allocation - Standard Overhead	2,441,121	2,441,121	2,679,370	-	-	2,679,370	2,759,752	2,814,947	2,871,246	2,928,670
Allocation - Other	4,711,501	4,711,501	4,894,658	202,000	-	5,096,658	5,204,906	5,314,665	5,426,692	5,541,052
RTF Operations and Biotreatment and Disposal	7,646,376	8,634,181	7,479,767	-	-	7,479,767	7,323,363	7,469,829	7,619,226	7,771,611
Operating - Other	2,284,275	2,237,883	2,637,970	220,000	350,000	3,207,970	3,340,459	3,482,429	3,634,712	3,798,347
Repairs & Maintenance	1,264,873	1,135,000	1,269,000	-	435,000	1,704,000	1,493,980	2,004,250	1,602,920	2,192,972
Electricity & Utilities	3,436,258	3,321,258	3,473,895	-	-	3,473,895	3,543,373	3,614,238	3,686,516	3,760,243
Supplies - Chemical & Other	4,359,080	4,446,080	4,837,200	-	-	4,837,200	4,933,940	5,032,620	5,133,280	5,235,940
TOTAL OPERATING COSTS	33,492,131	34,275,671	35,101,743	504,478	790,406	36,396,627	36,704,666	37,995,304	38,403,024	39,826,713
*Percentage Increase over prior year		2.34%	4.81%	1.51%	2.36%	8.67%	0.85%	3.52%	1.07%	3.71%
RESERVE:										
Transfer to Operating Reserve	700,000	700,000	700,000	-	-	700,000	900,000	900,000	1,000,000	1,000,000
Transfer to Equipment Replacement Fund	-	-	100,000	-	-	100,000	400,000	500,000	600,000	600,000
TOTAL RESERVES	700,000	700,000	800,000	-	-	800,000	1,300,000	1,400,000	1,600,000	1,600,000
TOTAL COSTS	34,192,131	34,975,671	35,901,743	504,478	790,406	37,196,627	38,004,666	39,395,304	40,003,024	41,426,713
*Percentage Increase over prior year		2.29%	5.00%	1.48%	2.31%	8.79%	2.17%	3.66%	1.54%	3.56%
Internal Recoveries	(212,240)	(212,240)	(216,480)	-	-	(216,480)	(216,480)	(220,810)	(225,226)	(229,731)
OPERATING COSTS LESS INTERNAL RECOVERIES	33,979,891	34,763,431	35,685,263	504,478	790,406	36,980,147	37,788,186	39,174,494	39,777,798	41,196,982
*Percentage Increase over prior year		2.31%	5.02%	1.48%	2.33%	8.83%	2.19%	3.67%	1.54%	3.57%
REVENUE:										
Balance C/F from 2023 to 2024	-	-	-	-	-	-	-	-	-	-
Estimated Balance C/F from 2024 to 2025	-	(783,540)	(0)	-	-	(0)	(0)	0	(0)	0
Grants in Lieu of Taxes	(750,046)	(750,046)	(750,046)	-	-	(750,046)	(700,895)	(700,895)	(700,895)	(700,895)
Transfer from Operating Reserve	(420,849)	(420,849)	-	(70,000)	(790,406)	(860,406)	(150,000)	(365,000)	(95,000)	(640,000)
TOTAL REVENUE	(1,170,895)	(1,954,435)	(750,046)	(70,000)	(790,406)	(1,610,452)	(850,895)	(1,065,895)	(795,895)	(1,340,895)
REQUISITION	(32,808,996)	(32,808,996)	(34,935,216)	(434,478)	-	(35,369,694)	(36,937,291)	(38,108,600)	(38,981,902)	(39,856,087)
*Percentage increase over prior year		0.00%	6.48%	1.32%	0.00%	7.80%	4.43%	3.17%	2.29%	2.24%
PARTICIPANTS: Victoria, Oak Bay, Esquimalt, Saanich, View Royal, Colwood, Langford										

**3.717 Core Area Wastewater Operations Asset and Reserve Summary
 Summary Schedule
 2025 - 2029 Financial Plan**

Asset Profile

Core Area Wastewater Operations

Construction of the Core Area Wastewater Treatment Plant, Residuals Treatment Plant, pump stations and conveyance systems will be completed in 2021. The treatment plants, pump stations and conveyance systems provide tertiary wastewater treatment to the Core Area and Westshore Communities.

Summary

CAWW Reserve/Fund Summary	Estimate	Budget				
	2024	2025	2026	2027	2028	2029
Projected year end balance						
Core Area Operating Reserve Fund	3,336,624	3,246,218	3,996,218	4,531,218	5,436,218	5,796,218
RTF & EPRO Operating Reserve Fund	5,833,571	5,871,880	5,910,188	5,948,497	5,986,806	6,025,115
Host Community Impact Fee till 2045 -Closing CAWTP project	1,463,175	1,393,175	1,323,175	1,253,175	1,183,175	1,113,175
Equipment Replacement Fund	6,019,311	5,619,311	5,619,311	5,619,311	5,619,311	5,919,311
Total	16,652,681	16,130,584	16,848,893	17,352,202	18,225,510	18,853,819

See attached reserve schedules for projected annual cash flows.

Profile

Core Area Wastewater Operations

Bylaw 4144 - Starting in 2021, the operating reserve account is established for operating and maintenance activities that typically do not occur annually. These maintenance activities are large expenses and to avoid large swings in the operating budget, funds are set aside annually to undertake this maintenance.

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105543	Estimate	Budget				
	2024	2025	2026	2027	2028	2029
Core Area Beginning Balance	3,667,473	3,336,624	3,246,218	3,996,218	4,531,218	5,436,218
Planned Purchase	(350,849)	(790,406)	(150,000)	(365,000)	(95,000)	(640,000)
Transfer from Ops Budget	700,000	700,000	900,000	900,000	1,000,000	1,000,000
Interest Income	120,000					
Deficit/surplus YE	(800,000)					
Year End Balance	3,336,624	3,246,218	3,996,218	4,531,218	5,436,218	5,796,218
Host Community Impact Fee till 2045 -transfer YE 2023	1,463,175	1,393,175	1,323,175	1,253,175	1,183,175	1,113,175
RTF & EPRO Beginning Balance	5,633,571	5,833,571	5,871,880	5,910,188	5,948,497	5,986,806
Planned Purchase	-	-	-	-	-	-
Interest Income	200,000	38,309	38,309	38,309	38,309	38,309
Year End Balance	5,833,571	5,871,880	5,910,188	5,948,497	5,986,806	6,025,115
Total projected year end balance	10,633,370	10,511,273	11,229,581	11,732,890	12,606,199	12,934,508

Assumptions/Background:

Cyclical maintenance reserve account with funding for Outfall Inspection, Heat Recovery Exchange System Cleaning, other major non-annual maintenance expenditures. The Operating Reserve fund also includes contributions from Environmental Services and the Residual Treatment Facility

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

ERF Reserve Fund Schedule

ERF: CAWW Fund for Equipment Replacement

In 2021, all remaining funds from old legacy trunk budgets were transferred into the amalgamated Core Area Wastewater service equipment reserve fund.

Equipment Replacement Fund Fund: 1022 Fund Center: 102229	Estimate	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	6,674,311	6,019,311	5,619,311	5,619,311	5,619,311	5,619,311
Planned Purchase (Based on Capital Plan)	(705,000)	(500,000)	(400,000)	(500,000)	(600,000)	(300,000)
Transfer IN (from Ops Budget)	-	100,000	400,000	500,000	600,000	600,000
Interest Income*	50,000					
Ending Balance \$	6,019,311	5,619,311	5,619,311	5,619,311	5,619,311	5,919,311

Assumptions/Background:

ERF Reserve to fund replacement of equipment that lasts less than 15 years in the CAWW System. Example motors, pumps etc.

* The planned purchase amount may differ from the five-year capital plan summary due to carryover from the previous year.

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

CAPITAL REGIONAL DISTRICT

2025 BUDGET

I & I Enhancement Program

COMMITTEE OF THE WHOLE

October 2024

Service: 3.709 I & I Enhancement Program

Committee: Core Area Liquid Waste Management

DEFINITION:

The Inflow and Infiltration (I&I) Program engages with Core area and Peninsula municipalities and First Nations to identify and reduce the amount of rain and ground water that enters the sanitary sewer system

SERVICE DESCRIPTION:

Requirement of the Core Area Liquid Waste Management Plan (LWMP).

Primary program goals include:

- manage and/or reduce Inflow & Infiltration (I&I) and overflows in accordance with LWMP and Municipal Sewage Regulation
- minimize conveyance, treatment and disposal costs

PARTICIPATION:

Core Area Sewer Participants (LWMP)

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMITTEE:

Core Area Liquid Waste Committee

FUNDING:

Funded by Core Area Wastewater Treatment Operations Budget

3.709 - I & I ENHANCEMENT PROGRAM

	2024		BUDGET REQUEST				2026-2029			
	BOARD BUDGET	ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
OPERATING COSTS:										
Allocations - RW Eng	267,150	267,150	275,390	-	-	275,390	281,107	286,729	292,463	298,313
Allocations - Epro	5,853	5,853	6,058	-	-	6,058	6,240	6,427	6,619	6,818
Program Development	142,800	142,800	147,084	-	-	147,084	150,026	153,026	156,087	159,208
Contract For Services	-	-	-	-	-	-	-	-	-	-
Operating - Other Costs	2,040	2,040	2,101	-	-	2,101	2,143	2,186	2,230	2,274
TOTAL OPERATING COSTS	417,843	417,843	430,633	-	-	430,633	439,515	448,368	457,399	466,614
*Percentage Increase over prior year		0.0%	3.1%	0.0%	0.0%	3.1%	2.1%	2.0%	2.0%	2.0%
TOTAL COSTS	417,843	417,843	430,633	-	-	430,633	439,515	448,368	457,399	466,614
*Percentage Increase over prior year		0.0%	3.1%	0.0%	0.0%	3.1%	2.1%	2.0%	2.0%	2.0%
Internal Recoveries	(417,843)	(417,843)	(430,633)	-	-	(430,633)	(439,515)	(448,368)	(457,399)	(466,614)
OPERATING COSTS LESS INTERNAL RECOVERIES	-	-	-	-	-	-	-	-	-	-
*Percentage Increase over prior year		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	-	-	-	-	-	-	-	-	-	-
REQUISITION	-	-	-	-	-	-	-	-	-	-
*Percentage Increase over prior year		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
PARTICIPANTS: Saanich, Victoria, Oak Bay, Esquimalt, View Royal, D.N.D, Langford, Colwood										
AUTHORIZED POSITIONS:										
Salaried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Term	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Debt - Core Area Wastewater Capital

COMMITTEE OF THE WHOLE

October 2024

Service: 3.798C Debt - Core Area Wastewater Capital

Committee: Core Area Liquid Waste Management

DEFINITION:

Infrastructure improvements and capital work to all wastewater functions of the Capital Regional District.

PARTICIPATION:

Cost apportionment is based on capacity allocated to each participant.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

	<u>Authorized</u>	<u>Borrowed</u>	<u>Remaining</u>
Authorized:			
LA Bylaw 3887	\$ 100,000,000	\$ 6,100,000	93,900,000
LA Bylaw 4204	665,000,000	95,000,000	570,000,000
LA Bylaw 4374	22,700,000	10,470,000	12,230,000
LA Bylaw 4375	34,300,000	-	34,300,000
Remaining:	<u>\$ 822,000,000</u>	<u>\$ 111,570,000</u>	<u>\$ 710,430,000</u>

CORE AREA WASTEWATER TREATMENT PLANT

COST SHARING ALLOCATION - DESIGN CAPACITY BENEFIT:

<u>Location</u>	<u>Allocation of Debt Servicing Costs</u>
Colwood	4.24%
Esquimalt	6.60%
Langford	12.63%
Oak Bay	6.39%
Saanich	30.34%
Victoria	35.95%
View Royal	3.18%
Songhees Nation	0.60%
Esquimalt Nation	0.07%
Total	<u>100.00%</u>

Bylaw 4304

FUNDING:

Requisition

Change in Budget 2024 to 2025

Service: 3.798C Debt-Core Area Wastewater Capital

Total Expenditure

Comments

2024 Budget **21,075,195**

Changes:

Transfer to Capital Reserve	504,041	Restore the annual capital reserve contribution amount to its original plan
CAWW Debt	1,750,877	Increase debt servicing cost as some debt funded capital projects transition from planning stage to the construction phase
Other	167,124	Interest expense and debt reserve contribution increase

Total Other Changes 2,422,042

2025 Budget **23,497,237**

Summary of % Expense Increase	
<i>Capital Reserve Transfer</i>	2.4%
<i>CAWW Debt</i>	8.3%
<i>Other</i>	0.8%
% expense increase from 2024:	11.5%

% Requisition increase from 2024 (if applicable): 11.9% *Requisition funding is 97.3% of service revenue*

Overall 2024 Budget Performance
(expected variance to budget and surplus treatment)

<i>Breakeven</i>

3.798C - Debt - Core Area Wastewater Capital

	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>CAPITAL / RESERVE</u>										
Transfer to RTF Capital	5,529,745	5,529,745	5,529,745	-	-	5,529,745	5,529,745	5,529,745	5,529,745	5,529,745
Transfer to Capital Replacement Reserve	1,617,078	1,617,078	2,121,119	-	-	2,121,119	3,121,119	3,121,119	4,121,119	5,521,119
Transfer to WTP Debt Retirement Reserve	5,346,360	5,346,360	5,418,160	-	-	5,418,160	5,489,960	5,561,760	5,633,560	5,994,778
TOTAL CAPITAL / RESERVES	12,493,183	12,493,183	13,069,024	-	-	13,069,024	14,140,824	14,212,624	15,284,424	17,045,642
CAWTP Debt	6,698,640	6,782,582	6,722,164	-	-	6,722,164	6,640,040	6,568,240	6,496,440	4,735,222
CAWW Debt	1,711,709	1,627,678	3,457,939	-	-	3,457,939	4,661,985	5,918,164	6,959,381	8,190,010
<u>Total Debt Expenditures</u>	8,410,349	8,410,260	10,180,103	-	-	10,180,103	11,302,025	12,486,404	13,455,821	12,925,232
MFA Debt Reserve	171,663	171,663	248,110	-	-	248,110	104,860	135,110	149,360	60,860
Debt Repayment	-	-	-	-	-	-	-	-	10,283,553	41,134,212
TOTAL OPERATING COSTS	21,075,195	21,075,106	23,497,237	-	-	23,497,237	25,547,709	26,834,138	39,173,158	71,165,946
*Percentage Increase over prior year			11.49%			11.49%	8.73%	5.04%	45.98%	81.67%
FUNDING SOURCES (REVENUE)										
Surplus / (Deficit)										
Surplus Balance carry forward	-	-	-	-	-	-	-	-	-	-
Transfer from Own funds	-	-	-	-	-	-	-	-	-	-
Transfer from Reserve	-	-	-	-	-	-	-	-	(10,283,553)	(41,134,212)
Grants in Lieu of Taxes	(617,059)	(616,970)	(616,971)	-	-	(616,971)	(617,115)	(617,115)	(617,115)	(617,115)
Revenue - Interest and Debt Reserve	(20,870)	(20,870)	(20,870)	-	-	(20,870)	(20,870)	(20,870)	(20,870)	(20,870)
TOTAL REVENUE	(637,929)	(637,840)	(637,841)	-	-	(637,841)	(637,985)	(637,985)	(10,921,538)	(41,772,197)
REQUISITION	(20,437,266)	(20,437,266)	(22,859,396)	-	-	(22,859,396)	(24,909,724)	(26,196,153)	(28,251,620)	(29,393,749)
*Percentage increase over prior year			11.85%			11.85%	8.97%	5.16%	7.85%	4.04%
PARTICIPANTS: Victoria, Oak Bay, Esquimalt, Saanich View Royal, Colwood, Langford										

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

Service No.	3.798C	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Debt - Core Area Wastewater Treati							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$50,000	\$250,000	\$0	\$0	\$0	\$0	\$300,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$10,399,000	\$30,511,000	\$11,350,000	\$14,175,000	\$15,700,000	\$6,250,000	\$6,250,000	\$77,986,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$10,399,000	\$30,561,000	\$11,600,000	\$14,175,000	\$15,700,000	\$6,250,000	\$6,250,000	\$78,286,000

SOURCE OF FUNDS

Capital Funds on Hand	\$375,000	\$375,000	\$0	\$0	\$0	\$0	\$0	\$375,000
Debenture Debt (New Debt Only)	\$7,763,000	\$23,175,000	\$8,850,000	\$11,875,000	\$13,300,000	\$4,450,000	\$4,450,000	\$61,650,000
Equipment Replacement Fund	\$636,000	\$736,000	\$800,000	\$500,000	\$600,000	\$300,000	\$300,000	\$2,936,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$1,625,000	\$6,275,000	\$1,950,000	\$1,800,000	\$1,800,000	\$1,500,000	\$1,500,000	\$13,325,000
	\$10,399,000	\$30,561,000	\$11,600,000	\$14,175,000	\$15,700,000	\$6,250,000	\$6,250,000	\$78,286,000

Definitions for the 5-year Capital Plan

Asset Class	<p>Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150.</p> <p>L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment</p>
Capital Expenditure Type	<p>Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service.</p> <p>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</p>
Carryforward	<p>Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.</p>
Funding Source	<p>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</p> <p>If there is more than one funding source, additional rows are shown for the project.</p>

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #:

3.798C

Service Name:

Debt - Core Area Wastewater Treatment Program

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
MCCLOUGHLIN WASTEWATER TREATMENT PLANT													
25-01	New	Secondary Odour Collection System Upgrade - pre-filter	Replacement of existing pre-filter to further optimize odour treatment and extend the life of carbon treatment.	\$ 750,000	S	Debt	\$ -	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ 750,000
PUMP STATIONS													
21-01	Renewal	Lang Cove Electrical and Building Upgrades	Renewals based upon Delcan's condition assessment and EIC inspections. Work includes electrical (replace PLC, SCADA pack, communications), and building upgrades.	\$ 1,200,000	S	Res	\$ 400,000	\$ 900,000	\$ -	\$ -	\$ -	\$ -	\$ 900,000
21-02	Renewal	Marigold Electrical and Building Upgrades	Renewals are based upon Delcan's condition assessment and EIC inspections. Work includes electrical (replace MCC, PLC, VFD's, 480v to 600v upgrade, etc), and building upgrades.	\$ 5,850,000	S	Debt	\$ 2,000,000	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000
21-03	Renewal	Currie Major Electrical and Seismic Upgrades	Renewals based upon Delcan's condition assessment and EIC inspections. Work includes electrical (replace VFDs, PLC, SCADA pack, communications), seismic upgrades and driveway repairs.	\$ 2,300,000	S	Debt	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
21-05	Replacement	Haring PS - Complete Replacement	Based on Delcan's condition assessment and the age of this facility, replacement of Haring Point PS is required.	\$ 2,500,000	S	Debt	\$ 200,000	\$ 2,290,000	\$ -	\$ -	\$ -	\$ -	\$ 2,290,000
22-05	Replacement	Lang Cove Discharge Isolation Valves	Replace seized, direct buried isolation valves on at the Lang Cove pump station with new valves in a manhole.	\$ 400,000	S	ERF	\$ 400,000	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ 400,000
25-04	Renewal	Pump Station Mechanical and Electrical Renewal Program	Mechanical and electrical upgrades to multiple pump stations based on previous condition assessments and EIC inspections.	\$ 5,500,000	S	Debt	\$ -	\$ 200,000	\$ 1,500,000	\$ 1,000,000	\$ 2,100,000	\$ 700,000	\$ 5,500,000
25-05	New	Bioxide dosing system upgrade	Replacement of bioxide skids at multiple locations, which are at the end of their useful life. Piloting is underway and if successful trials are completed, implementation to follow.	\$ 350,000	S	Debt	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000
GRAVITY SEWERS AND MANHOLES													
21-06	Renewal	Shoreline Trunk Sewer Upgrade	The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Shoreline Trunk must be twinned to prevent overflows into Portage Inlet during peak storm events.	\$ 3,400,000	S	Debt	\$ 340,000	\$ 2,900,000	\$ -	\$ -	\$ -	\$ -	\$ 2,900,000
21-07	New	Western Trunk Sewer Twinning	The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Western Trunk Sewer must be twinned from Aldeane to Craigflower PS to prevent overflows upstream of Parson's siphon during peak storm events.	\$ 25,000,000	S	Debt	\$ 370,000	\$ 370,000	\$ -	\$ -	\$ -	\$ -	\$ 370,000
21-07	New	Western Trunk Sewer Twinning		\$ 400,000	S	Res	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000
21-09	Renewal	Bowker Sewer Rehabilitation Ph1	Based on results of CCTV inspection about 2,000m of sewer along Shelbourne, Kings and from Trent PS to Newport needs to be relined.	\$ 8,600,000	S	Cap	\$ 375,000	\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ 375,000
24-17	Renewal	Sewer Cleaning and Inspection	Core Area sewers should be cleaned and inspected on a 5-year cycle. This program will support that continued cycle.	\$ 750,000	S	Debt	\$ -	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ 450,000
21-11	Renewal	Manhole Repairs and Replacement	Based upon CCTV and staff inspections on manholes, there are a number of deteriorated MH's that require repair or replacement.	\$ 3,600,000	S	Debt	\$ 750,000	\$ 2,000,000	\$ 600,000	\$ 1,000,000	\$ -	\$ -	\$ 3,600,000
23-01	Renewal	Cecelia Ravine Pipe Protection	Based on geotechnical review, a section of the exposed NWT in Cecelia Ravine should be covered & protected from falling rocks upslope from the pipe.	\$ 1,000,000	S	Debt	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
24-10	Renewal	East Coast Interceptor and Bowker Sewer Rehabilitation Ph2	Based on results of CCTV inspection about 2,000m of sewer needs to be relined along Beach Dr (from Bowker to Windsor) and along Doncastor Dr., Shelbourne St. and Kings Rd.	\$ 8,000,000	S	Debt	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
24-11	Renewal	Western Trunk Grit Chamber Repairs	The Western Trunk (Island Highway) Grit Chamber is badly corroded and requires repairs before extensive structural damage occurs.	\$ 2,500,000	S	Debt	\$ 250,000	\$ 1,250,000	\$ 1,250,000	\$ -	\$ -	\$ -	\$ 2,500,000
26-01	Renewal	NWT Sewer Replacement at Alpha-Terrace	A 5m long section of old concrete pipe downstream of Boundary Transition Chamber is badly corroded and needs to be replaced with new PVC pipe.	\$ 1,000,000	S	Debt	\$ -	\$ -	\$ 100,000	\$ 900,000	\$ -	\$ -	\$ 1,000,000
PRESSURE PIPES AND APPURTENANCES													
21-12	Renewal	Gorge Siphon Inlet Chamber Upgrade	The concrete chamber is badly corroded and the control gates are seized on this chamber and they need to be replaced so that the individual siphons can be isolated or activated.	\$ 3,500,000	S	Res	\$ 1,175,000	\$ 3,425,000	\$ -	\$ -	\$ -	\$ -	\$ 3,425,000
21-13	New	Craigflower Forcemain Twinning	The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Craigflower Forcemain must be twinned to prevent overflows into Portage Inlet during peak storm events.	\$ 13,655,000	S	Debt	\$ 553,000	\$ 450,000	\$ -	\$ 6,500,000	\$ 6,500,000	\$ -	\$ 13,450,000
24-14	Renewal	Parsons Siphon/Bridge Connection Repairs	The siphon pipe support connections to the Parsons Bridge require repairs.	\$ 500,000	S	Res	\$ 50,000	\$ 50,000	\$ 450,000	\$ -	\$ -	\$ -	\$ 500,000
25-03	Renewal	Harriet Siphon Inlet Chamber Upgrade	Assess concrete corrosion and replace seized control gates.	\$ 2,000,000	S	Debt	\$ -	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 2,000,000
27-01	Study	Forcemain and Siphon Pipe Assessment Study	There are several forcemain pipes downstream from each pump station that have never been assessed. A study is proposed to investigate various technologies to evaluate the condition of the pipes.	\$ 2,250,000	S	Debt	\$ -	\$ -	\$ -	\$ 250,000	\$ 1,000,000	\$ 1,000,000	\$ 2,250,000
FLOW METERS													
21-16	New	Gorge & Chapman Meter	Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flodar meter to measure the unmetred Gorge and Chapman catchments. Includes installation of new metering manhole.	\$ 400,000	S	Debt	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
GENERAL													
21-22	Study	Asset Management Plan Update	Previous condition assessment studies will be updated and incorporated into a long-term asset management plan to meet expected level-of-service requirements.	\$ 250,000	S	Debt	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
21-23	Study	DCC Program Development	With the completion of CAWTP and amendment of the Service Establishment Bylaw, it was noted that a DCC Program would be established to fund future wastewater projects related to growth. This project is to create the program, consult with stakeholders and prepare a new DCC bylaw.	\$ 400,000	S	Debt	\$ -	\$ 165,000	\$ -	\$ -	\$ -	\$ -	\$ 165,000
21-24	Renewal	Record Drawing and Wastewater Agreement Updates	The old as-built drawings, connection points and wastewater agreements with the contributing municipalities has not been updated in many years. Updates are required to reflect changes in the system, identify clear demarcation points, and reflect updates in the LWMP.	\$ 1,100,000	S	Debt	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ 500,000

Service #:

3.798C

Service Name:

Debt - Core Area Wastewater Treatment Program

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
21-25	Renewal	SCADA and Radio Assessment	Majority of the radio and SCADA equipment are nearing end of life, technological advances do not allow for straight replacements, funding is required for assessments of existing equipment and site requirements.	\$ 3,900,000	S	Debt	\$ 2,000,000	\$ 750,000	\$ 2,000,000	\$ 750,000	\$ 400,000	\$ -	\$ 3,900,000
22-03	Renewal	Acquisition of Outstanding Right-of-Ways	Some of the infrastructure is located on privately owned land that do not have rights-of-way. A plan is being developed to acquire SRW's for all infrastructure over time. Initial spending requires a study and plan prior to acquisition.	\$ 1,200,000	S	Debt	\$ -	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ 1,000,000
21-27	New	New Infrastructure Optimization	Unforeseen and unplanned optimization at a number of new facilities to improve operation and health and safety requirements.	\$ 500,000	S	Debt	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
22-04	New	Microwave Radio Upgrades	To provide a high bandwidth communications backbone to the CAWWT system, a microwave communications system will be installed.	\$ 700,000	S	ERF	\$ 236,000	\$ 336,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 636,000
23-07	New	Enterprise Data Historian Management System	A data historian is required to store large amounts of data that is required for compliance reporting to regulators, operational performance reports, cost allocation, and engineering analysis.	\$ 300,000	E	Debt	\$ -	\$ 50,000	\$ 250,000	\$ -	\$ -	\$ -	\$ 300,000
28-01	Decommission	Marigold Surge Tank Deconstruction	The old Marigold Surge Tank has been abandoned for many years, is becoming a safety concern for youth, a needs to be removed.	\$ 1,800,000	S	Debt	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 1,500,000	\$ 1,800,000
24-15	Replacement	IT Core Infrastructure Replacement	Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life	\$ 455,000	S	ERF	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ 200,000	\$ -	\$ 400,000
27-03	Study	Westshore Wastewater Treatment Plant Siting Assessment	Capacity needs, technology review, siting requirements, conceptual layout, Environmental Impact Assessment and other planning efforts.	\$ 600,000	S	Res	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ 600,000
ANNUAL PROVISIONAL													
21-26	Replacement	Annual Provisional Emergency Repairs	Unforeseen and unplanned emergency repairs can occur which require immediate attention.	\$ 7,500,000	S	Res	\$ -	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 7,500,000
23-06	Replacement	Annual Provisional Equipment Replacement	Replacement of at end of service life, including valves, variable frequency drives, capacitors.	\$ 1,500,000	S	ERF	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,500,000
23-08	New	Process & Mechanical Upgrades	Upgrades to the Core Area Wastewater Treatment and Conveyance infrastructure in order to optimize operations	\$ 4,250,000	S	Debt	\$ -	\$ 850,000	\$ 850,000	\$ 850,000	\$ 850,000	\$ 850,000	\$ 4,250,000
23-09	New	Safety & Security Upgrades	Upgrades to the Core Area Wastewater Treatment and Conveyance infrastructure to improve worker health and safety	\$ 2,400,000	S	Debt	\$ -	\$ 600,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,200,000
OUTFALLS / OVERFLOWS													
24-08	Renewal	Clover Point Outfall Retrofit	The existing Clover outfall is no longer operated on a regular basis since wastewater is now conveyed to McLoughlin WWTP, but it must be ready for operation during peak storm events. As a result, the existing outfall will need to be assessed for best operational and maintenance practices based on limited use.	\$ 500,000	S	Debt	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ 500,000
25-02	Renewal	Macaulay Point Outfall Retrofit	A section of coating on the emergency short outfall has failed and the pipe is corroding, and the long outfall needs to be modified to suit reduced usage. This project is to repair the coating, provide shoreline protection, and prepare a plan to maintain the deep outfall based on limited use.	\$ 750,000	S	Debt	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ -	\$ 750,000
27-02	Renewal	Broom Overflow Pipe Rehabilitation	Overflow pipe is cracked and severed in multiple locations and H ₂ S gases and odours are present.	\$ 575,000	S	Debt	\$ -	\$ -	\$ -	\$ 75,000	\$ 500,000	\$ -	\$ 575,000
RESIDUAL SOLIDS													
24-16	New	Optimization of Residual Treatment Facility Operations	Installation of additional equipment to enhance beneficial use of biogas and support continued stable operations at the RTF	\$ 3,250,000	S	Debt	\$ -	\$ 3,250,000	\$ -	\$ -	\$ -	\$ -	\$ 3,250,000
DCC PROJECTS													
GRAND TOTAL				\$ 127,335,000			\$ 10,399,000	\$ 30,561,000	\$ 11,600,000	\$ 14,175,000	\$ 15,700,000	\$ 6,250,000	\$ 78,286,000

Service: **3.798C** **Debt - Core Area Wastewater Treatment Program**

Project Number 25-01 **Capital Project Title** Secondary Odour Collection System Upgrade - pre-filter **Capital Project Description** Replacement of existing pre-filter to further optimize odour treatment and extend the life of carbon treatment.

Project Rationale This work will progress the intent to further optimize odour control for potential benefits to public impacts and life cycle costs.

Project Number 21-01 **Capital Project Title** Lang Cove Electrical and Building Upgrades **Capital Project Description** Renewals based upon Delcan's condition assessment and EIC inspections. Work includes electrical (replace PLC, SCADA pack, communications), and building upgrades.

Project Rationale Renewals based upon Delcan's 2013 condition assessments and revised inspections. Work includes electrical (replace PLC, SCADA pack, communications), and building upgrades.

Project Number 21-02 **Capital Project Title** Marigold Electrical and Building Upgrades **Capital Project Description** Renewals are based upon Delcan's condition assessment and EIC inspections. Work includes electrical (replace MCC, PLC, VFD's, 480v to 600v upgrade, etc), and building upgrades.

Project Rationale Renewals are based upon Delcan's 2013 condition assessments and revised inspections. Work includes electrical (replace MCC, PLC, VFD's, 480v to 600v upgrade, etc), and building upgrades. Tendering was conducted in 2023, combined with Currie Major PS (21-03) works but the Marigold portion of the scope far exceeded available budget. Re-tendering will be conducted in 2024 with additional budget added.

Project Number 21-03 **Capital Project Title** Currie Major Electrical and Seismic Upgrades **Capital Project Description** Renewals based upon Delcan's condition assessment and EIC inspections. Work includes electrical (replace VFDs, PLC, SCADA pack, communications), seismic upgrades and driveway repairs.

Project Rationale Renewals based upon Delcan's 2013 condition assessments and revised inspections. Work includes electrical (replace VFDs, PLC, SCADA pack, communications), seismic upgrades and driveway repairs. A tender was conducted in 2023, combined with Marigold PS (21-02) works but the Marigold component came in well over budget. Re-tendering will be conducted in 2024 with additional budget added for Marigold.

Service: 3.798C Debt - Core Area Wastewater Treatment Program

Project Number 21-05 **Capital Project Title** Harling PS - Complete Replacement **Capital Project Description** Based on Delcan's condition assessment and the age of this facility, replacement of Harling Point PS is required.

Project Rationale Replacement of Harling Point PS is based on Delcan's 2013 condition assessment. The preliminary design was completed in 2018. CRD has progressed a scope of work for a Consultant to provide detailed design and construction support services. Detailed design scope was awarded and initiated in 2024 with Construction expected to commence in 2025.

Project Number 22-05 **Capital Project Title** Lang Cove Discharge Isolation Valves **Capital Project Description** Replace seized, direct buried isolation valves on at the Lang Cove pump station with new valves in a manhole.

Project Rationale An isolation valve on the discharge force main of the Lang Cove pump station has failed, with no way of isolating the pump station for maintenance or an emergency. Additionally, there currently is no way to bypass the force main. Funds are required to design a bypass outlet, plan valve replacement, bypass pump the failed valve and replace the valve.

Project Number 25-04 **Capital Project Title** Pump Station Mechanical and Electrical Renewal Program **Capital Project Description** Mechanical and electrical upgrades to multiple pump stations based on previous condition assessments and EIC inspections.

Project Rationale Electrical, Mechanical and other ancillary upgrades are required at multiple facilities. Due to similarities in work, there is benefit in managing this work within a single program budget. Pump stations requiring this work include Trent, Hood, Currie Minor, Humber, Rutland and Penrhyn.

Project Number 25-05 **Capital Project Title** Bioxide dosing system upgrade **Capital Project Description** Replacement of bioxide skids at multiple locations, which are at the end of their useful life. Piloting is underway and if successful trials are completed, implementation to follow.

Project Rationale Similar bioxide replacement work at multiple locations will benefit from being managed as a program. Some locations being prioritized include Marigold PS, Craigflower PS, Meaford Flow Meter, Highlands and Trent PS.

Service: **3.798C** **Debt - Core Area Wastewater Treatment Program**

Project Number 21-06

Capital Project Title Shoreline Trunk Sewer Upgrade

Capital Project Description

The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Shoreline Trunk must be twinned to prevent overflows into Portage Inlet during peak storm events.

Project Rationale The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Shoreline Trunk must be twinned to prevent overflows into Portage Inlet.

Project Number 21-07

Capital Project Title Western Trunk Sewer Twinning

Capital Project Description

The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Western Trunk Sewer must be twinned from Aldeane to Craigflower PS to prevent overflows upstream of Parson's siphon during peak storm events.

Project Rationale The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Western Trunk Sewer must be twinned from Aldeane to Craigflower PS to prevent overflows upstream of Parson's siphon. For 2025, approximately \$400k will be allocated to twin a section of this main at the new Galloping Goose pedestrian overpass in partnership with the City of Colwood.

Project Number 21-09

Capital Project Title Bowker Sewer Rehabilitation Ph1

Capital Project Description

Based on results of CCTV inspection about 2,000m of sewer along Shelbourne, Kings and from Trent PS to Newport needs to be relined.

Project Rationale Lining work on phase 1 completed in 2023. Warranty inspections to push into late 2024 and possibly 2025.

Project Number 24-17

Capital Project Title Sewer Cleaning and Inspection

Capital Project Description

Core Area sewers should be cleaned and inspected on a 5-year cycle. This program will support that continued cycle.

Project Rationale Core Area sewers should be cleaned and inspected on a 5-year cycle. This program will support that continued cycle.

Service: 3.798C Debt - Core Area Wastewater Treatment Program

Project Number 21-11
Capital Project Title Manhole Repairs and Replacement
Capital Project Description Based upon CCTV and staff inspections on manholes, there are a number of deteriorated MH's that require repair or replacement.
Project Rationale Based upon CCTV and staff inspections on manholes, high priority repairs and replacement of deteriorated MH's.

Project Number 23-01
Capital Project Title Cecelia Ravine Pipe Protection
Capital Project Description Based on geotechnical review, a section of the exposed NWT in Cecelia Ravine should be covered & protected from falling rocks upslope from the pipe.
Project Rationale Based on geotechnical review, a section of the exposed NWT in Cecelia Ravine should be covered & protected from falling rocks upslope from the pipe. This project is currently being delayed for future coordination with works that CRD Parks is expected to be doing on the Galloping Goose Trail.

Project Number 24-10
Capital Project Title East Coast Interceptor and Bowker Sewer Rehabilitation Ph2
Capital Project Description Based on results of CCTV inspection about 2,000m of sewer needs to be relined along Beach Dr (from Bowker to Windsor) and along Doncastor Dr., Shelbourne St. and Kings Rd.
Project Rationale Based on results of CCTV inspection about 2,000m of sewer along Beach Dr (from Bowker to Broom) and along Doncastor and Transit Roads needs to be relined. Lining work anticipated to be completed prior to end of 2024 but some warranty inspection work will carry into 2025.

Project Number 24-11
Capital Project Title Western Trunk Grit Chamber Repairs
Capital Project Description The Western Trunk (Island Highway) Grit Chamber is badly corroded and requires repairs before extensive structural damage occurs.
Project Rationale Repairs to Western Trunk Grit Chamber at Island Highway. Chamber is badly corroded and requires repair.

Service: **3.798C** **Debt - Core Area Wastewater Treatment Program**

Project Number 26-01 **Capital Project Title** NWT Sewer Replacement at Alpha-Terrace **Capital Project Description** A 5m long section of old concrete pipe downstream of Boundary Transition Chamber is badly corroded and needs to be replaced with new PVC pipe.

Project Rationale Pipe segment replacement required prior to failure.

Project Number 21-12 **Capital Project Title** Gorge Siphon Inlet Chamber Upgrade **Capital Project Description** The concrete chamber is badly corroded and the control gates are seized on this chamber and they need to be replaced so that the individual siphons can be isolated or activated.

Project Rationale The control gates are seized on this chamber and they need to be replaced so that the individual siphons can be isolated or activated.

Project Number 21-13 **Capital Project Title** Craigflower Forcemain Twinning **Capital Project Description** The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Craigflower Forcemain must be twinned to prevent overflows into Portage Inlet during peak storm events.

Project Rationale The hydraulic model and capacity assessment of the system by KWL in 2018-19, has identified that the Craigflower Forcemain must be twinned to prevent overflows into Portage Inlet.

Project Number 24-14 **Capital Project Title** Parsons Siphon/Bridge Connection Repairs **Capital Project Description** The siphon pipe support connections to the Parsons Brdige require repairs.

Project Rationale The siphon pipe support connections to the Parsons Brdige require repairs.

Project Number 25-03 **Capital Project Title** Harriet Siphon Inlet Chamber Upgrade **Capital Project Description** Assess concrete corrosion and replace seized control gates.

Project Rationale The concrete chamber is badly corroded and the control gates are seized on this chamber and they need to be replaced so that the individual siphons can be isolated or activated.

Service: **3.798C** **Debt - Core Area Wastewater Treatment Program**

Project Number 27-01 **Capital Project Title** Forcemain and Siphon Pipe Assessment Study **Capital Project Description** There are several forcemain pipes downstream from each pump station that have never been assessed. A study is proposed to investigate various technologies to evaluate the condition of the pipes.

Project Rationale Repairs to Western Trunk Grit Chamber at Island Highway. Chamber is badly corroded and requires repair.

Project Number 21-16 **Capital Project Title** Gorge & Chapman Meter **Capital Project Description** Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flodar meter to measure the unmetered Gorge and Chapman catchments. Includes installation of new metering manhole.

Project Rationale Based on KWL's 2018-19 Flow Meter Audit review, KWL recommended a new flodar meter to measure the unmetered Gorge and Chapman catchments. Includes installation of new metering manhole.

Project Number 21-22 **Capital Project Title** Asset Management Plan Update **Capital Project Description** Previous condition assessment studies will be updated and incorporated into a long-term asset management plan to meet expected level-of-service requirements.

Project Rationale Previous condition assessment studies will be updated and incorporated into a long-term asset management plan to meet expected level-of-service requirements.

Project Number 21-23 **Capital Project Title** DCC Program Development **Capital Project Description** With the completion of CAWTP and amendment of the Service Establishment Bylaw, it was noted that a DCC Program would be established to fund future wastewater projects related to growth. This project is to create the program, consult with stakeholders and prepare a new DCC bylaw.

Project Rationale With the completion of CAWTP and amendment of the Service Establishment Bylaw, it was noted that a DCC Program would be established to fund future wastewater projects related to growth. This project is to create the program, consult with stakeholders and prepare a new DCC bylaw.

Service:

3.798C

Debt - Core Area Wastewater Treatment Program

Project Number	21-24	Capital Project Title	Record Drawing and Wastewater Agreement Updates	Capital Project Description	The old as-built drawings, connection points and wastewater agreements with the contributing municipalities has not been updated in many years. Updates are required to reflect changes in the system, identify clear demarcation points, and reflect updates in the LWMP.
Project Rationale	The old as-built drawings, connection points and wastewater agreements with the contributing municipalities has not been updated in many years. Updates are required to reflect changes in the system, identify clear demarcation points, and reflect updates in the LWMP.				

Project Number	21-25	Capital Project Title	SCADA and Radio Assessment	Capital Project Description	Majority of the radio and SCADA equipment are nearing end of life, technological advances do not allow for straight replacements, funding is required for assessments of existing equipment and site requirements.
Project Rationale	Majority of the radio and SCADA equipment are nearing end of life, technological advances do not allow for straight replacements, funding is required for assessments of existing equipment and site requirements.				

Project Number	22-03	Capital Project Title	Acquisition of Outstanding Right-of-Ways	Capital Project Description	Some of the infrastructure is located on privately owned land that do not have rights-of-way. A plan is being developed to acquire SRW's for all infrastructure over time. Initial spending requires a study and plan prior to acquisition.
Project Rationale	Some of the infrastructure is located on privately owned land that do not have right-of-ways. A plan is being developed to acquire SRW's for all infrastructure over time. Initial spending requires a study and plan prior to acquisition.				

Project Number	21-27	Capital Project Title	New Infrastructure Optimization	Capital Project Description	Unforeseen and unplanned optimization at a number of new facilities to improve operation and health and safety requirements.
Project Rationale	Unforeseen and unplanned optimization at a number of new facilities to improve operation and health and safety requirements.				

Service: **3.798C** **Debt - Core Area Wastewater Treatment Program**

Project Number	22-04	Capital Project Title	Microwave Radio Upgrades	Capital Project Description	To provide a high bandwidth communications backbone to the CAWWT system, a microwave communications system will be installed.
Project Rationale	Multiple facilities throughout the CRD RWS system require additional bandwidth to allow for proper monitoring and control. This project will enable the initial design and preliminary installation of a high bandwidth microwave backbone that will be able to be leveraged by multiple CRD operational groups. The installation of this backbone will be coordinated with the other IWS service areas.				

Project Number	23-07	Capital Project Title	Enterprise Data Historian Management System	Capital Project Description	A data historian is required to store large amounts of data that is required for compliance reporting to regulators, operational performance reports, cost allocation, and engineering analysis.
Project Rationale	A data historian is required to store large amounts of data that is required for compliance reporting to regulators, operational performance reports, cost allocation, and engineering analysis.				

Project Number	28-01	Capital Project Title	Marigold Surge Tank Deconstruction	Capital Project Description	The old Mariogld Surge Tank has been abandond for many years, is becoming a safety concern for youth, a needs to be removed.
Project Rationale	Future assessment and decommissioning.				

Project Number	24-15	Capital Project Title	IT Core Infrastructure Replacement	Capital Project Description	Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life
Project Rationale	CAWW portion of Core IT Infrastructure. Program to be managed by CRD IT.				

Project Number	27-03	Capital Project Title	Westshore Wastewater Treatment Plant Siting Assessment	Capital Project Description	Capacity needs, technology review, siting requirements, conceptual layout, Environmental Impact Assessment and other planning efforts.
Project Rationale	Capacity needs, technology review, siting requirements, conceptual layout, Environmental Impact Assessment and other planning efforts.				

Service: **3.798C** **Debt - Core Area Wastewater Treatment Program**

Project Number 21-26 **Capital Project Title** Annual Provisional Emergency Repairs **Capital Project Description** Unforeseen and unplanned emergency repairs can occur which require immediate attention.

Project Rationale Funds are required for unforeseen and unplanned emergency repairs can occur which require immediate attention.

Project Number 23-06 **Capital Project Title** Annual Provisional Equipment Replacement **Capital Project Description** Replacement of at end of service life, including valves, variable frequency drives, capacitors.

Project Rationale Replacement of equipment at end of service life, including valves, variable frequency drives, capacitors.

Project Number 23-08 **Capital Project Title** Process & Mechanical Upgrades **Capital Project Description** Upgrades to the Core Area Wastewater Treatment and Conveyance infrastructure in order to optimize operations

Project Rationale Annual Provisional account for upgrades to the Core Area Wastewater Treatment and Conveyance infrastructure in order to optimize operations in order to improve compliance with regulatory requirements, improve equipment and process efficiency, and reduce risk of pre-mature equipment failure.

Project Number 23-09 **Capital Project Title** Safety & Security Upgrades **Capital Project Description** Upgrades to the Core Area Wastewater Treatment and Conveyance infrastructure to improve worker health and safety

Project Rationale Annual Provisional Account for upgrades to the Core Area Wastewater Treatment and Conveyance infrastructure to improve worker health and safety. This includes constructing safe access platforms to complete maintenance at equipment that present a fall from heights risk and other items that are flagged as health and safety concerns.

Project Number 24-08 **Capital Project Title** Clover Point Outfall Retrofit **Capital Project Description** The existing Clover outfall is no longer operated on a regular basis since wastewater is now conveyed to McLoughlin WWTP, but it must be ready for operation during peak storm events. As a result, the existing outfall will need to be assessed for best operational and maintenance practices based on limited use.

Project Rationale The existing outfall will see a significant reduction in usage once the Clover Point Pump Station is commissioned and wastewater flows up to 3 times ADWF are redirected to the McLoughlin WWTP. As a result, the existing outfall will need to be assessed for best operational and maintenance practices based on expected limited use instead of current continuous use.

Service: 3.798C Debt - Core Area Wastewater Treatment Program

Project Number	25-02	Capital Project Title	Macaulay Point Outfall Retrofit	Capital Project Description	A section of coating on the emergency short outfall has failed and the pipe is corroding, and the long outfall needs to be modified to suit reduced usage. This project is to repair the coating, provide shoreline protection, and prepare a plan to maintain the deep outfall based on limited use.
Project Rationale	A section of coating the emergency short outfall has failed, the pipe is corroding, and the long outfall needs to be assessed/modified to suit reduced usage. This project is to repair the coating, provide shoreline protection, and modify the deep outfall.				

Project Number	27-02	Capital Project Title	Broom Overflow Pipe Rehabilitation	Capital Project Description	Overflow pipe is cracked and severed in multiple locations and H2S gases and odours are present.
Project Rationale	A section of coating the emergency short outfall has failed and the pipe is corroding, and the long outfall needs to be modified to suit reduced usage. This project is to repair the coating, provide shoreline protection, and modify the deep outfall.				

Project Number	24-16	Capital Project Title	Optimization of Residual Treatment Facility Operations	Capital Project Description	Installation of additional equipment to enhance beneficial use of biogas and support continued stable operations at the RTF
Project Rationale	Installation of additional equipment to enhance beneficial use of biogas and support continued stable operations at the RTF				

3.798C Debt - Core Area Wastewater Capital Asset and Reserve Summary
Summary Schedule
2025 - 2029 Financial Plan

Reserve Schedule Summary

Core Area Wastewater

The Wastewater Treatment Project (WTP) provides tertiary treatment for wastewater from the core area municipalities of Victoria, Esquimalt, Saanich, Oak Bay, View Royal, Langford and Colwood, and the Esquimalt and Songhees Nations. The WTP is built to meet the provincial and federal regulations for treatment at December 31, 2020. The Project consists of three main elements: McLoughlin Point Wastewater Treatment Plant, Residuals Treatment Facility, and the Conveyance System

Reserve/Fund Summary

	Estimate	Budget				
	2024	2025	2026	2027	2028	2029
Capital Reserve Fund	17,048,652	14,519,771	15,690,890	17,012,009	19,333,128	23,354,247
Capital Reserve Fund-Western Community	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Debt Reserve Fund	18,584,720	24,652,880	30,892,840	37,404,600	33,954,607	15,173
Total	37,633,372	41,172,651	48,583,730	56,416,609	55,287,735	25,369,420

See attached reserve schedules for projected annual cash flows.

Capital Reserve Fund Schedule Core Area Wastewater

Bylaw 4378 - The capital reserve fund was established to provide funding for capital expenditures in respect of capital projects including but not limited to, land, machinery or equipment necessary for the replacement, extension or renewal of existing capital works and related debt servicing payments

Capital Reserve Schedule

Capital Reserve Fund

Fund: 1092

Fund Centre: 102227

	Estimate	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	17,884,574	17,048,652	14,519,771	15,690,890	17,012,009	19,333,128
Planned Purchase (Based on Capital Plan)	(3,103,000)	(4,650,000)	(1,950,000)	(1,800,000)	(1,800,000)	(1,500,000)
Transfer IN (from Ops Budget)	1,617,078	2,121,119	3,121,119	3,121,119	4,121,119	5,521,119
Transfer IN (North East Trunk CRF)						
Surplus/Deficit						
Interest Income*	650,000					
Ending Balance \$	17,048,652	14,519,771	15,690,890	17,012,009	19,333,128	23,354,247

Assumptions/Background:

The funding strategy for the capital reserve fund is based upon the 25 year replacement plan as by Stantec during the construction of the Core Area Wastewater Treatment Project

* The planned purchase amount may differ from the five-year capital plan summary due to carryover from the previous year.

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

Bylaw 4378 - The capital reserve fund was established to serve both the Core Area and Western Communities. The reserve schedule below is committed to advancing studies for a wastewater treatment proposal in Colwood.

Colwood Treatment Project -Capital Reserve Schedule

Capital Reserve Fund

Fund: 1092

Fund Centre: 102277

	Estimate	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Interest Income*						
Ending Balance \$	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000

Assumptions/Background:

Based on the Colwood news release, on December 15, 2016, CAWTP project board approved the transfer of \$2 millions once the project is closed. The funds are to be set aside in a separate reserve fund center.

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

Debt Reserve Fund Schedule Core Area Wastewater

Bylaw 4377 - The debt reserve fund was established for the specified purpose of funding future debt servicing payments or debt retirements. Monies in the debt repayment reserve will fund debt servicing and early repayment of debts issued to fund the Core Area Wastewater Treatment Project

Debt Reserve Schedule

Debt Reserve Fund Fund: 1093 Fund Center: 102228	Estimate	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	12,738,360	18,584,720	24,652,880	30,892,840	37,404,600	33,954,607
Debt Payment		-	-	-	(10,283,553)	(41,134,212)
Transfer from Ops Budget	5,346,360	5,418,160	5,489,960	5,561,760	5,633,560	5,994,778
Interest Income*	500,000	650,000	750,000	950,000	1,200,000	1,200,000
Ending Balance \$	18,584,720	24,652,880	30,892,840	37,404,600	33,954,607	15,173

Assumptions/Background:

The funding strategy for the debt reserve fund is based upon the project's financing plan as approved during the construction of the Core Area Wastewater Treatment Project. Repayment anticipated by 2031.

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

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Wastewater Operations

COMMITTEE OF THE WHOLE

October 2024

Service: 1.577 Wastewater Operations

Committee: N/A

DEFINITION:

To provide operations services to wastewater, electrician and technical support to wastewater and water functions of the Capital Regional District. Cost of this service is fully allocated to functions utilizing this Operations Division.

PARTICIPATION:

Method of cost allocation is on an hourly basis for services rendered to water and wastewater functions.

MAXIMUM LEVY:

N/A

MAXIMUM CAPITAL DEBT:

N/A

COMMISSION:

N/A

COST RECOVERY:

A mixture of allocations and time charges to Water and Wastewater services of the CRD.

Change in Budget 2024 to 2025
Service: 1.577 Wastewater Operations

Total Expenditure

Comments

2024 Budget **14,549,517**

Change in Salaries:

Base salary change	228,780	Inclusive of estimated collective agreement changes
Step increase/paygrade change	36,009	Position reclassification and pay grade change
Overtime/Standby/Auxiliary hours	97,987	Increase in overtime and auxiliaries costs to reflect the actuals
1.0 FTE Systems Maintenance Electronics Technologist	126,485	2025 IBC 2b-2.3 recovers from Core area, Regional Water and Juan de Fuca water operation (9 months)
1.0 FTE Systems Maintenance Electrician	65,752	2025 IBC 2b-2.4 recovers from Regional Water and Juan de Fuca water operation (6 months)

Total Change in Salaries 555,013

Other Changes:

Purchase of net new equipment/vehicles	145,000	Net purchase increase primarily due to requirements of two new IBCs': Electronics Technologist and Electrician
Maintenance Management Support	103,241	Increase allocation due to 50% share of the 2025 IBC 13b-2.1 and the addition for three reclassification support roles
Reserve Transfers	110,243	Increase ORF contribution to cover future net new purchases of vehicles and equipment
Staff Training	80,000	Increase frequency training for job requirements
Other Allocations	57,972	Increases included standard overhead allocation, HR allocation, and others
Other	81,091	Inflation and other operational expenses

Total Other Changes 577,547

2025 Budget **15,682,077**

Summary of % Expense Increase	
2025 IBC Expense	3.0%
Salary increase	2.5%
Increase reserve transfers	0.8%
Support Services	0.9%
Balance of increase	0.6%
% expense increase from 2024:	7.8%

% Requisition increase from 2024 (if applicable):

No requisition in service

Overall 2024 Budget Performance
 (expected variance to budget and surplus treatment)

There is an estimated one-time favourable variance of \$100,000 (0.69%) due mainly to hiring challenges of vacant positions. This variance will be moved to Operating Reserve.

1.577 - Wastewater Operations	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2026	2027	2028	2029
<u>OPERATING COSTS</u>										
Salaries & Wages	10,871,160	10,478,674	11,233,937	192,237	-	11,426,173	11,857,760	12,190,439	12,532,362	12,883,796
Allocation - Standard Overhead	658,478	658,478	678,247	-	-	678,247	698,594	712,566	726,818	741,354
Allocation - Human Resources	380,958	380,958	402,045	-	-	402,045	452,568	492,630	503,743	516,308
Allocation - Operations	553,564	580,570	587,807	73,500	12,614	673,921	691,703	697,361	716,120	731,237
Operating - Other	1,575,780	1,454,166	1,261,871	-	620,000	1,881,871	1,285,290	1,308,990	1,332,960	1,367,210
TOTAL OPERATING COSTS	14,039,940	13,552,846	14,163,907	265,737	632,614	15,062,258	14,985,915	15,401,986	15,812,003	16,239,905
*Percentage Increase over prior year		-3.47%	0.88%			7.28%	-0.51%	2.78%	2.66%	2.71%
<u>CAPITAL / RESERVE</u>										
Transfer to Equipment Replacement Fund	492,797	492,796	499,306	-	-	499,306	562,910	586,560	590,270	594,060
Transfer to Operating Reserve Fund	16,780	16,780	120,513	-	-	120,513	250,000	300,000	300,000	300,000
TOTAL CAPITAL / RESERVES	509,577	509,576	619,819	-	-	619,819	812,910	886,560	890,270	894,060
TOTAL COSTS	14,549,517	14,062,423	14,783,726	265,737	632,614	15,682,077	15,798,825	16,288,546	16,702,273	17,133,965
*Percentage Increase over prior year		-3.35%	1.61%			7.78%	0.74%	3.10%	2.54%	2.58%
Internal Recoveries	(14,074,517)	(13,996,630)	(14,700,752)	(275,211)	-	(14,975,963)	(15,798,825)	(16,288,546)	(16,702,273)	(17,133,965)
OPERATING COSTS LESS INTERNAL RECOVERIES	475,000	65,792	82,974	(9,474)	632,614	706,114	0	(0)	0	0
*Percentage Increase over prior year		-0.55%	4.45%			6.40%	5.49%	3.10%	2.54%	2.58%
SOURCES OF FUNDING (REVENUE)										
Surplus / (Deficit)										
Funds Carried Forward	-	-	-	-	-	-	-	-	-	-
Transfer from Own Funds	(475,000)	(165,000)	-	(73,500)	(632,614)	(706,114)	-	-	-	-
Recovery other	-	(142)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(475,000)	(165,142)	-	(73,500)	(632,614)	(706,114)	-	-	-	-
NET COSTS	-	99,350	(82,974)	82,974	-	-	-	-	-	-
*Percentage increase over prior year			4.45%			6.40%	5.49%	3.10%	2.54%	2.58%
PARTICIPANTS: Costs recovered internally										
AUTHORIZED POSITIONS:										
IWS Operations	75.00	75.00	75.00	2.00	-	77.00	77.00	77.00	77.00	77.00

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

Service No.	1.577							
	Wastewater Operations	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL

EXPENDITURE

Buildings	B	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	E	\$95,000	\$55,000	\$70,000	\$75,000	\$155,000	\$500,000	\$855,000
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	V	\$1,089,000	\$1,537,000	\$900,000	\$615,000	\$436,500	\$462,500	\$3,951,000
		\$1,184,000	\$1,592,000	\$970,000	\$690,000	\$591,500	\$962,500	\$4,806,000

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt (New Debt Only)	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	ERF	\$1,184,000	\$1,592,000	\$970,000	\$690,000	\$591,500	\$962,500	\$4,591,000
Grants (Federal, Provincial)	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$1,184,000	\$1,592,000	\$970,000	\$690,000	\$591,500	\$962,500	\$4,806,000

Definitions for the 5-year Capital Plan

Asset Class	<p>Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150.</p> <p>L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment</p>
Capital Expenditure Type	<p>Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service.</p> <p>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</p>
Carryforward	<p>Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.</p>
Funding Source	<p>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</p> <p>If there is more than one funding source, additional rows are shown for the project.</p>

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #:

1.577

Service Name:

Wastewater Operations

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
18-02	Replacement	Replace Computer Equipment	Computer replacements per IT cycle.	\$ 100,000	E	ERF	\$ -	\$ 30,000	\$ 40,000	\$ 40,000	\$ 50,000		\$ 160,000
18-03	Replacement	Replace ERF Equipment	End of life replacement equipment; Gas techs, SCADA/Controls	\$ 200,000	E	ERF	\$ 40,000.00	\$ 5,000	\$ 5,000	\$ 5,000	\$ 40,000		\$ 55,000
19-01	Replacement	Replace IWOps Vehicle FQSO14	Vehicle replacement - end of life	\$ 195,000	V	ERF	\$ 195,000.00	\$ 195,000	\$ -	\$ -			\$ 195,000
19-02	Replacement	Replace IWOps Vehicle F00932 Dump Truck	Vehicle replacement - end of life	\$ 180,000	V	ERF		\$ -	\$ -	\$ -		\$ 180,000	\$ 180,000
19-03	Replacement	Replace IWOps Vehicle F00994 Bobcat	Vehicle replacement - end of life	\$ 90,000	V	ERF	\$ 90,000.00	\$ -	\$ -	\$ -	\$ 90,000		\$ 90,000
19-05	Replacement	Replace IWOps Vehicle FQP081 Renfrew	Vehicle replacement - end of life	\$ 100,000	V	ERF		\$ 100,000	\$ -	\$ -			\$ 100,000
19-07	Replacement	Furniture and Office Equipment Replacement	End of life replacement of furniture and office equipment	\$ 75,000	E	ERF	\$ 15,000.00	\$ 5,000	\$ 5,000	\$ 5,000	\$ 15,000		\$ 30,000
20-02	Replacement	Replace IWOps Vehicle F11030	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ -	\$ -			\$ -
20-04	Replacement	Replace IWOps Vehicle F12009	Vehicle replacement - end of life	\$ 90,000	V	ERF	\$ 90,000.00	\$ -	\$ 90,000	\$ -			\$ 90,000
20-05	Replacement	Replace IWOps Vehicle F12024	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ -	\$ -			\$ -
20-06	Replacement	Replace IWOps Vehicle F12002	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ -	\$ -			\$ -
20-11	Replacement	Replace IWOps Vehicle F01080	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ -	\$ -			\$ -
21-02	Replacement	Replace IWOps Vehicle F11033	Vehicle replacement - end of life	\$ 90,000	V	ERF	\$ 90,000.00	\$ 90,000	\$ -	\$ -			\$ 90,000
21-03	Replacement	Replace IWOps Vehicle F12029	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ -	\$ -			\$ -
22-01	Replacement	SPWWTP - Skid Steer F18036	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ -	\$ -		\$ 90,000	\$ 90,000
22-02	Replacement	Burgoyne - Skid Steer F19005	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ -	\$ -		\$ 90,000	\$ 90,000
23-15	Replacement	Replace IWOps Vehicle F19009	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ -	\$ -			\$ -
22-03	Replacement	Replace IWOps Vehicle - Scissor Lift - F15018	Vehicle replacement - end of life	\$ 35,000	V	ERF	\$ 35,000.00	\$ 96,000	\$ -	\$ -			\$ 96,000
22-05	Replacement	Replace IWOps Vehicle F01028 2007 Kubota Tractor	Vehicle replacement - end of life	\$ 50,000	V	ERF	\$ 50,000.00	\$ -	\$ -	\$ -		\$ 50,000	\$ 50,000
22-06	Replacement	Replace F14024 F550 Diesel Service Truck - Crane/Lift truck	Vehicle replacement - end of life	\$ 220,000	V	ERF	\$ 220,000.00	\$ 220,000	\$ -	\$ -			\$ 220,000
22-08	Replacement	Replace Mechanical and Electrical Equipment	End of life replacement of equipment	\$ 67,500	E	ERF		\$ -	\$ -	\$ -			\$ -
23-01	Replacement	Replace IWOps Vehicle F00444 1991 DDDG46 Generator Trailer Magic Lake	Vehicle replacement - end of life	\$ 40,000	V	ERF	\$ 40,000.00	\$ -	\$ -	\$ -		\$ 40,000	\$ 40,000
23-02	Replacement	Replace IWOps Trailer F00753 1997 Generator Trailer	Vehicle replacement - end of life	\$ 80,000	V	ERF		\$ -	\$ -	\$ -			\$ -
23-03	Replacement	Replace IWOps Trailer F00793 1998 Trailerman Box Trailer	Vehicle replacement - end of life	\$ 24,000	V	ERF		\$ 24,000	\$ -	\$ -			\$ 24,000
23-05	Replacement	Replace IWOps Trailer F00953 2004 Trailtech Tandem Trailer	Vehicle replacement - end of life	\$ 12,000	V	ERF		\$ 12,000	\$ -	\$ -			\$ 12,000
23-06	Replacement	Replace IWOps Trailer F00976 2006 EZ Loader Boat Trailer	Vehicle replacement - end of life	\$ 7,500	V	ERF		\$ -	\$ -	\$ -			\$ -
23-07	Replacement	Replace IWOps Trailer F00981 2006 Trailtech Flat Deck trailer	Vehicle replacement - end of life	\$ 6,500	V	ERF	\$ 6,500.00	\$ -	\$ -	\$ -	\$ 6,500		\$ 6,500
23-08	Replacement	Replace IWOps Trailer F01052 2008 Pace American Trailer	Vehicle replacement - end of life	\$ 12,500	V	ERF	\$ 12,500.00	\$ -	\$ -	\$ -		\$ 12,500	\$ 12,500
23-09	Replacement	Replace IWOps Vehicle F13009	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ 90,000	\$ -			\$ 90,000
23-10	Replacement	Replace IWOps Vehicle F13010	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ 90,000	\$ -			\$ 90,000
23-11	Replacement	F11027 2010 Mercedes Sprinter 25C144 Van	Vehicle replacement - end of life	\$ 80,000	V	ERF	\$ 80,000.00	\$ 80,000	\$ -	\$ -			\$ 80,000
23-12	Replacement	FWP076 2010 Ford F250 Super Duty	Vehicle replacement - end of life	\$ 90,000	V	ERF	\$ 90,000.00	\$ 90,000	\$ -	\$ -			\$ 90,000
23-13	Replacement	Replace EIC and Machine Shop Equipment	End of life replacement of equipment; EIC and Machine Shop	\$ 250,000	E	ERF	\$ 40,000.00	\$ 15,000	\$ 20,000	\$ 25,000	\$ 50,000		\$ 110,000
23-14	New	Electric Vehicle Charger - Ganges WWTP	Ganges WWTP Level II Vehicle Charging Station	\$ 10,000	E	Grant		\$ -	\$ -	\$ -			\$ -
23-16	New	Electric Vehicle Charger - McLoughlin WWTP	McLoughlin WWTP Level II Vehicle Charging Station	\$ 10,000	E	Grant		\$ -	\$ -	\$ -			\$ -
24-01	Replacement	Replace IWOps Vehicle F13012	Vehicle replacement - end of life	\$ 90,000	V	ERF	\$ 90,000.00	\$ 90,000	\$ -	\$ -			\$ 90,000
25-02	Replacement	Replace IWOps Vehicle F17021 2017 Ford Transit 350 Cube Van	Vehicle replacement - end of life	\$ 100,000	V	ERF		\$ 100,000	\$ -	\$ -			\$ 100,000

Service #: 1.577
 Service Name: Wastewater Operations

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
25-03	Replacement	Replace IWOps Vehicle F17008 2017 Ford F150	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ 90,000	\$ -	\$ -			\$ 90,000
25-04	Replacement	Replace IWOps Vehicle F17009 2017 Ford F150	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ 90,000	\$ -	\$ -			\$ 90,000
25-05	Replacement	Replace IWOps Vehicle FQ7010 2017 Ford F150	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ 90,000	\$ -	\$ -			\$ 90,000
25-07	Replacement	Replace IWOps Vehicle F17022 2017 Chev Silverado 3500 W/Crane	Vehicle replacement - end of life	\$ 80,000	V	ERF		\$ 80,000	\$ -	\$ -			\$ 80,000
25-08	Replacement	Replace IWOps Vehicle F17019 2017 Toyota Rav4 Hybrid AWD	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ 90,000	\$ -			\$ 90,000
26-01	Replacement	F17027 2018 Chevrolet Silverado 2500	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ 90,000	\$ -	\$ -			\$ 90,000
26-02	Replacement	F17029 2018 Chevrolet Silverado 3500	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ 90,000	\$ -			\$ 90,000
26-03	Replacement	F18003 2018 Ford F150	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ 90,000	\$ -			\$ 90,000
26-04	Replacement	F18012 2018 Chevrolet Colorado	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ 90,000	\$ -			\$ 90,000
26-05	Replacement	F18010 2018 Ford Transit 250 Cargo Van	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ 90,000	\$ -			\$ 90,000
26-06	Replacement	F18011 2018 Ford Transit 250 Cargo Van	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ 90,000	\$ -			\$ 90,000
26-07	Replacement	F18014 2018 GMC Sierra 1500	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ 90,000	\$ -			\$ 90,000
27-01	Replacement	F19006 Crane Truck	Vehicle replacement - end of life	\$ 250,000	V	ERF		\$ -	\$ -	\$ 250,000			\$ 250,000
27-02	Replacement	F19007 Crane Truck	Vehicle replacement - end of life	\$ 250,000	V	ERF		\$ -	\$ -	\$ 250,000			\$ 250,000
27-03	Replacement	F19008 2019 F350	Vehicle replacement - end of life	\$ 90,000	V	ERF		\$ -	\$ -	\$ 90,000			\$ 90,000
27-04	Replacement	F19019 Pressure Washer Trailer	Vehicle replacement - end of life	\$ 25,000	V	ERF		\$ -	\$ -	\$ 25,000			\$ 25,000
28-01	Replacement	F14024 F550 Stiff Arm Crane Truck	Vehicle replacement - end of life	\$ 250,000	V	ERF					\$ 250,000		\$ 250,000
28-02	Replacement	F16012 All wheel drive Van	Vehicle replacement - end of life	\$ 90,000	V	ERF					\$ 90,000		\$ 90,000
28-03	Replacement	F01065 Load Bank		\$ 500,000	E	ERF						\$ 500,000.00	\$ 500,000
													\$ -
			Grand Total	\$ 5,730,000			\$ 1,184,000.00	\$ 1,592,000	\$ 970,000	\$ 690,000	\$ 591,500	\$ 962,500	\$ 4,806,000

Service: **1.577** **Wastewater Operations**

Project Number	18-02	Capital Project Title	Replace Computer Equipment	Capital Project Description	Computer replacements per IT cycle.
Project Rationale	Replace Computer Equipment - Computer replacements per IT cycle.				

Project Number	18-03	Capital Project Title	Replace ERF Equipment	Capital Project Description	End of life replacement equipment; Gas techs, SCADA/Controls
Project Rationale	Replace ERF Equipment - Gas Tech Replacements Core and Saan Pen				

Project Number	19-01	Capital Project Title	Replace IWOps Vehicle FQS014	Capital Project Description	Vehicle replacement - end of life
Project Rationale	Replace IWOps Vehicle FQS014 - Vehicle replacement - end of life				

Project Number	19-02	Capital Project Title	Replace IWOps Vehicle F00932 Dump Truck	Capital Project Description	Vehicle replacement - end of life
Project Rationale	Replace IWOps Vehicle F00932 - Vehicle replacement - end of life				

Service: **1.577** **Wastewater Operations**

Project Number 19-03 **Capital Project Title** Replace IWOps Vehicle F00994 Bobcat **Capital Project Description** Vehicle replacement - end of life

Project Rationale Replace IWOps Vehicle F00994 - Vehicle replacement - end of life

Project Number 19-05 **Capital Project Title** Replace IWOps Vehicle FQP081 Renfrew **Capital Project Description** Vehicle replacement - end of life

Project Rationale Replace IWOps Vehicle F01081 - Vehicle replacement - end of life

Project Number 19-07 **Capital Project Title** Furniture and Office Equipment Replacement **Capital Project Description** End of life replacement of furniture and office equipment

Project Rationale End of life replacement of furniture and office equipment

Project Number 20-02 **Capital Project Title** Replace IWOps Vehicle F11030 **Capital Project Description** Vehicle replacement - end of life

Project Rationale Replace IWOps Vehicle F11030 - Vehicle replacement - end of life

Service: **1.577** **Wastewater Operations**

Project Number 20-04 **Capital Project Title** Replace IWOps Vehicle F12009 **Capital Project Description** Vehicle replacement - end of life
Project Rationale Replace IWOps Vehicle F12009 - Vehicle replacement - end of life

Project Number 20-05 **Capital Project Title** Replace IWOps Vehicle F12024 **Capital Project Description** Vehicle replacement - end of life
Project Rationale Replace IWOps Vehicle F12024 - Vehicle replacement - end of life

Project Number 20-06 **Capital Project Title** Replace IWOps Vehicle F12002 **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 20-11 **Capital Project Title** Replace IWOps Vehicle F01080 **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Service: **1.577** **Wastewater Operations**

Project Number 21-02 **Capital Project Title** Replace IWOps Vehicle F11033 **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 21-03 **Capital Project Title** Replace IWOps Vehicle F12029 **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 22-01 **Capital Project Title** SPWWTP - Skid Steer F18036 **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 22-02 **Capital Project Title** Burgoyne - Skid Steer F19005 **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 23-15 **Capital Project Title** Replace IWOps Vehicle F19009 **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Service: **1.577** **Wastewater Operations**

Project Number 22-03 **Capital Project Title** Replace IWOps Vehicle - Scissor Lift - F15018 **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 22-05 **Capital Project Title** Replace IWOps Vehicle F01028 2007 Kubota Tractor **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 22-06 **Capital Project Title** Replace F14024 F550 Diesel Service Truck - Crane/Lift truck **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 22-08 **Capital Project Title** Replace Mechanical and Electrical Equipment **Capital Project Description** End of life replacement of equipment
Project Rationale End of life replacement

Project Number 23-01 **Capital Project Title** Replace IWOps Vehicle F00444 1991 DDDG46 Generator Trailer Magic Lake **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 23-02 **Capital Project Title** Replace IWOps Trailer F00753 1997 Generator Trailer **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Service: **1.577** **Wastewater Operations**

Project Number 23-03 **Capital Project Title** Replace IWOps Trailer F00793 1998 Trailerman Box Trailer **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 23-05 **Capital Project Title** Replace IWOps Trailer F00953 2004 Trailtech Tandem Trailer **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 23-06 **Capital Project Title** Replace IWOps Trailer F00976 2006 EZ Loader Boat Trailer **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 23-07 **Capital Project Title** Replace IWOps Trailer F00981 2006 Trailtech Flat Deck trailer **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 23-08 **Capital Project Title** Replace IWOps Trailer F01052 2008 Pace American Trailer **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 23-09 **Capital Project Title** Replace IWOps Vehicle F13009 **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Service: **1.577** **Wastewater Operations**

Project Number 23-10 **Capital Project Title** Replace IWOps Vehicle F13010 **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 23-11 **Capital Project Title** F11027 2010 Mercedes Sprinter 25C144 Van **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 23-12 **Capital Project Title** FWP076 2010 Ford F250 Super Duty **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 23-13 **Capital Project Title** Replace EIC and Machine Shop Equipment **Capital Project Description** End of life replacement of equipment; EIC and Machine Shop
Project Rationale End of life replacement of equipment; EIC and Machine Shop

Project Number 23-14 **Capital Project Title** Electric Vehicle Charger - Ganges WWTP **Capital Project Description** Ganges WWTP Level II Vehicle Charging Station
Project Rationale Ganges WWTP Level II Vehicle Charging Station

Project Number 23-16 **Capital Project Title** Electric Vehicle Charger - McLoughlin **Capital Project Description** McLoughlin WWTP Level II Vehicle Charging
Project Rationale

Project Number 24-01 **Capital Project Title** Replace IWOps Vehicle F13012 **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Service: 1.577 Wastewater Operations

Project Number 25-02 **Capital Project Title** Replace IWOps Vehicle F17021 2017 Ford Transit 350 Cube Van **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 25-03 **Capital Project Title** Replace IWOps Vehicle F17008 2017 Ford F150 **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 25-04 **Capital Project Title** Replace IWOps Vehicle F17009 2017 Ford F150 **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 25-05 **Capital Project Title** Replace IWOps Vehicle FQ7010 2017 Ford F150 **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 25-07 **Capital Project Title** Replace IWOps Vehicle F17022 2017 Chev Silverado 3500 W/Crane **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 25-08 **Capital Project Title** Replace IWOps Vehicle F17019 2017 Toyota Rav4 Hybrid AWD **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 26-01 **Capital Project Title** F17027 2018 Chevrolet Silverado 2500 **Capital Project Description** Vehicle replacement - end of life
Project Rationale End of life replacement

Service: **1.577** **Wastewater Operations**

Project Number 26-02 Capital Project Title F17029 2018 Chevrolet Silverado 3500 Capital Project Description Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 26-03 Capital Project Title F18003 2018 Ford F150 Capital Project Description Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 26-04 Capital Project Title F18012 2018 Chevrolet Colorado Capital Project Description Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 26-05 Capital Project Title F18010 2018 Ford Transit 250 Cargo Van Capital Project Description Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 26-06 Capital Project Title F18011 2018 Ford Transit 250 Cargo Van Capital Project Description Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 26-07 Capital Project Title F18014 2018 GMC Sierra 1500 Capital Project Description Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 27-01 Capital Project Title F19006 Crane Truck Capital Project Description Vehicle replacement - end of life
Project Rationale End of life replacement

Service: **1.577** **Wastewater Operations**

Project Number 27-02 Capital Project Title F19007 Crane Truck Capital Project Description Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 27-03 Capital Project Title F19008 2019 F350 Capital Project Description Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 27-04 Capital Project Title F19019 Pressure Washer Trailer Capital Project Description Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 28-01 Capital Project Title F14024 F550 Stiff Arm Crane Truck Capital Project Description Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 28-02 Capital Project Title F16012 All wheel drive Van Capital Project Description Vehicle replacement - end of life
Project Rationale End of life replacement

Project Number 28-03 Capital Project Title F01065 Load Bank Capital Project Description Load Bank - end of life
Project Rationale End of life replacement

1.577 Wastewater Operations Asset and Reserve Summary
Summary Schedule
2025 - 2029 Financial Plan

Reserve Schedule Summary

Wastewater Operations

Assets held by the IW Wastewater Operations consist of vehicles and equipment including mechanical, electronic, gas detectors, flow monitors, radio equipment, SCADA hardware and computers.

Reserve/Fund Summary

	Estimate	Budget				
	2024	2025	2026	2027	2028	2029
Equipment Replacement Fund	2,727,955	1,635,261	1,228,171	1,124,731	1,123,501	755,061
Operating Reserve Fund	1,028,057	442,456	692,456	992,456	1,292,456	1,592,456
Total	3,756,012	2,077,717	1,920,627	2,117,187	2,415,957	2,347,517

See attached reserve schedules for projected annual cash flows.

ERF Reserve Fund Schedule Wastewater Operations

Assets held by the Wastewater Operations consist of vehicles and equipment including mechanical, electronic, gas detectors, flow monitors, radio equipment, SCADA hardware and computers. ent

Equipment Reserve Wastewater Schedule

Equipment Replacement Fund Fund: 1022 Fund Center: 101451	Estimate	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	2,662,138	2,727,955	1,635,261	1,228,171	1,124,731	1,123,501
Planned Purchase (Based on Capital Plan)	(555,000)	(1,592,000)	(970,000)	(690,000)	(591,500)	(962,500)
Transfer IN (from Ops Budget)	492,797	499,306	562,910	586,560	590,270	594,060
Proceeds of Disposal	108,020					
Interest Income*	20,000					
Ending Balance \$	2,727,955	1,635,261	1,228,171	1,124,731	1,123,501	755,061

Assumptions/Background:

ERF Reserve to fund replacement of equipment, and vehicles of the Wastewater Operations Division.

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

ORF Reserve Fund Schedule IWS Operations

Wastewater Operations

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

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105516	Estimate	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	1,036,927	1,028,057	442,456	692,456	992,456	1,292,456
Planned Purchase	(165,000)	(706,114)	-	-	-	-
Transfer from Ops Budget	16,780	120,513	250,000	300,000	300,000	300,000
Interest Income*	40,000					
Surplus	99,350					
Ending Balance \$	1,028,057	442,456	692,456	992,456	1,292,456	1,592,456

Assumptions/Background:

Funds are retained in the reserve for charge-out rate stabilization

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

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Saanich Peninsula Water Supply

COMMITTEE OF THE WHOLE

October 2024

DEFINITION:

To purchase water and to acquire, design, construct, reconstruct, purchase, maintain and operate facilities and to acquire property easements, licences and authorities for the supply of water to Central Saanich, North Saanich, and Sidney, for distribution by the municipalities. Letters Patent, December 22, 1976; revised Sept. 27, 1984. Amended SLP April 27, 1978 and March 19, 1986.

SERVICE DESCRIPTION:

This service provides for the purchase of bulk water for supply to Central Saanich, North Saanich, and Sidney, for distribution within their municipalities. Included in the program is the responsibility to provide design, construction, operation and maintenance, licenses, and water quality monitoring to the service area.

PARTICIPATION:

Central Saanich / North Saanich / Sidney

MAXIMUM LEVY:

MAXIMUM CAPITAL DEBT:

As established by Inspector of Municipalities.

COMMISSION:

Saanich Peninsula Water Commission established by Letters Patent to advise the Board with respect to this function.

FUNDING:

Costs are recovered through the sale of bulk water.

CAPITAL DEBT:

Authorized:	\$12,900,000	2021 - (MFA Bylaw No. 4411 - Saanich Peninsula Water Supply Water Works)
Borrowed:	\$0	
Remaining:	\$12,900,000	

Change in Budget 2024 to 2025

Service: 2.610 Saanich Peninsula Water Supply

Total Expenditure**Comments****2024 Budget****7,892,266****Change in Labour:**

52,300

Labour charges (salaries and overhead)

Total Change in Labour

52,300**Other Changes:**

Bulk Water Purchase

343,680

Principal and Interest Costs

117,700

Transfers to ERF

50,000

Asset and Maintenance Management

24,210

Insurance Costs

19,000

Standard Overhead Allocation

13,900

Electricity

7,000

Transfer to Capital Reserve

(200,000)

Other Costs

5,305

Total Other Changes

380,795**2025 Budget****8,325,361**

Summary of % Expense Increase

Additional cost due to increased bulk water rate

4.4%

Principal and Interest costs

1.5%

Balance of increase

-0.4%

% expense increase from 2022:

5.5%**Overall 2024 Budget Performance**

(expected variance to budget and surplus treatment)

Favourable water sales variance of \$120,000 (2%) due to higher than budgeted water demand largely a result of dry summer weather. This additional revenue will be used to offset bulk water purchase overages. Labour cost savings of \$125,000 and Debt Service Cost savings of \$42,000 contribute further towards a net surplus of \$180,000, which will be transferred to the Capital Reserve Fund.

CAPITAL REGIONAL DISTRICT

Program Group: CRD-Saanich Peninsula Water Supply	2025 BUDGET REQUEST						FUTURE PROJECTIONS			
	2024 BOARD BUDGET 2	2024 ESTIMATED ACTUAL 3	2025 CORE BUDGET 4	2025 ONGOING 5	2025 ONE-TIME 6	TOTAL (COL 4, 5 & 6) 7	2026 8	2027 9	2028 10	2029 11
SUMMARY										
1										
OPERATING EXPENDITURES:										
ALLOCATION - OPERATIONS	1,171,082	1,045,952	1,224,190	-	-	1,224,190	1,248,690	1,273,685	1,299,173	1,325,173
UTILITIES	231,205	224,100	238,150	-	-	238,150	242,191	247,035	251,976	257,016
OPERATING - OTHER COSTS	189,748	191,370	213,660	-	-	213,660	220,841	230,725	241,353	252,793
ALLOCATION - STANDARD OVERHEAD	168,071	168,071	206,221	-	-	206,221	212,287	216,656	221,117	225,670
TOTAL OPERATING EXPENDITURES	1,760,106	1,629,493	1,882,221	-	-	1,882,221	1,924,009	1,968,101	2,013,619	2,060,652
*Percentage increase over prior year board budget			6.94%			6.94%	2.22%	2.29%	2.31%	2.34%
TOTAL BULK WATER EXPENDITURES	5,180,160	5,261,100	5,523,840	-	-	5,523,840	6,089,445	6,998,550	7,885,545	8,853,240
CAPITAL EXPENDITURES & TRANSFERS										
TRANSFER TO CAPITAL RESERVE FUND	800,000	983,625	600,000	-	-	600,000	400,000	400,000	400,000	400,000
TRANSFER TO EQUIPMENT REPLACEMENT FUND	50,000	50,000	100,000	-	-	100,000	150,000	150,000	200,000	200,000
TOTAL CAPITAL EXPENDITURES & TRANSFERS	850,000	1,033,625	700,000	-	-	700,000	550,000	550,000	600,000	600,000
DEBT SERVICING										
DEBT-INTEREST & PRINCIPAL	102,000	-	219,300	-	-	219,300	1,210,343	1,210,343	1,210,343	1,210,343
TOTAL DEBT EXPENDITURES	102,000	-	219,300	-	-	219,300	1,210,343	1,210,343	1,210,343	1,210,343
TOTAL EXPENDITURES	7,892,266	7,924,218	8,325,361	-	-	8,325,361	9,773,797	10,726,994	11,709,507	12,724,235
SOURCES OF FUNDING-OPERATIONS										
REVENUE - WATER SALES	(7,665,966)	(7,785,700)	(8,048,251)	-	-	(8,048,251)	(9,622,841)	(10,573,135)	(11,552,686)	(12,564,394)
REVENUE - OTHER	(226,300)	(138,518)	(277,110)	-	-	(277,110)	(150,956)	(153,859)	(156,821)	(159,841)
TOTAL SOURCES OF FUNDING FROM OPERATIONS	(7,892,266)	(7,924,218)	(8,325,361)	-	-	(8,325,361)	(9,773,797)	(10,726,994)	(11,709,507)	(12,724,235)
SOURCES OF FUNDING-REQUISITION										
PROPERTY TAX REQUISITION FOR DEBT	-	-	-	-	-	-	-	-	-	-
TOTAL REQUISITION	-	-	-	-	-	-	-	-	-	-
TRANSFER FROM PRIOR YEAR	-	-	-	-	-	-	-	-	-	-
TRANSFER TO FOLLOWING YEAR	-	-	-	-	-	-	-	-	-	-
TOTAL CARRY FORWARD (SURPLUS)/ DEFICIT	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCES OF ALL FUNDING	(7,892,266)	(7,924,218)	(8,325,361)	-	-	(8,325,361)	(9,773,797)	(10,726,994)	(11,709,507)	(12,724,235)
Percentage increase over prior year's board budget			5.49%			5.49%	17.40%	9.75%	9.16%	8.67%
Water Rate \$ per cu. m.	\$ 1.1978					\$ 1.2575				
Percentage increase	4.71%					4.99%				

SAANICH PENINSULA WATER SUPPLY

2025 Demand Estimate

Retail Demand

Years	Actual Demand cu.metre	Budgeted Demand cu.metre	
2019	6,928,173	6,500,000	
2020	6,860,322	6,800,000	
2021	7,556,244	6,800,000	
2022	7,239,389	6,900,000	
2023	7,422,128	6,335,000	**
2024	6,480,000	6,400,000	*
2025 Demand Estimate	<u>6,400,000</u>		

* *Projected consumption for 2024*

** 2023 Demand estimate reduction reflects First Nations becoming wholesale customers of Regional Water Supply

SAANICH PENINSULA WATER SUPPLY

Summary of Supply Water Rates to Participating Municipalities

	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>Change</u>	<u>% change</u>
Retail (direct) water rate							
Sannich Peninsula Retail cost per cu.m.	\$1.0536	\$1.0886	\$1.1439	\$1.1978	\$1.2575	\$0.0597	5.0%
Agricultural Research Station cost per cu.m.	\$1.0888	\$1.1238	\$1.1791	\$1.2330	\$1.2927	\$0.0597	4.8%

Summary of Bulk Water Purchase Rates from Regional Water Supply

	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>Change</u>	<u>% change</u>
CRD Bulk water purchase cost per cu.m.	\$0.7148	\$0.7332	\$0.7698	\$0.8094	\$0.8631	\$0.0537	6.63%

SAANICH PENINSULA WATER SUPPLY

Summary of Supply Water Rates to Participating Municipalities

	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>Change</u>	<u>% change</u>
Retail (direct) water rate							
Unit cost per cu.m.	\$ 1.0536	\$ 1.0886	\$ 1.1439	\$ 1.1978	1.2575	\$ 0.0597	4.98%

Retail Water Rate Increase Impact on Participating Municipalities Water Bill

Average consumption: 235.0 cubic meters

<u>Charge for Twelve Months Consumption</u>	<u>Year</u>	<u>Annual charge</u>	<u>2025 Annual Change \$</u>
Average Consumption	2024	\$ 281.48	
	2025	\$ 295.51	\$ 14.03
Half Average Consumption	2024	\$ 140.74	
	2025	\$ 147.76	\$ 7.01
Twice Average Consumption	2024	\$ 562.97	
	2025	\$ 591.03	\$ 28.07

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

Service No.	2.610	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Saanich Peninsula Water Supply							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$690,000	\$490,000	\$300,000	\$300,000	\$300,000	\$100,000	\$1,490,000	
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Engineered Structures	\$2,665,000	\$15,510,000	\$1,569,000	\$1,950,000	\$1,100,000	\$525,000	\$20,654,000	
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$3,355,000	\$16,000,000	\$1,869,000	\$2,250,000	\$1,400,000	\$625,000	\$22,144,000	

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$12,900,000	\$0	\$0	\$0	\$0	\$12,900,000
Equipment Replacement Fund	\$40,000	\$240,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,040,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$3,315,000	\$2,860,000	\$1,669,000	\$2,050,000	\$1,200,000	\$425,000	\$8,204,000
	\$3,355,000	\$16,000,000	\$1,869,000	\$2,250,000	\$1,400,000	\$625,000	\$22,144,000

Definitions for the 5-year Capital Plan

Asset Class	<p>Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150.</p> <p>L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment</p>
Capital Expenditure Type	<p>Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service.</p> <p>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</p>
Carryforward	<p>Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.</p>
Funding Source	<p>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</p> <p>If there is more than one funding source, additional rows are shown for the project.</p>

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #: 2.610

Service Name: Saanich Peninsula Water Supply

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total
SYSTEM UPGRADES AND REPLACEMENTS													
18-04	New	Post Disaster Emergency Water Supply	Identify and procure emergency systems for post disaster preparedness	\$ 1,645,000	S	Res	\$ 140,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 750,000
20-02	New	Hamsterly Pump Station Backup Power Generator	Addition of a backup power generator at the Hamsterly Pump Station	\$ 1,100,000	S	Res	\$ 990,000	\$ -	\$ 190,000	\$ 800,000	\$ -	\$ -	\$ 990,000
21-01	New	Level of Service Agreement	Determine and develop appropriate level of service agreements with the participating municipalities for water supply.	\$ 75,000	S	Res	\$ 75,000	\$ 25,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 75,000
21-04	Renewal	SCADA Upgrades	SCADA upgrades and planning in conjunction with the Juan de Fuca Water Distribution, Saanich Peninsula Water and Wastewater, and Core Area Wastewater Services.	\$ 1,150,000	E	Res	\$ 500,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 100,000	\$ 900,000
21-05	Renewal	SPW System Upgrade and Expansion	Upgrade vulnerable sections of the SPWS system to a more resilient system and increase operational flexibility.	\$ 14,700,000	S	Res	\$ 800,000	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ 800,000
21-05	Renewal				S	Debt	\$ -	\$ 12,900,000	\$ -	\$ -	\$ -	\$ -	\$ 12,900,000
22-01	Study	Water Strategic Plan Update	Update the strategic plan to inform future works and identify hydraulic deficiencies.	\$ 116,972	S	Res	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
22-02	New	Microwave Radio Upgrades	To provide a high bandwidth communications backbone to the SPW/SPWW systems, a microwave communications system will be installed.	\$ 550,000	E	Res	\$ 150,000	\$ 250,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 550,000
23-01	Study	DCC Program Update	5-year update of the DCC program.	\$ 500	S	Res	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500
23-04	Renewal	RTU & PLC Upgrade and Replacement	Upgrade RTU programming within the SPWS service, upgrade the PLC at the Deep Cove pump station, and upgrade the telecommunications from the Hamsterly PS.	\$ 140,000	E	ERF	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
25-01	New	Hamsterly Pump Station Capacity Upgrade	Increase the capacity of the Hamsterly Pump Station to address increased water demand. This is the service's contribution to the DCC project.	\$ 6,040	S	Res	\$ -	\$ -	\$ 6,040	\$ -	\$ -	\$ -	\$ 6,040
24-01	Decommission	Dean Park Road Well Decommissioning	Decommissioning of a groundwater well(s) on Dean Park Road.	\$ 250,000	S	Res	\$ 30,000	\$ 130,000	\$ 100,000	\$ -	\$ -	\$ -	\$ 230,000
24-02	New	Reservoir Seismic Isolation Valves	Addition of seismic isolation valves at various Saanich Peninsula tanks.	\$ 800,000	S	Res	\$ 200,000	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000
26-01	Decommission	Decommissioning of Various Sites/Components	Various existing facilities within SPWS have redundant valves and piping that require removal.	\$ 150,000	S	Res	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ 150,000
25-02	Study	Asset Management Plan	Update the asset management plan with recent study information.	\$ 300,000	S	Res	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
25-03	Study	Operational Optimization Review	Review the SPWS system from an operational perspective to investigate operational efficiencies and improvements.	\$ 200,000	S	Res	\$ -	\$ 100,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 200,000
25-04	Study	Cloake Hill/Deep Cove Hydraulic Assessment	Detailed analysis of Cloake Hill Tank and Deep Cove Pump Station. Driven by the 2021 heat dome event and results of the DCC program and Strategic Plan Update	\$ 100,000	S	Res	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
27-01	Replacement	Cloake Hill/Deep Cove Upgrades	Potential Construction Upgrades	\$ 1,000,000	S	Res	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000	\$ -	\$ 1,000,000
25-05	Renewal	Asset Capital Improvement/Replacement Program	Ongoing program to continually address multiple, small to mid-scale capital improvements to the Saanich Peninsula Water System.	\$ 1,500,000	S	Res	\$ -	\$ 75,000	\$ 175,000	\$ 200,000	\$ 200,000	\$ 175,000	\$ 825,000
Sub-Total System Upgrades and Replacements				\$ 23,783,512			\$ 3,275,500	\$ 15,720,500	\$ 1,071,040	\$ 2,050,000	\$ 1,200,000	\$ 425,000	\$ 20,466,540
ANNUAL PROVISIONAL ITEMS													
24-03	Renewal	Pump Station, Meter Station, Valve Repair, Transmission Main & Storage Tank Repairs, Replacements and decommissioning.	Planned and unplanned infrastructure and equipment renewal.	\$ 1,200,000	S	ERF	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
Sub-Total Annual Provisional Items				\$ 1,200,000			\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
DEVELOPMENT COST CHARGE (DCC) PROGRAM													
22-01	Study	Water Strategic Plan Update	Update the strategic plan to inform future works and identify hydraulic deficiencies.	\$ 33,028	S	Res	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
23-01	Study	DCC Program Update	5-year update of the DCC program.	\$ 49,500	S	Res	\$ 49,500	\$ 49,500	\$ -	\$ -	\$ -	\$ -	\$ 49,500
25-01	New	Hamsterly Pump Station Capacity Upgrade	Increase the capacity of the Hamsterly Pump Station to address increased water demand.	\$ 597,960	S	Res	\$ -	\$ -	\$ 597,960	\$ -	\$ -	\$ -	\$ 597,960
Sub-Total Development Cost Charge (DCC) Program				\$ 680,488			\$ 79,500	\$ 79,500	\$ 597,960	\$ -	\$ -	\$ -	\$ 677,460
x GRAND TOTAL				\$ 25,664,000			\$ 3,355,000	\$ 16,000,000	\$ 1,869,000	\$ 2,250,000	\$ 1,400,000	\$ 625,000	\$ 22,144,000

Service: 2.610 Saanich Peninsula Water Supply

Project Number	18-04	Capital Project Title	Post Disaster Emergency Water Supply	Capital Project Description	Identify and procure emergency systems for post disaster preparedness
Project Rationale	In the event of a disaster, it is proposed to have in place the ability to source, treat (if required) and distribute drinking water during the initial and sustained response and recovery phases to the public. Initial investigation has highlighted areas, such as having hardened hydrants/standpipes that the CRD should be investing in. Additional funds are required to start implementing these additional works.				

Project Number	20-02	Capital Project Title	Hamsterly Pump Station Backup Power Generator	Capital Project Description	Addition of a backup power generator at the Hamsterly Pump Station
Project Rationale	Addition of a backup power generator at the Hamsterly Pump Station. Project is temporary being deferred due to market escalation and considerations for combining with future Capacity upgrades.				

Project Number	21-01	Capital Project Title	Level of Service Agreement	Capital Project Description	Determine and develop appropriate level of service agreements with the participating municipalities for water supply.
Project Rationale	Determine and develop appropriate level of service agreements with the participating municipalities for water supply.				

Project Number	21-04	Capital Project Title	SCADA Upgrades	Capital Project Description	SCADA upgrades and planning in conjunction with the Juan de Fuca Water Distribution, Saanich Peninsula Water and Wastewater, and Core Area Wastewater Services.
Project Rationale	The existing SCADA system is nearing end of life for equipment. The SCADA system provides vital operational monitoring and control information for the Saanich Peninsula Water System. Additionally, the Juan de Fuca Water Distribution, Saanich Peninsula Wastewater, Regional Water System, and Core Area Wastewater services require similar upgrades and integration. This project will be carried out with the other services so that an fully integrated system can be implemented.				

Service: 2.610 **Saanich Peninsula Water Supply**

Project Number	21-05	Capital Project Title	SPW System Upgrade and Expansion	Capital Project Description	Upgrade vulnerable sections of the SPWS system to a more resilient system and increase operational flexibility.
Project Rationale	This project is for expansion and replacement of watermains and appurtenances within the Saanich Peninsula Water Supply system for infrastructure renewal and improved resiliency. Funds are required for detailed design and construction of the Bear Hill Trunk extension section of transmission main from Mt Newton to the Dean Park Lower tank along East Saanich Road, preliminary design of the transmission main from McTavish Tank to Mills Road, and preliminary design of the Dean Park Feeder Main between Dean Lower and Dean Middle Tanks. Additional funding will be required to complete construction of all three project components but the design delivery and construction of the Bear Hill Trunk component are being delivered in partner with similar projects in the RWS system.				

Project Number	22-01	Capital Project Title	Water Strategic Plan Update	Capital Project Description	Update the strategic plan to inform future works and identify hydraulic deficiencies.
Project Rationale	A water distribution system changes with development demand. A periodic update of the strategic plan to identify hydraulic deficiencies and inform future works is periodically required to ensure the level of service.				

Project Number	22-02	Capital Project Title	Microwave Radio Upgrades	Capital Project Description	To provide a high bandwidth communications backbone to the SPW/SPWW systems, a microwave communications system will be installed.
Project Rationale	Multiple facilities throughout the CRD RWS system require additional bandwidth to allow for proper monitoring and control. This project will enable the initial design and preliminary installation of a high bandwidth microwave backbone that will be able to be leveraged by multiple CRD operational groups. The installation of this backbone will be coordinated with the other IWS service areas.				

Project Number	25-01	Capital Project Title	Hamsterly Pump Station Capacity Upgrade	Capital Project Description	Increase the capacity of the Hamsterly Pump Station to address increased water demand. This is the service's contribution to the DCC project.
Project Rationale	In the 2018 KWL DCC Update report, the Hamsterly Pump Station was identified to require addition of a third pump to meet increased water demand. Increase the capacity of the Hamsterly Pump Station to address increased water demand. This project will be reassessed in the subsequent DCC update prior to progressing.				

Service: **2.610** **Saanich Peninsula Water Supply**

Project Number	24-01	Capital Project Title	Dean Park Road Well Decommissioning	Capital Project Description	Decommissioning of a groundwater well(s) on Dean Park Road.
Project Rationale	Decommissioning of a former groundwater well at 1557 Dean Park Road. Initial decommissioning may only including well sealing for compliance with provincial regulations but eventually the electrical and concrete structure will also need to be decommissioned.				

Project Number	24-02	Capital Project Title	Reservoir Seismic Isolation Valves	Capital Project Description	Addition of seismic isolation valves at various Saanich Peninsula tanks.
Project Rationale	Seismic valve upgrades at Cloake Hill, Bear Hill, Dawson and Lower Dean Tanks.				

Project Number	26-01	Capital Project Title	Decommissioning of Various Sites/Components	Capital Project Description	Various existing facilities within SPWS have redundant valves and piping that require removal.
Project Rationale	Various decommissioning of old assets that are no longer required in the system.				

Project Number	25-02	Capital Project Title	Asset Management Plan	Capital Project Description	Update the asset management plan with recent study information.
Project Rationale	Update the strategic asset management plan based upon recent studies such as the DCC Program Update. The update will inform future capital works.				

Service: 2.610 Saanich Peninsula Water Supply

Project Number 25-03 **Capital Project Title** Operational Optimization Review **Capital Project Description** Review the SPWS system from an operational perspective to investigate operational efficiencies and improvements.

Project Rationale Engineering and Operations coordination and assessment of the SPWS system to better document operational procedures and assess opportunities for improvement.

Project Number 25-04 **Capital Project Title** Cloake Hill/Deep Cove Hydraulic Assessment **Capital Project Description** Detailed analysis of Cloake Hill Tank and Deep Cove Pump Station. Driven by the 2021 heat dome event and results of the DCC program and Strategic Plan Update

Project Rationale Detailed analysis of Cloake Hill Tank and Deep Cove Pump Station. Driven by the 2021 heat dome event and results of the DCC program and Strategic Plan Update.

Project Number 27-01 **Capital Project Title** Cloake Hill/Deep Cove Upgrades **Capital Project Description** Potential Construction Upgrades

Project Rationale Potential upgrades to be further scoped following completion of the Assessment in Project #25-04.

Project Number 25-05 **Capital Project Title** Asset Capital Improvement/Replacement Program **Capital Project Description** Ongoing program to continually address multiple, small to mid-scale capital improvements to the Saanich Peninsula Water System.

Project Rationale This program will fund items such as replacement of valves (line, air, check, PRV, etc), replacement and addition of instrumentation, decommissioning infrastructure and other mid sized improvements. This program will primarily address items that are more complex than can be delivered under the Annual Provisional account (24-03) but will comprise of smaller projects than those listed in the SPW System Upgrade and Expansion Program (21-05). Budget forecasts will be further influenced by asset management plans and operational coordination.

Project Number 24-03 **Capital Project Title** Pump Station, Meter Station, Valve Repair, Transmission Main & Storage Tank Repairs, Replacements and decommissioning. **Capital Project Description** Planned and unplanned infrastructure and equipment renewal.

Project Rationale Annual Provisional Account to address planned and unplanned infrastructure and equipment renewals.

**2.610 Saanich Peninsula Water
Summary Schedule
2025 - 2029 Financial Plan**

Asset Profile

Saanich Peninsula Water

One of the 16 CRD drinking water systems across the region, Saanich Peninsula Water Supply obtains treated drinking water from the Regional Water Supply System and is responsible for the bulk trunk water supply systems for Central Saanich, Sidney & North Saanich. Assets include land, 46 kilometres of water supply mains, nine balancing reservoirs, nine pumping stations, two pressure reducing stations, nine supply meters and two rechlorination stations.

Reserve/Fund Summary

	Estimated	Budget				
	2024	2025	2026	2027	2028	2029
DCC Reserve Account	2,145,815	1,547,855	1,547,855	1,547,855	1,547,855	1,547,855
Equipment Replacement Fund	1,710,050	1,570,050	1,520,050	1,470,050	1,470,050	1,470,050
Capital Reserve	3,664,382	4,264,382	2,995,382	1,345,382	545,382	520,382
Total	7,520,247	7,382,287	6,063,287	4,363,287	3,563,287	3,538,287

**2.610 Saanich Peninsula Water
Development Cost Charges
2025 - 2029 Financial Plan**

Development Cost Charges Reserve Schedule

Reserve Fund: Saanich Peninsula Water Development Cost Charges (Bylaw # 3208)

Fund: 1009 Fund Center: 101353- DCC Water System only	Estimated	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	2,100,815	2,145,815	1,547,855	1,547,855	1,547,855	1,547,855
Transfers to Reserve	-					
Transfers from Reserve based on DCC-capital plan	-	(597,960)		-		-
DCC's received from Member Municipalities						
Interest Income*	45,000					
Ending Balance \$	2,145,815	1,547,855	1,547,855	1,547,855	1,547,855	1,547,855

General Comments:
 Saanich Peninsula Water Development Cost Charges (DCC's) was adopted in 2005 for the purpose of providing funds to assist with the capital costs of providing, constructing, altering or expanding the Districts water & wastewater systems that services the Member Municipalities.

The above cash flow only reflects DCC Reserve information for Water System only (Wastewater's information will be provided in the Wastewater budgets). These Reserve funds are received from member municipalities as Development Cost Charges (DCC's) to provide for the capital costs of water capacity system improvements within the service areas.

In December 2018 the bylaw was ammended to remove Development Cost Charges on new projects to recognize that the fund's balance exceeded the total of current development projects.

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

**2.610 Saanich Peninsula Water
Equipment Replacement Reserve Schedule
2025 - 2029 Financial Plan**

Equipment Replacement Reserve Schedule

Reserve Fund: Saanich Peninsula Water-Equipment Replacement Reserve (covered by CRD-ERF Bylaw)

Fund: 1022 Fund Center: 101452	Estimated	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	1,807,050	1,710,050	1,570,050	1,520,050	1,470,050	1,470,050
Equipment purchases (Based on Capital Plan)	(160,000)	(240,000)	(200,000)	(200,000)	(200,000)	(200,000)
Transfer from Operating Budget	50,000	100,000	150,000	150,000	200,000	200,000
Interest Income*	13,000					
Ending Balance \$	1,710,050	1,570,050	1,520,050	1,470,050	1,470,050	1,470,050

General Comments: The fund is used to replace water system infrastructure throughout the system as failing components are identified and not funded through operating budgets.

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

2.610 Saanich Peninsula Water
 Capital Reserve Fund
 2025 - 2029 Financial Plan

Capital Reserve Fund Schedule

Reserve Fund: Saanich Peninsula Water Capital Reserve Fund (Bylaw #1397)

Fund: 1009 Fund Center: 102159	Estimated	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	3,724,382	3,664,382	4,264,382	2,995,382	1,345,382	545,382
Transfers from Reserve based on capital plan	(950,000)	-	(1,669,000)	(2,050,000)	(1,200,000)	(425,000)
Transfer from Capital Reserve (Unspent)	-	-	-	-	-	-
Transfer from Other (MFA etc.)	-	-	-	-	-	-
Transfer unspent capital funds from LA funds						
Transfer from Operating Budget	800,000	600,000	400,000	400,000	400,000	400,000
Interest Income*	90,000					
Ending Balance \$	3,664,382	4,264,382	2,995,382	1,345,382	545,382	520,382

General Comments:

Saanich Peninsula Water Capital Reserve Fund was adopted in 1985 for the purpose of capital payments including planning, engineering and legal costs for providing, latering or expanding water system infrastructure related to the Saanich Peninsula Water Supply System.

The fund is used for the purpose of funding the Service Capital infrastructure related directly or indirectly to water facilities, (excluding DCC) capital expenditures.

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

CAPITAL REGIONAL DISTRICT

2025 BUDGET

Saanich Peninsula Wastewater

COMMITTEE OF THE WHOLE

October 2024

DEFINITION:

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

SERVICE DESCRIPTION:

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

PARTICIPATION:

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

MAXIMUM LEVY:

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

MAXIMUM CAPITAL DEBT:

Authorized:	LA Bylaw 4596	\$	<u>Authorized</u>	\$	<u>Borrowed</u>	\$	<u>Remaining</u>
			7,720,000		-		7,720,000

SPWWS SEWER SYSTEM:

<u>Location</u>	<u>Cost Sharing Allocation: Annual Wastewater Flows</u>
Airport	1.65%
Sidney	39.19%
Pauquachin	1.10%
Central Saanich	41.47%
North Saanich	16.02%
Tseycum	0.44%
IOS	0.13%
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 2024 to 2025

Service: 3.718 Saanich Peninsula Wastewater

Total Expenditure

Comments

2024 Budget

4,993,970

Operating Changes:

Operating	(8,753)	Less cyclical maintenance required, offset by inflation-related increases in operating costs
Laboratory	7,052	Inflation cost
Heat Recovery	23,870	Heat exchanger dismantle and cleaning
Biosolids Mgmt.	(1,323)	Waste sludge hauling budget reduced
Allocation - Standard Overhead	(4,064)	Calculation based on prior year's budget
Reserve Transfers	6,003	Increase in capital reserve transfers for future capital projects
Debt Servicing	98,250	New debt cost related to capital projects for replacement of aged infrastructure
Total Other Changes	121,036	

2025 Budget

5,115,006

Summary of % Expense Increase

Debt servicing cost	2.0%
Balance of increase	0.5%
% expense increase from 2024:	2.4%
% Requisition increase from 2024 (if applicable):	5.95%

Requisition funding is 99.4% of service revenue

Overall 2025 Budget Performance

(expected variance to budget and surplus treatment)

There is a one-time favorable variance forecasted at \$190,000, primarily due to savings from labour consumption. This amount will be split into two funds: the Operating Reserve Fund and Capital Reserve Fund, with each fund receiving \$95,000.

3.718 - Saanich Peninsula Wastewater	2024		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	2025			2026	2027	2028	2029
				ONGOING	ONE-TIME	TOTAL				
OPERATING COSTS										
Operating	2,996,881	2,795,211	2,968,128	-	20,000	2,988,128	3,158,223	3,119,671	3,288,065	3,228,576
Laboratory	179,180	179,180	186,232	-	-	186,232	189,952	193,744	197,608	201,557
Heat Recovery	125,753	123,580	149,623	-	-	149,623	152,600	155,654	158,750	161,917
Biosolids Mgmt.	621,700	574,300	620,377	-	-	620,377	1,023,188	1,026,064	1,029,005	1,032,034
Allocation - Standard Overhead	84,219	82,890	80,155	-	-	80,155	82,559	84,210	85,895	87,613
TOTAL OPERATING COSTS	4,007,733	3,755,161	4,004,516	-	20,000	4,024,516	4,606,522	4,579,342	4,759,323	4,711,698
*Percentage Increase over prior year		-6.30%	-0.08%	0.00%	0.50%	0.42%	14.46%	-0.59%	3.93%	-1.00%
CAPITAL / RESERVE										
Transfer to Operating Reserve Fund	75,690	75,690	74,940	-	-	74,940	75,240	85,550	95,860	106,170
Transfer to Equipment Replacement Fund	530,274	530,274	531,300	-	-	531,300	201,930	212,570	216,820	221,150
Transfer to Capital Reserve Fund	380,273	380,273	386,000	-	-	386,000	396,720	407,450	418,200	428,960
Debt Reserve Fund	-	-	30,000	-	-	30,000	20,700	5,500	4,000	17,000
MFA Principal Payment	-	-	-	-	-	-	155,475	262,753	291,257	311,987
MFA Interest Payment	-	-	68,250	-	-	68,250	159,270	233,630	256,180	288,080
TOTAL CAPITAL / RESERVES	986,237	986,237	1,090,490	-	-	1,090,490	1,009,335	1,207,453	1,282,317	1,373,347
TOTAL COSTS	4,993,970	4,741,398	5,095,006	-	20,000	5,115,006	5,615,857	5,786,795	6,041,640	6,085,045
*Percentage Increase over prior year		-5.06%	2.02%	0.00%	0.40%	2.42%	9.79%	3.04%	4.40%	0.72%
Internal Recovery - Other	(154,483)	(175,683)	(158,602)	-	-	(158,602)	(161,770)	(165,000)	(168,300)	(171,660)
Recovery - Other	-	-	-	-	-	-	-	-	-	-
OPERATING COSTS LESS INTERNAL RECOVERIES	4,839,487	4,565,715	4,936,404	-	20,000	4,956,404	5,454,087	5,621,795	5,873,340	5,913,385
*Percentage Increase over prior year		-5.66%	2.00%	0.00%	0.41%	2.42%	10.04%	3.07%	4.47%	0.68%
SOURCES OF FUNDING (REVENUE)										
Surplus / (Deficit)										
Balance C/F from Prior to Current Year										
Grants in Lieu of Taxes	(8,582)	(8,582)	(8,582)	-	-	(8,582)	(5,295)	(5,295)	(5,295)	(5,295)
Transfer from Own Funds	(180,000)	(100,000)	-	-	(20,000)	(20,000)	(135,000)	(30,000)	(130,000)	-
TOTAL REVENUE	(188,582)	(108,582)	(8,582)	-	(20,000)	(28,582)	(140,295)	(35,295)	(135,295)	(5,295)
REQUISITION	(4,650,905)	(4,457,133)	(4,927,822)	-	-	(4,927,822)	(5,313,792)	(5,586,500)	(5,738,045)	(5,908,090)
*Percentage increase over prior year		-4.17%	5.95%	0.00%	0.00%	5.95%	7.83%	5.13%	2.71%	2.96%
PARTICIPANTS: C. Saanich, N. Saanich, Sidney, Airport										

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

Service No.	3.718	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	Saanich Peninsula Wastewater							

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$255,000	\$935,000	\$1,755,000	\$1,580,000	\$530,000	\$50,000	\$4,850,000	\$4,850,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$1,940,000	\$4,590,000	\$1,100,000	\$950,000	\$850,000	\$2,400,000	\$9,890,000	\$9,890,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$2,195,000	\$5,525,000	\$2,855,000	\$2,530,000	\$1,380,000	\$2,450,000	\$14,740,000	\$14,740,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$0	\$3,000,000	\$2,070,000	\$550,000	\$400,000	\$1,700,000	\$7,720,000	\$7,720,000
Equipment Replacement Fund	\$590,000	\$820,000	\$415,000	\$200,000	\$380,000	\$200,000	\$2,015,000	\$2,015,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$1,080,000	\$0	\$0	\$1,080,000	\$1,080,000
Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	\$1,605,000	\$1,705,000	\$370,000	\$700,000	\$600,000	\$550,000	\$3,925,000	\$3,925,000
	\$2,195,000	\$5,525,000	\$2,855,000	\$2,530,000	\$1,380,000	\$2,450,000	\$14,740,000	\$14,740,000

Definitions for the 5-year Capital Plan

Asset Class	<p>Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150.</p> <p>L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment</p>
Capital Expenditure Type	<p>Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service.</p> <p>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</p>
Carryforward	<p>Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.</p>
Funding Source	<p>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</p> <p>If there is more than one funding source, additional rows are shown for the project.</p>

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #:

3.718

Service Name:

Saanich Peninsula Wastewater

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE										
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year Total	
WASTEWATER TREATMENT PLANT														
23-03	Renewal	Odour Control Upgrade Construction	Odour control upgrades are required in numerous rooms and spaces at the treatment plant in order to meet health and safety requirements and prevent ongoing corrosion in some concrete tanks.	\$ 1,000,000	S	Res	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	
23-03	Renewal	Odour Control Upgrade Construction	Odour control upgrades are required in numerous rooms and spaces at the treatment plant in order to meet health and safety requirements and prevent ongoing corrosion in some concrete tanks.	\$ 2,500,000	S	Debt	\$ -	\$ 2,300,000	\$ 200,000	\$ -	\$ -	\$ -	\$ 2,500,000	
26-01	Renewal	Replace Covers on Primary Clarifiers	Replace covers over clarifiers to more easily removable geomembrane cover system.	\$ 200,000	E	ERF	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ 200,000	
23-04	Replacement	Replace SCADA Servers and Ethernet Upgrades	Existing servers are EOL and need to be replaced to meet current CRD specifications and standards	\$ 250,000	S	ERF	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000	
24-01	Renewal	Sludge Tanks and Process Sump Cleaning and Repairs	Detailed Structural assessment of the primary clarifier No. 2 and sludge tanks to determine whether repairs are required. Cleaning, repair and apply protective coating on concrete surfaces inside of the sludge tanks and process sump is required to prevent ongoing corrosion and extensive structural damage.	\$ 500,000	S	Debt	\$ -	\$ 100,000	\$ 400,000	\$ -	\$ -	\$ -	\$ 500,000	
27-01	Renewal	SPWWTP Road Upgrades	Construct drainage and pavement replacement on the SPWWTP access road.	\$ 300,000	S	Res	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 300,000	
28-01	Study	Bazan Bay Outfall Inspection	Follow-up inspection of Bazan Bay Outfall	\$ 250,000	S	Res	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ 250,000	
24-02	Replacement	Standby Power Assessment and Replacement	Original standby genset is nearing end of life and AECOM recommended completing a power load assessment and upgrading to a new genset that can provide standby power to the whole treatment plant.	\$ 30,000	E	Res	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000	
24-02	Replacement	Standby Power Assessment and Replacement	Original standby genset is nearing end of life and AECOM recommended completing a power load assessment and upgrading to a new genset that can provide standby power to the whole treatment plant.	\$ 920,000	E	Debt	\$ -	\$ 150,000	\$ 620,000	\$ 150,000	\$ -	\$ -	\$ 920,000	
24-03	Replacement	SCADA Equipment Replacement	Project to review and address the maturation of SCADA hardware throughout the service areas.	\$ 1,000,000	E	Debt	\$ -	\$ 200,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 50,000	\$ 1,000,000	
24-04	Replacement	SPWWTP PLC Replacement	PLC and CPUs at SPWWTP are at the end of life and must be replaced. The Schneider product currently used at the SPWWTP was discontinued in 2018 and will no longer be supported as of 2026.	\$ 500,000	E	Debt	\$ -	\$ 200,000	\$ 300,000	\$ -	\$ -	\$ -	\$ 500,000	
26-02	Study	Wastewater Treatment Plant Model Development	Initial assessment and plant modelling exercise to help assess future plant optimization.	\$ 150,000	E	Res	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000	
26-03	Renewal	Decarbonization Improvements at SPWWTP	Project to carry out decarbonization improvement recommendations as developed through the 2024 Low Carbon Electrification Study.	\$ 120,000	E	Res	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ 120,000	
26-03	Renewal	Decarbonization Improvements at SPWWTP		\$ 1,080,000	E	Grant	\$ -	\$ -	\$ -	\$ 1,080,000	\$ -	\$ -	\$ 1,080,000	
PUMP STATIONS														
24-05	Replacement	Keating Pump Station - Pump Replacement	The existing pumps are nearing end of life and are becoming more difficult to maintain.	\$ 300,000	S	ERF	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000	
GENERAL														
19-06	Renewal	Odour Control Upgrades	Continuing on from the 2018 Odour Control Program study, a consultant has been retained to complete the detailed design and construction services for the odour control upgrades at SPWWTP.	\$ 575,000	S	Res	\$ 340,000	\$ 340,000	\$ -	\$ -	\$ -	\$ -	\$ 340,000	
21-04	Replacement	Voice Radio Replacement	Replacement of the voice radios, in coordination with the RWS, SPW, JDF, and Core Area services.	\$ 85,000	E	ERF	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000	
18-10	Replacement	Equipment Replacement - Annual Provisional	Funds are required for emergency replacement of equipment that is unplanned and outside maintenance responsibilities.	\$ 1,200,000	S	ERF	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000	
22-02	New	Microwave Radio Upgrades	To provide a high bandwidth communications backbone to the SPW/SPWW systems, a microwave communications system will be installed.	\$ 550,000	E	Res	\$ 150,000	\$ 250,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 550,000	
23-02	Renewal	Electrical & Control Upgrades	Electrical and Controls upgrades in the SPWW system, including facilities Sidney PS and WWTP.	\$ 275,000	E	ERF	\$ 55,000	\$ 55,000	\$ -	\$ -	\$ -	\$ -	\$ 55,000	
24-06	Replacement	IT Core Infrastructure Replacement	Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life	\$ 240,000	E	ERF	\$ 5,000	\$ 35,000	\$ 15,000	\$ -	\$ 180,000	\$ -	\$ 230,000	
29-01	Study	Inflow and Infiltration (I&I) Management Plan Update	Future update to the Saanich Peninsula Wastewater I&I Plan	\$ 50,000	S	Res	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	
GRAVITY SEWERS & MANHOLES														
20-04	Renewal	Manhole Repairs and Replacement	Based upon inspections, high priority repairs and relining will start on some MH's in Central Saanich and Sidney. Repairs/relining will be scheduled in the next 5 years.	\$ 50,000	S	Res	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000	
20-04	Renewal	Manhole Repairs and Replacement	Based upon inspections, high priority repairs and relining will start on some MH's in Central Saanich and Sidney. Repairs/relining will be scheduled in the next 5 years.	\$ 850,000	S	Debt	\$ -	\$ 50,000	\$ 300,000	\$ 150,000	\$ 150,000	\$ 200,000	\$ 850,000	
27-02	Renewal	Trunk Sewer Relining - Ph2	Based upon CCTV inspection, about another 1600m of 500mm dia asbestos cement sewer should be lined in 2029.	\$ 1,450,000	S	Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,450,000	\$ 1,450,000	
27-02	Renewal	Trunk Sewer Relining - Ph2		\$ 750,000	S	Res	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 500,000	\$ 750,000	
27-03	Renewal	Flushing and CCTV Inspection	SPWW sewers should be cleaned and inspected on a 5-basis. The next 5-year inspection is planned for 2027.	\$ 150,000	S	Res	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ 150,000	
27-04	Renewal	I&I Flow Monitoring	Flow Monitoring leading up to I&I Plan Updates	\$ 150,000	S	Res	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ 150,000	
PRESSURE PIPES & APPURTENANCES														
DEVELOPMENT COST CHARGE (DCC) PROJECTS														
23-01	Renewal	DCC Program - 5-year Update	5-year update of the DCC program.	\$ 75,000	S	Res	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000	
GRAND TOTAL														
				\$ 15,550,000			\$ 2,195,000	\$ 5,525,000	\$ 2,855,000	\$ 2,530,000	\$ 1,380,000	\$ 2,450,000	\$ 14,740,000	

Service: 3.718 Saanich Peninsula Wastewater

Project Number	23-03	Capital Project Title	Odour Control Upgrade Construction	Capital Project Description	Odour control upgrades are required in numerous rooms and spaces at the treatment plant in order to meet health and safety requirements and prevent ongoing corrosion in some concrete tanks.
Project Rationale	Construction improvements to be implemented based on recommendations made in the KWL report. Odour control upgrades are required in numerous rooms and spaces at the treatment plant in order to meet health and safety requirements and prevent ongoing corrosion in some concrete tanks.				

Project Number	26-01	Capital Project Title	Replace Covers on Primary Clarifiers	Capital Project Description	Replace covers over clarifiers to more easily removable geomembrane cover system.
Project Rationale	The existing aluminum checker plate covers on the clarifiers are difficult to remove. A more easily removeable geomembrane cover system will allow for better operation and maintenance of the clarifiers and prolong carbon life in the odour control system.				

Project Number	23-04	Capital Project Title	Replace SCADA Servers and Ethernet Upgrades	Capital Project Description	Existing servers are EOL and need to be replaced to meet current CRD specifications and standards
Project Rationale	Existing servers are EOL and need to be replaced to meet current CRD specifications and standards				

Service: 3.718 Saanich Peninsula Wastewater

Project Number 24-01

Capital Project Title Sludge Tanks and Process Sump Cleaning and Repairs

Capital Project Description Detailed Structural assessment of the primary clarifier No. 2 and sludge tanks to determine whether repairs are required. Cleaning, repair and apply protective coating on concrete surfaces inside of the sludge tanks and process sump is required to prevent ongoing corrosion and extensive structural damage.

Project Rationale Primary Clarifier No. 1 and the oxidation tanks have had detailed structural assessments, funds are required to conduct a detailed assessment of primary clarifier No. 2 and the sludge tanks to determine whether concrete repairs are required similar to the oxidation tanks and primary clarifier No. 1.

Project Number 27-01

Capital Project Title SPWWTP Road Upgrades

Capital Project Description Construct drainage and pavement replacement on the SPWWTP access road.

Project Rationale The access road to the SPWWTP will be 27 years old and is showing localized pavement failure. Additionally, the road drainage system requires some rehabilitation to maintain its function. Funds are required to design the drainage improvements and pavement repairs, and carry out the improvements.

Project Number 28-01

Capital Project Title Bazan Bay Outfall Inspection

Capital Project Description Follow-up inspection of Bazan Bay Outfall

Project Rationale Follow up 2028 inspection of Bazan Bay outfall to meet MWR requirements for 5-years inspection frequencies following the 2023 inspection. Considerations for ROV, Electromagnetic and dye tracing.

Service: 3.718 Saanich Peninsula Wastewater

Project Number	24-02	Capital Project Title	Standby Power Assessment and Replacement	Capital Project Description	Original standby genset is nearing end of life and AECOM recommended completing a power load assessment and upgrading to a new genset that can provide standby power to the whole treatment plant.
Project Rationale	Original standby genset is nearing end of life and AECOM recommended completing a power load assessment and upgrading to a new genset that can provide standby power to the whole treatment plant.				

Project Number	24-03	Capital Project Title	SCADA Equipment Replacement	Capital Project Description	Project to review and address the maturation of SCADA hardware throughout the service areas.
Project Rationale	Project to review and address the maturation of SCADA hardware throughout the service areas.				

Project Number	24-04	Capital Project Title	SPWWTP PLC Replacement	Capital Project Description	PLC and CPUs at SPWWTP are at the end of life and must be replaced. The Schneider product currently used at the SPWWTP was discontinued in 2018 and will no longer be supported as of 2026.
Project Rationale	PLC and CPUs at SPWWTP are at the end of life and must be replaced. The Schneider product currently used at the SPWWTP was discontinued in 2018 and all support will be terminated in 2026.				

Service: 3.718 Saanich Peninsula Wastewater

Project Number 26-02 **Capital Project Title** Wastewater Treatment Plant Model Development **Capital Project Description** Initial assessment and plant modelling exercise to help assess future plant optimization.

Project Rationale Model development will better help to fine tune processes and better analyze and optimize current and future operations.

Project Number 26-03 **Capital Project Title** Decarbonization Improvements at SPWWTP **Capital Project Description** Project to carry out decarbonization improvement recommendations as developed through the 2024 Low Carbon Electrification Study.

Project Rationale Saanich Peninsula WWTP is within the top 5 GHG emitters in the CRD portfolio. Supported by the Government of Canada and Province of BC through the CleanBC Custom Program, a low carbon electrification report was carried out by Prism Engineering in 2024 which recommends improvements that will reduce reliance on natural gas, including a water source heat pump and domestic hot water pre-heating

Project Number 24-05 **Capital Project Title** Keating Pump Station - Pump Replacement **Capital Project Description** The existing pumps are nearing end of life and are becoming more difficult to maintain.

Project Rationale Replacement of existing pumps at existing facility.

Project Number 19-06 **Capital Project Title** Odour Control Upgrades **Capital Project Description** Continuing on from the 2018 Odour Control Program study, a consultant has been retained to complete the detailed design and construction services for the odour control upgrades at SPWWTP.

Project Rationale

Service: 3.718 Saanich Peninsula Wastewater

Project Number 21-04

Capital Project Title Voice Radio Replacement

Capital Project Description Replacement of the voice radios, in coordination with the RWS, SPW, JDF, and Core Area services.

Project Rationale Replacement of the voice radios, in coordination with the RWS, SPW, JDF, and Core Area services.

Project Number 18-10

Capital Project Title Equipment Replacement - Annual Provisional

Capital Project Description Funds are required for emergency replacement of equipment that is unplanned and outside maintenance contingencies.

Project Rationale Funds are required for emergency replacement of equipment that is unplanned and outside maintenance contingencies.

Project Number 22-02

Capital Project Title Microwave Radio Upgrades

Capital Project Description To provide a high bandwidth communications backbone to the SPW/SPWW systems, a microwave communications system will be installed.

Project Rationale Multiple facilities throughout the CRD RWS system require additional bandwidth to allow for proper monitoring and control. This project will enable the initial design and preliminary installation of a high bandwidth microwave backbone that will be able to be leveraged by multiple CRD operational groups. The installation of this backbone will be coordinated with the other IWS service areas.

Service: 3.718 Saanich Peninsula Wastewater

Project Number	23-02	Capital Project Title	Electrical & Control Upgrades	Capital Project Description	Electrical and Controls upgrades in the SPWW system, including facilities Sidney PS and WWTP.
Project Rationale	Replacement of the Sidney PS PLC and RTUs before failure, and updating programming of facilities to supported hardware and operating systems. WWTP Capacitor replacement also required. This program was underway in 2024 but anticipated to carry into 2025.				

Project Number	24-06	Capital Project Title	IT Core Infrastructure Replacement	Capital Project Description	Replacement of Core IT infrastructure such as servers, network switches, UPS, etc for equipment end of life
Project Rationale	Project for IT Core Infrastructure Replacement associated with SPWWS. Program to be managed by IT.				

Project Number	29-01	Capital Project Title	Inflow and Infiltration (I&I) Management Plan Update	Capital Project Description	Future update to the Saanich Peninsula Wastewater I&I Plan
Project Rationale	Continual improvements I&I Management reduce the impact on limiting capacity on conveyance and treatment infrastructure.				

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

Service: 3.718 Saanich Peninsula Wastewater

Project Number 27-02 **Capital Project Title** Trunk Sewer Relining - Ph2 **Capital Project Description** Based upon CCTV inspection, about another 1600m of 500mm dia asbestos cement sewer should be lined in 2029.

Project Rationale The trunk sewer mains were inspected in 2018-2019 resulting in approximately 800 m of 500 mm diameter asbestos cement sewer pipe requiring relining to maintain integrity. Funds are required to retain a contractor to conduct the pipe relining starting where Phase 1 left.

Project Number 27-03 **Capital Project Title** Flushing and CCTV Inspection **Capital Project Description** SPWW sewers should be cleaned and inspected on a 5-basis. The next 5-year inspection is planned for 2027.

Project Rationale Flushing and CCTV inspection program for pipe condition of SPWW sewers.

Project Number 27-04 **Capital Project Title** I&I Flow Monitoring **Capital Project Description** Flow Monitoring leading up to I&I Plan Updates

Project Rationale Monitoring to facilitate future plan updates.

Project Number 23-01 **Capital Project Title** DCC Program - 5-year Update **Capital Project Description** 5-year update of the DCC program.

Project Rationale Update to DCC will better align Developer Cost Charges with upgrades to the system required for growth.

**Summary Schedule
2025 - 2029 Financial Plan**

Asset Profile

Saanich Peninsula Wastewater Assets

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

Reserve/Fund Summary

	Estimate	Budget				
	2024	2025	2026	2027	2028	2029
Capital Reserve Funds	1,313,101	1,719,101	1,915,821	1,793,271	1,781,471	1,830,431
Equipment Replacement Fund	1,336,021	1,637,321	1,424,251	1,436,821	1,273,641	1,294,791
Operating Reserve Fund	1,188,828	1,243,768	1,184,008	1,239,558	1,205,418	1,311,588
Total	3,837,949	4,600,189	4,524,079	4,469,649	4,260,529	4,436,809

See attached reserve schedules for projected annual cash flows.

Capital Reserve Fund Schedule - SPWWTP

Capital Reserve Fund SPWWTP - DCC Portion and Capital Reserve Portion

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

DCC Portion

Fund: 1012

Fund Center: 101356

	Estimate	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	162,155	322,155	292,155	262,155	282,155	302,155
Planned Capital Expenditure (Based on Capital Plan)	-	(50,000)	(50,000)	-	-	-
Transfer OUT - To Capital Reserve		(150,000)	(150,000)	(150,000)	(150,000)	(150,000)
Fund Return						
Transfer IN - DCC Funding	170,000	170,000	170,000	170,000	170,000	170,000
Interest Income	10,000	-	-	-	-	-
Ending Balance \$	322,155	292,155	262,155	282,155	302,155	322,155

Assumptions/Background:

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

Capital Reserve Portion

Fund: 1012

Fund Center: 102022

	Estimate	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	748,787	990,945	1,426,945	1,653,665	1,511,115	1,479,315
Planned Capital Expenditure	(230,000)	(100,000)	(320,000)	(700,000)	(600,000)	(550,000)
Transfer from Ops Budget	380,273	386,000	396,720	407,450	418,200	428,960
Planned transfer from DCC Funds		150,000	150,000	150,000	150,000	150,000
Estimated Surplus	96,886					
Interest Income*	5,000	-	-	-	-	-
Ending Balance \$	990,945	1,426,945	1,653,665	1,511,115	1,479,315	1,508,275

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

The planned purchase amount may differ from the five-year capital plan summary due to carryover from the previous year.

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

Total both funds	1,313,101	1,719,101	1,915,821	1,793,271	1,781,471	1,830,431
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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

	Estimate	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	1,486,717	1,336,021	1,637,321	1,424,251	1,436,821	1,273,641
Planned Purchase (Based on Capital Plan)	(690,000)	(230,000)	(415,000)	(200,000)	(380,000)	(200,000)
Estimated Surplus						
Transfer IN (from Ops Budget)	530,274	531,300	201,930	212,570	216,820	221,150
Interest Income*	9,030					
Ending Balance \$	1,336,021	1,637,321	1,424,251	1,436,821	1,273,641	1,294,791

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

The planned purchase amount may differ from the five-year capital plan summary due to carryover from the previous year.

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

Profile

Saanich Peninsula Wastewater

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

Operating Reserve Schedule

Operating Reserve Schedule Fund: 1500 Fund Center: 105204	Estimate	Budget				
	2024	2025	2026	2027	2028	2029
Beginning Balance	1,091,252	1,188,828	1,243,768	1,184,008	1,239,558	1,205,418
Transfer In						
Planned Purchase	(100,000)	(20,000)	(135,000)	(30,000)	(130,000)	-
Estimated Surplus	96,886					
Transfer from Ops Budget	75,690	74,940	75,240	85,550	95,860	106,170
Interest Income*	25,000	-	-	-	-	-
Ending Balance \$	1,188,828	1,243,768	1,184,008	1,239,558	1,205,418	1,311,588

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.